

Notice of Meeting:

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

Date: Tuesday 27 April 2021
Time: 9.30am
Meeting Room: Council Chamber and Audio Visual Link
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Infrastructure Operations Committee

Komiti Hanganga

OPEN AGENDA

Membership

Chairperson Cr A O'Leary
Heamana

Deputy Chairperson Cr M Gallagher
Heamana Tuarua

Members	Mayor P Southgate	Cr K Naidoo-Rauf
	Deputy Mayor G Taylor	Cr R Pascoe
	Cr M Bunting	Cr S Thomson
	Cr M Forsyth	Cr M van Oosten
	Cr R Hamilton	Cr E Wilson
	Cr D Macpherson	Maangai Maaori Norm Hill

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

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Menetia Mana Whakahaere

19 April 2021

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Purpose

The Infrastructure Operations Committee is responsible for:

1. The execution of Council's infrastructure and operational plans and strategies across all asset classes.
2. To monitor and approve contracts relating to core infrastructure and provision of services.
3. To monitor and approve deferred capital relating to core infrastructure and provision of services.
4. Guiding and monitoring the provision of core infrastructure and services in particular relating to transport (including but not limited to public transport and cycleways), 3 waters and waste management, to meet the current and future needs of the city and to enhance the wellbeing of its communities.
5. Facilitating community and stakeholder involvement and discussion on core infrastructure provision and services.
6. Guiding discussion and implementation of innovative core infrastructure and service provision solutions.
7. To ensure that all infrastructure networks and service provisions are legally compliant and operate within resource consent limits.

In addition to the common delegations, the Infrastructure Operations Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To provide direction on strategic priorities and resourcing for core infrastructure aligned to city development and oversight of operational projects and services associated with those activities.
2. To develop policy, approve core-infrastructure related operational strategies and plans and monitor their implementation.
3. To receive and consider presentations and reports from stakeholders, government departments, organizations and interest groups on core infrastructure and associated services and wellbeing issues and opportunities.
4. To provide direction regarding Council's involvement in regional alliances, plans, initiatives and forums for joint infrastructure and shared services (for example Regional Transport Committee).
5. To monitor and oversee the delivery of Council's non-financial performance and non-financial key projects against the Long Term Plan, excluding key performance indicator reporting which is the responsibility of Finance Committee.

The Committee is delegated the following powers to act:

- Approval of capital expenditure within the Long Term Plan or Annual Plan that exceeds the Chief Executive's delegation, excluding expenditure which:
 - contravenes the Council's Financial Strategy; or
 - significantly alters any level of service outlined in the applicable Long Term Plan or Annual Plan; or
 - impacts Council policy or practice, in which case the delegation is recommendatory only and the Committee may make a recommendation to the Council for approval.

- Approval of any proposal to stop any road, including hearing and considering any written objections on such matters.
- Approval of purchase or disposal of land for core infrastructure for works and other purposes within this Committee's area of responsibility that exceed the Chief Executives delegation and is in accordance with the Annual Plan or Long Term Plan.

The Committee is delegated the following recommendatory powers:

- Approval of additional borrowing to Finance Committee.
- The Committee may make recommendations to Council and other Committees

Recommendatory Oversight of Policies and Bylaws:

- *Connections and Charging Policy for Three Waters Policy*
- *Earthquake-Prone, Dangerous & Insanitary Buildings Policy*
- *Seismic Performance of Buildings Policy*
- *Speed Limits Bylaw 2015*
- *Streetscape Beautification and Verge Maintenance Policy*
- *Traffic Bylaw 2015*
- *Solid Waste Bylaw 2012*
- *Stormwater Bylaw 2015*
- *Trade Waste and Wastewater Bylaw 2016*
- *Water Supply Bylaw 2013*

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1 Apologies – *Tono aroha*

2 Confirmation of Agenda – *Whakatau raarangi take*

The Committee to confirm the agenda.

3 Declaration of Interest – *Tauaakii whaipanga*

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

4 Public Forum – *Aatea koorero*

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

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

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

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

Council Report

Item 5

Committee: Infrastructure Operations Committee
Date: 27 April 2021
Author: Narelle Waite
Authoriser: Becca Brooke
Position: Governance Advisor
Position: Governance Manager
Report Name: Confirmation of the Infrastructure Operations Committee Open Minutes - 23 February 2021

Report Status	<i>Open</i>
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Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Infrastructure Operations Committee confirm the Open Minutes of the Infrastructure Operations Committee Meeting held on 23 February 2021 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Infrastructure Operations Committee Minutes 23 February 2021

Infrastructure Operations Committee

Komiti Hanganga

OPEN MINUTES

Minutes of a meeting of the Infrastructure Operations Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio-visual Link on Tuesday 23 February 2021 at 9.34am.

PRESENT

Chairperson	Cr A O'Leary
<i>Heamana</i>	
Deputy Chairperson	Cr M Gallagher
<i>Heamana Tuarua</i>	
Members	Mayor P Southgate Deputy Mayor G Taylor Cr M Bunting Cr R Hamilton Cr D Macpherson Cr K Naidoo-Rauf (via Audio-visual Link) Cr R Pascoe (via Audio-visual Link) Cr S Thomson Cr M van Oosten Cr E Wilson Maangai N Hill

In Attendance	Chris Allen – General Manager Development Chris Barton – Capital Projects Manager Tania Hermann – Group Business Manager, Infrastructure Operations Robyn Denton – Operations Team Leader Jason Harrison – Unit Manager City Transportation Kelvin Powell – City Safe Unit Manager Trevor Harris – Property Officer, Acquisitions Disposal Maire Porter – City Waters Manager Raewyn Simpson – Senior Planner, City Waters Trent Fowles – Compliance Manager, City Waters David Speirs – Director Regional Relationships, Waka Kotahi
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Governance Staff	Amy Viggers – Governance Team Leader Narelle Waite and Tyler Gaukrodger – Governance Advisors
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1. Apologies – *Tono aroha*

Resolved: (Cr O'Leary/Cr Gallagher)

That the apologies for absence from Cr Forsyth, for partial attendance from Cr Hamilton, for early departure from Cr Naidoo-Rauf and for lateness from Crs Thomson and Pascoe are accepted.

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

Resolved: (Cr O’Leary/Deputy Mayor Taylor)

That the agenda is confirmed noting that Item 8 (Waikato Regional Council – Public Transport Update) is deferred to a future meeting of the Committee due to speaker availability.

3. **Declarations of Interest – *Tauaakii whaipaaanga***

Cr Gallagher declared an interest in *Item 9 (Easement - 103 Cambridge Road)*. He noted he was not conflicted and would take part in the discussion and vote on the matter.

Cr Thomson joined the meeting (9.34am) during discussion of the above item. She was present when the matter was voted on.

4. **Public Forum – *Aatea koorero***

Richard Porter (Bike Waikato) spoke to Item 16 (General Managers Report) and discussed public support for biking and micro-mobility noting the importance of infrastructure to ensure safe transport for cyclists. He responded to questions from Members concerning Waka Kotahi funding, Claudelands bridge, the Long Term Plan, cyclist education, pedestrians, the proposed pedestrian and cycle bridge and Bike Waikato’s priorities.

John O’Donoghue spoke to Item 9 (Easement – Cambridge 103) and the historic error concerning the easement, the right-of-way access and a development project at the site. He responded to questions from Members concerning the development.

Item 9 (Easement - 103 Cambridge Road) was taken after Item 4 (Public Forum) to accommodate members of the public. .

9. **Easement - 103 Cambridge Road**

The Property Officer, Acquisitions Disposal, took the report as read and responded to questions from Members concerning the Hillcrest Bowling club access, the existing right-of-way, costing, and history of the error.

Resolved: (Cr Hamilton/Cr Bunting)

That the Infrastructure Operations Committee:

- a) receives the report;
- b) approves discharge of the existing easement registered as Transfer S3500 on Record of Titles for 103 Cambridge Road (SA13C/1110) and for Council land (SA966/209);
- c) approves a new easement to allow shared vehicle access to Council land and all of 103 Cambridge Road (Lot 1 DPS 12064), as shown in **Attachment 2** of the staff report;
- d) delegates authority to the Chief Executive to negotiate the new easement and sign all documentation relating to the discharge and registration of the easements;
- e) notes that the easement areas for the replacement easement are to remain the same as those shown on survey plan DPS 12064 (**Attachment 1** of the staff report); and
- f) notes that all costs related to the existing and replacement easements, including Council’s incurred costs, are the responsibility of the property owner for 103 Cambridge Road.

5. **Confirmation of the Infrastructure Operations Committee Open Minutes - 19 November 2020**

Resolved: (Cr Wilson/Cr O’Leary)

That the Infrastructure Operations Committee confirm the Open Minutes of the Infrastructure Operations Committee Meeting held on 19 November 2020 as a true and correct record.

6. Chair's Report

The Chair spoke to the report noting the recent Infrastructure Operations Group long service and awards event.

Resolved: (Cr O'Leary/Cr Gallagher)

That the Infrastructure Operations Committee receives the report

7. Waka Kotahi NZ Transport Agency Update

The Operations Team Leader introduced David Speirs (Director Regional Relationships, Waka Kotahi) who spoke to the purpose the Director Regional Relationships role as it relates to Council, Road to Zero, funding, revenue shortfall, the new regional Waka Kotahi team structure. He responded to questions from Members concerning the regional team structure, project funding, emissions, Eastern Pathways, Biking and Micro-mobility.

Resolved: (Cr Macpherson/Cr Gallagher)

That the Infrastructure Operations Committee:

- a) receives the verbal report; and
- b) thanks Waka Kotahi NZ Transport Agency for their update.

8. Waikato Regional Council - Public Transport Update - *This item was removed from the agenda during Item 2 (Confirmation of the Agenda).*

The meeting adjourned from 10.52am to 11.14am.

Cr Pascoe joined the meeting during the above adjournment.

10. Brymer Road Urban Upgrade - Macroscopic Approval

The Capital Projects Manager took the report as read.

Resolved: (Cr Bunting/Cr O'Leary)

That the Infrastructure Operations Committee:

- a) receives the report; and
- b) approves the macroscopic for the Brymer Road upgrade as outlined in the staff report and **Attachments 2, 3 & 4.**

11. Hamilton City Council's Draft Submission to the Health Select Committee on The Water Services Bill

The City Waters Manager and Senior Planner City Waters took the report as read and responded to questions from Members concerning Member feedback on the draft submission.

Resolved: (Cr O'Leary/Cr van Oosten)

That the Infrastructure Operations Committee:

- a) receives the report;

- b) approves Hamilton City Council's Draft 2 submission (**Attachment 1** of the staff report) to the Health Select Committee on The Water Services Bill; and
- c) notes that, following approval by the Infrastructure Operations Committee, the final submission will be sent to the Health Select Committee to meet the 2 March 2021 submission closing date.

12. Approval of Hamilton City Council's Draft 2 submission to Waka Kotahi Draft National Parking Management Guidance

The Unit Manager City Transportation took the report as read and responded to questions from Members concerning Member feedback, the parking management plan, transport data, parking enforcement and monitoring.

Staff Action: *Staff undertook to deliver a workshop to Members providing a comprehensive view of the Central City transport initiatives as a whole (Public Transport, Micro-mobility, Innovating Streets, etc.).*

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

That the Infrastructure Operations Committee:

- a) receives the report;
- b) notes further Committee Member feedback is to be sent to staff by 26 February 2021 to be incorporated in to the draft 2 submission to Waka Kotahi on the draft National Parking Management Guidelines;
- c) delegates approval of the final submission to the Chair of the Infrastructure Operations Committee by 12 March 2021; and
- d) notes that the approved submission will be uploaded to the HCC website.

13. Approval of Hamilton City Council Submission on Land Transport (Drug Driving) Amendment Bill

The Operations Team Leader took the report as read.

Resolved: (Cr Macpherson/Cr Thomson)

That the Infrastructure Operations Committee:

- a) receives the report;
- b) approves HCC's Draft 1 submission (**Attachment 1** of the staff report) to the Land Transport (Drug Driving) Amendment Bill;
- c) notes the approved submission will be sent to the Ministry of Transport by 26 February 2021; and
- d) notes the approved submission will be uploaded to Hamilton City Council's website.

14. External Committees Updates

The Council's representatives on the Waikato Regional Council Regional Transport Committee provided a verbal update on the most recent Committee meeting noting the upcoming submission for the draft 2021 Regional Land Transport Plan (RLTP) and priorities for transport projects. They responded to questions from Members concerning the RLTP submission and biking and micro-mobility.

The Council's representatives on the Waikato Regional Council Regional Connections Committee provided a verbal update on the recent Committee meeting, noting the naming of the East-West bus route (the Meteor), the on-demand central city pilot, and airport links. They responded to

questions from Members concerning the on-demand pilot, the public transport fleet and sustainable vehicles.

The Council's representative on the Waikato Regional Council Start Up Rail Governance Group provided a verbal update on the recent Committee meeting, noting the official opening of Te Huia, funding, and the Frankton Station. He responded to questions from Members concerning disability facilities, service frequency, charter opportunities, funding and asset ownership.

Staff Action: *Staff undertook to contact Waikato Regional Council (WRC) concerning the reporting of the passenger rail surplus identified in their WRC 2021-31 Long Term Plan.*

Resolved: (Cr O'Leary/Cr Wilson)

That the Infrastructure Operations Committee:

- a) receives the report, and
- b) delegates Crs O'Leary, Macpherson, Gallagher and Thomson to work with staff to develop a formal submission to Waikato Regional Council on the draft 2021 Regional Land Transport Plan.

Cr Hamilton left from the meeting (12.34pm) during the above item. He was not present when the matter was voted on.

The meeting adjourned from 1.10pm to 2.01pm.

Crs Thomson and Macpherson left the meeting during the above adjournment.

Cr Hamilton re-joined the meeting during the above adjournment.

15. Water Reform Stimulus Delivery Update

The City Waters Manager and Capital Projects Manager introduced the report noting the background and development of the Three Waters delivery programme. They responded to questions from Members concerning stormwater projects, the Taitua Arboretum Water Supply Bore Upgrade, and projects relative to new subdivisions.

Resolved: (Cr Hamilton/Cr Wilson)

That the Infrastructure Operations Committee receives the report.

Crs Thomson and Macpherson re-joined the meeting (2.02pm) during discussion of the above item. They were present when the matter was voted on.

16. Infrastructure Operations General Managers Report (Recommendation to the Council)

The Group Business Manager Infrastructure Operations took the report. Staff responded to questions from Members concerning Waka Kotahi funding, the Gordonton intersection improvements, Innovating Streets, Eastern Pathways, Biking and Micro-mobility community engagement, Crosby Road, the proposed Victoria Street turning cycle lane, and the Rubbish and Recycling programme.

Staff Action: *Staff undertook to bring information regarding Innovating Streets to the Central City River Plan Advisory Group meeting on 11 March 2021.*

Resolved: (Cr Thomson/Cr Macpherson)

That the Infrastructure Operations Committee:

- a) receives the report; and
- b) approves that the Puketaha/Gordonton and Darjon/Gordonton Intersection Improvements report will be deferred to the 27 April 2021 Infrastructure Operations Committee once detailed costings and design is finalised; and
- c) approves that the adopted AP 2020/21 On-Street Commuter Parking initiative goes to a future Elected Member workshop to finalise the commuter parking areas, associated fees and charges, and confirm which future Committee/Council meeting, prior to 30 June 2021, should receive this item.

Motion: (Cr Pascoe/Cr O’Leary)

That the Infrastructure Operations Committee requests the Hearings and Engagement Committee defers the matter of Victoria Street right hand cycle turn onto Claudelands Bridge to a future meeting of the Committee.

The Motion was put.

Those for the Motion: Councillor Pascoe.

Those against the Motion: Mayor Southgate, Deputy Mayor Taylor, Councillors Wilson, Hamilton, Bunting, Gallagher, O’Leary, Macpherson, van Oosten, Thomson and Maangai Hill

The Motion was declared LOST.

Resolved: (Mayor Southgate/Cr Macpherson)

That the Infrastructure Operations Committee recommends that the Council requests the establishment of Council representatives on the Waikato Regional Council Integrated Catchment Management Committee.

The meeting adjourned from 3.20pm to 3.25pm during the discussion of the above item.

Cr Naidoo-Rauf retired from the meeting (3.30pm) during discussion of the above item. She was not present when the matter was voted on.

17. Recommendations from the Strategic Growth Committee

Resolved: (Cr Macpherson/Deputy Mayor Taylor)

That the Infrastructure Operations Committee:

- a) approves the road stopping of the areas shown as “A” “C” & “E” in **Attachment 2** of the staff report; and
- b) delegates authority to the Chief Executive to sign all documentation related to the road stopping.

18. Resolution to Exclude the Public

Resolved: (Cr O'Leary/Cr Macpherson)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Infrastructure Operations Committee Public Excluded Minutes - 19 November 2020) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. Rubbish and Recycling Activity Update)	
C3. Empire Corporation; Three Waters Connection Policy Request		

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

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
Item C3.	to enable Council to carry out negotiations	Section 7 (2) (i)

The meeting when to Public Excluded at 4.28pm

The meeting was declared closed at 4.48pm.

Council Report

Committee: Infrastructure Operations Committee
Date: 27 April 2021
Author: Martin Parkes
Authoriser: Eeva-Liisa Wright
Position: Transport and Urban Mobility Programme Delivery Lead
Position: General Manager Infrastructure Operations
Report Name: Biking and Micromobility Programme Business Case

Report Status	<i>Open</i>
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Purpose - *Take*

1. To update the Infrastructure Operations Committee on the Biking and Micro-mobility Programme strategic network plan and developed 30-year programme.
2. To seek approval from the Infrastructure Operations Committee for the final draft Biking and Micro-mobility Programme Business Case to be submitted to Waka Kotahi NZ Transport Agency.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves the final draft Biking and Micro-Mobility Programme Business Case be submitted to Waka Kotahi NZ Transport Agency to seek business case approval;
 - c) notes the development of the recommended biking and micro-mobility programme including Strategic Network Plan and 30-year delivery programme; and
 - d) notes that funding and timing of the projects included within the full Biking and micro-mobility programme will be determined and approved as part of current and future annual and long-term plan processes.

Executive Summary - *Whakaraapopototanga matua*

4. The Biking and Micro-Mobility Programme (BMM Programme) is a coordinated programme of infrastructure and non-infrastructure activities to create a city where many more people use bikes and micro-mobility devices (including e-scooters and e-skateboards etc) day-to-day, helping shape our city that is easy to live in and move around.
5. Hamilton City Council (HCC), Waikato Regional Council (WRC) and Waka Kotahi NZ Transport Agency (Waka Kotahi) jointly developed the Access Hamilton Programme 2018 which was approved by Council on 24 October 2017. The strategic direction was later endorsed by WRC and Waka Kotahi. Access Hamilton included a target for 13% of all trips in Hamilton to be by bike by 2050.

6. The BMM Programme has been working through a business case process in accordance with Waka Kotahi NZ Transport Agency requirements, including an extensive stakeholder and community engagement programme to identify preferred options and a proposed implementation programme.
7. Staff engaged with stakeholders and the public from 22 October 2020 to 29 November 2020 to confirm an approach that would be most effective in getting people taking more biking and micro-mobility trips.
8. The Biking and Micro-Mobility Programme is a design and delivery programme that aims to:
 - i. Improve safety
 - ii. Improve mode choice and access
 - iii. Improve mode share by bike and micro-mobility device
 - iv. Contribute towards a healthy community
 - v. Reduce emissions; and
 - vi. Reduce dependency on private vehicles.
9. The Biking and Micro-Mobility Programme Business Case developed the following common principles:
 - i. Design for all ages and abilities
 - ii. Quality first – do it once, do it right
 - iii. Enhance the urban environment
 - iv. Work with the community
 - v. Quick progress
 - vi. Easy to navigate by bike
 - vii. Fair consideration for all transport modes
 - viii. Safety in design throughout the process
 - ix. Draw on the best practice designs and ideas
 - x. Timely maintenance
 - xi. Improved end-of-trip facilities
 - xii. Work with open space linkages.
10. With this proposed investment into travel behaviour change, end-of-trip facilities, and an improved and safer biking network we expect to achieve by 2050:
 - i. 126 deaths and serious injuries avoided for micro-mobility users (over a 30-year period)
 - ii. 16,700 new daily users for biking and micro-mobility (a 12% mode share)
 - iii. 10% less greenhouse gas from transport activities
 - iv. 43% of Hamilton's road network is perceived as safe for biking and micro-mobility by users, up from 6% currently
 - v. 75% of Hamilton's population will live within 250m of a separated biking facility and can travel more safely by biking or micro-mobility to multiple places of work, education, and recreation.
11. Feedback on the draft network was received at an Elected Member briefing on 17 March 2020. Members indicated a preference for a 'growth led' delivery, prioritising cornerstone network links, with an ambitious delivery programme.
12. To achieve the expected Biking and Micro-mobility Programme network improvements by 2050, staff recommend a 30-year BMM Programme. The HCC budget (with Waka Kotahi 51% co-funding) for this is assumed to be around \$700m to \$900m gross capital costs (uninflated).
13. The BMM Programme operating expenditure costs are estimated to increase to an average of \$2.2m per year over the 30-years. The additional cost for the OPEX elements of the programme is \$12.4m in the first decade and \$64m over the full 30 years.

14. The biking and micro-mobility programme is summarised in the [Draft Business Case - Biking and Micromobility Programme](#) intended to secure funding from Waka Kotahi in relation to the programme. The next steps are reliant upon securing a 51% financial assistance rate from Waka Kotahi.
15. The business case is a final draft and subject to approval by Waka Kotahi. As a draft document, changes are likely to be required by Waka Kotahi prior to approval, and when material these will be communicated to Elected Members and, if required, may be brought back to this Committee for further approvals.
16. Staff have prepared a decade-by-decade implementation plan. The 2050 network for biking and micro-mobility is shown in **Attachment 1: 2050 Biking and micro-mobility network**.
17. This 30-year programme is not static. It will be actively managed by Council staff and monitored for continual improvement opportunities. There will be opportunities to change the delivery as implementation progresses.
18. Staff anticipate some low-cost projects can proceed directly to implementation following this business case; however further (more detailed) business cases will be needed to secure funding from Waka Kotahi for higher cost individual projects, such as is currently being done for the 'School Link' business case as part of the Eastern Pathways programme.
19. The draft 2021-2031 Long Term Plan proposes a total baseline \$122m gross capital with \$855,000 consequential opex funding available for biking projects across several activities. The balance of the capital operational project costs is an unfunded opportunity intended for later decades.
20. Staff recommend the final draft BMM programme business case is endorsed including the 30-year program to enable submission to Waka Kotahi NZ Transport Agency board for approval at a scheduled meeting at the end of May 2021.
21. Following approval by Waka Kotahi, approval by the Infrastructure Operations Committee will be required incorporating any changes required through the Waka Kotahi approval process.
22. Staff consider the low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

23. Members have been involved in the development of the business case, including:
 - i. A briefing on 15 June 2020 introducing the programme and outlining the proposed approach to engaging with Members, stakeholders and the public;
 - ii. Informing the development of the delivery principles at a briefing on 27 July 2020;
 - iii. A briefing on the four short list themes on 7 October 2020, where Members indicated a preference for a safety-based approach with cycleways separated from traffic;
 - iv. Between 26 February 2021 and 12 March 2021 a sharepoint highlighting public engagement outcomes; and
 - v. Feedback on the draft network was received at an Elected Member briefing on 17 March 2020. Members indicated a preference for a 'growth led' delivery, prioritising cornerstone network links with an ambitious delivery programme.
24. A Workshop was held on the 17 March 2021 to provide information and feedback received from the stakeholder and community engagement sessions.

25. The BMM Programme supports the delivery of the established 10-year goals within the approved Access Hamilton Strategy, in Hamilton City by 2028:
- i. total trips by public transport, walking and cycling will increase from 14% to 29%; and
 - ii. short trips (<2km) undertaken by walking will increase from 26% to 50%.

Additionally, a specific target of 13% mode share for cycling by 2050 is set out in Access Hamilton.

26. The BMM Programme is a city-wide mode shift programme, to be delivered alongside public transport, walking, safety, and other transport network enhancements. It was developed to address a core series of problems facing the city:
- i. Congestion and the need to change how we move around: Hamilton is a high growth city with a car dominant transport system. Growth around Hamilton is predicted to result in commuter travel into Hamilton increasing by around 40% from current levels by 2048. With the high forecast growth, congestion will become significantly worse in the future unless we plan and prepare for change. People riding bikes and other forms of micro-mobility currently make up a very small proportion of total travel in Hamilton, estimated as 3.8% mode share of all-day trips.
 - ii. Safety: Hamilton has a Vision Zero goal for road safety – we do not believe any loss of life on our streets is acceptable. Biking related crashes comprise 4% of all crashes, but 10% of Deaths and Serious Injuries (DSI). Currently cyclists are 15 times more likely to suffer a DSI on Hamilton's roads than motorists, when compared on a per kilometre travelled basis. The quality of most of our existing cycling network is not meeting expectations for safety. The gaps remaining on the network are costly to address. Not feeling safe using a bike has been a consistent community feedback theme for Hamilton. Without both actual and perceived safety large numbers of people will continue to choose not to bike or e-scooter.
 - iii. Climate change: In Hamilton 62% of our emissions (excluding biogenic methane) are from transport, which is a strong candidate for transition to low carbon. The Government is committed to reducing emissions, with the Zero Carbon Act requiring 'net zero' emissions of all greenhouse gases (other than biogenic methane) by 2050.
27. As shown in **Attachment 1: Biking and micro-mobility network (2050)**, the scope of the programme is city-wide.
28. The Waka Kotahi [Hamilton Waikato Metro area mode shift plan](#) was endorsed by the Infrastructure Operations committee on the 27 August 2020. Biking and micro mobility was identified as a key project which will determine key routes and desired future primary, secondary and supporting networks.

Discussion - *Matapaki*

Objectives of the BMM Programme

29. Investment objectives guide the decisions around the recommended programme of activities and identify the benefits Hamilton can expect to gain in undertaking the recommended investments. These objectives include, by summary:
- i. To improve safety of micro-mobility users by reducing deaths and serious injuries, and improving the perception of safety
 - ii. To increase micro-mobility use by improving network quality and access, and
 - iii. To improve health and environmental outcomes by improving physical health and reducing CO₂ emissions.

Engagement and optioneering the BMM programme

30. Working with stakeholders, direction from Elected Members, and results from past engagement on biking a series of themes was prepared to illustrate different ways of achieving the investment objectives.
31. Four themes were developed which can be found in: **Attachment 2**.
32. These themes were discussed at an Elected Member information session on 7 October 2020 prior to public engagement commencing. General preference by Elected Members was indicated towards either the Cross-city bikeways or Connected neighbourhood themes.
33. Mana whenua were asked for their feedback on the short list programme approaches at the Te Ngaawhaa Whakatupu Ake committee meeting on 2 October 2020. Their feedback strongly supported investment in biking and micro-mobility, and in the approaches where more and safer infrastructure is proposed but did not indicate an absolute preference for a specific approach.
34. The committee requested consideration of linking cultural sites to the proposed network and a desire to be involved with individual projects at the implementation stages of the programme.

Stakeholder and community engagement

35. The stakeholder and community engagement for Hamilton City Council's Biking and Micro-mobility Programme ran for a five-week campaign period, from Thursday 22 October to Sunday 29 November 2020.
36. Staff presented four themes to the community, to understand which approach they thought would best encourage them to regularly bike, e-scoot and e-skate around Hamilton. The four themes are:
 - i. Supporting behaviour change "I have access to a bike and feel confident using it"
 - ii. Best use of the existing network "I can bike to most popular places"
 - iii. Cross city bikeways "I can bike safely between popular places without delay"
 - iv. Connected neighbourhoods "I can go anywhere on my bike safely"
37. More than 84% of respondents agree or strongly agree that the **Connected neighbourhoods** and **Cross-city bikeways** themes would encourage them to regularly bike or e-scooter. Both themes include extensive bikeways separated from traffic and pedestrians and seek to improve user safety.
38. From engagement results we know that a safe, connected network of physically separated biking facilities that goes to many destinations will encourage people to use biking and micro-mobility more. It is necessary to provide physically separated cycling facilities to enable mode shift.
39. Considering the likely effectiveness of different approaches to getting more people using biking and micro-mobility in Hamilton, input from mana whenua, stakeholder and public feedback, and direction from Elected Members, the preferred programme has been identified on the basis of the **Connected neighbourhoods** theme.
40. The recommended following engagement and consultant was **Connected neighbourhoods**.

Connected neighbourhoods Programme (Recommended)

41. The recommended **Connected neighbourhoods** programme includes:

- i. design guidelines;
- ii. network improvements;
- iii. end-of-trip facilities; and
- iv. non-infrastructure activities.

Design guidelines:

42. Development of Hamilton specific biking and micro-mobility planning and network design guidelines. Hamilton does not have any manuals or guidance specific to the planning and design of biking networks and infrastructure.
43. The development of design guidelines was highlighted by stakeholders throughout the options assessment as being critically important to ensure high quality, safe, coherent, and consistent planning and design of the biking and micro-mobility network.
44. Such guidelines would be implemented through updates to the District Plan and Waikato Regional Infrastructure Technical Specifications. These are critical to ensuring new developments provide a commensurate level of service for biking and micro-mobility.

Network improvements:

45. An upgraded and connected biking and micro-mobility network. Staff and key stakeholders attended a network development workshop on 15 December 2020 to develop the biking and micro-mobility network. Participants developed a hierarchy of destinations to connect and prepared a three-tier biking and micro-mobility network to form the connections.
46. **Attachment 1: Biking and micro-mobility network (2050)** presents the desired long-term city-wide network. Each link requires an options analysis to confirm the route selected, including options to incorporate connections through open spaces and parks.

Network treatment levels include:

- Cross city connections – Connect key clusters with wide separated bike lanes as these can be expected to generate the most travel demands due to their scale;
- Community links – Connect activity centres to the Cross city connections using separated or buffered cycle lanes; and
- Local links – Speed management treatments on local roads and quieter collector roads to integrate with the Cross city connections and Community links; and,
- Recreational Links – Primarily recreational and tourist routes, such as the Te Awa Cycleway.



End-of-trip facilities:

47. Providing high quality end-of-trip facilities to make getting around by bike, e-scooter or e-skateboards more convenient. To encourage people to cycle to work, school, or university –

and even to the local shops – a quality network needs to be supported with end-of-trip facilities.

48. Proposed end-of-trip facility types include short stay bike parking, e-bike & e-scooter charging stations, secure bike parking, and public bike repair stands.

Non-infrastructure initiatives:

49. Activities that make cycling safer and more attractive, such as education programmes, travel planning and community activation. To maximise the benefit of the investment in the physical network infrastructure and end-of-trip facilities, these activities build on the work HCC already does to promote biking and micro-mobility as safe, fun, healthy and sustainable forms of transport. These activities can include:
- a) Travel planning: while existing programmes are underway by HCC, more can be done with additional resources and travel planning activities can be extended to major employers, tertiary education centres, and new large-scale residential developments.
 - b) Education programmes: such as the 'Kids on Bikes' programme, are aimed at building the confidence of cyclists to enable them to safely navigate the biking and micro-mobility network. With additional resourcing the range of audiences can be expanded to include parents, elderly, and other groups like drivers.
 - c) Promotional campaigns: to encourage more biking may include television and radio advertising campaign to create awareness of biking and micro-mobility and the facilities available. Initiatives to boost interest also include bike races, bike sale days, and campaigns where people are incentivised to cycle or scooter for a specific period rather than use their cars.
 - d) Funding support for community-led initiatives: for example expanded HCC-led support and finance for Bike Waikato activities specific to Hamilton would enable more impactful promotion to compliment the investment in the biking network, end of trip facilities and educational programmes. Other groups that could benefit include Chain Link, Settlement Centre, Re-cycle, and similar.
 - e) Support for coordination activities: (by a Community Activation Officer), bike libraries, and purchase schemes to help people access bikes.
50. As additional biking and micro-mobility connections are developed, the maintenance requirements will increase. A higher level of service for biking and micro-mobility requires an improved maintenance regime to keep the facilities at suitable quality level. This includes more regular sweeping of debris from the separated lanes/paths, surface, regular road marking renewals, and maintenance of the end-of-trip facilities.

Benefits and outcomes from the BMM Programme

51. Outcomes of the recommended programme are identified in the following table as the 2050 preferred programme and are compared with a Do minimum scenario. The Do minimum scenario assumes that travel in Hamilton continues to be car dominated in the future as it is now.

Benefit	KPI	Measure	Do minimum (in year 2050)	Preferred programme (in year 2050)
Improved safety and perception of safety for micro-mobility users	Improved safety 15%	Number of deaths and serious injuries	15 DSI's per annum	7 DSI's per annum
	Improved perception of safety 15%	Perception of safety and ease	6% of network perceived as high safety	43% of network perceived as high safety

Increased micro-mobility access and use	Improved micro-mobility mode share 25%	Number of users	6,600 users	23,300 users
		Mode share	3.4% biking mode share	12% biking mode share
	Improved accessibility 25%	Proportion of network meeting target LoS	9% of network at LOS A-B	41% of network at LOS A-B
Improved health and environmental outcomes	Improved health 10%	Physical health benefits from active modes	0 new users in 2050	16,670 new users in 2050
	Reduced emissions 10%	Decrease CO ₂ emissions	812k tonnes of CO ₂ from motor transport per annum	740k tonnes of CO ₂ from motor transport per annum

How the BMM Programme supports Council's strategic plans / policies

Policy/Strategy	Relevance	BMM Programme
National Policy Statement - Urban Development (2020)	Requires greater urban intensification. It removes the use of minimum carparking requirements, except for accessible carparks, in District Plans.	Biking and micro-mobility will become critically important to supporting well-functioning urban environments as Hamilton becomes denser.
The Hamilton Waikato Metropolitan Spatial Plan (MSP)	How Hamilton City and the neighbouring communities will grow and develop over the next 100 + years. Transformational moves include 'a radical transport shift' and 'a vibrant metro core and lively metropolitan centres'.	More biking and micro-mobility will support the intended transport shift and sought-after health outcomes.
Hamilton-Waikato- Waka Kotahi Mode Shift Plan	Confirms the need to use public transport and walking/cycling investment to deliver affordable growth in employment and housing.	Actions within this plan include to deliver micro-mobility business cases in Hamilton to determine key routes and desired future primary, secondary, and supporting networks.
Tai Timu, Tai Pari, Taiao Waikato Tainui Environmental Plan	Provides a policy to develop and manage transportation infrastructure to provide for social, cultural, spiritual, economic, and environmental needs.	The BMM Programme supports this outcome by developing guidelines and improving the existing road network for biking and micro-mobility.
Ngaati Haua Environmental Management Plan	Identifies a need to manage the potential effects of urban development and improve air quality, including reducing reliance on motor vehicles.	Air quality and mode shift are important indicators, which strongly align with the BMM Programme.
Speed Management Plan	Sets out a Vision Zero goal for road safety.	Speed management has a beneficial safety effect for micro-mobility users and a safer biking and micro-mobility network with fewer DSIs supports vision zero.
The River Plan	Sets out a vision for the Waikato River be the defining heart of Hamilton including a theme	The BMM Programme includes river crossing projects aligning with those in

Policy/Strategy	Relevance	BMM Programme
	to improve access along and to the river and an objective to adapt bridges for improved pedestrian and cyclist access.	the River Plan.
City Centre Transformation Plan (2015)	Outlines a central city that is easy to get around for all ages with excellent walking and cycling paths and defined loops enhances the central city's appeal.	The BMM Programme enables implementation of projects to progress to achieve this vision.
Play Strategy	Identifies a need to provide a range of opportunities for people to engage in physical activity across Hamilton City.	Strong support is stated for more cycling infrastructure (particularly off-road biking trails) which is suitable for all ages and abilities, and these are included in the BMM Programme.
Access Hamilton	Parent strategy for the BMM Programme to align with, and it seeks the benefits of: <ul style="list-style-type: none"> • Efficient and reliable access between key activities for all transport system users; • A transport system that is safe to use for all modes; and, • Infrastructure and service delivery that contributes to the strategic priorities of Hamilton city and its investment partners. 	The basis of the Biking and micro-mobility programme business case was aligned with and focussed on these benefits of safety, improved access, and enabling Hamilton to grow. The BMM Programme delivers on the Access Hamilton benefits.

Sequence of implementation

52. The per decade sequencing for the BMM Programme is outlined in **Attachments: 3, 4, 5: network sequencing**. These each portray a decade worth of capital projects. The proposed first decade projects for biking and micro-mobility improvements are expected to cost approximately \$122m uninflated gross capital costs and include those items shown in the following table:

Project	Delivery Sequencing - Financial year									
	21 / 22	22 / 23	23 / 24	24 / 25	25 / 26	26 / 27	27 / 28	28 / 29	29 / 30	30 / 31
Design Guidelines										
School Link South										
School Link North										
University to City Centre Link										
Central City Active Modes Bridge										
Ward / Anglesea										
Crosby Road										
Cambridge Rd, SH1 to Wairere Dr										
Victoria Street, Boundary Rd to Anzac Pd										
Killarney Road, SH23 to Hamilton Lake										
Clarkin Road										
Claudlands - Te Aroha – Ruakura										

Project	Delivery Sequencing - Financial year									
	21 / 22	22 / 23	23 / 24	24 / 25	25 / 26	26 / 27	27 / 28	28 / 29	29 / 30	30 / 31
Morrinsville Road (state highway network)										
Kirikirihoa Crossing (on River Road)										
Mahoe Park Western Rail Trail Extension										
Bader Gully Connection										
Frankton Rail Station walk/cycle bridge										
Te Awa South										
Local Link Projects, and minor improvements (bike parking, bike wands, repair stations, etc)										
Table key		Implementation (i.e. construction)		Implementation (i.e. construction)						

Options

53. Staff have provided a recommended 30-year programme, including a 10-year delivery profile for capital projects that is aligned with the draft Long-Term Plan 2021-2031 budget for biking and micro-mobility projects.
54. The intended sequencing for the BMM Programme is outlined in **Attachments: 3, 4, 5: network sequencing**. These each portray a decade of capital projects. The programme is not static and there will be opportunity for changes along the way.
55. Elected Members indicated at an Elected Member briefing on 17 March 2021 an interest in spending more in the first decade of the programme.
56. Noting the draft 2021-31 LTP includes an unfunded capital item for *Biking and Micro-mobility – Additional Opportunities* for \$270,203,000 (gross total 10-year budget).
57. Staff have assessed that there are several options for the Committee to consider if they wish to bring forward projects from the later decades into the first. The options are set out table below and detailed in **Attachment 6: Candidate projects to do earlier**.

Candidate project	Description	Uninflated Gross Capital Project cost estimate
Boundary Road	Peachgrove to Victoria - separated bikeway	\$7.8m
Grey Street	Cook Street to Cobham Drive - separated bikeway	\$3.7m
Massey, Hall, Mill	Killarney Road to Boundary Road including Whitiora Bridge - separated bikeway	\$29.0m
Norton Road	Mill Street to King Street - separated bikeway	\$3.1m
Ohaupo Road	Dixon Road to Kahikatea Road - separated bikeway	\$12.0m
Ohaupo, Pembroke	Kahikatea Road to City Centre - separated bikeway	\$8.0m
Rostrevor Street	Victoria Street to Tristram Street - separated bikeway	\$2.1m
School Link Central	Ruakura/Te Aroha to Clarkin - separated bikeway (excludes potential placemaking costs at 5 Crossroads)	\$10.2m

Candidate project	Description	Uninflated Gross Capital Project cost estimate
Te Rapa, Ulster	Liverpool Road to Church Road - separated bikeway	\$26.4m
Tristram Street	Cobham Drive to Rostrevor Street - separated bikeway	\$6.9m
Anzac Parade	Victoria Street to Tristram Street - separated bikeway	\$0.7m
Bankwood Dr	Clarkin Rd to Comries Road, connecting to Hukanui - Community link separated bikeway	\$6.8m

Financial Considerations - *Whaiwhakaaro Puutea*

58. The draft 2021-2031 Long Term Plan proposes a baseline \$122m gross capital budget with a baseline annual average of \$85,500 consequential operational available for biking projects across several activities. The balance of the BMM project costs is an unfunded opportunity.
59. The total gross capital costs to complete the 30-year BMM Programme is \$700-\$900m and \$64m maintenance and operating costs uninflated assuming growth areas cover their own costs and state highway network improvements are entirely paid for by Waka Kotahi.
60. The first decade of projects are proposed to be funded through the 2021-31 Long Term Plan, including an assumed 51% funding contribution by Waka Kotahi.
61. The below table outlines the per decade estimated costs excluding costs associated with growth areas or state highways. It compares programme costs against the baseline and opportunities from the draft 2021-31 Long Term Plan.
62. [The Draft Business Case – Biking and Micromobility Programme](#) sets out a more detailed analysis of the relevant financial considerations and benefits.

Type of Costs	2021-2031 (Draft LTP)		2031-2041 (unfunded)	2041-2051 (unfunded)
Capital Expenditure	Funded	Unfunded Cost estimate	Cost estimate	Cost estimate
Draft Long Term Plan 2021-2031 – Biking projects and related budgets	\$122m <i>Baseline</i>	\$270m estimate <i>Biking and Micro-mobility – Additional Opportunities</i>	--	--
BMM capital programme	--	\$122m-\$164m	\$331m-\$431m	\$209m-\$273m
Operating Expenditure				
Network operating and maintenance	\$0.625m <i>Baseline</i>	\$0.550m <i>Biking and Micro-mobility – Additional Opportunities</i>		
BMM programme network consequential opex		\$13.3m	\$22m	\$29m
Total OPEX	\$0.855m	\$13.3m	\$22m	\$29m

Assumption of 51% funding co-investment by Waka Kotahi NZ Transport Agency, COSTS ARE uninflated gross.

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

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

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

64. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
65. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
66. The recommendations set out in this report are consistent with that purpose.

Social

67. The best local streets are for more than roads for moving vehicles, they are social spaces and support community connections and avoid unnecessary social impacts from accidents. Successful management of the transport system can support social connections through improved access to socially engaging activities along with live, work, and play opportunities.
68. Over time the BMM Programme can re-shape streets and make bikes and e-scooters safe and attractive transport options for people to get around their community.

Economic

69. The Programme will contribute towards greater transport choice by improving safe options for travel (by bike, e-scooter, etc) which are cheap.
70. Hamilton's population is growing fast and becoming denser. This will result in increased use of the transport network. As roads get busier this can have an economic impact, with people spending more time in traffic getting around the city and greater inefficiencies in freight transport.
71. Increasing the mode share of biking and micro-mobility will help to defer some costs of congestion in the long term. The BMM Programme can better connect people to economic opportunities by providing more cost-effective travel choices.

Environmental

72. Each trip on a bike or by e-mobility means fewer emissions from auto-mobile use, which is a significant contributor to local air pollution. The BMM Programme will lead to reduced emissions to the air, and bikes and e-scooters are less resource intensive to make.

Cultural

73. The Biking and Micro-Mobility Programme seeks to encourage biking and micro-mobility across Hamilton. Our community is culturally diverse, and there will be different cultural priorities and opportunities and concerns when it comes to biking and micro-mobility. The approach to partner involvement and community engagement recognises this, with implementation engagement exemplified by involving partners, stakeholders and the community.

Risks - *Tuuraru*

74. The BMM Programme is currently budgeted on the assumption of Waka Kotahi NZ Transport Agency funding assistance at 51%. If this is not realised, or funding approval is delayed, staff will report back to the Infrastructure Operations Committee to seek further direction.

75. Should any changes be required to the business case from Waka Kotahi these will be reported to the Infrastructure Operations committee.
76. The BMM Programme has been costed based on high-level information. Throughout the course of delivering the long-term programme project costs are likely to vary based on local context and site conditions.
77. While there was strong support for enabling more biking and micro-mobility across the city, during engagement there is potential for pushback on individual projects on the basis of localised impacts.
78. A programme risk register will be developed and maintained in accordance with HCC risk management practices.

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

Significance

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

Engagement

80. Community views and preferences are already known to the Council through city-wide engagement on the short list of themes. It is expected that the BMM Programme will continue to engage with communities benefiting or impacted through implementation.
81. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - 2050 Biking and Micro-mobility Network

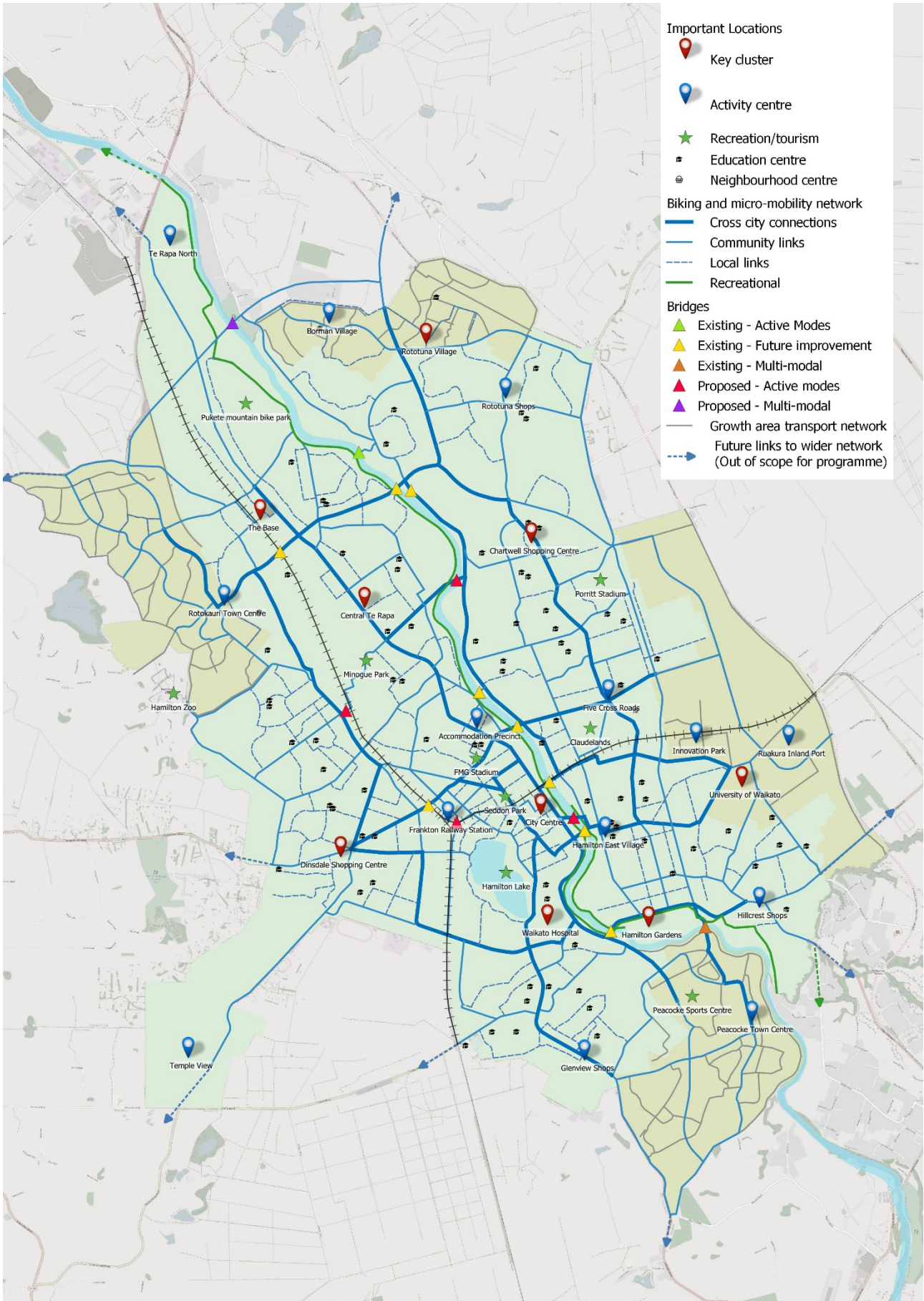
Attachment 2 - Four Themes

Attachment 3 - Biking and Micro-Mobility Network Sequencing (2021-2031)

Attachment 4 - Biking and Micro-Mobility Network Sequencing (2031-2041)

Attachment 5 - Biking and Micro-Mobility Network Sequencing (2041-2051)

Attachment 6 - Biking and Micro-Mobility - Candidate Projects to do Earlier



FOUR THEMES

Supporting behaviour change



Kids on bikes education programme

Hamilton City Council

"I have access to a bike and feel confident using it"

This theme focuses on promotions, education, policy and increasing access to bikes and e-scooters.

- Education programmes to raise awareness
- Policies to facilitate and promote the wider uptake of biking and e-scootering, like higher parking costs or speed limit reductions
- Increase access to bikes and e-scooters
- Community biking hubs.

Programme measures for comparison



People using bikes and e-scooters



Safety improvements



Reduction in greenhouse gas emissions



Cost

Best use of the existing network



Painted bikeway with no physical barrier

Waka Kotahi

“I can bike to most popular places”

This theme focuses on reallocating existing street space, closing gaps in the bike network, cleaner and tidier bike lanes.

- Fill in the gaps in the existing biking network
- Reallocate existing road space to bikes and e-scooters, but minimise physical changes
- Provide a consistent standard of connections across the network
- Connect the bike network to open space paths.

Programme measures for comparison



People using bikes and e-scooters



Safety improvements



Reduction in greenhouse gas emissions



Cost

Cross-city bikeways



Wide separated bike path with physical barrier

Spinlister

"I can bike safely between popular places without delay"

This theme focuses on providing the highest quality bike and e-scooter facilities connecting key city-wide destinations.

- Wide separated cross-city bikeways between high demand destinations (like the university, city centre and hospital)
- On-road bikeways linking community destinations (like schools and shops) to cross-city bikeways
- Bikes and e-scooters get priority over cars on cross-city bikeways.

Programme measures for comparison



People using bikes and e-scooters



Safety improvements



Reduction in greenhouse gas emissions



Cost

Connected neighbourhoods



Separated bikeway with physical barrier

Waka Kotahi

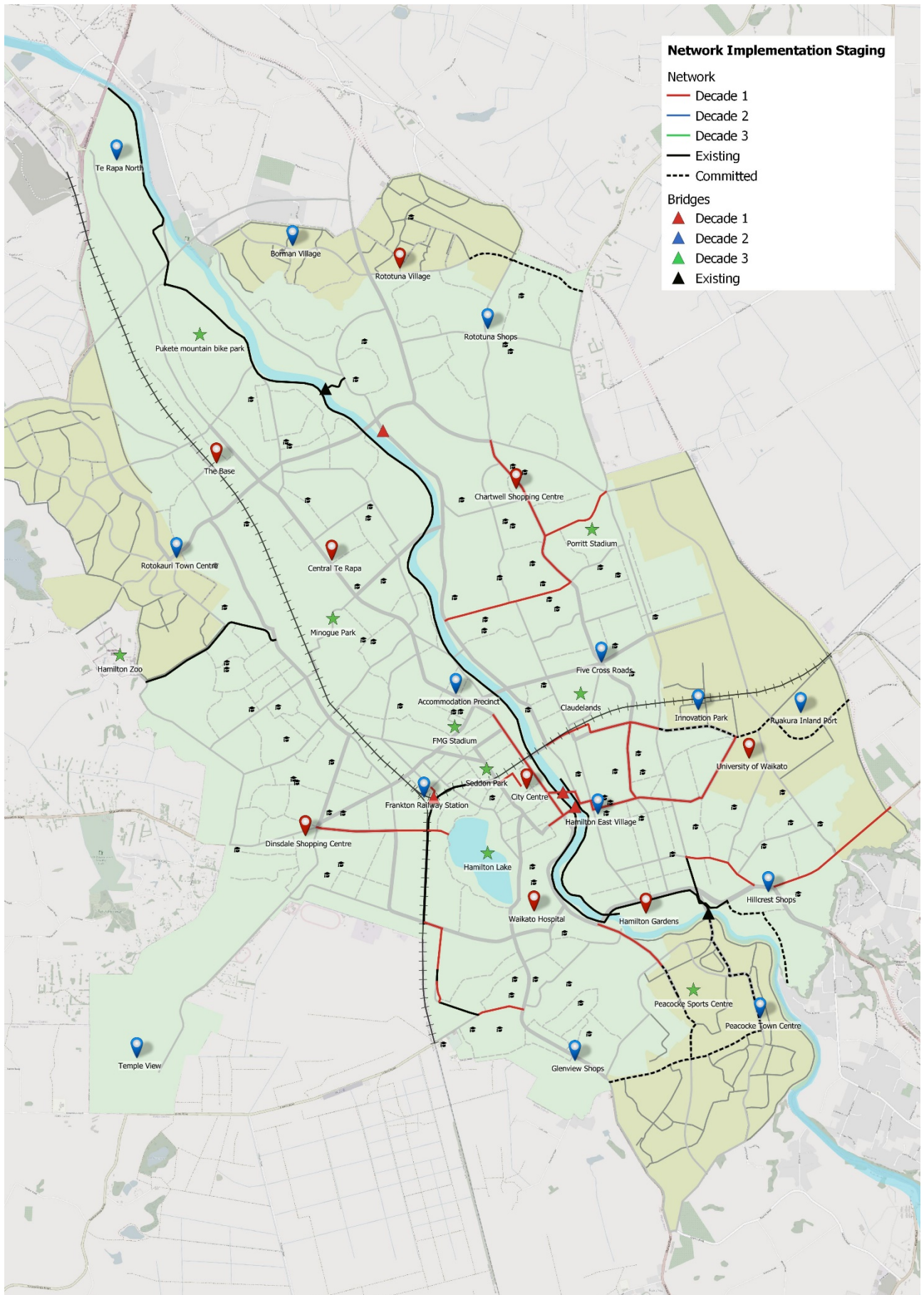
"I can go anywhere
on my bike"

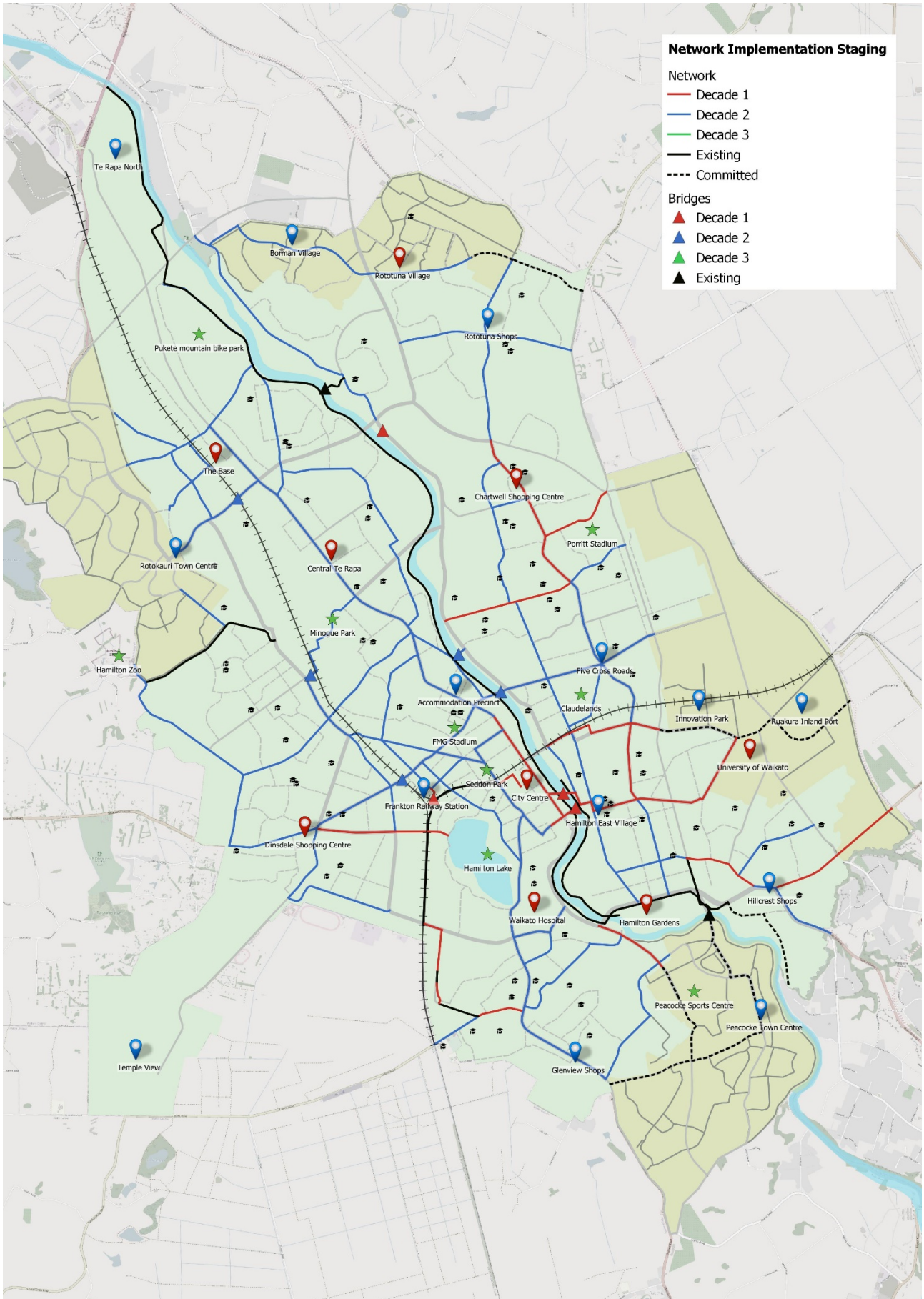
**This theme focuses on safe door to door rides to schools,
neighbourhood centres and key destinations.**

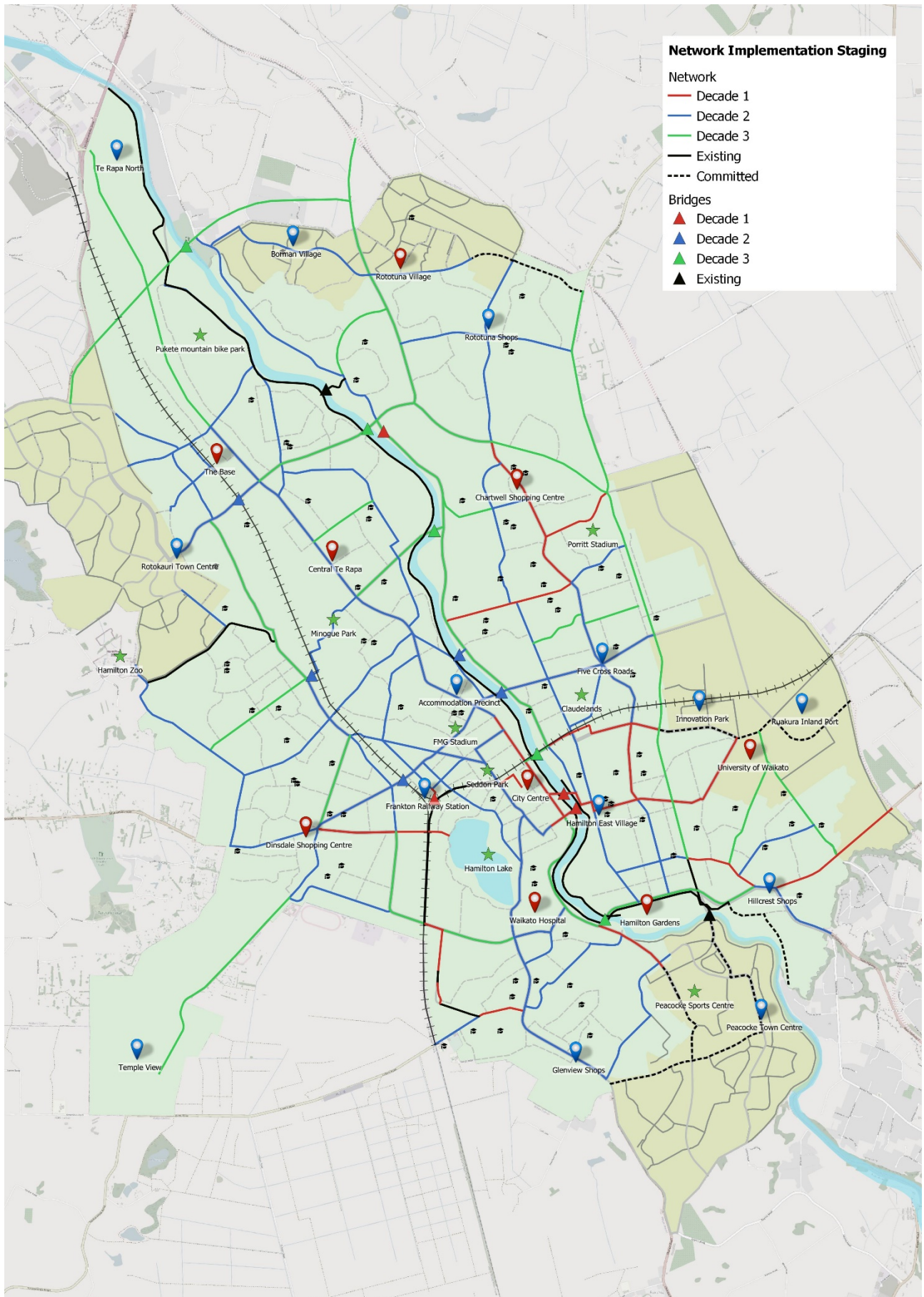
- Provide separate space for pedestrians, bikes and cars on busy roads
- Local roads that are redesigned to be bike friendly
- Connect neighbourhood centres and schools as well as large destinations
- Safe speed areas around schools and neighbourhood centres.

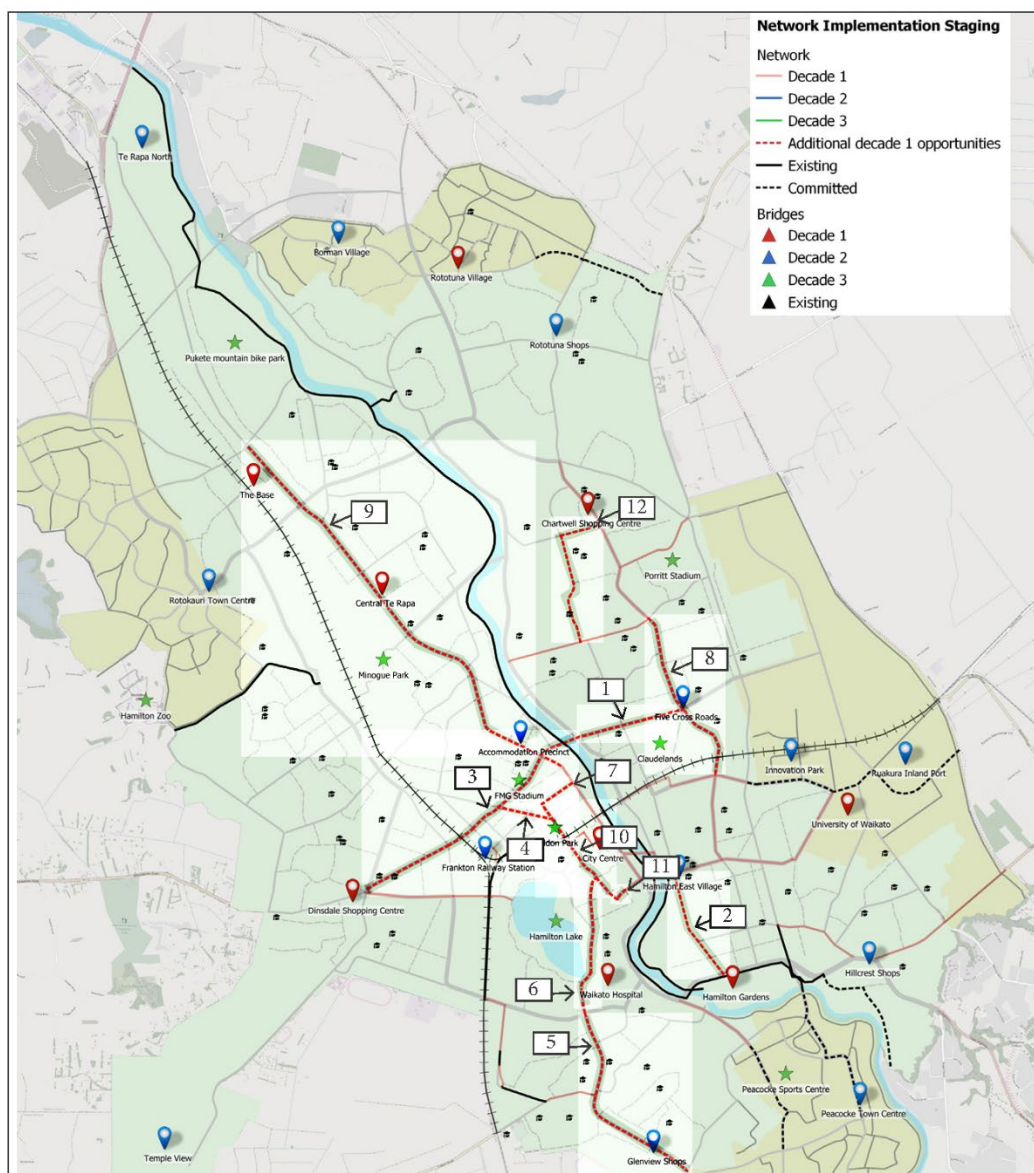
Programme measures for comparison











Candidate project	Description	Cost estimate
1 Boundary Road	Peachgrove to Victoria - Cross city connection separated bikeway	\$7.8M
2 Grey Street	Cook Street to Cobham Drive - Community link separated bikeway	\$3.7M
3 Massey, Hall, Mill	Killarney Road to Boundary Road inc. Whitiara Bridge - Cross city connection separated bikeway	\$29.0M
4 Norton Road	Mill Street to King Street - Cross city connection separated bikeway	\$3.1M
5 Ohaupo Road	Dixon Road to Kahikatea Road - Cross city connection separated bikeway	\$12.0M
6 Ohaupo, Pembroke	Kahikatea Road to City Centre - Cross city connection separated bikeway	\$8.0M
7 Rostrevor Street	Victoria Street to Tristram Street - Cross city connection separated bikeway	\$2.1M
8 School Link Central	Ruakura/Te Aroha to Clarkin - Cross city connection separated bikeway	\$10.2M
9 Te Rapa, Ulster	Liverpool Road to Church Road - Cross city connection separated bikeway	\$26.4M
10 Tristram Street	Cobham Drive to Rostrevor Street - Cross city connection separated bikeway	\$6.9M
11 Anzac Parade	Victoria Street to Tristram Street - Cross city connection separated bikeway	\$0.7M
12 Bankwood Dr	Clarkin Rd to Comries Road, connecting to Hukanui - Community link separated bikeway	\$6.8M

Council Report

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Christopher Barton

Authoriser: Chris Allen

Position: Capital Projects Manager

Position: General Manager Development

Report Name: Eastern Pathways Programme

Report Status	<i>Open</i>
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Purpose - *Take*

1. To update the Infrastructure Operations Committee on the Eastern Pathways/Te Ara o te Rawhiti programme and seek endorsement of the School Link and City Centre to University Link project business cases – which outlines the preferred options and indicative implementation plan for programme delivery.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves the final draft School Link project Single Stage Business Case for submission to Waka Kotahi NZTA to seek business case approval;
 - c) notes that endorsement of the School Link project Single Stage Business Case for submission to Waka Kotahi NZTA does not pre-determine any specific option for Five Cross Roads which in particular needs further investigation, urban design work and consultation/engagement to be undertaken prior to confirming a preferred option; and
 - d) approves the final draft City Centre to University Link project Single Stage Business Case for submission to Waka Kotahi NZTA to seek business case approval.

Executive Summary - *Whakaraapopototanga matua*

3. Eastern Pathways/Te Ara o te Rawhiti is a programme of works that aims to enhance safety and deliver transportation modal shift, enable healthier communities through increased active mode journeys and reduce dependency on private vehicle use.
4. The programme has been working through a business case process in accordance with Waka Kotahi NZ Transport Agency requirements, including an extensive stakeholder and community engagement programme, to identify preferred options and a proposed implementation programme.

5. The eastern pathways programme is primarily comprised of three components:
 - i. the School Link along Hukanui Road and Peachgrove Road;
 - ii. the City Centre to University Link; and
 - iii. a supporting network of key biking connections.

School Link

6. The preferred option for the School Link is to deliver a separated cycle facility as well as upgrades of key intersections along the corridor – including public transport infrastructure improvements outside schools and at intersections.
7. Along the School Link corridor an upgrade is required at Five Cross Roads intersection, however further investigation, consultation and engagement is required as part of subsequent phases of the project prior to confirming the preferred option at this site.

City Centre to University Link

8. The preferred option for the City Centre to University link includes enhanced public transport infrastructure on the Anzac Parade/Clyde Street corridor to support the high frequency East-West 'Meteor' service, plus a separated cycle facility along Grey Street and Cook Street linking to the University via Clyde Street after the Wairere Drive intersection.
9. The walking and cycling benefits of the City Centre to University Link corridor are strongly related to the delivery of the proposed CBD walking/cycling connection across the river, linking the Central City to Memorial Park.

Biking Network Connections

10. A prioritised programme of additional key network connections has also been identified, including:
 - i. a priority connection along Te Aroha Street between the Claudelands Bridge and the upgraded cycling network facilities being delivered as part of the current Ruakura Road Urban Upgrade project; and
 - ii. a connection from Beale Street through Hamilton Boys High School to connect with Wilson Street.

Funding

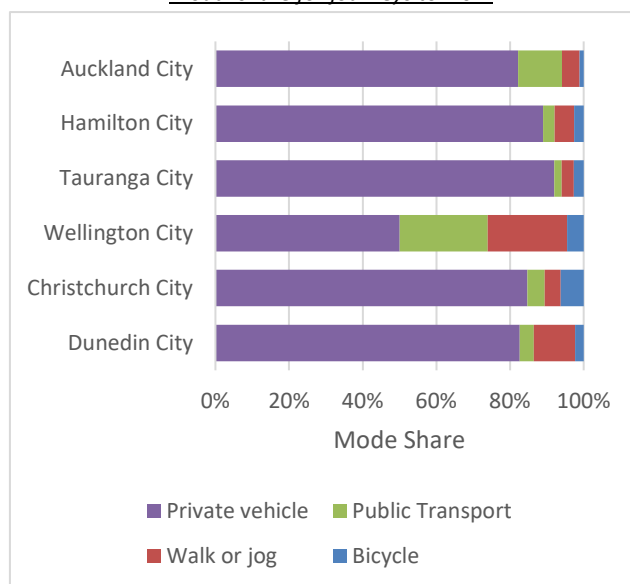
11. Delivery of the whole Eastern Pathways network is estimated at \$210m, comprised of:
 - i. \$43.1m to complete the School Link;
 - ii. \$32.4m to complete City Centre to University Link (excluding new river connection);
 - iii. \$27.9m to complete new CBD walking/cycling connection across the river;
 - iv. \$23m to complete priority network of key biking connections; and
 - v. \$83m to complete the supporting biking connections network in the Eastern Pathways area in accordance with the Biking and Micromobility programme.
12. In the draft 2021-31 10 Year Plan, \$75.4m is budgeted for delivery of these Eastern Pathways components. To align with funding a prioritised implementation programme has been developed including:
 - i. \$17.8m for the northern section of School Link between Wairere Drive and Clarkin Road;
 - ii. \$8.3m for the southern section of School Link between Ruakura Road and Clyde Street;
 - iii. \$11.2m for key biking connections on Te Aroha Street / Ruakura Road, Clarkin Road and Pickering Crescent;
 - iv. \$27.9m to complete new CBD walking/cycling connection across the river; and
 - v. \$10.2m to complete priority components of the City Centre to University Link.
13. Additional works are able to be delivered subject to additional programme funding.

14. This programme is budgeted assuming financial assistance at a rate of 51% from Waka Kotahi NZ Transport Agency. Following submission of the Business Cases, it is anticipated a decision regarding approval of pre-implementation funding will be considered by Waka Kotahi NZ Transport Agency on 27th May 2021.
15. Staff consider the decisions in this report have low significance and that the recommendations comply with Council's legal requirements.

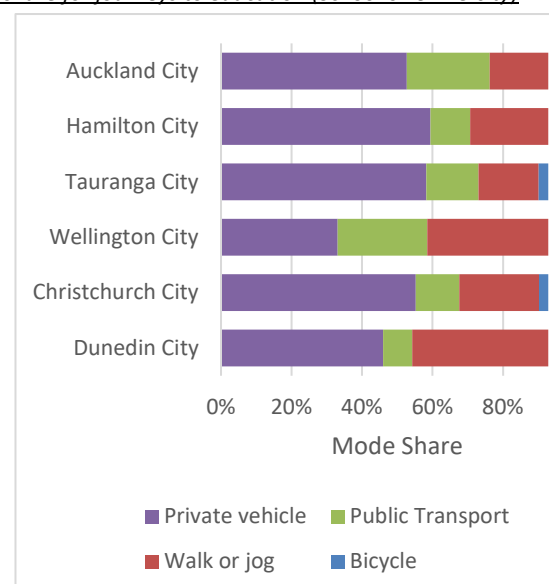
Background - *Koorero whaimaarama*

16. In accordance with established 10-year goals in the approved Access Hamilton Strategy for Hamilton City, by 2028:
 - i. total trips by public transport, walking and cycling will increase from 14% to 29%; and
 - ii. short trips (<2km) undertaken by walking will increase from 26% to 50%.
17. The 2018-28 10-Year Plan also established a 10-year goal of increasing the total number of people accessing the CBD by cycle from 1,300 to 3,000 people per day.
18. Of the six New Zealand cities, currently Hamilton City has the lowest share of trips to and from education via public transport or active modes, and second lowest share for trips to and from work, as shown below:

Modal share for journeys to work



Modal share for journeys to education (School or University)



1.

19. Delivering on the Access Hamilton Strategy targets will require a substantial change in the way cycling, walking and public transport infrastructure is delivered in the City. Council has recently developed its Biking and Micro-Mobility Plan which recommends a \$700m-\$900m programme of investment across the city over the next 30 years.
20. Eastern Pathways/Te Ara o te Rawhiti is a programme to deliver against these existing strategies, plans and strategic objectives.
21. The Eastern Pathways/Te Ara o te Rawhiti programme has been developed in alignment with the Biking and Micro-mobility plan, the most recent Waikato Regional Public Transport Plan and recent Council decisions on the East/West route, the Meteor.

22. The identified Eastern Pathways/Te Ara o te Rawhiti programme area is broadly encompassed by Wairere Drive, Waikato River and Clyde Street. This community includes approximately 13,000 households accessing services from over 1,000 businesses and community facilities such as 23 schools, the University of Waikato, medical and local services.
23. As shown on **Attachment 1**, the Eastern Pathways/Te Ara o te Rawhiti programme is comprised of two major corridors; the School Link corridor and the City Centre to University Link corridor, along with supporting investments in suburban biking connections to link people with key centres such as schools, businesses and community facilities.
24. Key benefits of the programme include:
 - i. access for 13,000 households' to a safe segregated cycling and walking network;
 - ii. improved safety for vulnerable road users in accordance with Councils 'Vision Zero' targets;
 - iii. transport infrastructure to effectively service existing and future inner-city intensification under the National Policy Statement (NPS) for Urban Development; and
 - iv. dramatically increasing the choices available to the community for safe walking, cycling and public transport use. This in turn reduces transport emissions, improves health and wellbeing and off-sets future network improvements required to service private motor vehicles.
25. At the 27 August 2020 meeting the Infrastructure Operations Committee ([Agenda](#), [Minutes](#)) approved the strategic case for both School Link and City Centre to University Link along with the following programme delivery principles of:
 - i. Deliver as quickly as we can
 - ii. Quality first – do it right the first time
 - iii. Take the community and stakeholders on the journey; and
 - iv. Partnership for co-investment
26. The business cases for both the [School Link](#) and City Centre to [University Link](#) corridors have been completed in accordance with Waka Kotahi NZ Transport Agency practise with the support of an extensive stakeholder and community engagement programme.
27. The business case and community engagement processes have focused on confirming the preferred option for the School Link and City Centre to University Link, and the priorities for delivery across the programme.

Community and Stakeholder Engagement

28. The community engagement strategy as reported to the Infrastructure Operations Committee on 27th August 2020 has been successfully implemented and involved:
 - A. establishing a partners group with Waka Kotahi NZ Transport Agency, Hamilton City Council and Waikato Regional Council staff;
 - B. a Programme Reference Group of key stakeholders including Kainga Ora, Ministry of Education, University of Waikato, Waikato DHB, Bike Waikato, CCS Disability and Living Streets Aotearoa (Hamilton) and the Settlement Centre; and
 - C. community engagement programme that involved:
 - i. a mail drop to approximately 22,000 households, businesses, and community services and groups (Fairfield Enderley Resilience Network), Emergency Services (NZ Police), the University of Waikato and school leaders, parents and students;
 - ii. over 4000 direct interactions at open days, workshops including with schools and student leaders, drop-in sessions and 1:1 meetings; and
 - iii. over 2000 individual pieces of feedback received on the issues, opportunities and options proposed for the School Link and City Centre to University Link.

29. The engagement process is now completed. The key insights from the Community are:
- i. overall support for delivering improved cycling and walking opportunities across the Community;
 - ii. safety concerns represent over 80% of all issues identified by the community for not cycling or letting their children cycle to school;
 - iii. stranger danger and feeling safe are important local social factors to consider;
 - iv. a preference to separate active modes from public transport and private motor cars;
 - v. there are a range of smaller projects and general maintenance activities that we can do immediately (e.g. signage, vegetation clearance, resealing, sweeping, lighting) to improve the desirability of using active modes;
 - vi. speed management, parking controls, education and incentives are all important parts of delivering a coordinated service to the community; and
 - vii. the community have identified a range of minor works and maintenance activities that have been that are able to be progressed as part of Councils maintenance and minor works programmes.
30. The community have provided clear support to progress with improved cycling, walking and public transport infrastructure to support safety for vulnerable road users, improved travel choice and city growth.

Discussion - *Matapaki*

School Link Business Case

31. The School Link is 6.2km long and connects a number of schools, businesses, and community facilities, as well as intersecting with some areas of high traffic intensity (e.g. Five Cross Roads intersection).
32. The investment objectives for the School Link as included in the approved strategic case include:
- i. Reduce reliance on private vehicles and increase active mode and public transport uptake
 - ii. Reduce harm to the community by reducing deaths and serious injuries
 - iii. Improving the environmental outcomes for the community
33. The investment objectives are an important part of evaluating the options identified with stakeholders and the community for improving the School Link corridor.

Shortlist of Options

34. A wide variety of options were tested for the School Link corridor. These encompassed separating active mode transport and providing public transport priority, while considering local safety improvements and non-infrastructure solutions such as education, enforcement, and speed management.
35. A short list of options was developed with stakeholders and put to the community and stakeholders for feedback. These options were:
- **Option A:** A walking/cycling and amenity focused option that fully segregates pedestrians, cyclists, and motor vehicle users
 - **Option B:** An option that provides for on-road separate cycleways with dedicated bus facilities at key destinations and at key intersections
 - **Option C:** A public transport focused option with dedicated bus lanes/clearways along the full length of the School Link corridor, and on-road separated cycleways.

36. All options include education and policy activities that support the infrastructure improvements being provided. These will include education in schools, speed management, parking policy changes (e.g. school drop zones, residents only) and new signage and wayfinding devices.
37. Community feedback shows a preference for Option A with 43% of all respondents preferring this option (refer **Attachment 2**).
38. The Programme Reference Group also preferred Option A, with suggested modifications to additionally improve services to bus users.
39. A summary of the technical assessment along with the community feedback is provided below:

	School Link Options Comparison						
	Mode Shift			CO2 Emissions	Reduced Harm (DSIs)	Community Sentiment	Costs (P50)
	Public Transport	Active Modes (City Wide)					
Option A	1%	Trips to Work	35%	↓	↓	Corridor 43.6%	\$45M
		Trips to School	28.4%				\$5.94M/k
Option B	5%	Trips to Work	27%	↓	↓	Corridor 12.8%	\$54M
		Trips to School	22%				\$7.04M/k
Option C	10%	Trips to Work	23%	↓	↓	Corridor: 23.08%	\$55M
		Trips to School	19%				\$7.15M/k
Do minimum	0%	Trips to Work Trips to School	0% 0%	↑	→		\$21M
Do nothing	0%	Trips to Work Trips to School	0% 0%	↑	↑		N/A
Emerging Preferred	5%		As per Option A	↓	↓	Option A + Add bus priority to key intersections	Similar Option A

School Link Recommended Option

40. There is a high degree of alignment from the community and stakeholder engagement and the technical assessment to prefer **Option A**, which is assessed to provide:
- the most significant increase in active modes of the three options;
 - will provide the most significant reduction in deaths and serious injuries;
 - provides an improvement in public transport use across the City network; and
 - has the highest benefits compared to the costs of delivering the option.
41. As shown on **Attachment 3**, the recommended option is **Option A** with modifications to include elements of Option C that provide overall increased benefits for bus users including:
- Major intersections to include priority bus treatments (e.g. advance stops, light pre-emption)
 - Dedicated bus stop facilities near significant destinations (larger schools, commercial areas, and community facilities)
42. **Option A** is estimated to be \$43.1m for the corridor (expected P50 estimate – uninflated 2021 cost), or approximately \$6m per kilometre. This is consistent with similar treatments delivered in Auckland and Christchurch. A typical treatment layout is shown below.



43. Implementing the recommended option will provide increased priority to active modes and public transport users due to changes at intersections and speed management in some locations.

Five Cross Roads intersection

44. Five Cross Roads is a major intersection on the School Link route and is critical to the overall success of the School Link. This intersection has one of the highest crash rates in the city, is identified consistently as a problem location by the community and is a complex environment with business, local residential and cross city traffic converging in this one location.
45. A specific targeted consultation process was undertaken regarding this site. Three options were presented to the community for this intersection:
- **Option A:** Signalised four leg intersection. This option includes closing Brooklyn Road to improve safety for all users and provide high quality pedestrian and cycling infrastructure through the intersection.
 - **Option B:** Signalised 5-leg intersection. This option retains the current road connections with signals and provides bus priority and cycling infrastructure through the intersection
 - **Option C:** Retain existing roundabout with part closure of Brooklyn Road. This option introduces and signalised crossing points to allow safer crossing for people walking and cycling though continuous high traffic movement reduces comfort and amenity.
46. The community raised a number of issues at this site and highlighted this intersection as a key pinch point and safety concern. A wide range of non- transport related issues were raised including social issues, crime, business risks and opportunities to improve the urban environment.
47. Overall, the community identified **Option B** as their preferred option (33% of respondents preferred **Option B**, 25% preferred **Option A** and 12% preferred **Option C**), however, there remains a number of concerns to resolve, including:
- i. concerns over how well the 5-leg signalisation would work;
 - ii. concerns about network impact – shifting the problem to other local streets in the network;
 - iii. impacts on business through limited access to Brooklyn Road from the intersection was a strong sentiment from two directly affected businesses;
 - iv. loss of an important alternative connection for traffic to or from the CBD; and
 - v. making this a destination for all modes, not just for vehicles travelling through.
48. The option that best delivers on the investment objectives of the School Link is Option A. This option reduces the number of roads connecting at this intersection and improves safety for all users at the intersection while allow for dedicated facilities for cycling, walking and public transport to be better integrated at this site.

49. However, the range of issues identified at the site, and concerns expressed by some local businesses and community indicates that further investigation (including modelling and treatment trials to understand network effects), urban design work and consultation/engagement needs to be undertaken prior to confirming a preferred option for the Five Cross Roads site. Endorsement or approval of the Single Stage Business Case does not pre-determine any particular option or treatment for Five Cross Roads.













City Centre to University Link Business Case

50. The investment objectives for the City Centre to University Link as included in the approved strategic case include:
- i. improve the health of the community by increasing active mode and public transport uptake and reducing harmful emissions; and
 - ii. reduce the dependency on private vehicles by increasing the uptake of active and public transport travel modes.

Shortlist of Options

51. A wide range of options were considered as part of the City Centre to University Link. Workshops were held with elected members, partners and stakeholders to clearly identify a long list of options for linking the City Centre to the University.
52. When considering these options to refine to a shortlist for testing with the community, stakeholders and partners noted that:
- i. Ruakura Road / Te Aroha Street / Claudelands Road link is important for the network, however serves a different catchment and function to the primary investment objectives of the City Centre to University Link. This route will be considered as part of the Biking Connections programme and implemented early alongside Councils construction of the Ruakura Road Urban Upgrade project.
 - ii. Hamilton City Council and Waikato Regional Council confirmed that the Anzac Parade/ Clyde Street corridor is a high capacity public transport corridor to enable the Meteor service to commence on 1 July 2021.
 - iii. The proposed additional central city active modes river bridge provides a significant increase in benefits for the City Centre to Uni Link, and should be included as a core part of the future Eastern Pathways/Te Ara o te Rawhiti network.
 - iv. The rail corridor option was ruled out based on safety and future network challenges.
53. The short list of options was refined to three core options:
- **Option A:** Bus priority on Anzac Parade/Clyde Street with off-road cycle facilities on Grey Street and Cook Street
 - **Option B:** Bus priority on Anzac Parade/Clyde Street with off-road cycle facilities on Beale Street/Hamilton Boys High and Wilson Street
 - **Option C:** Bus priority co-located with on-road segregated cycle facilities on the Anzac Parade/Clyde Street corridor.
54. All options include education and policy activities that support the infrastructure improvements being provided. These will include education in schools, speed management, parking policy changes (e.g. school drop zones, residents only) and new signage and wayfinding devices.
55. Community feedback was balanced across all options with a slight preference for including walking, cycling and public transport in a single corridor. When taken across all feedback there is a strong overall preference for cycling separated from the Clyde Street corridor, with 65% of respondents saying cycling off the Clyde Street corridor was preferable. The respondents were evenly split on whether **Option A** or **Option B** was the best option (refer **Attachment 4**).

56. A summary of the technical assessment along with the community feedback is provided below:

City Centre to University Link Options comparison							
	Mode Shift		Active Modes	CO2 Emissions	Reduced Harm	Community Sentiment	Costs (P50)
	Public Transport						
Option A	10% Increase	Trips to Work	33% (with bridge) 20% (W/O bridge)			18% Support	\$34M
		Trips to School	45%				\$8.69M/k
Option B	10% Increase	Trips to Work	24% (with bridge) 14% (W/O bridge)			18% Support	\$30M
		Trips to School	32%				\$7.58M/k
Option C	5% Increase	Trips to Work	18% (with bridge) 11% (W/O bridge)			18% Support	\$17M
		Trips to School	20%				\$4.41M/k
Do minimum	0%	Trips to Work	0%				\$11M
Do nothing	0%	Trips to School	0%				N/A
		Trips to Work	0%				
Emerging Preferred	Equal benefits both Op. A and B		Stronger evidence to support Op. A			Equal support for Op.A and Op. B	Similar to Option A

City Centre to University Link Recommended Option

57. On balance, the overall assessment for the City Centre to School Link recommends Option A as shown in **Attachment 5**. This option would deliver a dedicated bus facility along Clyde street between the Wairere Drive and Grey Street corridor and an off-road segregated cycleway along the Cook Street Corridor. This corridor is approximately 200m longer than Clyde Street, but would be faster than using Clyde Street as cyclists would avoid two sets of lights and have priority at intersections. It also provides the greatest opportunity for people to access the corridor and key destinations such as Hamilton East Village the University and the CBD.
58. The Programme Reference Group also preferred Option A, noting that while this option is the highest cost option, it provides added benefits by calming the traffic environment on Grey Street and making the Hamilton East village a more attractive people focused area to spend time and enjoy, as well being assessed to deliver the highest modal shift to active modes.
59. The Grey/Cook Street component of Option A for cycle facilities provides better progress towards the investment objectives by;
- servicing a greater number of households which will enable more cycling and walking;
 - better servicing urban growth opportunities enabled in the District Plan and signalled in the NPS on Urban Development;
 - providing a direct connection to the Hamilton East Village area; and
 - providing an overall improvement in safety, including personal safety.
60. The Beale Street/Hamilton Boys High/Wilson Street option is additionally included as a future biking network connection project.
61. **Option A** is estimated to be \$32.4m (Expected P50 estimate – uninflated 2021 cost) – noting this cost excludes any allowance for the separately identified proposed central city active modes river bridge.

62. Indicative layouts for Clyde Street (showing dedicated Public Transport facilities), Grey Street and Cook Street are shown below:



City Centre to University - Option A – Clyde Street public transport corridor



City Centre to University - Option A – Cook Street off-road cycle facility



City Centre to University - Option A – Grey Street and Hamilton East

Biking Connections Programme

63. The Eastern Pathways/Te Ara o te Rawhiti programme has developed a comprehensive biking connectivity programme that is consistent with the Biking and Micro-Mobility Plan and prioritised that programme to enable Council to invest for greatest local and city benefit.
64. The biking connectivity routes are important for the purpose of:
- i. connecting local schools and key destinations to the school link and university link corridors
 - ii. connecting residential catchments to schools; and
 - iii. improving connections to the central city.

65. The network of biking connections is shown in **Attachment 6** with priority connections for first phase of implementation shown in light blue, and the full network shown in grey. These priority works are integrated into the School Link business case and include:
- Crosby Road – from Hukanui Road to Wairere Drive (committed for delivery in 2021)
 - Ruakura Road & Te Aroha Street – from Wairere Drive to Grey Street incl. connection to Claudelands Bridge
 - Clarkin Road - connecting the Fairfield school cluster
 - Haultain Street – from Clarkin Road to Woodstock School
 - Pickering Crescent – from Hukanui Road to Hukanui School
 - Bankwood Road – from Clarkin Road to Comries Road
 - Comries Road – from Bankwood Road to Hukanui Road.
 - Wilson Street - from Peachgrove Road to Wairere Drive
 - Beale Street and Hamilton Boys High to Wilson Street
66. The programme of priority biking connections (light blue lines on Attachment 6) is estimated to cost \$23m.
67. The remaining network connections programme (grey lines on Attachment 6) is additionally estimated at \$83m.
68. The total network of biking connections corridors will see a range of implementation approaches depending upon the local environment. Examples are provided below:

Express Cycle Paths	Greenways / Calm Streets	Intersection Treatments	Tactical / temporary interventions
			

Recommended Priorities for Delivery

69. The full Eastern Pathways/Te Ara o te Rawhiti programme including the entire network connectivity programme as shown on **Attachment 6** is estimated at \$210m, comprised of:
- \$43.1m to complete the School Link
 - \$32.4m to complete City Centre to University Link (excluding new river connection)
 - \$27.9m to complete new CBD walking/cycling connection across the river
 - \$23m to complete priority network of key biking connections
 - \$83m to complete the supporting biking connections network in the Eastern Pathways area in accordance with the Biking and Micromobility programme
70. The programme is identified across a significant length of the network, which necessitates staging and timing of delivery to avoid unacceptable disruption to the community.
71. When selecting how to stage and time implementation of the programme the following principals have been considered:
- delivering to most benefits to the community
 - ease of delivery;
 - community support and readiness; and
 - packaging within acceptable funding limits and affordability.

72. In an unconstrained funding environment, the Eastern Pathways/Te Ara o te Rawhiti team are confident they could deliver approximately \$146.4m of work over the next ten years as shown on **Attachment 6** and summarised in the table below.

Priority project	Estimated cost (P50 - \$ 2021)	Delivery timeframe
School Link	\$43.1m	4 to 5 years
CBD Active Modes Bridge	\$27.9m	4 to 5 years
Priority Biking Connections	\$23m	Progressively over first 5 years
City Centre to University Link (PT corridor)	\$32.4m	Clyde Street PT Corridor – Staged over 2-6 years aligned with roll out of Meteor and supporting PT services Cycling Corridor – Years 3-6 - staged and aligned with CBD Active modes bridge
Biking Connections Tranche 2	\$20m	Progressively over years 6-10
TOTAL	\$146.4m	

Prioritised Implementation Programme

73. As outlined in the Financial Considerations section, Council has budgeted \$75.4m for delivery of Eastern Pathways components in the draft 2021-31 Long Term Plan.
74. In accordance with the principles identified above – to deliver a programme within the allocated budget the recommended delivery programme (refer **Attachment 7**) includes:
- A. Detailed design and delivery of the School Link northern sector and supporting biking connections between Clarkin Road and Wairere Drive. Priority biking connections would include:
 - i. Crosby Road (committed for delivery in 2021)
 - ii. Clarkin Road connecting the Fairfield school cluster
 - iii. Pickering Crescent to Hukanui School
 - B. Detailed design and delivery of the School Link southern sector, and supporting biking connections, between Clyde Street/Peachgrove Road intersection and Te Aroha Street/Ruakura Road intersection. Priority biking connections would include:
 - i. Ruakura Road & Te Aroha Street – from Wairere Drive to Grey Street incl. connection to Claudelands Bridge
 - C. Public Transport (PT) priority at Clyde Street/Peachgrove Road intersection to progress towards achieving a PT focused corridor on Clyde Street.
 - D. Delivery of the CBD Active Modes Bridge - subject to a subsequent Single Stage Business Case process with Waka Kotahi NZ Transport Agency.
 - E. Priority components of the City Centre to University Link cycling corridor
75. An indicative prioritised implementation programme (in accordance with funding allocations in the draft 2021-31 LTP) is shown below:

Project	Capital Cost (\$m)	Financial Years				
		21/ 22	22/ 23	23/ 24	24/ 25	25/ 26

Project	Capital Cost (\$m)	Financial Years				
		21/ 22	22/ 23	23/ 24	24/ 25	25/ 26
Ruakura Road Urban Upgrade (committed)	n/a					
Crosby Road Connection (committed)	n/a					
Claudeland - Te Aroha – Ruakura Connection	\$4.2m					
School Link North	\$17.8m					
Pickering Crescent Connection	\$0.2m					
Clarkin Road Connection	\$6.8m					
School Link South	\$8.3m					
Central City Active Modes Bridge	\$27.9m					
City Centre to University Link Tranche 1	\$10.2m					

Table key	Pre-implementation (i.e. business case, design)		Implementation (i.e. construction)	
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76. Without additional subsequent funding commitments to the programme - unfunded items within the recommended prioritised delivery programme include:
- central section of School Link between Clarkin Road and Ruakura Road – including upgrade of Five Cross Roads;
 - City Centre to University Link Tranche 2 – including dedicated bus priority on Anzac Parade and Clyde Street and completion of off-road cycle facilities on Grey Street and Cook Street; and
 - completion of the biking connection network - including some priority connections.

Financial Considerations - *Whaiwhakaaro Puutea*

77. The Eastern Pathways/Te Ara o te Rawhiti programme and identified projects are consistent with the draft 2021-31 Long Term Plan.
78. The programme is funded in the Draft 2021-31 Long Term Plan to a value of \$75,424,000 (inflated) as shown below:

2021-31 Draft LTP Funding	21 / 22	22 / 23	23 / 24	24 / 25	25 / 26	Total
Eastern Pathways - Connections	\$1,000,000	\$0	\$2,121,800	\$4,370,800	\$2,251,000	\$9,743,600
Eastern Pathways – City Centre to University Link	\$1,000,000	\$2,060,000	\$6,365,400	\$2,185,400		\$11,610,800
Eastern Pathways – School Link	\$2,000,000	\$4,120,000	\$10,609,000	\$2,185,400		\$18,914,400
CBD River Walking/Cycling Connection	\$500,000	\$1,545,000	\$12,730,800	\$13,112,400		\$27,888,200
Intersection Improvements (funded via Low Cost / Low Risk Road to Zero) including:						
• Peachgrove Rd / Clyde St	\$1,600,000	\$2,060,000	\$3,607,000			\$7,267,000
• Hukanui Rd / Comries Rd						
• Grey St / Beale St						
Total						\$75,424,000

79. The Eastern Pathways programme is also potentially able to be financially supported through components of other funded activities which fall within the Eastern Pathways area, particularly:

2021-31 Draft LTP Funding	21 / 22	22 / 23	23 / 24	24 / 25	25 / 26	Total
Remaining Low Cost / Low Risk – Road to Zero Programme	\$6,500,000	\$7,354,200	\$5,622,830	\$5,463,500	\$5,627,500	\$37,835,030
Citywide Biking and Micromobility Implementation	\$3,000,000	\$5,150,000	\$5,304,500	\$5,463,500	\$5,627,500	\$24,545,500

80. Engagement with key stakeholders has indicated a number of partners who wish to be involved in the Eastern Pathways/Te Ara o te Rawhiti programme and offer additional benefits through co-investment. These include central city businesses, the University of Waikato and Kainga Ora.
81. Regarding implementation of the CBD River Walking/Cycling Connection – as identified in the Long Term Plan there are opportunities to partner with Rotary and Momentum regarding funding and delivery of this connection. It is also noted that the cost estimate for this potential bridge is preliminary and subject to further business case and design development.
82. The Eastern Pathways/Te Ara o te Rawhiti programme team continue to work with delivery partners on opportunities to co-invest together.

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

83. Staff confirm that staff recommendations comply with the Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

84. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
85. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
86. The recommendations set out in this report are consistent with that purpose.
87. Further opportunities for promotion of the 4 wellbeings will be undertaken as part of the detailed design phase of each project.

Social

88. The Eastern Pathways/Te Ara o te Rawhiti programme will contribute directly to the social wellbeing of people and communities by providing safe alternatives to vehicle use within the City. It will enhance safety for our most vulnerable road users and enable people without access to a motor vehicle to access essential services.

Economic

89. The Eastern Pathways/Te Ara o te Rawhiti is a key enabler of improving housing supply through inner city intensification and is consistent with Councils District Plan and the policy intent of the National Policy Statement Urban (NPS) Development.
90. Delivery of the Eastern Pathways/Te Ara o te Rawhiti programme will involve significant construction, which will generate employment opportunities within the city and region.

Environmental

The primary purpose of the project is to support transport modal shift from private vehicles to walking, cycling and public transport. Encouraging active and public transport will contribute to a reduction in vehicle related emissions.

Cultural

92. Engagement with tangata whenua has been ongoing throughout the development of the Eastern Pathways/Te Ara o te Rawhiti programme, and this will continue through the subsequent detailed design and delivery phases of the project.

Risks - *Tuuraru*

93. The Eastern Pathways/Te Ara o te Rawhiti programme is currently budgeted on the assumption of Waka Kotahi NZ Transport Agency funding assistance at 51%. If this is not realised or funding approval is delayed, staff will report back to Council to seek further direction.
94. The School Link and City Centre to University Link projects have been costed on the basis of certain risks and assumptions. Cost estimates as outlined in this report are 50th %ile estimates (P50), and do not contain significant contingencies (ie/ P95 or 95th %ile estimates). Costs may change as a result of detailed design where localised issues or cost reviews could result in increased forecast costs.
95. There is good alignment through the consultation undertaken. There is potential for local communities to raise negative public perception, which will be managed through our proactive community engagement programme.
96. The programme has a developed risk register and is managing risk in accordance with HCC project risk management framework.

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

Significance

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

Engagement

98. Extensive stakeholder and community engagement have been undertaken as part of developing the business cases, the Eastern Pathways/Te Ara o te Rawhiti programme and the Biking and Micro-mobility Plan.
99. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Eastern Pathways - Overview Plan

Attachment 2 - School Link Engagement Summary

Attachment 3 - School Link Preferred Option

Attachment 4 - City Centre to University Link Engagement Summary

Attachment 5 - City Centre to University Link Preferred Option

Attachment 6 - Eastern Pathways - Full Delivery Programme Concept Plan

Attachment 7 - Eastern Pathways - Prioritised Delivery Programme Concept Plan



EXECUTIVE SUMMARY

This report summarises partner, stakeholder and community engagement for the Eastern Pathways/Te Ara o te Rawhiti **School Link** Single Stage Business Case (SSBC) between the period **October 2020 to March 2021**.

Eastern Pathways/Te Ara o te Rawhiti is a programme consisting of two key corridors and smaller packages of work all aimed at delivering Hamiltonians with easier, safer and more reliable transport options, while better connecting local communities to education centres, community facilities, amenities and the eastern suburbs with the city centre.

Hamilton City Council, Waka Kotahi NZ Transport Agency, mana whenua and Waikato Regional Council are partners in the programme.

Eastern Pathways/Te Ara o te Rawhiti grew out of the city's 2015 Biking Plan which has delivered other successful projects such as the Claudelands Bridge and Western Rail Trail. It supports the city's long-term transport strategy, Access Hamilton, and sits alongside other projects such as the Biking and Micro-mobility Plan.

The programme falls within the area east of the Waikato River and centres on two cornerstone projects: School Link and City Centre to University Link (University Link).

The School Link corridor is focused along Hukanui Road at the Wairere Roundabout and Peachgrove Road. Its name reflects the corridor's key function in connecting over 9,500 students to 19 schools in the area and across the School Link corridor.

In addition, the Biking Connectivity Programme compliments the major corridor improvements for School Link and Eastern Pathway's other project - University Link. This plan sets out a long-term biking and micro-mobility network and within the School Link corridor this will provide wider biking connectivity benefits to Hukanui Road and Peachgrove Road. These are the recommended priority connection projects for delivery over the next three years (2021-2024) are:

- Pickering Crescent
- Bankwood Road
- Comries Road
- Clarkin Road
- Wilson Street
- Te Aroha/Ruakura Road

Project objectives for School Link are:

- Provide safe, resilient, and attractive travel choices to achieve a significant modal shift from private vehicles to walking, cycling and public transport.
- Provide improved access to social and economic opportunities for the local community.
- Reduce the number of deaths and serious injury accidents along the School Link and City Centre to University Link project corridors.

This report focuses on the engagement undertaken during the development of the SSBC for School Link. Partners, stakeholders and the community were asked to:

- Provide their concerns, insights and ideas for the study area. This was to confirm if the problems and benefits identified as part of the Strategic Case were still appropriate.

- Review three shortlisted options for the School Link corridor and to identify the design they believe would best deliver safer and easier walking, cycling, e-scoot/e-skate and public transport choice, and to explain why.
- Identify a preference on three options presented for the Five Cross Roads intersection. This intersection was specifically included due to complexity and challenges identified during the Strategic Case, in comparison to other intersections in the School Link corridor.

Specific questions on both the feedback form and online through Social Pinpoint in relation to the School Link corridor were:

- What are your safety concerns?
- What would encourage you to walk, bike, e-scooter, or bus more?
- Which option do you think best achieves the issues or concerns you experience or are aware of in this area? Why?
- Do you have any other comments?

In addition, the project team asked people to provide demographic information including age, gender, area of residence, ethnicity and if the respondent was an individual or represented an organisation or group. This information provided the project team with early insights and opportunity to adapt and to ensure representation from key demographic groups. This proactive approach is reflected in the results with a high response rate from under 16-year olds and Māori, who have typically been under-represented in earlier engagement approaches.

FEEDBACK FROM ENGAGEMENT STRATEGY TACTICS

- **23,000** flyers distributed to households and businesses
- **4,000** interactions recorded from stakeholders and the community during the business case
- **5,000** factsheets and feedback forms distributed at events during this phase of the engagement
- **3,000** information brochures and feedback forms distributed to University of Waikato students
- **608,000** radio listeners reached across NZME and Media Works stations
- **144,673** click through reach across NZHerald online, Stuff, Neighbourly, third party and Hamilton City Council social media
- **143,220** people reached through printed advertising in Hamilton Press and Waikato Times

FEEDBACK GATHERED FROM SOCIAL PINPOINT AND HARDCOPY QUESTIONNAIRE

- **157** people responded to the Eastern Pathways/Te Ara o te Rawhiti survey through hardcopy feedback forms which were then uploaded to Social Pinpoint.
- **462** people provided comments regarding Eastern Pathways/Te Ara o te Rawhiti in real time through the Social Pinpoint mapping tool, a total of 356 were of relevance to the School Link corridor.

It should be highlighted that not all respondents indicated an option preference, in most cases they provided general comments about the options and issues, but many stakeholders also preferred not to state a preference.

Some key engagement events were cancelled due to changes as a result of Covid-19 alert level restrictions. This included the University of Waikato O'Week event with approximately 3,000 students expected to attend and the second Farmers Market event at Claudelands.

Overall, feedback from partners, stakeholders and the community show strong support for Eastern Pathways/Te Ara o te Rawhiti at both the wider programme and School Link project level.

For the School Link Corridor, the highest preference was for Option A with 31.7% of respondents indicating a preference for this option. Option A runs from Wairere Drive to Clyde Street and is characterised by an off-road cycleway separated from vehicles and pedestrians on both sides of the road. Other improvements include signals at Davies Corner, and enhancements to safety and movements at key intersections e.g. Davies Corner, Comries Road and East Street intersections to assist with traffic movement and bus priority at intersections. The second highest preference was Option C with 28.7%. Option B had the lowest percentage and ranked third with only 12.0% of respondents indicating a preference for this option.

For the Five Cross Roads Intersection, the highest preference was for Option B with 34.4% of respondents supporting this option. Option B is characterised by the retention of the existing five-leg signalised intersection, bus priority lanes through the intersection, Peachgrove Road, Fifth Avenue and at Boundary Road and, off-road cycleway on both sides with shared walking and cycling road crossings. The second highest preference was Option A with 27.4%. Option C had the lowest preference with only 12.1% of respondents indicating a preference for this option (*refer to Appendix A for full details of each option*).

Respondents placed the greatest emphasis on improvements to pedestrian and cyclist safety with 54.19% of respondents commenting on this, and improvements to active mode priority (including the infrastructure to support this), with 48.15% commenting on this.

Respondents highlighted several other themes, and those were reflected as public transport priority (10.33%), Five Cross Roads Intersection (13.45%) and improved Environmental/Social Outcomes (13.65%). Access and connectivity had less emphasis and interest with a lower percentage of 8.38% of respondents commenting on this theme. Respondents placed a greater emphasis on active mode safety and for those who supported Options A and B, they felt this option provided enhanced safety at the intersection and connectivity compared to Option B.

Overall, feedback from partners, stakeholders and the community show strong support for Eastern Pathways/Te Ara o te Rawhiti at both the wider programme and School Link project level. There was a strong view from the local community and key stakeholders we engaged with that solutions need to be implemented quickly.

There was a common acknowledgement that the issues and challenges are worsening due to a heavy reliance of private car use and a declining desire for people to bike, walk, take the bus or e-scooter/e-skate and scooter due to safety and access concerns.

KEY FEEDBACK THEMES - OVERALL

Feedback from partners, stakeholders and the community has been grouped in to four key areas, including:

1. Active mode priority

- Separated (off-road) cycleways along with priority for active modes in the road corridor and at intersections, are strongly supported for efficiency and safety reasons and are thought to encourage more people (particularly kids) to use active modes.
- The conflict between other users (mainly drivers) and active modes, and the need for greater awareness of active modes and the facilities supporting the use of these i.e. cycle lanes was also noted, particularly in relation to school traffic.
- Speed was identified as a concern around schools, intersections (Five Cross Roads) and for active modes trying to cross busy areas of the corridor.

2. Public transport priority

- Increased bus priority at intersections and dedicated bus lanes are supported to increase efficiency and reduce conflict with other road users.
- Barriers to bus use include cost (fares too high), indirect or long routes and access to bus stops/facilities (i.e. bus stop location and/or frequency, bus shelters etc).
- Concerns about bus capacity and availability on and off peak, respectively, was raised, with support for school specific buses noted.

3. Safety (primarily for active modes)

- The safety of cyclist and pedestrians along corridors, particularly around conflict with traffic, with the volume of traffic and its speed, and the lack of separation from this being the primary concern. Strong support to have in place a safe separated cycle network.
- Safety concerns with road crossing, including at 'controlled' intersections, due lack of crossings facilities and/or the layout and design of existing infrastructure and intersections, and the speed/volumes of traffic as well as behaviour of drivers.
- Unsafe journey experiences around the safety of respondents during their journey due to unsafe routes and crossings (lighting, alleyways e.g. Enderley), anti-social and dangerous interactions.

4. Access and connectivity

- Dedicated bus lanes and priority were identified as key to improving travel time reliability and for connecting to services (the wider network) without delays.
- Improve bus service availability and access, particularly at peak school times.
- Improving frequency would prevent students in particular having to wait for the next bus.
- University of Waikato and Parkwood were highlighted as areas where availability of service is lacking or unavailable.
- Connect bus services better to the cycling and pedestrian network.

5. Behaviour change and social outcomes

- More education is needed around active mode benefits and safety, particularly for kids.
- Better connection to community facilities, such as parks and playgrounds, is required for active modes.
- Develop school travel management plans including identifying safe routes to school.
- Future land uses, infill housing in particular, needs to be planned and provided for.
- Enhance 'green landscape' (more trees and greenfield pathways) to make active modes appealing and more pleasant.
- Regular maintenance of flat, wide, smooth, clear pathways that are free of obstacles and provide rubbish bins.
- Opportunities for revitalisation of school frontages and alleyways to improve access and safety.
- Clear and legible signage at intersections and raised crossings.
- Secure bike and scooter parking and better end of trip facilities.
- All road users need to be considered.

Consistent feedback and insights relating to transport choice and ways to encourage people to bike, walk, take the bus or e-scooter/e-skate/scooter were also gathered during engagement.

- Significant levels of economic inequality in communities and schools in the School Link corridor which limits transport choice for example, those living in the communities of Enderley and Fairfield attributed fare cost, inability to afford a bike and e-scooter as barriers.
- Personal safety, 'stranger danger' was a significant concern highlighted by schools, students and parents which had an influence on transport choice in both the School Link and City Centre to University Link corridors.
- Urban design solutions that make people movement appealing and pleasant e.g. trees, planting, cycling and walking pathways through parks and greenfields, revitalisation of shopping areas such as Five Cross Road to make them desirable destinations for cyclists and pedestrians given its proximity to Jubilee Park, a popular recreational area.

KEY FEEDBACK THEMES – FIVE CROSS ROADS INTERSECTION

1. Active mode priority

- A separated cycleway (off-road) through the intersection is strongly supported as this would give priority to active modes, make the intersection easier to understand, and be more efficient and safer for cyclists.
- Closure of Brooklyn Road would provide additional priority for active modes.
- Bike signals at the traffic lights would support safer crossing for both cyclists and pedestrians.

- Those who supported the full closure of Brooklyn Road to vehicles felt there would be an increase in safety for both vehicles and cyclists using the intersection.
- The layout of the intersection and behaviour of drivers, including speed through the intersection, was raised as a concern.
- Speed – active modes cannot compete with traffic speed through the intersection. Vehicle speed a concern when crossing near the intersection, even with raised pedestrian crossings, vehicles entering and existing intersection close calls with vulnerable users – the elderly and less mobile trying to cross.

2. Impact on road network

- A partial closure of Brooklyn Road to vehicles was generally supported by those who preferred Option C - five-leg signalised intersection - with positives felt to be a reduction in congestion.
- Feedback highlighted that Brooklyn Road is a major player in connecting the surrounding network into the city centre and they felt maintaining some access was important.
- Those opposed to the closure of Brooklyn Road were concerned about the impact on the surrounding road network, particularly increased congestion and shifting issues to other local streets if this road was closed.
- Concerns were also raised about the impact of signalisation on traffic congestion and time to get through the intersection – slow vehicles down compared to roundabouts.

3. Public transport priority

- Giving priority to buses through the intersection was generally supported as it would increase the efficiency and speed of buses by allowing them to avoid congestion and wait times.

A full list of options is provided in Appendix A.

NEXT STEPS

The feedback gathered from this engagement has been very informative to help shape the next stages, in particular detail from schools, partners, the University of Waikato, Advocacy Groups and other key stakeholders, and will be used to guide the design and to identify and consider potential impacts and ways to minimise these or to respond to them appropriately.

Figure 1 summarises the project timeline to date.

Stakeholder engagement continues at a programme level until the SSBC for School Link has been endorsed by Elected Members, due to happen in late April 2021, and following the Waka Kotahi NZ Transport Agency decision on funding, due late May 2021.

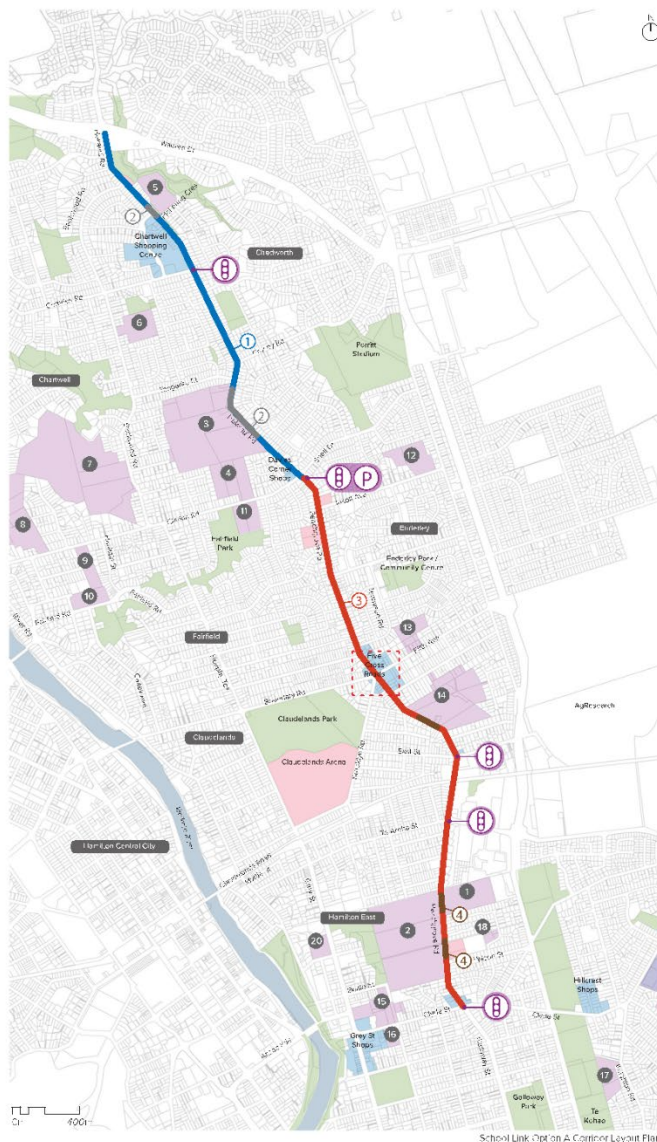
Figure 1. Project timeline to date



School Link - Shortlist

OPTION

A



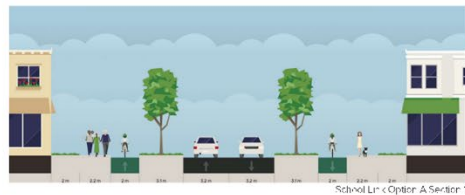
LEGEND

- Parking change to parallel parking
- Traffic lights reduced/adjusted to accommodate separate walking/cycling paths
- Schools
- Green space
- Commercial/Industrial
- Community facilities

Schools + Student Population

- | | |
|--|--|
| 1. Peachgrove Intermediate School (500) | 11. Fairfield Primary School (347) |
| 2. Hamilton Boys High School (2,145) | 12. Insoll Avenue School (354) |
| 3. St Pauls Collegiate School (736) | 13. Te Kura Kaupapa Māori o Te Ara Rima (93) |
| 4. Fairfield Intermediate School (551) | 14. Southwell School (642) |
| 5. Huxanui Primary School (795) | 15. Merian Catholic School (607) |
| 6. Bankwood School (303) | 16. Sacred Heart Girls' College (819) |
| 7. Fairfield College (635) | 17. Knighton Normal School (693) |
| 8. Wairato Diocesan School for Girls (686) | 18. Patricia Ave School (194) |
| 9. St Josephs Catholic School (318) | 20. Hamilton East School (453) |
| 10. Woodstock School (397) | |

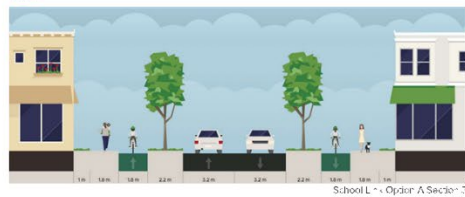
① Typical section from Wairere Drive to Davies Cnr (25m)



② Typical section adjacent to schools/bus stops (25m)



③ Typical section from Davies Cnr to Clyde St (20m)



④ Typical section adjacent to Schools/bus stops (20m)



EXECUTIVE SUMMARY

This report summarises partner, stakeholder and community engagement for the Eastern Pathways/Te Ara o te Rawhiti **City Centre to University Link** (University Link) Single Stage Business Case (SSBC) between the period **October 2020 to March 2021**.

Eastern Pathways/Te Ara o te Rawhiti is a programme consisting of two key corridors and smaller packages of work all aimed at delivering Hamiltonians with easier, safer and more reliable transport options, while better connecting local communities to education centres, community facilities, amenities and the eastern suburbs with the city centre.

Hamilton City Council, Waka Kotahi NZ Transport Agency, mana whenua and Waikato Regional Council are partners in the programme.

Eastern Pathways/Te Ara o te Rawhiti grew out of the city's 2015 Biking Plan which has delivered other successful projects such as the Claudelands Bridge and Western Rail Trail. It supports the city's long-term transport strategy, Access Hamilton, and sits alongside other projects such as the Biking and Micro-mobility Plan.

The programme falls within the area east of the Waikato River and centres on two cornerstone projects: City Centre to University Link and School Link.

The City Centre to University Link corridor is focused along Clyde Street and Knighton Road. Its name reflects the corridor's key function in connecting the University of Waikato, surrounding schools and community facilities to the city centre.

Project objectives for University Link are:

- Improve the health of the community by increasing active mode and public transport uptake and reducing harmful emissions
- Reduce dependency on private vehicles by increasing the uptake of active and public transport travel modes
- Reduce harm to the community by reducing deaths and serious injuries
- Improve access to and perceptions of active travel modes and public transport.

This report focuses on the engagement undertaken during the development of the SSBC for University Link. Partners, stakeholders and the community were asked to:

- Provide their concerns, insights and ideas for the study area. This was to confirm if the problems and benefits identified as part of the Strategic Case were still appropriate.
- Review three shortlisted options for the University Link corridor and to identify the design they believe would best deliver safer and easier walking, biking, e-scoot/e-skate and public transport choice, and to explain why.

Specific questions on both the feedback form and online through Social Pinpoint in relation to the University Link were:

- What are your safety concerns?
- What would encourage you to walk, bike, e-scooter, or bus more?
- Which option do you think best responds to the issues or concerns you experience or are aware of in this area? Why?
- Do you have any other comments?

In addition, the project team asked people to provide demographic information including age, gender, area of residence, ethnicity and if the respondent was an individual or represented an organisation or group. This information provided the project team with early insights and the opportunity to adapt options through the process. This proactive approach is reflected in the results with a high response rate from under 16-year olds and Maaori, groups who have typically been under-represented in earlier engagement approaches. This enabled the needs of key demographic groups to be represented through the options development and business case process.

FEEDBACK FROM ENGAGEMENT STRATEGY TACTICS

- **23,000** flyers distributed to households and businesses
- **4,000** interactions recorded from stakeholders and the community during the business case
- **5,000** factsheets and feedback forms distributed at events during this phase of the engagement
- **3,000** information brochures and feedback forms distributed to University of Waikato students
- **608,000** radio listeners reached across NZME and Media Works stations
- **144,673** click through reach across NZHerald online, Stuff, Neighbourly, third party and Hamilton City Council social media
- **143,220** people reached through printed advertising in Hamilton Press and Waikato Times

FEEDBACK GATHERED FROM SOCIAL PINPOINT AND HARDCOPY QUESTIONNAIRE

- **157** people responded to the Eastern Pathways/Te Ara o te Rawhiti survey through hardcopy feedback forms which were uploaded to Social Pinpoint.
- **462** people provided comments regarding Eastern Pathways/Te Ara o te Rawhiti in real time through the Social Pinpoint mapping tool, a total of 106 were of relevance to the University Link corridor.

It should be highlighted that not all respondents indicated an option preference, in most cases they provided general comments about the options and issues, but many stakeholders also preferred not to state a preference.

Some key engagement events were cancelled due to changes as a result of Covid-19 alert level restrictions. This included the University of Waikato O'Week event with approximately 3,000 students expected to attend and the second Farmers Market event at Claudelands.

Overall, feedback from partners, stakeholders and the community show strong support for Eastern Pathways/Te Ara o te Rawhiti at both the wider programme and University Link project level.

The option preference for the University Link was generally split. There was a slightly higher preference outcome for Option C, with 19.7% of respondents indicating a preference for this option. Option C is characterised by a single direction bus lane along Clyde Street through to Anzac Parade supported by bus priority through intersections, a reduction of on-street parking on Clyde Street, as well as an on-road cycle path, pedestrian and cycle bridge over the Waikato River and raised crossings on all intersections and side roads. The preference for Option A and Option B was the same with 18.5% of respondents indicating a preference for both options.

**The total % of responses will not add to 100% as respondents did not always indicate a preference for an option in their response.*

There was a common acknowledgement that the issues and challenges on Clyde Street and Knighton Road are worsening due to a heavy reliance of private car use and a declining desire for people to bike, walk, take the bus or e-scooter/e-skate and scooter due to safety, bus transport priority and bus access and connectivity concerns. This sentiment of improving safety along this corridor is reflected in the even split responses for those alternative route options to Clyde Street.

KEY FEEDBACK THEMES - OVERALL

Feedback from partners, stakeholders and the community has been grouped in to five key areas, including:

1. Active mode priority

- Separated (off-road) cycleways, along with priority for active modes in the road corridor and at intersections, are strongly supported for efficiency and safety reasons and are thought to encourage more people (particularly kids) to use active modes.
- The conflict between other users (mainly drivers) and active modes, and the need for greater awareness of active modes and the facilities supporting the use of these i.e. cycle lanes was also noted, particularly in relation to school traffic.
- The addition of shade, trees along corridors/routes and use of greenways/parks etc as part of the active mode network was supported as a way of increasing the appeal of walking or cycling.

2. Public transport priority

- Increased bus priority at intersections and dedicated bus lanes are supported to increase efficiency and reduce conflict with other road users.
- Barriers to bus use include cost (fares too high) and indirect or long routes and access to bus stops/facilities (i.e. bus stop location and/or frequency, bus shelters etc).
- Concerns about bus capacity and availability on and off peak, respectively, were raised.

3. Safety (primarily for active modes)

- The safety of cyclists and pedestrians along corridors, particularly around conflict with traffic, the volume of traffic and its speed, and the lack of separation from this being the primary concern. Strong support to have in place a safe separated cycle network was shown.
- Safety concerns with road crossing, including at 'controlled' intersections, due lack of crossings facilities and/or the layout and design of existing infrastructure and intersections, and the speed/volumes of traffic entering and on Victoria Street Bridge were highlighted in particular.
- Unsafe journey experiences around the safety of respondents during their journey due to unsafe routes and crossings (lighting, underpasses between Hillcrest and Wairere Drive), anti-social and dangerous interactions at Steele Park and on Firth Street need to be addressed.

4. Access and connectivity

- Need to improve bus service availability and access.
- University of Waikato identified a lack of bus routes servicing the campus in particular.
- Connect bus services better to the cycling and pedestrian network.
- Improved connectivity and access to/from surrounding cycle networks.
- Greater access for active modes across a wider area entering into the University Link corridor and the Eastern Pathways/Te Ara o te Rawhiti Programme study area.

5. Behaviour change and social outcomes

- More education is needed around active mode benefits and safety, particularly for students (kids).
- Better connection to community facilities, such as parks and playgrounds, for active modes.
- Positive benefits to the environment and people's health resulting from the increased priority and availability of efficient and safe active mode and public transport.
- Improved access to active modes i.e. availability or reduced cost of bikes/scooters would encourage greater use of these modes.
- Enhance road rule education and enforcement around schools, particularly for caregivers.
- Develop school travel management plans including identifying safe routes to school.
- Future land uses, infill housing in particular, need to be planned and provided for with some noticing infill housing along Knighton Road and Wairere Drive resulting in more vehicles parked along the corridor.
- Enhance 'green landscape' (more trees and greenfield pathways) to make active modes appealing and more pleasant.
- Regular maintenance of flat, wide, smooth, clear pathways that are free of obstacles and provide rubbish bins.
- Opportunities for revitalisation of school frontages and alleyways to improve access and safety.
- Clear and legible signage at intersections and raised crossings.
- Secure bike and scooter parking and better end of trip facilities.
- All road users need to be considered.

The list of the shortlisted options for University Link are provided in Appendix A.

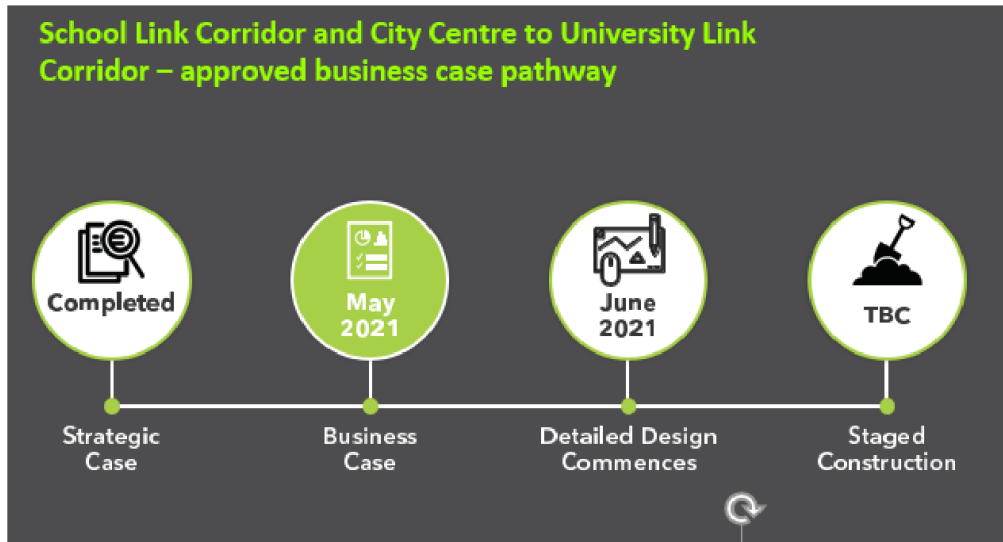
NEXT STEPS

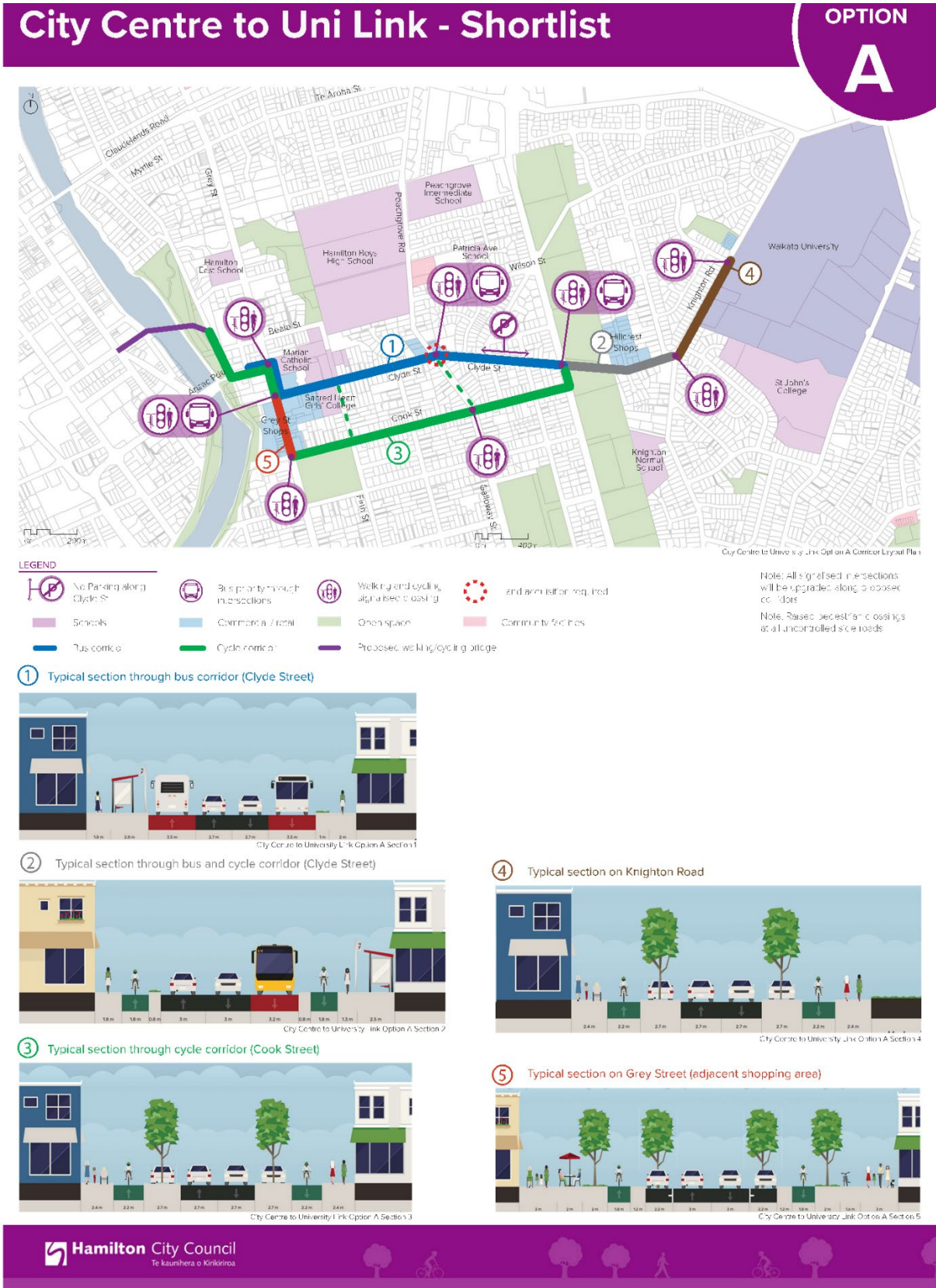
The feedback gathered from this engagement has been very informative to help shape the next stages, in particular the detail from Partners, the University of Waikato, schools, advocacy groups and other key stakeholders. This feedback will be used to guide and inform the design stage and to identify and consider any potential impacts.

Figure 1 summarises the project timeline to date.

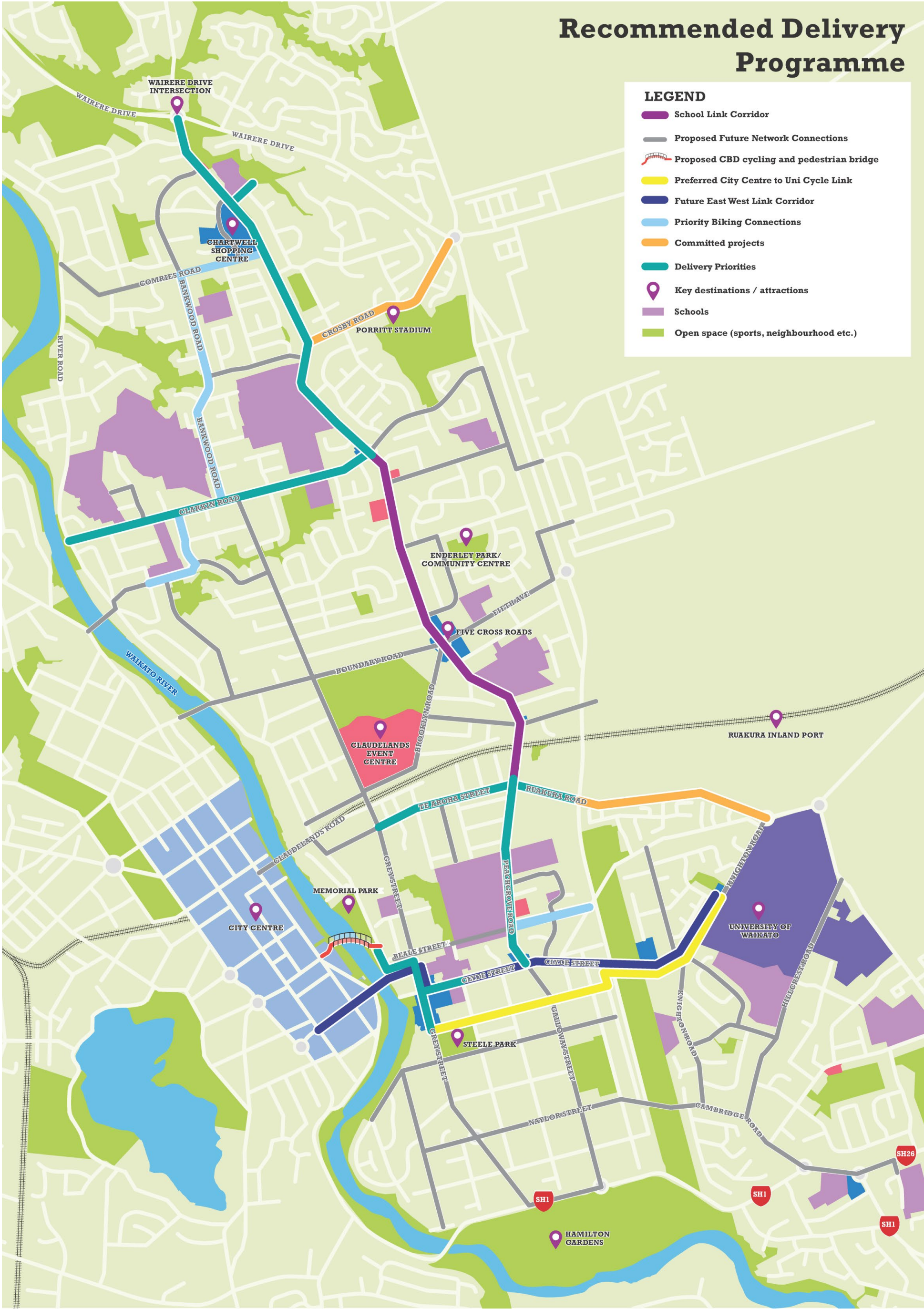
Stakeholder engagement continues at a programme level until the SSBC for the University Link corridor has been endorsed by Elected Members, due to happen in late April 2021 and following the Waka Kotahi NZ Transport Agency decision on funding, due late May 2021.

Figure 1. Project timeline to date









Council Report

Item 8

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Martin Parkes

Authoriser: Eeva-Liisa Wright

Position: Transport and Urban Mobility Programme Delivery Lead

Position: General Manager Infrastructure Operations

Report Name: Hamilton Transport Centre Rejuvenation Project

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek approval from the Infrastructure Operations Committee of the final draft Hamilton Transport Centre Rejuvenation Project business case and preferred option subject to decisions on funding in Hamilton City Council's draft 2021-31 Long Term Plan and the National Land Transport Programme from Waka Kotahi NZ Transport Agency.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves the Hamilton Transport Centre Rejuvenation Project final draft business case and preferred option to be submitted to Waka Kotahi NZ Transport Agency to seek funding approval;
 - c) notes that the 19 February 2021 Waikato Regional Council - Regional Connections Committee endorsed the preferred option for the Hamilton Transport Centre Rejuvenation Project; and
 - d) notes that funding for the Hamilton Transport Centre Rejuvenation Project are subject to the Draft 2021-31 Long Term Plan approval by Council and subject to Waka Kotahi NZ Transport Agency approval including 51% subsidy.

Executive Summary - *Whakaraapopototanga matua*

3. The Hamilton Transport Centre is a major interchange for local citywide public transport services as well as regional and inter-regional services. Having a facility that is well equipped for its future role in our transport system will help achieve the public transport targets set in Access Hamilton.
4. Rejuvenation of the Hamilton Transport Centre supports the objectives of the Regional Land Transport Plan (RLTP) and Regional Public Transport Plan (RPTP) by aiming to provide a high-quality transport hub at a major activity and employment centre within the city.

5. Since its opening in 2001, no major improvements/upgrades have been undertaken at the Hamilton Transport Centre, this project is to respond to current problems and issues being faced by users today.
6. The Transport Centre Rejuvenation Project has focused on delivering the following core principles to ensure the best outcomes are achieved for existing and future public transport users and visitors to the facility:
 - i. **Accessibility** - it is important to recognise the different requirements and mobility levels of individual passengers when providing public transport infrastructure and facilities. The Hamilton Transport Centre must be accessible to all.
 - ii. **Safety** - all infrastructure and facilities provided as part of the public transport network must promote safety and a high level of personal security. The perception of safety at the Transport Centre will have a direct influence on the number of people prepared to use Hamilton's public transport network.
 - iii. **Amenity** - public transport infrastructure and facilities must meet the needs of passengers. Users of the Transport Centre expect to stay dry, be able to access up-to-date and accurate travel information, have access to toilets and refreshments particularly for inter-regional users.
7. Working closely with key stakeholders (Waikato Regional Council, bus operators, representatives from the disabled community and Waka Kotahi NZ Transport Agency), the project team, led by Hamilton City Council, has identified a preferred option that will deliver the following outcomes: (**Attachment 1**)
 - i. Improved perception of personal safety - increased passive surveillance
 - ii. Greatly reduced risk of pedestrian/vehicle conflicts - separation of bus bays
 - iii. Improved accessibility - improved toilets including Changing Places facility
 - iv. Improved customer facilities - weather protection
 - v. Attractive outdoor environment - mix of planting and hard landscaping
8. The recommended improvements are estimated to have a gross capital cost of approximately \$7.7m, including contingency and fees, and an estimated increase to operational costs by approximately \$120,000 to account for the greater footprint of the enclosed shelter and centre improvements and running costs.
9. Hamilton City Council Elected Members and Members of the Regional Connections Committee were invited to attend a workshop session on 11 December 2020 to discuss the Transport Centre Rejuvenation Project and proposed improvements. At this workshop, those Elected Members present supported the recommended improvements.
10. At the 19 February 2021 Waikato Regional Council - Regional Connections Committee the preferred option for the Hamilton Transport Centre Rejuvenation Project was formally endorsed by the Regional Connections Committee.
11. Construction is expected to commence in 2022 but this is subject to Council and Waka Kotahi approving the draft business case, and proposed funding. The project has been included in Council's 2018-28 Long Term Plan and draft 2021-31 Long-Term Plan and Waka Kotahi's draft National Land Transport Plan (NLTP).
12. Staff consider the decisions in this report have low significance and that the recommendations comply with Council's legal requirements.

Background - *Koorero whaimaarama*

13. Since its opening in 2001, no major improvements/upgrades have been undertaken on the Transport Centre. Work is underway, through the Hamilton-Waikato Metro Spatial Plan, that could affect the form and location of the Hamilton Transport Centre in the future. However, any change is not expected within the next 10 years.
14. As a result of the Metro Spatial Plan work, the scope of this project is to respond to current known problems being faced by users within the next 10 years, and possibly beyond as identified in the Waka Kotahi Mode Shift Plan.
15. The project has sought to build off previous investigations and reports completed. To ensure the validity of this previous work and to provide a thorough understanding of the issues and challenges faced by users, a Focus Group was set up. Alongside the Focus Group, a Stakeholder Group was also formed to help guide the project.
16. Four key factors that defined the scope of the project and have had a significant impact on the development process are:
 - a) Improvements to existing site only i.e., no relocation.
 - b) No property purchases.
 - c) 10 (possibly 15) years life.
 - d) Enclosed waiting area was identified by the stakeholders as being essential.
17. The issues and challenges, alongside the benefits being sought, have driven the direction of the project through the investment objectives. These are provided in **Attachment 2** and have been jointly agreed by the Stakeholder Group (membership shown in **Attachment 3**).
18. An update was provided to the Infrastructure Operations Committee on the 19 November 2020 on progress regarding the Hamilton Transport Centre Rejuvenation Project.

Discussion - *Matapaki*

Improvement Options

19. A total of 10 options for improvements were developed for the external area and six for the internal area using. A number of the external options were discarded early due to the scope restrictions detailed in paragraph 15.
20. It has been acknowledged that the preferred option is not able to accommodate additional bus bays due to space on site, however Waikato Regional Council fully support the preferred option. This has also been noted by bus operators. They have confirmed their main priority is the safety of their customers and they also support the preferred option.
21. There was strong consensus amongst the stakeholder group supporting the preferred option. The preferred option provides the following:

External Improvements:

- a) Improved visibility and security, as well as better manage passengers boarding and buses.
- b) New landscaped areas with central green space with play elements and seating.
- c) Changes to the parking layout fronting Bryce Street to improve access to parking for those with disabilities, carshare parking and introduction of a 'kiss & ride' drop off/pick up area.
- d) It will also provide opportunities to improve the amenity value of the area for people and provide high quality/secure bike/scooter parking facilities.

- e) Accessibility improvements throughout the site by reducing clutter to make navigation easier for all users.
- f) New accessible external toilets and a Changing Places facility.
- g) Customer services improvements including fully accessible toilets, wayfinding signage, real time information & audio announcements, new ticket kiosk at southern end of site (near Genesis Building)
- h) Improvements to lighting and CCTV cameras
- i) High quality and secure bike/scooter parking facilities.

Internal Improvements:

- a) Wider and more clearly defined entry/exits to link onto bus platform area.
- b) Accessibility improvements throughout the site by reducing clutter and refurbishment of internal areas, updated and more extensive high contrast signage and surfacing to define areas and make navigation easier for all users.
- c) Customer service improvements including reconfigured café area and Intercity desk area to provide an improved kitchen and serving area, with more storage and office space.
- d) Reconfigured accessible toilets which face out into the main lobby area
- e) Improvements to wayfinding signage, real time information, audio announcements, lighting and CCTV cameras
- f) 24 hour seated waiting area with access to refurbished toilets (4 accessible toilets)
- g) Extension on south-western side to increase café seating, with clear connection to external space which will provide more seating for waiting passengers and improved personal safety by activation of bus platforms.
- h) Relocation of the current Regional Council offices to provide additional waiting area that can be separated from the main transport centre to provide safe and comfortable waiting for users outside normal centre opening hours.

22. Detailed analysis of the preferred option confirms that the improvements will deliver the following outcomes:

- a) **Improved perception of personal safety** - by providing enclosed waiting areas with increased passive surveillance and elimination of recessed nooks and other potential concealment spaces.
- b) **Greatly reduced risk of pedestrian/vehicle conflicts** – through separation of bus bays from waiting passengers and safer pedestrian routes across the site. Bus bay traffic signals will provide guidance on safe opportunities for buses to reverse.
- c) **Improved accessibility** - through less cluttered movement spaces, enlarged waiting areas with fixed seating, clearer wayfinding information and improved toilets including Changing Places facility.
- d) **Improved customer facilities** - weather protection, improved café area, refurbished toilets and increased waiting space with capacity to accommodate growth in passenger numbers.
- e) **Attractive outdoor environment** - providing choice in waiting areas with a mix of planting and hard landscaping creating civic spaces.

23. A copy of the final draft business case is provided as **Attachment 4** to this report.

24. At the 19 February 2021 Waikato Regional Council - Regional Connections Committee the preferred option for the Hamilton Transport Centre Rejuvenation Project was presented to and formally endorsed by the Regional Connections Committee.
25. Should the Infrastructure Operations Committee approve the preferred option and the supporting final draft business case, this will be submitted to Waka Kotahi to consider endorsement of the business case and funding approval in late May 2021.
26. Waka Kotahi have been involved throughout the development of the final draft business case and an Investment Quality Assurance (IQA) review is currently being undertaken. Subject to this review, it is the expectation of the Project Team that Waka Kotahi's decision on formal endorsement should be forthcoming in July/August 2021.
27. Consideration has been given to how the improvements will be delivered whilst keeping the Transport Centre operational. The final draft business case includes a high-level delivery plan which has undertaken to ensure buildability and confirm costs. The plan has been jointly developed by identified key stakeholders.
28. To date, engagement with iwi has been limited at their request. However, as the project progresses, there will be opportunities to build strong cultural elements into the design.
29. Subject to funding, it is expected that detailed design/construction drawings will be completed in late 2021/early 2022 with construction commencing in early to mid-2022.

Financial Considerations - Whaiwhakaaro Puutea

30. The Hamilton Transport Centre Rejuvenation is an existing project included in the Access Hamilton Transport Improvement programme in the approved 2018-28 Long Term Plan - \$5,480,000 gross capital (uninflated).
31. The preferred option is estimated to be \$7.7m, (gross capital) including contingency and professional fees. The assumptions and rates underpinning the cost estimates have been checked for appropriateness during the development of the final draft business case.
32. The draft 2021-31 Long Term Plan has included funding for the preferred option including a gross capital cost of \$7.7m with an assumption of co-investment by Waka Kotahi NZ Transport Agency of 51% which is expected.
33. The projected implementation costs are greatly influenced by the new enclosed shelter that has a cost of almost \$3m but contributes significantly to the accessibility, safety, weather protection and amenity outcomes.
34. Any opportunities to reduce costs are likely to be through 'value engineering' of the preliminary design (next stage) where alternative materials and construction techniques will be investigated.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

35. Staff confirm that the recommendations in this report complies with the Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

36. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
37. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
38. The recommendations set out in this report are consistent with that purpose.
39. There are no known social, economic, environmental, or cultural considerations associated with this matter at the time of this report being written.

Social

40. The Hamilton Transport Centre Rejuvenation Project will contribute directly to the social wellbeing of people and communities by providing safe and accessible public transport infrastructure and facilities within the Hamilton city centre. It will enhance safety for users and enable people without access to a motor vehicle to access essential services.

Economic

41. The Hamilton Transport Centre Rejuvenation Project will generate employment opportunities within the city. The improvements provide the opportunity to enhance visitor experience for those using inter-regional public transport services connecting New Zealand. The Transport Centre is the first impression many of these visitors will get of Hamilton.

Environmental

42. An identified project with the Waka Kotahi Mode Shift Plan to support the provision of safe and accessible public transport infrastructure to encourage modal shift from private vehicles to walking, cycling and public transport. Encouraging active and public transport will contribute to a reduction in vehicle related emissions.

Cultural

43. To date, engagement with iwi has been limited at their request during this stage of the business case process, however, as the project progresses, there will be the opportunity to build some strong cultural elements. Further engagement will continue through the subsequent detailed design and delivery phases of this project.

Risks - Tuuraru

44. The key risks associated with the delivery of the project have been identified as the following:
 - a) the window for funding could be missed if there is a delay in approving the final draft business case and preferred option. Waka Kotahi will consider funding after it receives confirmation of Council approval and local share. Timing is key as the NLTP 2021-24 is being finalised over the coming months;
 - b) the project will compete against other projects locally and nationally for Waka Kotahi NZ Transport Agency funding and therefore funding is not guaranteed at this stage;
 - c) the preferred option has only been developed to a concept stage and further detailed work e.g. structural surveys will need to be undertaken to provide greater certainty around costs;

- d) disruption to the transport network in the area has been identified as a risk. Discussions with Waikato Regional Council and bus operators have already begun, and a high-level plan has been developed. It is anticipated that bringing a contractor on board early will also assist in mitigating impacts;
- e) constructing the works whilst keeping the Transport Centre operational will be complex and introduce several risks to construction workers, bus operators, passengers, and the public; and
- f) availability of materials and cost escalations due to the amount of construction on-going throughout New Zealand is putting pressure on supply chains and causing cost escalation for certain key materials. This will be actively monitored and reported through existing Council processes.

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

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

Attachments - *Ngaa taapirihanga*

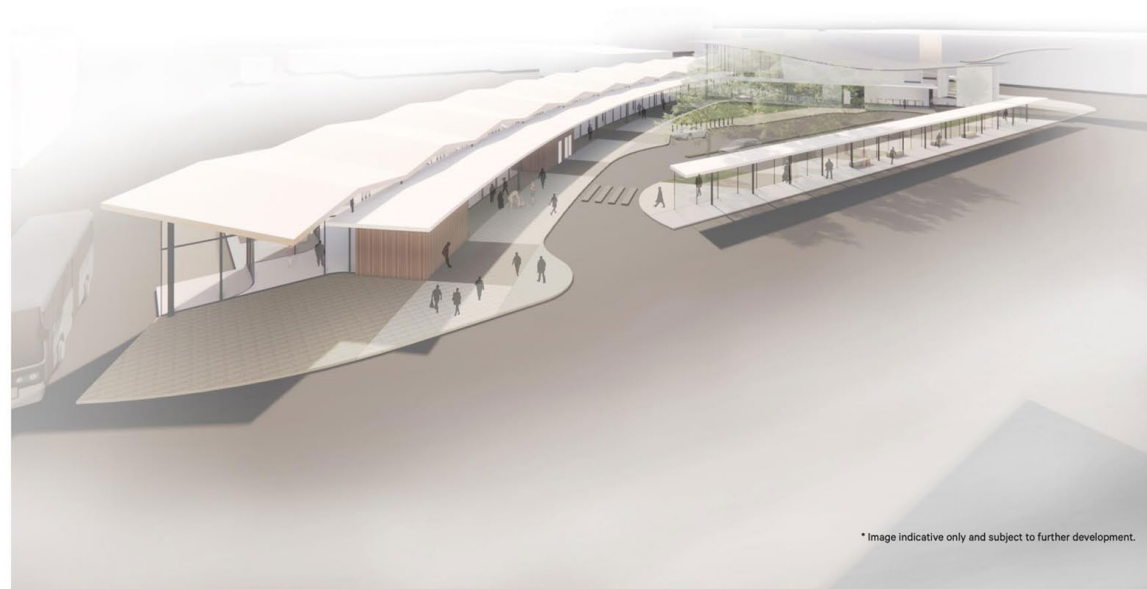
Attachment 1 - Attachment 1 – DRAFT Concept Plan

Attachment 2 - Attachment 2 – Problem and Benefit Statements and Investment Objectives

Attachment 3 - Attachment 3 - Engagement

Attachment 4 - Attachment 4 - FINAL DRAFT Business Case - Hamilton Transport Centre

Proposed Concept Design.
Aerial View



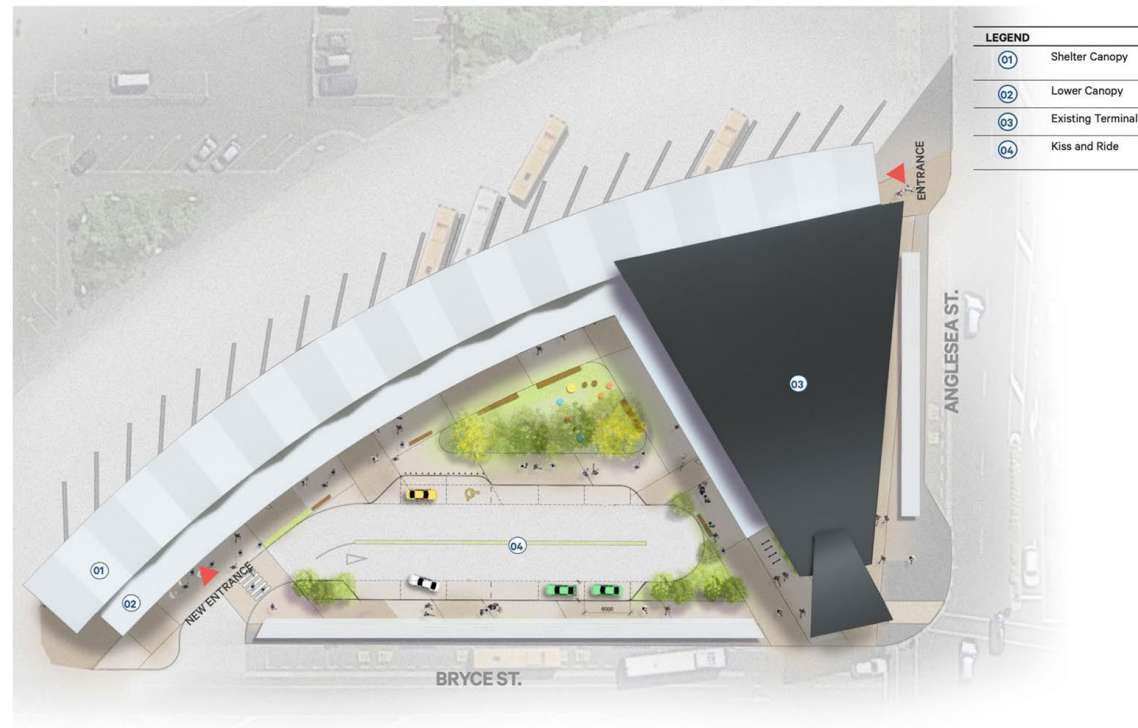
* Image indicative only and subject to further development.

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14

**Proposed Concept Design.
New Bus Shelter.**



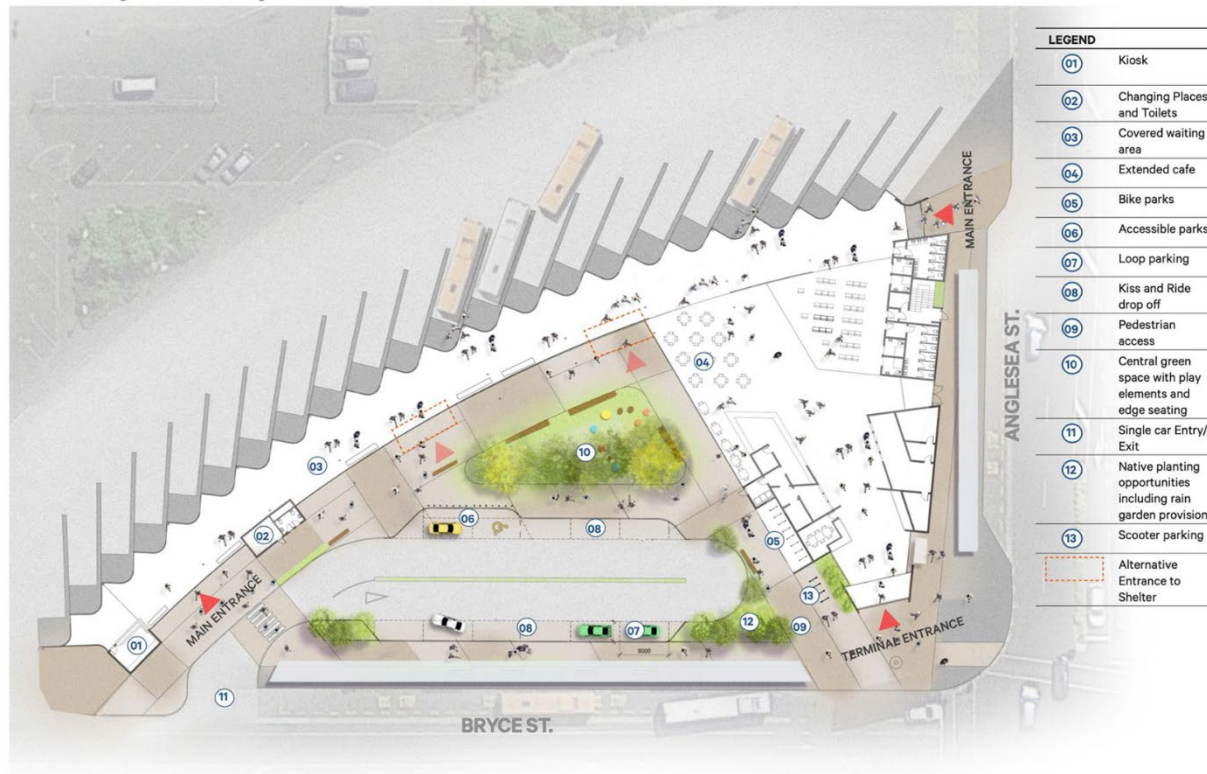
HTC | 29 March 2021.

DRAFT ONLY

10

Proposed Concept Design.
Landscape and Proposed Kiss and Ride.

Isthmus.



LEGEND	
01	Kiosk
02	Changing Places and Toilets
03	Covered waiting area
04	Extended cafe
05	Bike parks
06	Accessible parks
07	Loop parking
08	Kiss and Ride drop off
09	Pedestrian access
10	Central green space with play elements and edge seating
11	Single car Entry/Exit
12	Native planting opportunities including rain garden provision
13	Scooter parking
	Alternative Entrance to Shelter

HTC | 29 March 2021.

DRAFT ONLY

11

Proposed Concept Design.
Terminal Access to Shelter

Isthmus.



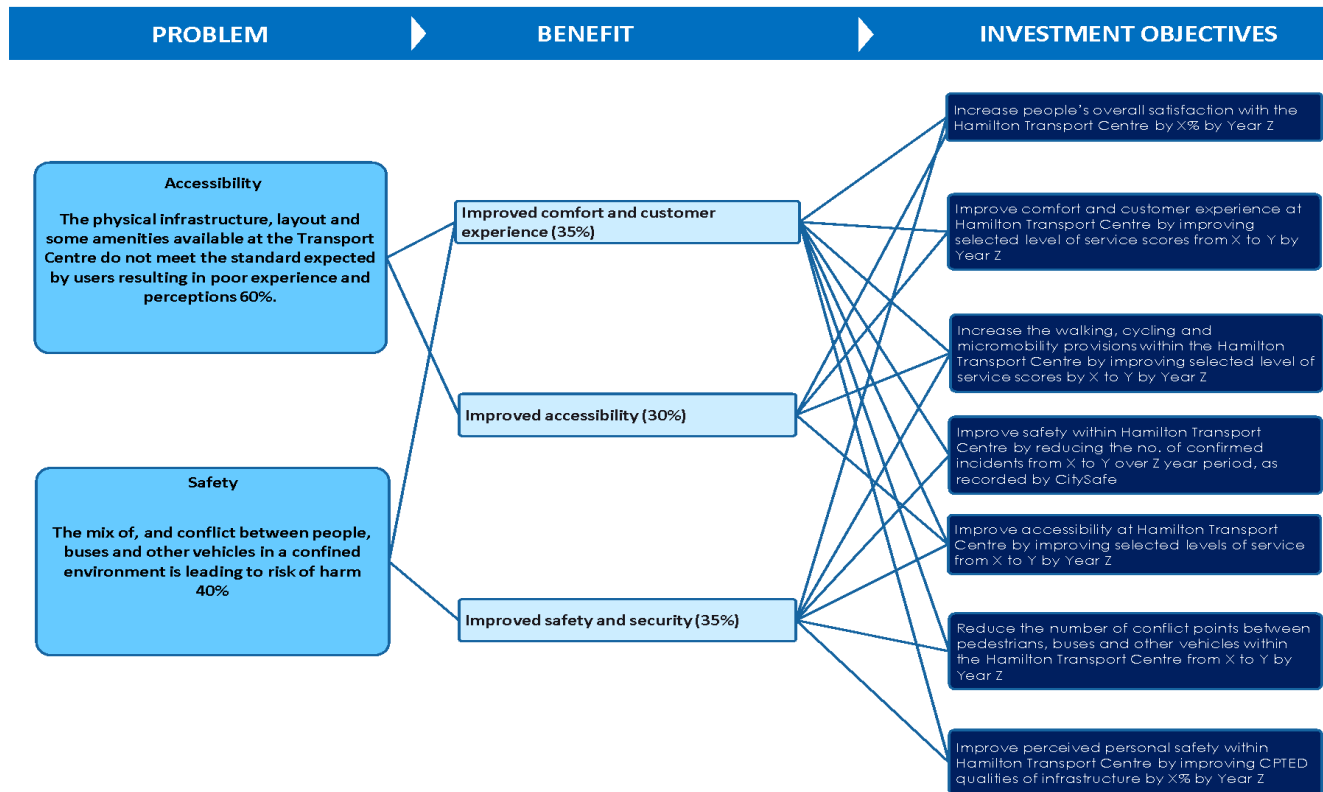
*Image indicative only and subject to further development.

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Attachment 2 – Problem and Benefit Statements and Investment Objectives



Attachment 3 - Engagement

Focus Group		Stakeholder Group	
Purpose:	Validate issues & challenges Completed survey (and encouraged other users they were representing to complete the survey)	Purpose:	Guide the project Confirm problems, benefits & investment objectives Help develop options Test assessment of options Agree recommended option
Representatives:	Aged Concern	Representatives:	Bike Waikato
	Bike Waikato		CCS Disability Action
	Blind Foundation		Go Bus Operations Manager
	CCS Disability Action		HCC City Safe Operations Manager
	Deaf Society		HCC Disability Advisor
	Disabled Persons Assembly NZ (Waikato)		HCC Transportation Unit Manager
	Go Bus drivers		
	HCC City Safe Officers		HCC Public Transport & Urban Mobility Programme Delivery Lead
	HCC Disability Advisor		HCC Facilities Manager
	HCC Parking Unit		Intercity Group
	Student representatives		Waka Kotahi
	Stroke Foundation		WRC Public Transport Manager
	Transport Centre Users (HCC & WRC staff members)		WRC Public Transport Project Manager

Note:

1. Wintec did not respond to the invitation to be part of the Focus Group
2. The project team has liaised with a representative of the Mana Whenua group, provided overview of project and agreed that further engagement will take place at the next stage of the project.



Hamilton Transport Centre Single Stage Business Case

Prepared for Hamilton City Council
April 2021



**HAMILTON CITY COUNCIL
HAMILTON TRANSPORT CENTRE SINGLE STAGE BUSINESS CASE**

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This disclaimer shall apply notwithstanding that the report may be made available to other persons for an application for permission or approval to fulfil a legal requirement.

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REVISION SCHEDULE

Rev No.	Date	Description	Signature or Typed Name (documentation on file)			
			Prepared by	Checked by	Reviewed by	Approved by
1	April 2021	Draft	As above	As above		

Executive summary

Hamilton's existing Transport Centre is located in the middle of the CBD. It is a hub for regional and intercity buses – bringing people into Hamilton from the wider Waikato and beyond or a stop for travellers on longer distances services.

The Transport Centre is over 20 years old and whilst the building still looks modern and sleek from the outside, it is getting a little tired inside. The building has been maintained well, but feels like there have been ad hoc changes over the years leaving it, and site overall, difficult to navigate for customers, especially those with a disability. The Transport Centre can at times get busy, with platforms overcrowded particularly at the end of the school day. School students can often be seen streaming across the site and spilling onto vehicular area. Fortunately there have been no recorded road safety incidents however the risk of a person getting injured by a car or bus is there due to the interaction between high volumes of people, and vehicles. Whilst the large number of school students using the Transport Centre can intimidate other customers, it has been suggested anecdotally that many parents will not allow their children to use the buses as they are concerned about them using the Transport Centre. There is a perception that the Transport Centre is unsafe, despite there being 24 hour CCTV surveillance and regular visits by the CitySafe team. On a rainy day, despite the canopy, which extends the length of the bus bays, and the bus shelter, customers are likely to get wet as they wait for their bus.

The Transport Centre is an important facility that enables people to move about the city particularly for those that do not have access to a car. At a minimum, it needs to be safe and accessible for all. Improving the Transport Centre is fully aligned with the government's priorities on modal shift, the city's integrated transport strategy, Access Hamilton, and the Regional Public Transport Plan. As Hamilton City Council and its partners work to encourage more people to use public transport, the Transport Centre will only get busier. With a more welcoming and user friendly facility, the Transport Centre has the opportunity to play a greater role in encouraging the desired modal shift.

Hamilton City Council has worked with a wide group of stakeholders to co-design the changes that need to be made to Transport Centre to make it fit for purpose for the forthcoming 10 to 15 years. The stakeholder group has representatives from the owner (Hamilton Transport Centre), the public transport authority and main user (Waikato Regional Council), bus operators, disabled community, as well as possible funder (Waka Kotahi). Alongside this stakeholder group, a Focus Group was formed to help the project team understand the issues faced by the public including school students and those with different disabilities. Based on this and evidence from previous work, the stakeholder group agreed there were three main issues with the Transport Centre:

- Safety – both in terms of conflict between vehicles & people as well as personal safety
- Accessibility – being able to navigate safely across the site and access all services
- Amenity – provision of services and facilities make journeys easy and more pleasant.

The stakeholder group, with the support of the project team, considered how these issues could be resolved. Aware that there is the possibility of the Transport Centre moving to a new location in the longer term, work undertaken has been scoped carefully not to undermine any future work.

Investment objectives were developed that considered people's overall satisfaction, improve comfort and customer experience, increase walking, cycling and micro-mobility provisions, improve accessibility, reduce incidents recorded by CitySafe, reduce conflict points, and improve perceived safety.

A number of options for improving the Transport Centre were developed which considered changes to the internal and external layouts. How the options performed against the objectives as well as other key criteria such as cost, delivery timeframe, impact on existing operations, helped confirm the recommended option.

The recommended option is a composition of External option (2 and 4), and Internal option (D). In summary it includes:

- A new extended and enclosed shelter connected to existing Transport Centre building providing an all-weather protected widened platform and more spacious internal lobby waiting area as 'one seamless space'.
- 24 hour seated waiting area with access to refurbished toilets (4 no. accessible toilets)
- New accessible external toilets and a Changing Places facility.

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- Reconfigured café area & Intercity desk to provide an improved kitchen and serving area, more storage and office space.
- Reconfigured parking layout fronting Bryce Street to improve access to parking for those with disabilities, Loop parking and introduction of a 'kiss & ride' drop off area.
- New landscaped areas with central green space with play elements and seating.
- High quality and secure bike/scooter parking facilities.
- Customer services improvements including wayfinding signage, real time information, audio announcements, new ticket kiosk at southern end of site (near Genesis), improvements to lighting and CCTV cameras.
- Larger or continuous bus shelters on Anglesea and Bryce Streets

Accessibility improvements throughout the site by reducing clutter and refurbishment of internal areas, updated and more extensive high contrast signage and surfacing to define areas and make navigation easier for all users.

29 March
2021

Isthmus.



Figure E-1 Site Redevelopment Illustration – Isthmus 2020

The recommended option construction is estimated to cost \$7,551,076. It is anticipated that this will be jointly funded by Hamilton City Council and Waka Kotahi, subject to approval of this business case. Delivery timeframe is subject to confirmation but at this stage, construction could begin in early 2022 with all improvements implemented by late 2022.

The recommended option has a benefit cost ratio of **XX**, and a Investment Prioritisation Method rating of **HHM**, with corresponding priority rating of **4**.

Once approval is provided, next steps will be to commence design (pre-implementation). Due to the complexities of delivering the improvements whilst keeping the Transport Centre open for business it is suggested that early consideration should be given to involving a Contractor, possibly through an ECI (early contractor involvement). The design stage is expected to cost \$944,000 and funding for both design and construction stages will be sought now through business case approvals.

Abbreviations

CAPEX	Capital Expenditure
CBD	Central Business District
CCTV	Closed-circuit television
CPTED	Crime Prevention Through Environmental Design
FAR	Funding Assistance Rate
GDP	Gross Domestic Product
GPS	Government Policy Statement (on Land Transport)
HCV	Heavy Commercial Vehicle
HCC	Hamilton City Council
HIA	Health Impact Assessment
HTC	Hamilton Transport Centre
IAF	Investment Assessment Framework
ILM	Investment Logic Map
KPI	Key Performance Indicator
KTC	Kiwi Travel Café
MBCM	Monetised Benefits and Costs Manual
MBIE	Ministry of Business Innovation and Employment
NZRF	The New Zealand Roadmarkers Federation Inc
NZTA	New Zealand Transport Agency
OPEX	Operational Expenditure
PBC	Programme Business Case
PT	Public Transport
RLTP	Regional Land Transport Plan
RPTP	Regional Public Transport Plan
SSBC	Single Stage Business Case
TDG	Traffic Design Group
WRC	Waikato Regional Council

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Item 8

Attachment 4

PART A – Case for investment

Draft

1. Introduction

1.1 Overview

This Single Stage Business Case (SSBC) presents the investment story for the upgrade and rejuvenation of the Hamilton Transport Centre. The desired outcomes of the project are to improve safety, accessibility and amenity for Hamilton's primary public transport hub. This SSBC builds upon a Strategic Case that was developed by Hamilton City Council (HCC) in 2019 and later endorsed by Waka Kotahi.

The extent of the project covers the Transport Hub itself, and sections of Anglesea Street and Bryce Street which are immediately adjacent. Figure 1 shows an aerial view of the Transport Centre.



Figure 1-1: Aerial view of the Hamilton Transport Centre¹

1.2 Background

The Hamilton Transport Centre, located within the centre of the city, was opened in 2001. It is the main interchange for local and regional bus services alike, operating seven days per week between 04:20 and 21:25. Outside of these times the main building is closed, but external areas (including the platforms) are accessible.

No major improvements to the Centre have been undertaken since it opened 20 years ago. Work is underway on developing a Mass Transit Plan for Hamilton that could affect the form and location of the Transport Centre in the future. However, it is unlikely that any significant changes would be enacted within the next 10 years.

The scope for this SSBC therefore:

- Focuses on responding to current problems being faced by users
- Assumes that the existing building will be retained in its current form, but improvements to the inside could be made
- Captures potential improvements to outside areas. This includes the bus platforms, car park, accesses (and general areas of conflict between different users) and immediately adjacent on-street bus stops

¹ Sourced from the LINZ Data Service and licensed by Hamilton City Council, for re-use under the Creative Commons Attribution 4.0 International licence

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- Excludes consideration of wider safety improvements to Bryce Street and Anglesea Street. These are being considered as part of a separate project.

Due to the expected 10 to 15 year horizon and the project's rejuvenation scope and limited to infrastructure upgrades only there is a number of areas excluded for consideration as part of this business case, these exclusions are:

- Consideration of additional facilities for staff. This is because a separate project has been undertaken to build a bus shed that will include staff facilities for bus drivers. This work will be funded separately from the Transport Centre Rejuvenation project
- Specific targets relating to increasing patronage figures, as this is a broader subject that cannot be fully answered within the geographic constraints of the transport centre boundaries
- Consideration of broader connections issues, such as pedestrian and micro mobility links on the surrounding network
- Operational issues such as staffing numbers and bus network contract types. These are managed by Waikato Regional Council and their service providers
- Timetabling and ticketing
- No pedestrian or vehicle modelling to be undertaken.

1.3 Work completed to date

A number of reports and investigations have been provided as part of this project, the provided information is considered to be a comprehensive list of previous studies and reports.

Table 1: Previous studies

Document	Summary
Transport Centre Evaluation Project (TDG, 2008)	This was a report developed as part of HCC's Long-Term Community Plan. The study evaluated capacity, function, and operation of the existing Transport Centre. It evaluated several options for improvements to the site and adjacent network.
Hamilton Transport Precinct Bus Priority Review (Beca, 2010)	This report identified options and designs to assist bus movements around the HTC.
Passenger Transport Action Plan (Access Hamilton, 2010)	The purpose of the action plan was to guide the development of comprehensive and passenger transport networks in Hamilton.
Hamilton Transport Centre Project (Hamilton City Council, 2015)	The purpose of the project was to: <ul style="list-style-type: none"> • Explore the perception of safety for staff and transport users within the Hamilton Transport Centre and provide evidence to enable effective interventions. • Project objectives were to: <ul style="list-style-type: none"> ○ Conduct a literature review on the broader issues of social norms, young people, and public space. ○ Provide an overview of how different people use the Transport Centre including and beyond its usual purpose. ○ Engage and consult with key stakeholders through observation, focus groups, surveys and semi-structured interviews to develop an understanding of Transport Centre procedures, perception of safety and possible solutions. ○ Develop recommendations for effective interventions.
Hamilton Transport Centre – Review (Stantec, 2016 and updated 2018)	The report contains a series of reviews covering key criteria – accessibility, crime prevention through environmental design, operations and infrastructure, and safety.

This SSBC builds on the previous work.

2. Stakeholder engagement

2.1 Key stakeholders

The key stakeholders that have an interest in the expected outcomes, or can influence the investment proposal, are shown in Table 2.

Table 2: Partners and Stakeholders

Role	Organisation	Knowledge Area
Asset (transport Centre) Owner	HCC	<ul style="list-style-type: none"> Responsible for the provision and upkeep of a public transport centre. Responsible for the delivery of Access Hamilton Strategy and Programme outcomes.
Funding Partner / Stakeholder	Waka Kotahi	<ul style="list-style-type: none"> Responsible for delivery of Access Hamilton Programme outcomes. Planning and investment function extends across the land transport network.
Stakeholder	HCC City Safe	<ul style="list-style-type: none"> Maintain presence at and around the Transport Centre to provide a deterrent to anti-social and criminal activity and ensure anyone travelling by bus and using the Centre feels safe.
Stakeholder	HCC Facilities	<ul style="list-style-type: none"> Responsible for the maintenance and upkeep of the Transport Centre and will help guide the design towards an asset that is safe and robust
Stakeholder	WRC	<ul style="list-style-type: none"> Responsible for planning, tendering, contracting, and marketing the region's bus services. The operation of the buses is contracted to various bus companies. Under the name BUSIT, WRC manage the operation of 24 bus services within Hamilton as well as 12 regional services. Responsible for delivery of Access Hamilton Programme outcomes. Responsible for development and implementation of the Regional Land Transport Plan (RLTP) and Regional Public Transport Plan (RPTP).
Stakeholder	Go Bus	<ul style="list-style-type: none"> Go Bus provides urban, school and charter services throughout New Zealand and is the contracted provider of local bus services in Hamilton. Go Bus is the main bus operator using the Transport Centre.
Stakeholder	InterCity	<ul style="list-style-type: none"> InterCity is a passenger transport and tourism company in New Zealand. It operates "...New Zealand's largest passenger transport network with the combined networks of InterCity, GreatSights and Grey Line."² It is a user of the Transport Centre.
Other stakeholders who may be impacted include:		
Stakeholder	Lessees – Café Proprietors	<ul style="list-style-type: none"> May be impacted by any improvement work undertaken within the Transport Centre building.
Stakeholder	HCC – Strategic Land Management Unit	<ul style="list-style-type: none"> Responsible for managing lessees. Should be kept informed of any changes to the site.
Stakeholder	Taxi operators	<ul style="list-style-type: none"> Currently use Transport Centre as de facto taxi rank, likely to be impacted by construction works and final design
Stakeholder	Loop and other ride share	<ul style="list-style-type: none"> May be impacted by construction works and future plans to have permeant parking bay allocations in the centre.

² www.intercity.co.nz/about-us

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Role	Organisation	Knowledge Area
Stakeholder	Hamilton Girls High School	<ul style="list-style-type: none"> Many students use the centre daily. Some students may also be involved in Long Options workshop to provide input to how the centre could be improved.
Stakeholder	NZ Police	<ul style="list-style-type: none"> Likely to have a keen interest in crime-prevention at the Transport Centre

2.2 Previous engagement

Engagement has previously been undertaken on various levels relating to public transport in Hamilton, and specifically the Hamilton Transport Centre. Examples of this have been on-line surveys and focus groups with young people and school staff completed as part of the Hamilton Transport Centre Project in 2015 (HCC).

Where appropriate the outputs of previous engagement was incorporated into the development of this business case (refer to Section 4.1).

2.3 SSBC engagement

Stakeholders have been engaged throughout this business case. Primarily during the arranged workshops, however, there have also been meetings and site visits arranged where stakeholders can provide their thoughts and feedback. In amongst these there have been project team meetings throughout. The table below summarises engagement undertaken through the business case.

Table 3: SSBC Engagement Summary

Engagement	Purpose / Output
Workshop 1 (part 1) (29/07/2020)	Collectively agree problems and benefit statements, draft investment objectives, and draft long list of options.
Workshop 1 (part 2) (01/07/2020)	
WRC meeting (22/07/2020)	Discussion on expectations / predictions for future bus service operations – to help guide option development.
Options Review Meeting (06/08/2020)	Review the options that had been developed so far (Project team, HCC, and Waka Kotahi)
Workshop 2 (31/08/2020)	Share the development of the options with the stakeholders and receive feedback.
Option Feedback Meeting (10/09/2020)	Opportunity for workshop 2 participants to provide any feedback on the options.
Hamilton Transport Centre Site Visit (10/09/2020)	A site visit to the Transport Centre as an opportunity to discuss the options developed.
Project alignment meeting (Bryce Street / Anglesea project - WSP) (16/09/2020)	Share work on the 3 projects in the vicinity of the Transport Centre and in particular for the Stantec team to give an update on the options currently being considered.
Hamilton Transport Centre – Operational Requirements Meeting (with HCC, WK, WRC) (30/09/2020)	To discuss the Bus Platform Capacity Note provided by WRC and provide feedback on what this means for the consideration of options.
Manukau Bus Station Visit (06/10/2020)	To visit the Bus Station at Manukau and hear from our Auckland Transport colleagues about the design & thinking that went into their project.
Workshop 3 (09/11/2020)	Presentation of the project team's assessment of the options and consideration of the recommended option.
Management Case Workshop (02/03/2021)	To discuss how the proposed improvements to the Transport Centre will be delivered and how the Centre will be managed and operated in the future.

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3. Context

3.1 Site context

The Transport Centre is located near Hamilton's central business district at the intersection of Bryce Street and Anglesea Street. Retailers, car services, eateries, and other land uses, are located nearby. On the other side of Anglesea Street the land is classified as 'City Centre'³. Seddon Park is also located in the close vicinity, to the west of the Transport Centre, which is used for sports events including international cricket. The nearest education facilities to the Transport Centre include Hamilton Girls' High School, and the Wintec Campus. A series of photographs are shown below that show where the Transport Centre is located in Hamilton.

The Transport Centre has 22 on-site bus bays (four of which are occupied by InterCity Services). Off-site (immediately adjacent on Anglesea Street and Bryce Street) there are bus stops which are used by Comet, a CBD shuttle, and four other routes.

Excluding the two mobility parks within the transport centre the nearest facilities are located on London Street, and Ward Street. Overnight parking is available on Worley Place⁴. Site visit photos which provide some context around the existing conditions along Bryce Street and Anglesea Street are provided below.



Figure 3-1: A series of photographs showing the Transport Centre and its surrounds.⁵

³ Information on land use zones sourced from www.hamilton.govt.nz/our-council/council-publications/operative-district-plan/Documents/Operative%20District%20Plan%20Content/Planning%20Maps/Operative%20District%20Plan%20ONING%20MAPS%20ONLY%20-%20linked%20-%20REDUCED%20March%202016.pdf.

⁴ www.hamilton.govt.nz/our-services/parking/wheretopark/Documents/Map%20-%20Hamilton%20CBD%20Mobility%20Parking%20Map%20-%20%20April%202019.pdf

⁵ Clockwise from the top left: 1) A view on Bryce Street looking toward the Barton Street (away from the Transport Centre). This area contains eateries, and other commercial activities, 2) A view of Bryce Street approaching the interchange travelling towards Anglesea Street, 3) a view of the Transport Centre from Anglesea Street, and 4) a view of Bryce Street from an on-street bus stop adjacent to the Transport Centre.

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Safety improvements to the Bryce Street / Anglesea Street intersection have recently been undertaken, which included the installation of a raised platform.

3.1.1 Active mode connections

Cycle facilities are located on Bryce Street (painted on road cycle lanes). Other nearby facilities include those along the railway corridor, and the Waikato River. Footpaths are located on the street frontage of the Transport Centre, and on the opposite side of the street. Signalised crossing facilities are available at the Bryce Street / Anglesea Street intersection. There are also median island pedestrian facilities on Bryce Street (immediately south of the car park entrance), and on Anglesea Street (immediately east of the Transport Centre entrance)⁶.



Figure 3-2: Cycle facilities and key land uses near the Transport Centre⁷

3.2 Public transport

3.2.1 Public transport perceptions

Public transport use in Hamilton declined between 2016 and 2018. In 2016 around 14% of locals stated they used public transport at least once a week, compared to 10% in 2018. During that period there has also been a notable decline in public perception around the quality of the service, particularly service reliability. Figure 3-3 provides an overview of key results from HCC's Quality of Life survey (2018).

⁶ Note that WSP are currently investigating options to improve facilities on both Bryce Street and Anglesea Street.

⁷ Base map source <https://maphub.nzta.govt.nz/view/?appid=59d304a53c6b48b08e763f0d3febbf0b>. City centre shading, Hamilton Girl's High School, Wintec Campus, Seddon Park, and Hamilton Transport Centre labels have been added.

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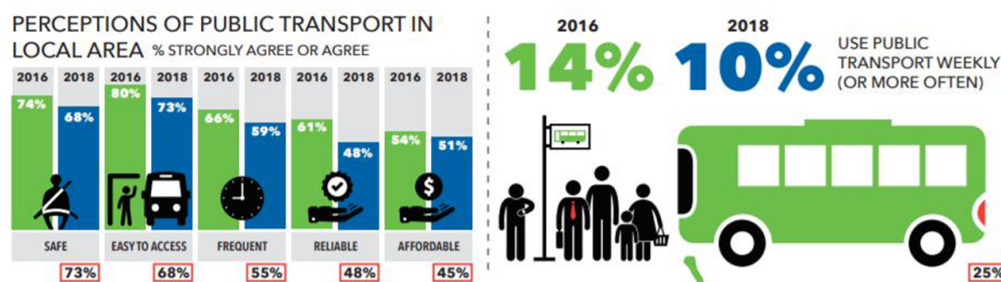


Figure 3-3: Hamilton Public Transport Summary⁸

This decline in positive perceptions actually occurred during a period when investment has notably increased. Funding for public transport in the Waikato Region has increased significantly from 2014/2015 (\$15M) through to 2018/19 (\$23.4M), and regional boardings increased from 3.99 million in 2017/18 to 4.01 million in 2018/19.

It was mentioned in Workshop 1 by WRC that since 2018 there had been a significant increase in patronage mainly due to the youth and accessibility schemes⁹. More recently the Covid-19 pandemic has impacted patronage too.

Therefore, public transport trends in Hamilton in 2019, 2020, and into 2021 have been subject to factors that have influenced patronage from previous conditions

3.2.2 Ongoing public transport projects

New projects in the public transport space are also underway or have been recently delivered, such as the Rotokauri Transport Hub¹⁰, and the Te Huia passenger rail service. The rail service, which is due to start in April 2021¹¹, will provide two return services during weekdays, and one on Saturdays (connecting Hamilton to the Britomart Station in Auckland)¹².

3.3 Population

With a 2018 population estimate of 169,500¹³ Hamilton is the fourth largest city in New Zealand. Population growth is recognised in the Waikato Regional Transport Plan which states that "significant population growth is also occurring in and around Hamilton. Hamilton's growth has been faster than projected, putting pressure on the transport network."¹⁴

⁸ www.hamilton.govt.nz/our-council/council-publications/monitoring-and-statistics/2018%20Quality%20of%20Life%20Survey/2018%20Quality%20of%20Life%20-%20Key%20Highlights.pdf

⁹ The schemes involved a one-year (starting July 2019) trial of making bus fares for young people free on Saturdays, Sundays, and public holidays (within Hamilton boundaries). For another smaller portion of time (28th September – 13 October 2019) free youth travel was available on any bus. Source: [free bus rides for under 18 these school holidays](https://www.newsview.co.nz/news/hamilton/free-bus-rides-for-under-18-these-school-holidays) (newsview.co.nz)

¹⁰ www.hamilton.govt.nz/our-city/city-development/transport/Pages/Rotokauri-Transport-Hub.aspx

¹¹ www.tehuiaatrain.co.nz/#?text=Capable%20of%20carrying%20over%20500%20reduce%20New%20Zealand's%20carbon%20footprint

¹² www.waikatoregion.govt.nz/services/regional-services/transport/rail/

¹³ <https://ourhamilton.co.nz/growing-hamilton/hamiltons-population-and-economy-teams-ahead/>

¹⁴ www.waikatoregion.govt.nz/assets/WRC/Council/Policy-and-Plans/Transport/RLTP/2018-update/RLTP-WEB.pdf

4. Problems

Problem statements and benefits were initially developed at a facilitated Investment Logic Mapping (ILM) workshop with stakeholders on the 25th March 2019. Stakeholders included representatives of HCC, Waka Kotahi, and WRC. The stakeholders identified and agreed three problem statement and respective weightings:

- Problem One: The physical infrastructure and layout of the Transport Centre and surrounds is limiting the potential patronage growth and retaining existing customer base (35%)
- Problem Two: Some amenities available at the Transport Centre do not meet the standard expected by users resulting in poor experience and perceptions (35%)
- Problem Three: The mix of, and conflict between people, buses and other vehicles in a confined environment is leading to risk of harm (30%).

Through the evidence review of the Strategic Case, it became apparent that the consequence related to Problem Statement 1 would be hard to attribute solely to the Transport Centre particularly with significant work underway to improve and increase the public transport offer to customers. The causes identified around physical infrastructure and layout were still deemed to be relevant and closely linked to the consequence of Problem Statement 2 hence they were merged into the following two problem statements:

- Problem One: - The physical infrastructure, layout and some amenities available at the Transport Centre do not meet the standard expected by users resulting in poor experience and perceptions (60%)
- Problem Two: - The mix of, and conflict between people, buses and other vehicles in a confined environment is leading to risk of harm (40%).

The problem statements were re-looked at when this SSBC commenced. The problem statements were presented and discussed at workshop 1. It was agreed that the existing problem statements were still appropriate for this business case.

In relation to the weighting of the benefits, initially it was proposed that safety & security should be higher at 40%. However, it was then suggested that accessibility is equally important and that comfort and customer experience would see improvement by focusing on accessibility and safety.

4.1 Single stage business case update

This Single Stage Business Case builds upon a Strategic Case that was developed in 2019, by Hamilton City Council. Text has been used and adapted from the original Strategic Case in the Single Stage Business Case. The evidence has been expanded upon, particularly through the analysis of more recent customer feedback.

A flow chart representation of the business case update is presented below.

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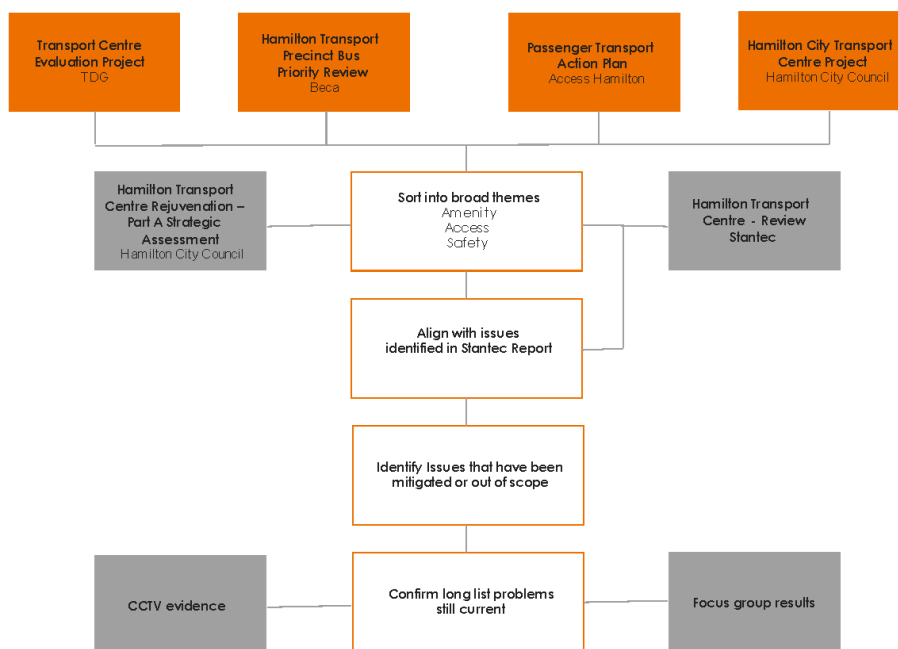


Figure 4-1: Evidence Collecting Process

4.2 Problem 1: poor experience and perceptions

This section provides the evidence to substantiate the 'poor experience and perceptions' problem.

Statement: The physical infrastructure, layout and some amenities available at the Transport Centre do not meet the standard expected by users resulting in poor experience and perceptions	
Cause(s)	<ul style="list-style-type: none"> Physical infrastructure and layout. Amenities (or lack of) available.
Effect	<ul style="list-style-type: none"> Failure to meet standard expected by users.
Consequence	<ul style="list-style-type: none"> Poor experience and perceptions.

4.3 Causes

4.3.1 Physical infrastructure and layout

Previous studies (outlined in Figure 3-1) have identified several issues which relate to the physical infrastructure and layout of the Transport Centre which have contributed to poor customer experience.

Table 4: Poor quality infrastructure and layout

Area	Examples
Accessibility	<ul style="list-style-type: none"> Angled disabled parking does not allow for easy entering/exiting vehicle – this does not meet NZRF Accessible Parking Design. Café seating area is often difficult to navigate as area is small and chairs are all moveable

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Area	Examples
Crime Prevention Through Environmental Design	<ul style="list-style-type: none"> • Toilets are located away from the main internal or external public areas that makes them isolated (refer to Figure 4-2). • Lack of weather shelter makes defining spaces difficult because few spaces provide cover to all prevailing directions. This makes it unpredictable where waiting passengers will congregate. • Ad-hoc additions have not always been done in sympathy with original build architecture and tend to look like temporary solutions reducing territorial reinforcement and the feeling of quality environment. • Various obstructions and recesses limit line of sight and provide opportunity for concealment
Operation and Facilities	<ul style="list-style-type: none"> • Integration between public transport and walking and cycling infrastructure should be supported through improved end of trip facilities • The car park is not fully utilised and there is opportunity to rationalise space and increase pedestrian space.

A range of issues were identified in the Strategic Case that also served to highlight this problem statement. It stated that overall, the Transport Centre provides a poor 'gateway' to Hamilton, particularly in the evening and at weekends, when the ticketing counter and café facilities have limited open hours.

- On approach, it is difficult to see inside the Transport Centre due to heavily tinted glass and windowless walls.
- The area where the ticket office is was originally the main entrance for the bus platform. What was originally a side entrance has become the main platform entrance and has right angles that create a pinch point.
- The main entrance (described above), from the platform area is not obvious for passengers arriving on an inter-city service and another entrance, near the inter-city platform is narrow, difficult to see and not easy to open for people with luggage.
- The amount of signage, furniture and other objects makes passage through the centre difficult for people with buggies, wheelchairs, or large wheeled luggage.
- Random sets of objects make the Centre look cluttered and reduces the sense of place.
- A lot of 'dead frontage' exists, making legibility of the Transport Centre difficult.
- Wayfinding at the Transport Centre is very limited and information on where individual bus routes operate from is located inside the Transport Centre building, rather than being displayed in locations outside the building.
- The current layout makes it difficult to see when certain buses are arriving or leaving, especially when inside the Centre.
- There is insufficient tactile paving for visually impaired users to warn of hazards such as platform edges.
- The walkway that runs along the back of the platform is narrow and obstructed by various items of street furniture, such as lighting columns, timetables, and the twin vertical supports to the canopy. Navigating the area can be particularly challenging for visually impaired people or people in wheelchairs.
- At each bus bay, there is a gap between the parked bus and the platform. This is a safety risk for people who have mobility problems as they are required to step across the gap to get onto or off the bus.
- The disabled car parking spaces are awkward to access and manoeuvre out of.
- The area is undersized for the current needs, including inside the Transport Centre building where there are limited baggage lockers, clutter, and insufficient seating.
- The layout encourages large numbers of school children to congregate on the platform area and in a large space at the main entrance area of the Transport Centre. This can be a deterrent to commuters catching a bus from the Centre.

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4.3.2 Limited amenities

In overall terms, the facilities provided compare unfavourably against current expectations on what level of service should be provided.

- The Transport Centre lacks comfort and weather protection is poor with a very high canopy that does not provide shelter from rain or sun (refer to Figure 4-3 below).
- Toilet facilities at the Centre are small and accessed via a narrow corridor inside the Transport Centre building. Longer distance coach passengers cannot access the toilets easily if they need to take their luggage with them and there is limited space to store luggage at, or near, the toilets (refer to Figure 4-2 below).
- The operating hours of the Transport Centre, ticketing office and café do not cater for patrons arriving early at the centre or later in the evening. This could be inconvenient for both inter-city travellers and shift-workers.
- There is no real-time passenger information displayed and the current level of available information is confusing for inter-city transport users and for passengers with learning or reading difficulties.
- There are only a small number of cycle parking stands located near the Transport Centre car park. They are not in a location that is convenient for cyclists, nor are they secure.

"The inside is very bland and doesn't feel good to sit inside."

(Transport Centre Rejuvenation Focus Group Respondent)

- There are no dedicated facilities for rideshare services such as e-scooters and bikes.

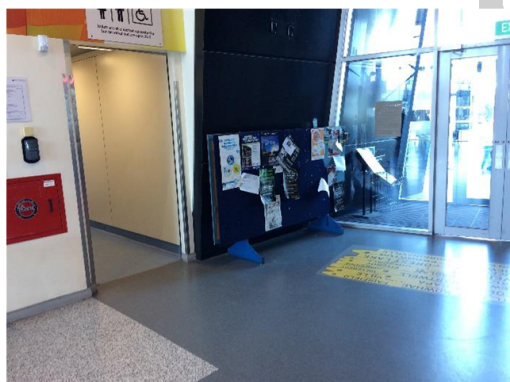


Figure 4-2: View of the entrance to the existing internal toilets (via a narrow corridor).



Figure 4-3: View of existing outside canopy shelter (view looking west)

Effects of poor physical infrastructure are reflected in the survey results obtained in 2020. They indicate the customer experience perceptions of the Transport Centre. Refer to Appendix X for the full summary of the survey results.

Half of respondents considered that facilities or services were not available due to vandalism or malfunction, 70% considered there to not be enough seats in the shelters and outside waiting areas. A feeling of overcrowding was common, and the majority of respondents considered there was not enough protection from the weather in the bus shelter.

In terms of overall impressions most a reasonably good, with the majority of respondents considering the Transport Centre as overall providing a good impression to visitors in Hamilton. Respondents were more positive about how appealing the exterior is than the interior.

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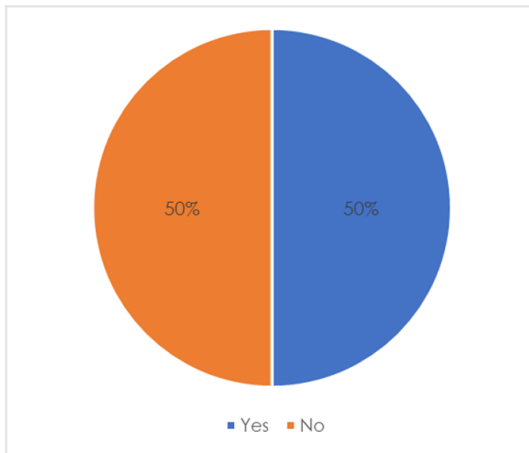


Figure 4-4 Facilities or services are often unavailable due to vandalism or malfunction¹⁵

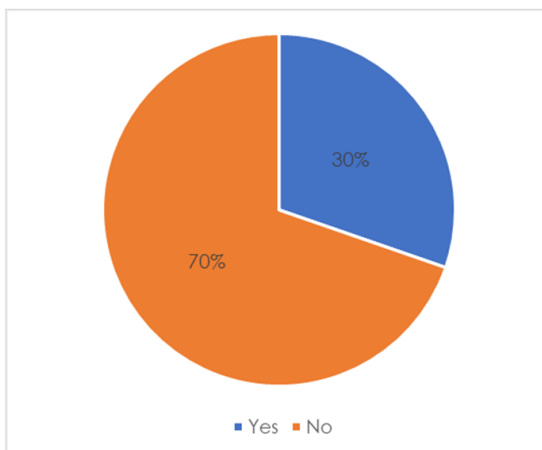


Figure 4-5 There are enough seats in the shelters and outside waiting areas¹⁶

¹⁵ Note that 'don't know' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. 'Don't know' responses amounted to 13/35 (37%) of the raw data.

¹⁶ Note that 'don't know' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. 'Don't know' responses amounted to 2/35 (6%) of the raw data.

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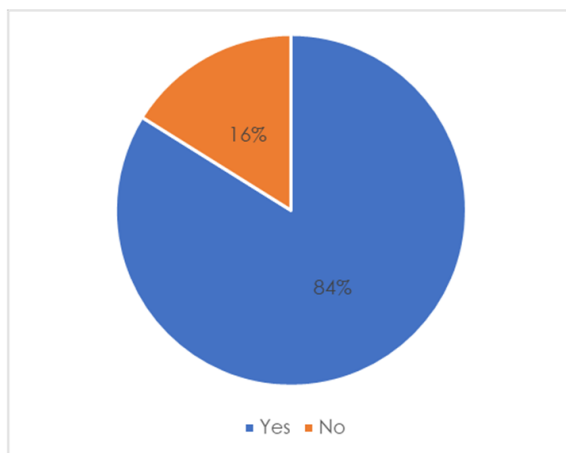


Figure 4-6 I often experience overcrowding in the bus shelters and the platform¹⁷

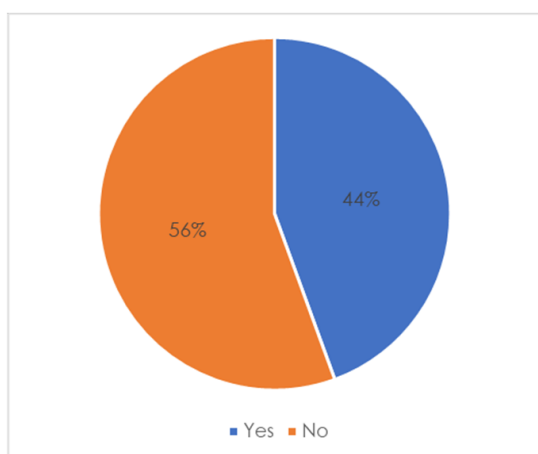


Figure 4-7 The bus shelters provide enough protection from the weather¹⁸

¹⁷ Note that 'don't know' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. 'Don't know' responses amounted to 4/35 (11%) of the raw data.

¹⁸ Note that 'don't know' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. 'Don't know' responses amounted to 3/35 (9%) of the raw data.

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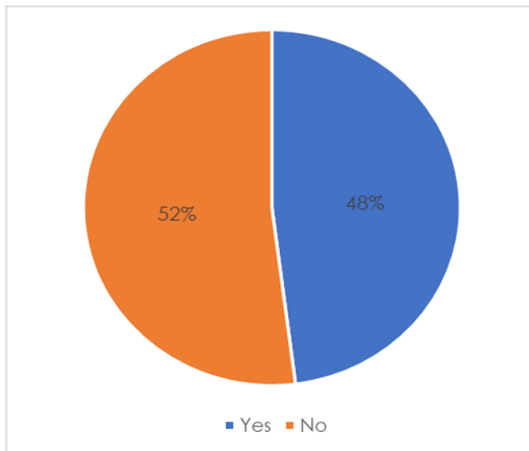


Figure 4-8 The Transport Centre looks appealing from the inside¹⁹

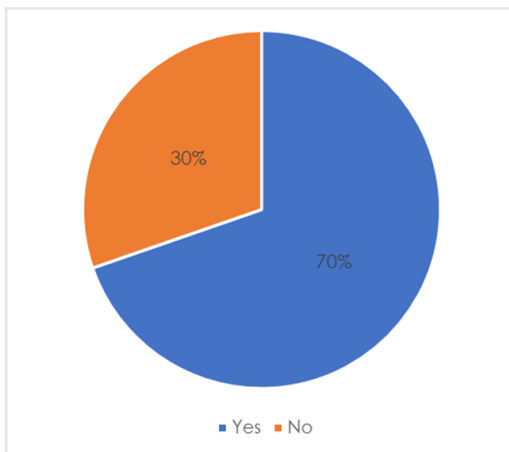


Figure 4-9 In your opinion, does the Transport Centre provide an overall good impression to visitors in Hamilton?²⁰

¹⁹ Note that 'don't know' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. 'Don't know' responses amounted to 6/35 (17%) of the raw data.

²⁰ Note that 'no answer' responses have been removed from the data presented in the graph but are available in the summary data in the appendix. Two respondents did not answer this question (2/35 (6%)).

"Intercity stops could have better shelter and seating; often if services are delayed there is no respite from heat or rain/wind."

(Transport Centre Rejuvenation Focus Group Respondent)

The survey results indicate that for the most part respondents were content with the appearance of the Transport Centre, and the kind of impression it would make on visitors to Hamilton. Please refer to Appendix B for related graphs.

Research on the consequence of failing to adequately provide in terms of the customer level of service appears to be mostly centred on safety provisions, and these are unpacked in the next problem statement section of this business case.

4.3.2.1 Case Studies – Manukau, Christchurch, and Dunedin

Recently there have been public transport hub improvements, or complete re-builds around the country. These have been undertaken for a variety of reasons however they have all contributed to the surrounding land uses, as well as enhancing the public transport service provided. They have also included improvements to the customer environment, making them pleasant places to visit.

While the Manukau and Christchurch examples (in particular) are on a different magnitude in scope and cost than this business case, the case studies highlight that user expectations of modern bus hub facilities are becoming more commonplace nationally. Eventually, in Hamilton, public transport treatment(s) of a longer-term nature will likely comprise of new facilities, developed as part of the Metro Plan, however short-term rejuvenation is required in the meantime.



The table below briefly provides some case study examples of recently opened bus interchange / hub facilities.

Table 5: Recently completed bus interchange / hubs in New Zealand²¹

Example	Description	Google Streetview Screenshot
Manukau Bus Station – opened 2018²²	A new bus station that is universally accessible, with real time information, and bike parking among other features. The bus station is part of redevelopment that includes the surrounding streets of Putney Way and Osterley Way	

²¹ Manukau Bus Interchange screenshot source: https://www.google.co.nz/maps/@36.9940391,174.8778479,3a,75y,45.59h,102.14t/data=!3m6!1e1!3m4!1s1d_Pd4KRNDN3E_Spac4Cngl2e0l71l6384l8l8192, Christchurch Bus Interchange screenshot source: https://www.google.co.nz/maps/@43.5343218,172.6365968,3a,75y,121.18h,98.09t/data=!3m6!1e1!3m4!1s9agglQihazW56l6EEVik_oAl2e0l71l6384l8l8192, Dunedin Bus Hub screenshot source: https://www.google.co.nz/maps/@45.8735534,170.5056011,3a,75y,8.64h,98.52t/data=!3m6!1e1!3m4!1s4MhWK51e6iT_Aqz5tVemaAl2e0l71l6384l8l8192
²² <https://at.govt.nz/projects-roadworks/manukau-bus-station/>

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Example	Description	Google Streetview Screenshot
Christchurch Bus Interchange – opened 2015²³	Completed following the Christchurch Earthquakes, the interchange is enclosed with audio and visual information for bus arrivals and departures. The interchange was part of the suite of developments for the Christchurch rebuild.	
Orbus Dunedin Hub – opened 2019²⁴	A recently developed, centrally located, on-street hub. Complete with indented bays, new shelters, paving, and audio option at stops among other features. ²⁵	

Just as the above projects have contributed to their cities there is an opportunity now for a rejuvenated Transport Centre to contribute to enhancing Hamilton's City Centre. The Transport Centre has previously been identified as part of the 20-minute neighbourhood desired outcome of the City Transformation Plan. Refer to Figure 4-10 below.



Figure 4-10 The 20 minute neighbourhood²⁶

²³ <https://www.stuff.co.nz/the-press/news/68813220/christchurchs-53-million-bus-interchange-opens>

²⁴ <https://www.orc.govt.nz/news-and-events/news-and-media-releases/2019/march/dunedin-central-city-bus-hub-officially-opened#:~:text=Media%20Release%20%2D%2020%20March%202019,up%20the%20Connecting%20Dunedin%20partnership.>

²⁵ <https://www.orc.govt.nz/public-transport/dunedin-buses/orbus-dunedin-information/bus-hub-faq>

²⁶ <https://www.hamilton.govt.nz/our-partner-projects/ccfp/Documents/HAM0016%20City%20Transformation%20Plan%20FA%20WEB.pdf>

4.4 Problem 2: safety

Statement: The mix of, and conflict between people, buses and other vehicles in a confined environment is leading to risk of harm	
Cause(s)	<ul style="list-style-type: none"> • Conflict between people • People vs vehicles, and vehicles vs vehicles conflict • Confined environment
Effect	<ul style="list-style-type: none"> • Perception of feeling unsafe. • Conflict risk
Consequence	<ul style="list-style-type: none"> • Safety incidents possible reduced use of facility by current users

The following are examples cited from the Strategic Case which contribute to the safety concerns that users feel when using the Transport Centre, the identified concerns are consistent with the Stantec's 2016 CPTED assessment.

- Due to the configuration of the main bus platform, people are unable to exit buses from the back door. People getting off a bus must use the front door and often encounter people trying to get on the bus at the same time.
- Gang members and homeless people often loiter in and around the Transport Centre and can be intimidating to users of the Centre, and a deterrent to potential users.
- The footpath on Bryce Street shares bus platforms with pedestrians. This means there is not sufficient capacity for waiting passengers and pedestrians, which can result in near misses between buses and pedestrians.
- The platform in the Transport Centre is narrow and has a number of obstacles, including signposts and shelters. During peak times, there is insufficient room for people to negotiate safely and is exacerbated further if there are prams, wheelchairs, and school bags on platforms.
- A large proportion of Transport Centre users are school children and tend to use the Transport Centre for a short (typically 30 minute) period in the morning and afternoon peak periods. The narrow waiting space provided often results in school children waiting in the taxi or car park area.
- Bus drivers and passengers at the inter-city platforms tend to move into operational areas (where other buses are parking and reversing from), when loading and unloading baggage due to the limited space that exists.
- There are safety issues related to buses reversing into and out of the bus stops at the Transport Centre. A pulse timetable operates, particularly at weekends, resulting in a concentration of buses reversing and exiting the Transport Centre at the same time.
- There are capacity issues with vehicle movement and the existing herringbone style layout does not accommodate through services. There may be a need to use more street space in the future if more through services are operated.
- Conflict exists between pedestrians, particularly school children, crossing Bryce Street in the same area that buses are exiting the Transport Centre. This arises in part because of the pulse timetable which operates, resulting in a concentration of buses departing from the Transport Centre.
- The Centre is regarded as an area that exposes children to activities such as the sale of drugs and anti-social behaviour.



Figure 4-11: View looking east along Bryce Street



Figure 4-12: View of existing platform (view looking west)

A customer insights survey was undertaken in **June 2020** which asked participants various question on their safety perceptions of the Transport Centre. Some of the key results are reported here. The survey results indicate that 31% people using the Transport Centre feel unsafe. Refer to Appendix B for the full summary of the results.

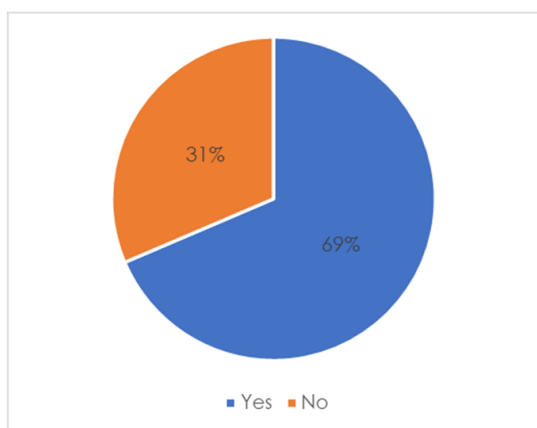


Figure 4-13: Do you feel safe using the Transport centre?

When asked at what time do they feel unsafe there was a mixture of responses spread throughout the day. – however this may be in part be influenced by when people travel (for example some who travel only at midday may find travelling at midnight worse, but if they do not travel at that time it is not registered in the results²⁷.

²⁷ Note the data shown in the graphic only shows those who provided an answer to this question. 24 respondents (out of 54) did not provide an answer to this question.

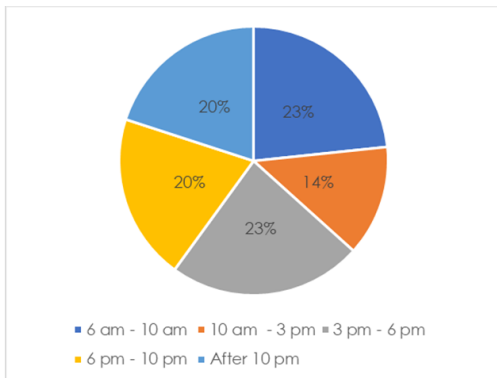
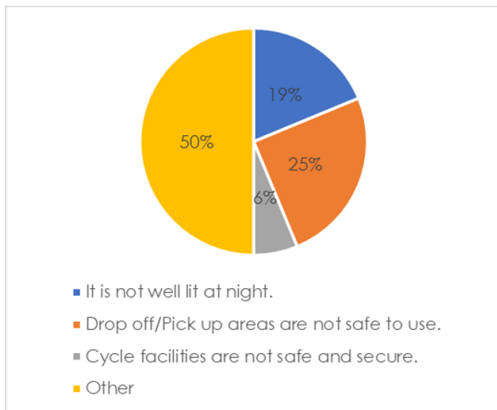


Figure 4-14: What time of day do you experience a situation that makes you feel unsafe?

Of the specific selectable options 'drop off / pick up areas are not safe to use' were identified as the most common reason why people felt unsafe. However, of note was that the answer 'other' was commonly selected.



"When walking to the bus sometimes have to walk on the road - taxis parked makes it difficult plus cars driving in."

(Transport Centre Rejuvenation Focus Group Respondent)

Figure 4-15: Why do you feel unsafe?

In addition to the above results, when asked whether the cycle facilities were safe and secure to use, all respondents (of those who answered the question, and had used the facilities) said they were not.

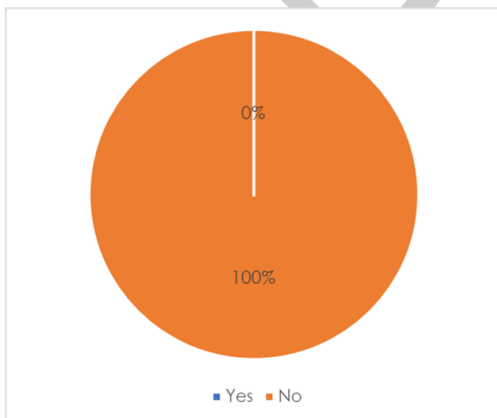


Figure 4-16: Are cycle facilities safe and secure to use?

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A discussion was held with the Manager of HCC's City Safe Unit to discuss statistics that City Safe officers had captured. The following statistics were collected over a twelve-month period from 1 April 2018 – 31 March 2019.

Table 6: April 2018 – 31 March 2019 City Safe Unit data

Offence / Category	Number of instances	Description	Impact
Aggressive behaviour	57	Incidents tend to be between people who know each other	Safety Poor customer experience
Anti-Social behaviour	78	This relates to activities that make others feel uncomfortable such as ball throwing and verbal abuse	Safety Poor customer experience
Assault	13	Assaults are generally gang related	Safety Poor customer experience
Assist member of the public	315	These are general questions for directions such as where a shop in Hamilton is. They do not include questions relating to the Transport Centre such as where a particular bus can be caught from. Also includes assisting visually impaired people and older people who are not sure where they are going	Customer experience Accessibility
Begging	57	Self-explanatory	Safety Customer experience
Bylaw Cycle	5	Children / teenagers riding bikes around the centre	Safety Customer experience
Bylaw Liquor	75	Consumption of alcohol at the centre	Safety Customer experience
Consuming mind-altering substances	15	Self-explanatory	Safety Customer experience
Crowd dispersal	24	Large groups of children/teenagers causing obstructions while either waiting for buses or on bikes	Safety Customer experience Accessibility
Fire	7	Fires in rubbish bins that are put out by staff and not resulting in Fire Brigade being called	Safety Customer experience
Litter	50	Self-explanatory	Customer experience
Lone Person	27	These are "at risk" people on their own and include young women who spend the night at	Safety

Offence / Category	Number of instances	Description	Impact
		the centre as they have no alternative means of transport and are waiting for a morning bus to take them home.	
Property damage	17	People damaging property at the Transport Centre	Safety Customer experience
Provide advice	232	This includes people wanting bus timetable information. City Safe staff are constantly asked for information in relation to bus stop locations at the Centre. In most instances, they no longer record this information due to the number of enquiries received.	Customer experience Accessibility
Skateboard	38	Riding skateboards in the Centre grounds	Safety Customer experience
Sleeping Obstruction	167	This tends to occur at the Angled stops and involves people sleeping on seats or on the ground. In a lot of cases they are either waiting for a bus or are homeless.	Safety Customer experience Accessibility
Smoking Ban	4633	Self-explanatory	Safety Customer experience
Suspicious Activity	57	City Safe staff observe people and record if their activity is suspicious.	Safety Customer experience
Tagging	52	Self-explanatory	Customer experience
Trespass Breach	25	People who have been banned from being in Transport Centre grounds	Safety

Research²⁸ indicates that lack of security measures is more likely to affect the patronage of existing public transport users, rather than new users. The following text is quoted from NZTA research report 344:

"The online survey findings suggested that any security measures put into use are likely to impact on the patronage of existing users of public transport, as follows:

- About 40% of existing bus users would increase their use of buses, leading to an average increase, across all bus users, of 2.2 extra trips per week (excluding outliers)
- About 40% of existing train users would increase their use of trains, leading to an average increase, across all train users, of 1.8 extra trips per week (excluding outliers).

²⁸ <https://www.nzta.govt.nz/assets/resources/research/reports/344/docs/344.pdf>

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However, these survey results suggested that non-users of public transport are unlikely to respond dramatically to security measures because:

- Only about 10% of non-users indicated that they would start using the bus, and the average number of trips across all non-users would be 0.5 trips per week
- Only about 10% of non-users with access to train indicated that they would start using the train, and the average number of trips across all non-users with access to the train would be 0.5 trips per week."

In terms of crashes on the adjacent streets there has been 8 crashes immediately adjacent to the Transport Centre. Four of these crashes occurred at the Anglesea Street / Bryce Street intersection. This intersection has recently undergone a treatment²⁹. The other four crashes were split between Anglesea Street and Bryce Street (2 each). Three of these were accidents within the roadway and not directly influenced by the transport centre. The one remaining crash was the only one that resulted in serious injury, this involved a pedestrian crossing Bryce being struck by a vehicle leaving the transport centre.



Figure 4-17: Crash Illustration – source CAS

²⁹ A raised platform has been installed, along with pedestrian improvements (fencing, changes to kerb and channel, and tactile paving) – among other treatments.

5. Investment logic mapping

Leading on from the identified problems, benefits and investment objectives have also been developed. This section explains the thinking behind each, along with identified opportunities of investment.

5.1 Investment logic map

An Investment Logic Map was developed to identify and clarify the links between problems and benefits. This is shown in Figure 5-1 below.

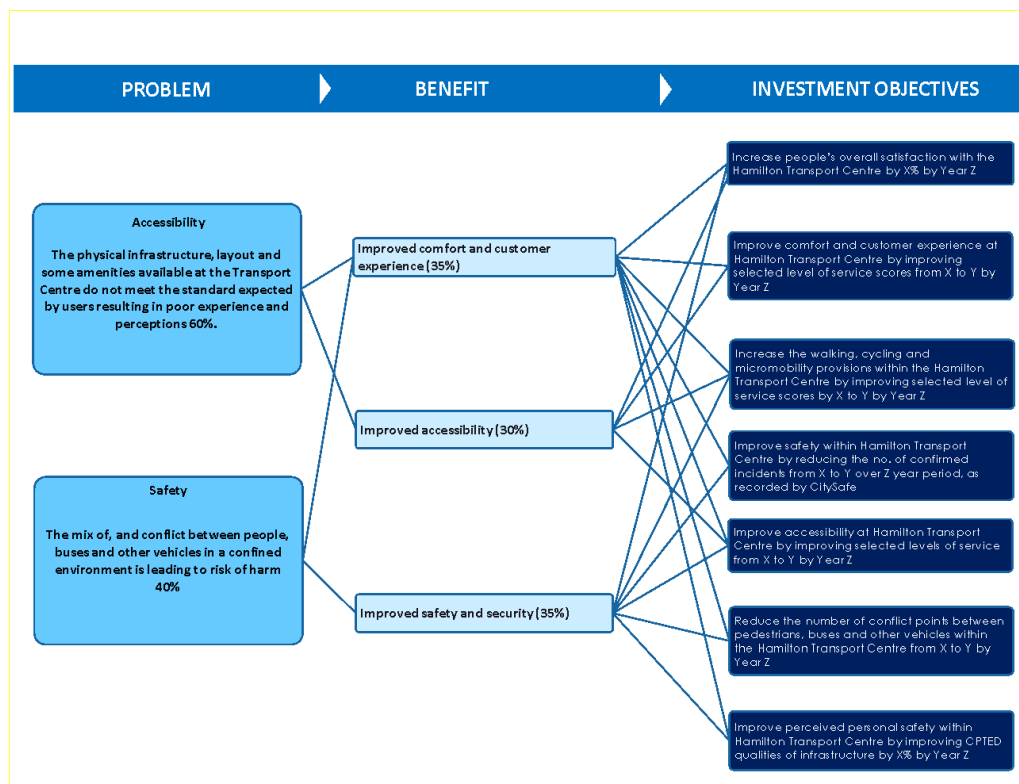


Figure 5-1: Investment Logic Map

The development the investment objectives included consideration of measures and descriptions, as part of key performance indicators. The process is shown diagrammatically below.

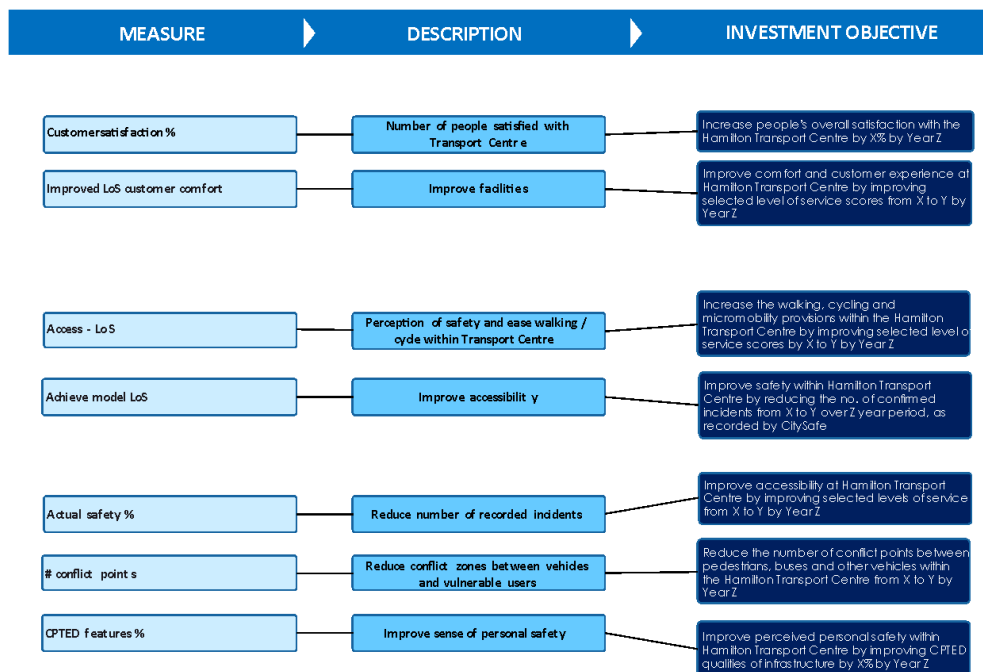


Figure 5-2 Key Performance Indicators

5.1.1 Benefits

The benefits and outcomes of successfully investing to address the problems and opportunities were identified.

In relation to the weighting of the benefits, the stakeholder group raised the possibility that safety & security and accessibility should be higher at 40%. However, after discussion around the number of issues raised that related to comfort and customer experience the stakeholder group agreed that objectives are roughly equal.

1. Improved comfort and customer experience (35%)
2. Improved accessibility (30%)
3. Improved safety and security (35%).

Benefit 1 recognises that desire to improve how the Transport Centre appears and feels for users. It is anticipated that people who are comfortable and enjoy their experience will be more likely to return.

Benefit 2 recognises that addressing the problems will allow for easier access of use to the Transport Centre. This may, in turn, increase the use of the Transport Centre with wider community benefits to people movement. It can also lead to more activity and interaction between people, contributing to quality of life outcomes and enhancing community cohesion.

Benefit 3 reflects the desire to reduce harm. It is also considered that by reducing harm people may be encouraged to use the facilities more regularly.

5.2 Investment objectives

The following investment objectives were drafted prior to Workshop 2 and presented to stakeholders. It was agreed that the:

1. Increase people's overall satisfaction with the Hamilton Transport Centre by X% by Year Z

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2. Improve comfort and customer experience at Hamilton Transport Centre by improving selected level of service scores from X to Y by Year Z
3. Increase the walking, cycling and micromobility provisions within the Hamilton Transport Centre by improving selected level of service scores by X to Y by Year Z
4. Improve accessibility at Hamilton Transport Centre by improving selected levels of service from X to Y by Year Z
5. Improve safety within Hamilton Transport Centre by reducing the no. of confirmed incidents from X to Y over Z year period, as recorded by CitySafe
6. Reduce the number of conflict points between pedestrians, buses and other vehicles within the Hamilton Transport Centre from X to Y by Year Z
7. Improve perceived personal safety within Hamilton Transport Centre by improving CPTED qualities of infrastructure by X% by Year Z.

5.2.1 Investment objective – SMART measures

- IO1 – The smart measure for this is a survey pre and post implementation and again in subsequent years to monitor the public's overall satisfaction with the transport centre. It was agreed that investment objective 1 would not be assessed as this is a summary of the following criteria and would result in double counting. IO1 exists more to provide a simple means of measuring post implementation customer sentiment.
- IO2, 3 and 4 The level of service metrics for investment objectives 2, 3, and 4 were developed and adapted using the Austroads Research Report AP-R475-15.
- IO5 – Using data already collected by City Safe the number of incidents relating to crime, anti-social behaviour, intimidating crowding and vandalism will be monitored over the next 5 years (or longer at HCC discretion) to establish a trend of undesirable behaviour.
- IO6 – using a visual assessment of potential pedestrian/vehicular conflicts the existing situation will be assessed to understand the reduction (or increase) per option.
- IO7 - Using an assessment template provided in the American Public Transport Association Recommended Practice: Crime Prevention Through Environmental Design (CPTED) for Transit Facilities an assessment will document the current issues and compare against the proposals. The change will be expressed as a percentage.

5.2.1.1 Testing frequency

- IO1 – pre-implementation and annually for 5 years after construction is completed to establish a trend as part of WRC's annual survey. Whilst the 5 year window is sufficient to monitor how effective the rejuvenation would be good practise to continue this testing for the lifetime of the transport centre as a pre-warning of changing user expectations.
- IO 2,3,4, 6 and 7 - it is expected that the recommended option would be assessed at key points through pre-implementation to monitor any change in the assessment made during the SSBC process. One post construction monitoring assessment is expected after construction to monitor actual behaviours to the assessments made. Regular post construction monitoring is not anticipated.
- IO5 - pre-implementation and annually for 5 years post construction. Beyond the reporting necessary to assess the effectiveness of the rejuvenation it is understood that CitySafe already complete this process for internal reporting and establishing city wide trends.

Refer to Appendix X for the completed assessments, also summarised in Table 14 and Table 16.

5.3 Opportunities

As well as the benefit of addressing the identified issues, there are also some associated opportunities. These are explained below.

5.3.1 Technology

With the advancements in technology opportunities are available, and continue to develop, which may help to improve the identified problems. The ability of the Transport Centre to adopt and adapt to suitable and appropriate emerging technologies will be an important consideration moving forward.

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For its part Waka Kotahi also acknowledges the role of technology in the improvement of public transport in New Zealand:

*"Information technology is playing an increasing role in the efficient delivery of public transport. We work with councils to investigate information technology that will enhance the delivery of public transport. A current focus is working with regional councils to take a nationally coordinated approach to the provision of regional ticketing services for public transport to deliver better value for money from national and local investment."*³⁰

5.3.2 Gateway to the City

For many visitors by bus, the transport centre will be the first time they have set foot in Hamilton. In this instance the centre becomes the gateway into the city; providing a welcoming and well considered design that incorporates cultural and historic identity will present a pleasant first impression.

5.3.3 City development

The area around the transport centre is undergoing a series of major redevelopments, these include the Genesis Building, new WRC offices (former K-mart site), newly relocated K-mart store and various town house developments. The rejuvenated transport centre will provide opportunity for a backdrop more in keeping with the new development and help support the aesthetic improvements of the area.

5.3.4 Strengthen social and cultural

Improvements to the Transport Centre may have the ability to strengthen the social and cultural connections in Hamilton. Improving access via the Transport Centre to jobs, education, goods, services, cultural facilities, and public amenities, will help to enable these connections.

³⁰ www.nzta.govt.nz/walking-cycling-and-public-transport/public-transport/planning-and-investing-in-public-transport/planning-for-public-transport/

6. Strategic alignment

Table 7: Alignment with key strategies

Strategy	Alignment discussion
Government Policy Statement on Transport (2018) (and 2021 document)	<p>The 2018 GPS had priorities of safety, access, environment, and value for money. In the 2021 GPS these remain priorities with some changes.</p> <p>Access is one of the key strategic priorities. The GPS describes this as 'increased access to economic and social opportunities, enables transport choice and access. The role of the Transport Centre is to be the major transport hub for the city and the wider region, providing access to work, education, health and play particularly for those that do not have access to other transport.</p> <p>The 2021 GPS splits the Access priority into 'Better travel options' and 'Improving freight connections'. Addressing the identified issues at the Transport Centre aligns well with the better travel options GPS priority as the 2021 GPS identifies making public transport more available and/or accessible as something that will be delivered by 2031.</p>
Hamilton-Waikato Metro Spatial Plan, 2020 (HWMSP)	<p>The HWMSP provides a vision and framework for development in Hamilton and surrounding communities. It includes radical transport shift, with a multi-modal network.</p> <p>³¹However, the Transport Centre experiences problems now that need to be addressed. This scope of the SSBC has been rightsized to take account of the Metro Spatial Plan and explore options for improvement whilst still maintaining value for money.</p>
Access Hamilton	<p>The Access Hamilton Programme Business Case (PBC) 2018 v2.0 outlines a strategic transport programme for Hamilton City and sets out a direction for investment in land transport in Hamilton City over the next 10 years.</p> <p>The Access Hamilton Programme has been developed by HCC in collaboration with WRC and the Transport Agency.</p> <p>Access Hamilton aims to meet the changing travel demands of the city by providing an affordable, safe, responsive and sustainable transport system that contributes to Hamilton's strategic vision and achieves community outcomes in a way that is consistent with national and regional objectives.</p> <p>Access Hamilton proposes to deliver a programme of works that includes maintenance activities, capital works, PT services, and state highway improvements.</p> <p>Access Hamilton aims to make the city more accessible with mode share by PT and active modes. It has set a target of increasing these mode share of trips from 14% to 29% by 2028 and increase the percentage of short trips (<2km) undertaken by foot from 26% to 50%. It also aims to reduce the number of short distance trips (<2km) by car.</p> <p>The Transport Centre is a major interchange for local citywide public transport services as well as regional and inter-regional services. Having facilities that are up to the standard that would be expected by users, and able to be used by all, will not on their own achieve the modal shift targets set in Access Hamilton but they will contribute significantly to the uptake of public transport.</p> <p>The Hamilton Transport Centre project aligns to Hamilton's Social Wellbeing Strategy; our homes, our neighbourhoods and our city are safe places and contributes to the Access Hamilton Strategy.</p>
Waikato Regional Land Transport Plan – 2018 - 2028	<p>The Waikato RLTP 2018-2018 sets out the priorities and needs of PT services and infrastructure to be delivered in the Waikato in the next 10 years. Its objectives include:</p> <ul style="list-style-type: none"> • Transition to a mass transit-oriented network over time • Provide the infrastructure necessary for an accessible, effective and efficient PT network • Provide high quality and intuitive public information

³¹ <https://futureproof.org.nz/assets/FutureProof/H2A/Metro-Spatial-Plan/Hamilton-Waikato-Metropolitan-Spatial-Plan-Final-Low-Res.pdf>

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Strategy	Alignment discussion
	<ul style="list-style-type: none"> Develop and maintain partnerships that obtain best value for money in the delivery of transport solutions. <p>Rejuvenation of the Hamilton Transport Centre supports the objectives by aiming to provide a high-quality transport hub at a major activity and employment centre within the city. The rejuvenation project is also included in the RLTP.</p>
Waikato Regional Public Transport Plan	<p>The Waikato Regional Public Transport Plan (RTP) is aligned to the aims of the RLTP and has specific goals for Hamilton relating to sustainable patronage growth, integration of services, infrastructure and land use, as well as improving access to services to support community well-being. Providing high quality transport hubs is listed in the Plan as an objective that would support both mass transit, and frequent services.</p>
Hamilton – Waikato Metro Area Mode Shift Plan	<p>The Mode Shift Plan³² is focused on the following areas:</p> <ul style="list-style-type: none"> Shaping urban form Making shared and active modes more attractive Influencing travel demand and transport choices. <p>In terms of barriers to public transport use, the Mode Shift Plan states that service frequency, reliability, and information availability are critical to making the shift.</p> <p>This business case seeks to improve the experience of users at the Transport Centre, and there aligns with the ambition to reduce mode shift barriers.</p>
Waka Kotahi Arataki	<p>Waka Kotahi's strategic approach has 5 transport system step changes:</p> <ul style="list-style-type: none"> Improve urban form. Transform urban mobility. Significantly reduce harms. Tackle climate change.³³ Support regional development. <p>Waka Kotahi summarises what this means for Waikato in a regional summary. Here it states (among other things) that there will be a focus on investigating opportunities for improved public transport services and reduced journey times, and supporting Hamilton City Council to prioritise public transport, walking, and cycling infrastructure.</p>

³² Refer to <https://www.nzta.govt.nz/assets/resources/keeping-cities-moving/Hamilton-Waikato-regional-mode-shift-plans.pdf>

³³ "Under the Climate Change Response (Zero Carbon) Amendment Act 2019, New Zealand has committed to reducing GHG emissions to net zero by 2050 (except biogenic methane). From 2022 a series of national and sector-specific emissions budgets will apply, acting as stepping-stones to the net zero target." Source: <https://www.nzta.govt.nz/assets/planning-and-investment/arataki/docs/key-drivers-step-changes-levers-interventions-august-2020.pdf>

6.1 Summary

The Part A demonstrates that the problems that exist today have been on-going for a number of years and there is evidence to suggest the problems are becoming more pronounced to the transport centre users as customer expectations change. Recent developments in Christchurch and Manukau demonstrate the gulf that exists between the current transport centre and what is commonly expected from public transport interchanges.

The problems and investment objects transcend simple fix ups and maintenance, with the site already being in good physical condition. The types of intervention associated with maintenance and renewal do not address the concerns raised historically and further reinforced by the focus group survey.

Noting that over time the Metro Spatial Plan may well suggest transformative changes to the public system and could potentially move away from a CBD located bus terminus this is likely some years away. The current transport centre whilst individually will not cause radical changes in bus patronage it is clearly going to be affecting usage, with potential bus users either avoiding the transport centre or public transport entirely.

Considered the focus group response that 31% of people felt unsafe using the transport centre and 70% stating that there is insufficient seating and weather protection outside the transport centre clearly indicates that considerable improvement is needed.

The rejuvenation aligns well with the strategic policies including the GPS 2018 and 2020, Access Hamilton, Waikato Regional Public Transport Plan and Waka Kotahi Aratiki.

Rejuvenating the Transport Centre aligns with what all partners, HCC, WRC, the Waka Kotahi and the Government, want to achieve by providing a Transport Centre that is both comfortable, safe and efficient and encourages the increased usage of Public Transport.

Part B – Option development

Draft

7. Long list of ideas and options

This section of the business case outlines the ideas and options generated to address the identified problems. This process leads from the wide range of ideas, all the way to narrowing to a recommended option. The below diagram provides a high-level overview of the process.



This business case did not explore wider strategic responses to the problem (as reflected in the scope), such as shifting the Transport Centre completely. The scope and extent of the business case was specifically defined through the Access Hamilton process, so the idea and optioneering phase was relatively focused.

This project was initiated before the ratification of the new investment decision-making framework (IDMF). However, the business case process, including the use of multi-criteria analysis, is unchanged.

7.1 Option development

7.1.1 Previous reports

In option development the business case used previous reports outlined in Section 1.3. Other technical documents were also used to supplement the long list.

7.1.2 Long list workshop (Idea)

A longlist idea workshop was held on 1st July 2020. During the workshop, the participants were invited to put forward ideas that could address the identified issues. Participants were encouraged to consider a wide range of solutions no matter how likely they appeared at this stage (unless clearly out-of-scope).

Many ideas were identified, ranging from aspirational, through to less ambitious but equally valid ideas. To capture the widest scope of possibilities, there was a general philosophy of "no wrong answers"; therefore, no matter how unlikely, no idea was discarded at this early phase. The workshop generated 91 ideas that are documented in Workshop 1 (Part A and B) Notes

Following workshop 2 the workshop generated ideas were then added to the list collated from previous reports, focus group assessment and CCTV observations, following the process illustrated Figure 4-1: Evidence Collecting Process, resulting in a combined list of 300 ideas for improvements.

7.2 Long list of ideas to options

7.2.1 Ideas rationalisation

Keywords were developed to help categorise the ideas into common themes. Given the number of ideas the next step was to reduce the list of ideas into a form useable to create a long list of options for assessment. To do this the ideas were sorted by key words, and then summarised into a long list of key word ideas. The intention of the idea summaries was that they would:

- Capture the overarching sentiment of the multiple ideas within the keyword categorisations
- Make the development of the options more practicable
- Arrange the ideas in a manner so that they could be easily accessed as the options were refined later.

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These key word ideas are shown in Table 8 below.

Table 8: Keyword idea themes

Keywords	Keyword description themes
Accessway	Rationalise, control, and reduce conflicts relating to site entry/ exits.
Adjacent land	Encourage change of use/ different business to promote active street frontage.
Audio and tech	Tannoy's, Bluetooth beacons.
Bus priority	Bus priority lanes and increased capacity for through services.
Consultation	Consider all user group (including potential users).
Cycling	Better end of trip facilities, maybe even showers. Include for Micro mobility. Better on street cycle safety.
Education	Improve behaviours including taxi drivers.
Enforcement	Increase police/CS/Māori wardens staff presence onsite, more/increased visibility of CCTV, improved CPTED qualities.
Graffiti	Introduce graffiti resistant systems, deterrents, and maintenance programmes.
Internal	Gated access to boarding, café opening extended, zoned spaces.
Layout	Reallocate space to better suit various operations (intercity, city etc) accommodate 14.5m buses, review all parking with only accessible assured a continued facility, reduce/eliminate areas of dead space, relocate café if needed.
Lighting	Improve lighting both onsite and locally to improve safety and CPTED qualities.
Mode integration	Retain some taxi, micro mobility and walking cycling links enhanced.
Noise	Reduce noise from buses, either barriers or by reduced engine noise EV.
Obstructions	Remove obstruction, more movement space.
Pedestrian congestion	More space to move and wait, more seating and better weather protection.
Pedestrian crossing	Safer pedestrian crossings
Platform	Increased space, better weather protection, more comfortable, safer more accessible bus entry/exit, and loading, improve connection to the building.
Scheduling	WRC to review operations
Seating	More seats and better provision for wheelchair users, indoor waiting area for intercity.
Shelter	Better weather protection for all external facilities.
Signage	Better branding, clearer wayfinding, and real time information to help all users, use of colours/ surfacing to delineate spaces.

Keywords	Keyword description themes
Staff	Facility for bus drivers, consider future operations WRC, HCC parking etc.
Taxi	Reduce taxi numbers (pick up drop off rather than taxi rank), change entry/exit.
Ticketing	Improve automated ticketing, including better accessibility.
Toilets	Accessible during all hours of operation, safer more convenient access.
Wider network	Remove cars.

7.2.2 Options

It is unlikely that any single idea would constitute an option on its own given the problems are multi-faceted and ideas were, in the most part, suggested as a response to a single issue. To address this the ideas and idea intent were combined to form options that address the identified problems and respond to the investment objectives.

It was most convenient to consider the internal and external options separately, with the internal options encompassing the transport centre building and the space within. The remainder of the site was considered under the external options. The main benefit of this approach was to reduce options to a manageable number, as the permutations of internal and external configurations would otherwise be impractical to consider within workshops and problematic to analyse.

Using the methodology resulted in three main types of options to emerge. The general process of how they were developed are outlined in Table 9 below.

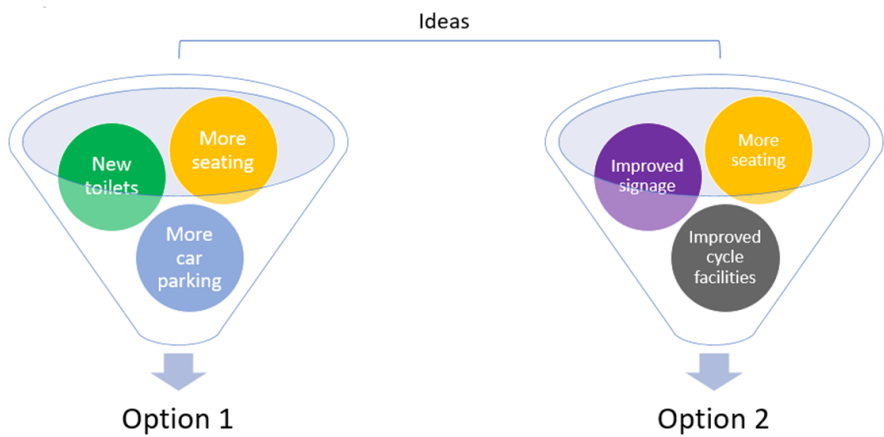


Table 9: Option development process

Option type	General development process
External options with little or no major changes which tended to use ideas such as improving signage and removing clutter.	Beginning with options identified as priority, and gradually adding more ideas to develop additional options. Each option in this series typically includes the ideas from the previous and adds to or builds upon them. Solutions were less infrastructure driven and relied on management tools. An example of this was to overcome the issues with weather protection real time information would be incorporated in the Transport Centre so passengers could wait there until ready to board their bus.
External options with significant changes, such as new platforms, and large new canopies.	Beginning with fundamental platform / canopy / other changes, and then backfilling the option with relatively minor ideas (typically those identified in the minor options).
Internal options to the interchange (inside).	Beginning with options identified as priority, and gradually adding more ideas to develop additional options. Each option in this series typically includes the ideas from the previous and adds to or builds upon them. More significant changes included in the later options.

Given the amount of detail available to develop the options, thumbnail sketches were produced to best represent the options. These sketches are shown in Table 10 below. Once through the Part B(i) (option development) processes, ideas that fit the thumbnail of the recommended option could be tapped into to further detail and refine the option. A guide to help this process was developed during this stage to help enable assessment and the future more detailed development of options. This guide provided a relative level of change for each option based on the key word idea summaries.

It is noted that there are almost limitless combinations using all the ideas; therefore, the option themes outlined in Table 10 were presented to stakeholders as part of a progress update (31st August 2020), for comment. A follow up meeting was also arranged for 10th September 2020, for stakeholders to provide additional feedback after having time to consider the options. Feedback received by the stakeholders was appropriately incorporated into the options.

During early discussion where were a number of items identified as fatal flaws, these were:

- Any land purchase was out of scope, originally it was understood that land may be been available to the north of the site but this wasn't the case and any option requiring this was not considered within the scope of the project
- Any reduction to the current, or proposed, through services using Bryce and Anglesea Street could not be accommodated by WRC due to the scheduling and timetable reliability impacts.

This discussion and clarification on fatal flaws was undertaken in a workshop setting with HCC, WRC, and Waka Kotahi providing guidance.

As a result of this process 5 external options were collectively identified for discarding before the assessment phase. The long list of options, along with the initial fatal flaw decisions are shown below.

7.3 Do nothing

A Do-Nothing option essentially is a business-as-usual approach containing on-going treatments such as maintenance, renewals and other ad-hoc improvements. This forms the base case from which all the options were considered. The results of the base case are outlined in Part A of this document. It may also be possible for some provisions of the Long-Term Plan to cover relatively minor improvements such as via the CCTV renewals provision, and minor improvements to the transport network.

7.4 Do minimum (option 2)

7.4.1 Do-minimum (external)

Option 1 was proposed as the do-minimum option during the process of developing and consolidating the long list of options. Initially Option 1 was developed and discussed as being a potential do-minimum scenario, however based on stakeholder feedback this option was discarded as a do-minimum as it was considered to not address the identified problems to a satisfactory degree, most significantly the option was felt to not address the outdoor seating and shelter deficiencies to a satisfactory degree. Option 2 therefore became the do-minimum option. Option 2 includes (in addition to the suite of treatments outlined for Option 1):

- Enclosed shelter for the bus bays A to V
- Secure cycle facilities
- Reduced taxi parking (to accommodate the space required for the enlarged shelter footprint)
- Improved safety, convenience, accessibility of toilets
- Footpath widening (Bryce Street)

Refer to Section 7.2.2 for further details on Option 2.



7.4.2 Do-minimum (internal)

The process for identifying the do-minimum for the internal options followed a similar path as the external options. The do-minimum option was identified during the process of developing and consolidating the long list of options. Initially an option (Option A) was developed and discussed as being a potential do-minimum scenario, this option enlarged the rear exit onto stands C-D and added more fixed seating plus a refresh of materials, wayfinding and other navigation aids. However, based on stakeholder feedback this option was discarded as a do-minimum as it was considered to not address the identified problems to a satisfactory degree. Option B therefore became the do-minimum option. Option B includes (in addition to the suite of treatments outlined for Option A):

- Reduced obstructions
- Improved signage and information
- Enlarged rear door
- Locker improvements
- Seating improvements
- Planter boxes or changes to building profile on Anglesea Street to eliminate area of potential concealment
- Use of glass at Anglesea Street frontage and existing café (through to platform).

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Table 10: Long list of options^{34 35}




Option	Option description	Stakeholder Comment
Option 1 - Easily implementable (Originally proposed as Do-minimum)	 <p>Improved cycle storage facility (prominent position)</p> <p>Re-mark as parallel parking spaces</p> <p>Re-delineate taxi facility to limit number</p> <p>Improved signage to reflect vehicles which are allowed to enter the Transport Centre</p> <p>Improvements to provide enough shelter for demand</p> <p>Supporting features (summary)</p> <p>Audio / tech (bluesquare and tannoy)</p> <p>Interior upgrade, see other options</p> <p>Obstructions removed</p> <p>Phone lowered to accessible height</p> <p>Seating - more and fixed where possible to prevent spread</p> <p>Way finding signage upgrades</p> <p>Ticketing, lower counter and automated options</p> <p>Toilets accessibility improvements</p> <p>Safer pedestrian crossings (on-site)</p> <p>Other safety, accessibility and CPTED interventions</p> <p>Internal Options A or B</p> <p>Raised pedestrian safety platforms</p>	<p>Decision: discard.</p> <p>This option was considered to not address the identified issues to a strong enough degree. The stakeholder group considered improvements to weather protection and physical separation from passengers and the bus loading area as essential</p>
Option 2 - Existing bus service – Do Minimum	 <p>Markings and signage improved. Obstructions removed</p> <p>Signage and markings package which covers branding, wayfinding, real time information, colours and surfacing</p> <p>Secure cycle facilities</p> <p>Taxi parking reduced, and widening of platform and canopy.</p> <p>Covered cycle</p> <p>Supporting features (summary)</p> <p>As per Option 1</p> <p>Internal Options A or B</p> <p>Improved safety, convenience, and accessibility of toilets</p> <p>Footpath widening on Bryce Street</p>	<p>Decision: retain.</p> <p>No reason was identified to exclude this high-level option from the next phase of analysis. The inclusion of the enclosed shelter was identified as a key feature that was considered an essential minimum feature.</p>

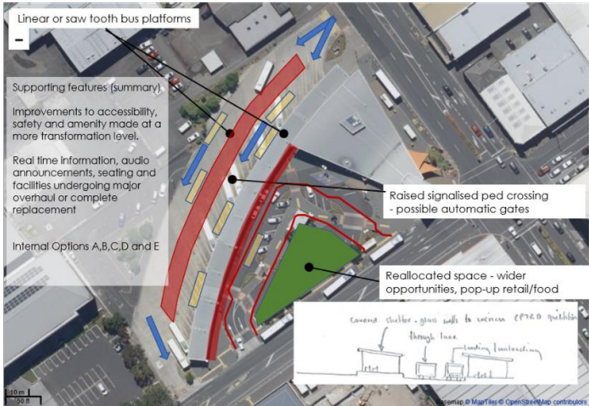
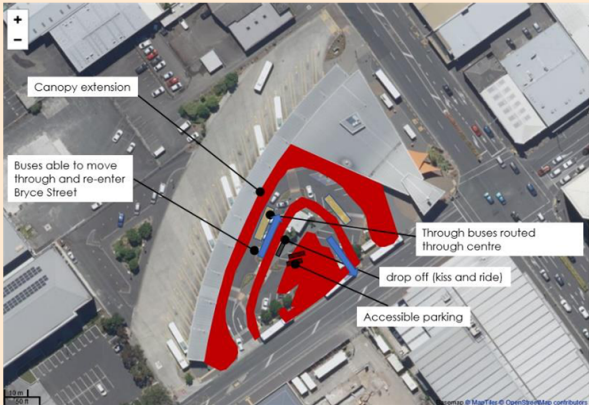
³⁴ Aerial Sourced from the [LINZ Data Service](#) and licensed by Hamilton City Council, for re-use under the [Creative Commons Attribution 4.0 International licence](#).

³⁵ Base drawing for internal options from Existing Ground Floor Reference Plan (de Lisle Jenkins Architects (2010))

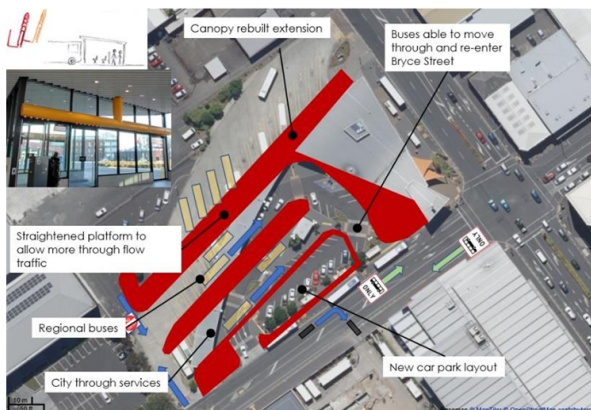

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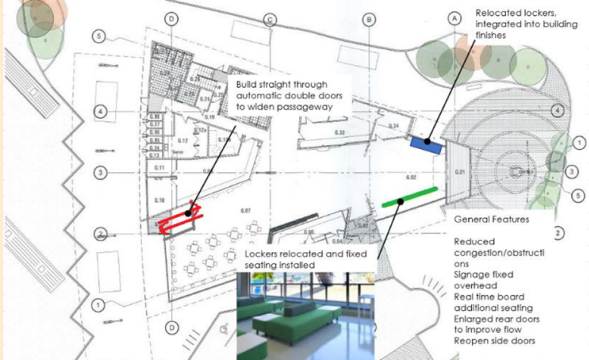
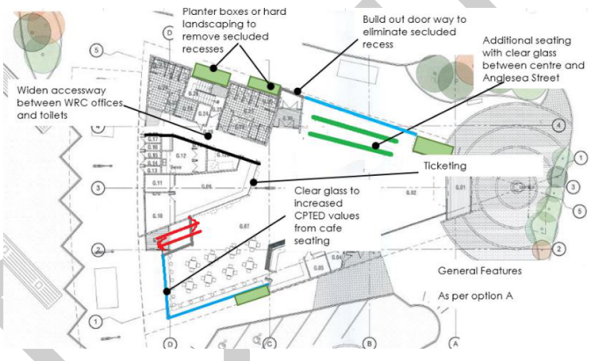
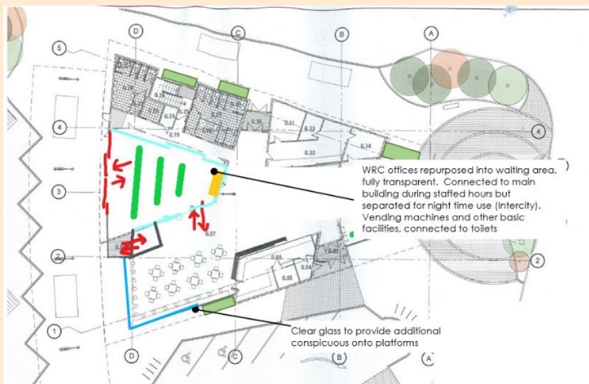
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Option	Option description	Stakeholder Comment
Option 4 – Parking reduction.	 <p>This option involves the widening / extending of the canopy existing platform canopy and a new car park layout</p>	<p>Decision: retain.</p> <p>At this initial stage, no reason was identified to exclude this high-level option from the next phase of analysis.</p>
Option 5 – Relocation of street side services.	 <p>This option was developed based on the idea of simply reducing the number of accesses from the adjacent streets, with relatively minimal other changes (although including some changes described in the ESB level options.</p>	<p>Decision: discard.</p> <p>This option will reduce bays (possible to mitigate with dynamic system?).</p> <p>Shift of access from Bryce Street to site interior and adds to the complexity of interior traffic movements and a shorter stacking space.</p>
Sawtooth (G)		<p>Decision: discard.</p> <p>Due to potential land purchase requirement, and the reduction in bus bays.</p> <p>Land purchase without further reduction in bays not considered possible.</p> <p>Potential that a dynamic bay</p>

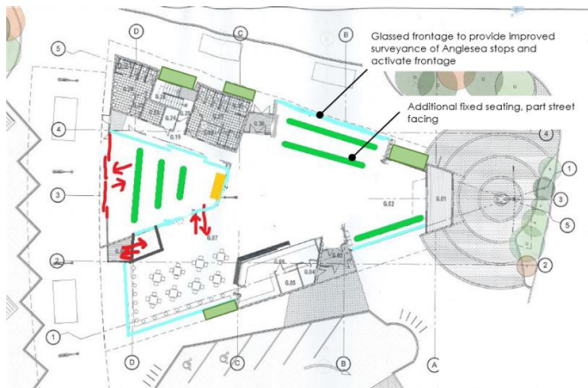
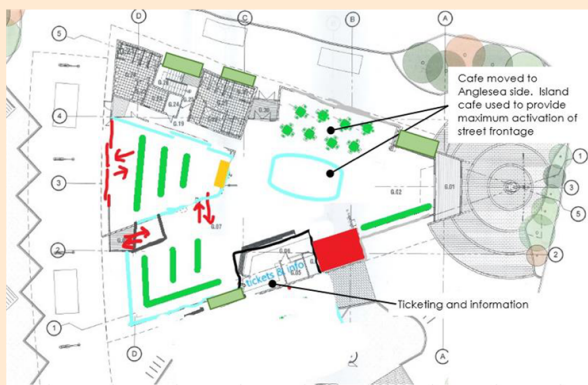
Option	Option description	Stakeholder Comment
	This option adopts sawtooth platform layout. Note, potential requirement to purchase land, and the reduction in platform capacity to 10 terminating bus bays.	allocation system may mitigate.
Option 6 - Parallel (I)	 <p>This option involves the installation of another platform nominally parallel to the existing platform. This would allow for buses to park parallel to the platform. There is also allowance for car park layout changes.</p>	Decision: retain. However, questions to consider include whether the option could be refined to include or permit entry and access from Anglesea Street (buses to loop around parallel platform to exit via Anglesea Street).
Car park and through (H)	 <p>This option involves the extension of the canopy on the southern side of the platform, and the existing main building area. The car park layout would also be changed, and this may also allow for bus movements.</p>	Decision: discard. This option results in an increase of accesses on Bryce Street.

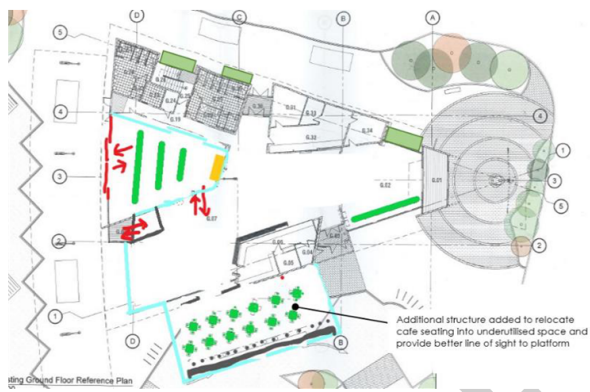
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Option	Option description	Stakeholder Comment
Parallel, car park, and through (J)	 <p>This option involves a more extensive change on the existing platform, creating a new straighter platform and the creation of additional movements in the site and through to Bryce Street.</p>	<p>Decision: discard.</p> <p>Due to land purchase requirements.</p> <p>Additional conflict point introduced on Bryce Street.</p>
Option 9 – Circulating bus movements	 <p>In workshop 3 Andrew Wilson (WRC) noted that the operational efficiency of Rotokauri was working well. To assess if this was a valid layout within the current sites Option 9 was developed. Because of the large footprint of the circulating route movements a single large canopy would be impractical, so large individual shelters were proposed.</p>	<p>Retain, however like option 6 there were question marks over the reduced number of bays was a valid solution without unacceptable disruption to existing operations.</p>

Option	Option description	Stakeholder Comment
Options internal to the transport centre		
Internal option A	 <p>This option involves relatively minor interior changes, with little to no structural adjustments likely. Composed of treatments such as signage, seating, lockers, and automatic double doors.</p>	Decision: discard. This option was determined to no achieve enough.
Internal option B (do-minimum)	 <p>This option seeks to open frontage to Anglesea Street, and to the platform from the existing café. Some accessways will be altered, some additional seating, and amenity improvements such as planter boxes. This option also contains the bulk of Option A.</p>	Decision: retain.
Internal option C (night-time waiting facility)	 <p>Decision: retain.</p>	Decision: retain.

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Option	Option description	Stakeholder Comment
Internal option C1 (night-time waiting facility 2)	Option C builds upon Option B with the main additional feature being the repurposing of the WRC offices into a waiting area.	Decision: retain.
	 <p>Option C1 also involves repurposing the WRC offices as a waiting area. It also introduces the idea of moving the café to the Anglesea Street side.</p>	
Internal option D (relocated café internal hub)	 <p>Option D relocates the existing café to a central kiosk to move the café seating to help activate Anglesea Street. Additional seating with and glass multiple glass frontages are a feature of this option. It has many of the same treatments of Option C</p>	Decision: retain.

Option	Option description	Stakeholder Comment
Internal option E (relocated café extension to SW side)	 <p>This option involves repurposing the existing WRC offices for a waiting area with access to the platform, and the addition of extra floor area on the southern side to locate the café to activate the underutilised space south west of the transport centre.</p>	Decision: retain.

After discarding some of the long list options it was found that the number of remaining options had decreased to 4 external options, and 5 internal options. Given the number of remaining options it was agreed by HCC and Waka Kotahi that moving to a shortlist assessment would be appropriate in this circumstance.

The list of options, and details on what was proposed to be included and discarded, was outlined to stakeholders on 31st August 2020. During this workshop stakeholders were given the opportunity to provide feedback on the options, including the details of what was included, options being taken forward or discarded, and whether anything was missing. A site visit was organised to walk through the options to explain changes and pick-up other feedback, and a follow up stakeholder workshop offered on the 10th September 2020 to capture any remaining thoughts.

Through discussions the reduction in the number of bus bays was raised as a major concern for WRC, Intercity and Go-Bus. All parties were reluctant to consider a reduced number of bays due to the operational difficulties they would face in the short to medium term. Given this rejuvenation has a potential medium-term horizon (10 years) undertaking a significant overhaul of operations to accommodate reduced bay numbers was highlighted as a "fatal flaw" for option assessment. To allow similar operations with reduced bays other solutions were investigated to free bays, principally this involved routes sharing platforms either by doubling up or via dynamic allocation.

To confirm if either of these bay sharing options was viable, WRC undertook an assessment to see what short term flexibility they accommodate. This was reported on the 17th September 2020 and summarised in Table 12 below. The feedback was crucial in terms of ascertaining the amount of capacity required within the scope of this project. Once this was established the remaining options were reconsidered in terms of how they were likely to perform.

Table 11: Summary of information provided by Waikato Regional Council on capacity requirements

Option consideration	Summarised WRC feedback
Reduce the number of terminating services at the transport centre	There is unlikely to be scope in the near term (<5 years) to significantly reduce the number of terminating services at the Transport Centre.
Share platforms	<p>There is the potential to reduce the platform requirement by certain services sharing a platform.</p> <p>WRC has concerns around any proposals to Sharing platforms can lead to reliability concerns due to the potential for platform congestion. Platform</p>

Option consideration	Summarised WRC feedback
	<p>availability is just one of a number of trade-offs that need to be considered when timetabling services; adding an additional constraint around platform capacity may lead to compromises elsewhere, for example, the ability to maintain a clockface timetable on one or more routes.</p> <p>There is some potential to reduce the number of platforms required by a limited number of services sharing platforms. A conservative estimate would be that platform sharing could reduce platform requirement in the order of two (2) bays, reducing the overall WRC requirement within the Transport Centre to 16 bays (including 1 drop off).</p>
Dynamic platform allocation	<p>Presently it is unclear as to the feasibility of such a system in the context of the Hamilton Transport Centre, as such it is not possible to provide an indication of how many platforms may be saved as a result.</p> <p>Dynamic allocation is not something WRC would favour in the absence of a compelling need.</p>

Discussion was had to test if this requirement to maintain the same number of terminating bays should be considered as a fatal flaw. The decision was to not fatal flaw these options at this stage to test if there was a compelling reason to revisit a change in operations. As such while external options C, E, and I were all identified as compromising WRC requirements in terms of capacity HCC and WRC considered it worthwhile to carry these options through the MCA process to test their relative performance.

7.5 Option short list evaluation

This section of the business case unpacks the process that took the shortlist to a recommended option. The process involved assessing the short list of options against a list of agreed criteria, and the investment objectives.

7.5.1 Multi-criteria analysis

Options were presented to the project team. The list of options was assessed against several criteria. Criteria were developed by the project team in conjunction with HCC and Waka Kotahi, WRC and the stakeholder group.

Table 12: Multi-Criteria

Criteria	Description
Bus operations (current operations)	Efficiency on current operations (WRC to continue BAU).
Bus operations (future operations)	Efficiency of operations and capacity and adaptability to future change.
Traffic effects	To what extent does the option effect movements on Anglesea Street and Bryce Street.
Passenger movement	People movement efficiency within the site. Ease of movement, intuitiveness, and distance.
Urban Design	To what extent does the option allow for landscaping, architectural enhancements, and other visual design opportunities?
Wider Opportunities	For example, freeing up land in the Central Business District for other use such as pop-up eateries.
Maintenance	Are there any factors that might affect the ability to operate or maintain the option over its projected life without major additional costs?
Technical	How difficult is the design and construction?
Financial	The relative cost of the option in comparison with alternatives.

Criteria	Description
Implementability	Can the work be implemented within the expected timelines? Does the site need to be totally relocated during construction?
Safety in Design Outcomes	How easy to construct, easy to manage from safety perspective.
Special design considerations - terrorism	Ability for the design to withstand a terrorist event.
Operational Expenditure	How much the option will cost to run annually.

Internal option criteria

Bus operations	Easier ticketing and enhanced information services.
Passenger movement	People movement efficiency within the building. Ease of movement, intuitiveness, and distance.
Design features	To what extent does the option allow for enhanced design opportunities?
Wider opportunities	For example, freeing floorspace for other business opportunities.
Maintenance	Are there any factors that might affect the ability to operate or maintain the option over its projected life without major additional costs?
Technical	How difficult is the design and construction?
Financial	The relative cost of the option in comparison with alternatives.
Implementability	Can the work be implemented within the expected timelines? Does the site need to be totally relocated during construction?
Safety in Design Outcomes	How easy to construct, easy to manage from safety perspective.
Special design considerations - terrorism	Ability for the design to withstand a terrorist event.
Operational expenditure	How much the option will cost to run annually.

It was agreed by HCC and Waka Kotahi that a mostly qualitative level assessment would be carried out on the MCA with a background of evidence used where easily available. Specialist input was kept within the stakeholder group and amongst the group there was specialists relating to each of the investment objective. Key specialists within the stakeholder group were:

- Waikato Regional Council, Go Bus and Intercity providing advice on operations, timetabling effects, customer facilities and resulting health and safety issues of current and proposed options.
- Judy Small (HCC) and Maurice Flynn (CCS) providing specialist advice how best to achieve strong accessibility solutions
- Richard Porter (BBO and Cycle Action Waikato) cycling and micromobility issues
- Brian Taylor (HCC facilities) providing advice on existing issues and best practise to providing robust solutions that are easy to maintain
- Paul Blewman (HCC CitySafe) providing advice on current undesirable behaviour, improvements, mitigations and CPTED qualities.

Not engaging an architect at this stages was discussed and agreed to be manageable at option assessment stage as they would come in later to develop the recommended option. The assessments, where visual design related, were scored on opportunity rather than actual visual concept.

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The multi-criteria approach adopted consisted of each option being assessed holistically in a workshop setting. Inputs were provided by Waikato Regional Council, and Hamilton City Council Facilities along with the project team. The Do nothing was used as the baseline for the assessment i.e. a neutral score for most of the criteria.

The options were assessed using agreed criteria, consisting of the project's investment objectives, as well as multi-criteria factors. The multi-criteria assessment used a 7-point scale score (-3 to 3), where the following scores were attributed.

Table 13: Multi-criteria scoring scale³⁶

Score	Definition	Magnitude
3	Major positive impacts resulting in substantial and long-term improvements or enhancements of the existing environment.	Large positive (+ve)
2	Moderate positive impact, possibly of short-, medium- or long-term duration. Positive outcome may be in terms of new opportunities and outcomes of enhancement or improvement.	Moderate positive (+ve)
1	Minimal positive impact, possibly only lasting over the short term. May be confined to a limited area.	Slight positive (+ve)
0	Neutral – no discernible or predicted positive or negative impact.	Neutral
-1	Minimal negative impact, possibly only lasting over the short term, and definitely able to be managed or mitigated. May be confined to a small area.	Slight negative (-ve)
-2	Moderate negative impact. Impacts may be short, medium, or long term and are highly likely to respond to management actions.	Moderate negative (-ve)
-3	Impacts with serious, long-term, and possibly irreversible effect leading to serious damage, degradation or deterioration of the physical, economic, cultural or social environment. Required major rescope of concept, design, location, and justification, or requires major commitment to extensive management strategies to mitigate the effect.	Large negative (-ve)

³⁶ Based on Waka Kotahi's MCA user guidance (August 2020)

7.6 Short list assessments

7.6.1 External assessment summary

The results of the short list assessment for the external options are shown in Table 14 below with a brief explanation of how each criterion was ranked against the do-nothing.

Table 14: Multi-criteria assessment summary table

Criteria	Summary of Option Assessment
IO1 – Increase people's overall satisfaction	Not assessed as this is a summary of the following criteria and would result in double counting. IO1 exists more to provide a simple means of measuring post implementation customer sentiment, see section 5.2.1
IO2 – Improve comfort and customer experience	IO2 – Austroads level of service metrics relating to customer experience were assessed, these related to: available traveller information, comfort and convenience of features, aesthetics and ride quality (pavement). All options scored positively with similar amounts of additional extra seating and design features across options 2 – 6. Option 9 scored less well due to the multitude of shelters and subjectively less opportunity for enhanced aesthetics.
IO3 - Increase the walking, cycling and micromobility provisions	IO3 – Austroads level of services metrics relating to pedestrian amenity and mobility were used to assess the options. All options scored the same with improvements to include covered cycle/micromobility parking included to a similar extent
IO4 -Improve accessibility	Austroads level of services metrics relating to, disability access, path grade, trip hazard, accessible parking. Options 2 to 4 scored well with Option 4 scoring best due to the simplified drop-off/accessible parking layout producing safer routes around the site. Option 6 is neutral due to the improvements being offset by the need to cross bus operating space to access some platforms. Option 9 scored slightly negatively as the site is more congested
IO5- Improve safety	The effective crime and antisocial behaviour reduction for these works was assumed to be directly related to IO7 as CPTED improvements were the means to reduce undesirable behaviours. This provided the scoring used at short list and confirmed as appropriate with CitySafe during workshop 3. Options 2 – 4 scored positively due to the enclosed shelter and much improved CPTED qualities site wide. Options 6 to 9 had shelters set further back making passive surveillance more difficult, with Option 9 also having individual shelters to restrict line of sight. The additional assessment subjectively considered the type of activities recorded by CitySafe and they magnitude of reduction that could be expected, those that would be contained within a proposed enclosed space had greatest reduction.
IO6 - Reduce the number of conflict points between pedestrians, buses and other vehicles	The existing layout and each of the options were assessed to understand when pedestrians would need to cross bus or car operating spaces. The number of these conflicts was noted to compare the improvements of each option. Option 4 scored the best with the simplified parking are
IO7 - Improve perceived personal safety	A detailed assessment of the CPTED values was undertaken in accordance with American Public Transport Association Recommended Practice: Crime Prevention Through Environmental Design (CPTED) for Transit Facilities, the number of issues raised was compared with the likely improvements that each option provided. This assessment showed Option 2 – 4's more compact public areas increased the CPTED qualities as line of sight was achieved for much of the site and CCTV coverage was easier the Options 6 and 9.

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Criteria	Summary of Option Assessment
Bus operations (current operations)	Only option scored favourably with improvements such as real time information, bus reversing traffic lights etc contributing to improvements. All others are significant issues to the operators due to reduced number of bays.
Bus operations (future operations)	Considered that the rection of pays proposed at 2a and 4 can be overcome in the medium term. The number of bays proposed in Options 6 and 9 had no credible mitigation and scored accordingly.
Traffic effects	Options 2a and 4 provide marginal benefit by controlling or reducing the number of traffic movements. Options 6 requires lay over buses to loop round back to compound and Option 9 condenses all movements into a signalised movement close to the Anglesea Street signals
Passenger movement	All options provide more opportunities for people to get all the information they need - i.e. improved wayfinding
Urban Design	The more disruptive options have the greatest ability to incorporate urban design features, as such Option 6 and 9 score best
Wider Opportunities	Options 4, 6 and 9 free up more space for wider opportunities such as additional civil space or coffee cart etc.
Maintenance	All options introduce significantly more infrastructure to maintain, for Options 2 – 4 this is the shelter's internal space and glass frontage. Option 6 and 9 have an even greater amount of infrastructure to maintain.
Technical	Options 2 – 4 the design should follow a standard design practices, options 6 and 9 would require additional tasks such as timetable rework.
Financial	The 2 – 4 are buildable within anticipated budget (see financial section), options 6 and 9 are anticipated to exceed budget
Implementability	All Options are disruptive to existing operation, with option 2 being the easiest to phase. Options 6 and 9 would likely require all operations to be off-sited for a period
Safety in Design Outcomes	Options 2 – 4 score worst as they are likely to lead to phasing of the works that allows for some bus operations to take place adjacent to construction works. Options 6 and 9 assume the site is closed to public but still has inherent hazards such as interactions with surrounding road operations and dust/noise issues
Special design considerations - terrorism	All options score the same with various scenarios possible - open site leads to rapid evacuation, but also reduces safety in some circumstances. Anticipated that under all options opportunities to make improvements such as vehicle barriers disguised as raised planters.
Operational Expenditure	Options 2 – 4 are considered neutral. Option 6 – 9 have increased operations costs due to reduced layover space/ less flexibility
Environmental	All options take resources to build and score negatively accordingly.
Implementability	Can the work be implemented within the expected timelines? Does the site need to be totally relocated during construction?

7.6.2 MCA results for Shortlist (external)

The results of the short list assessment for the external options are shown in Table 15 below with a brief explanation of how each criterion was ranked against the do-nothing.

Table 15: Short list MCA results (external options)

Option	IO2	IO3	IO4	IO5	IO6	IO7	Bus operations (now)	Bus operations (future)	Traffic Effects	Passenger Movement	Urban Design	Wider Opportunities	Maintenance	Technical	Financial	Implementability	SID Outcomes	Special design	OPEX	Environmental
2																				
2A																				
4																				
6																				
9																				

The multi-criteria analysis showed that on balance Options 2, 2A, and 4 typically provided the best return for the identified investment objectives.

Options 2A, 4, 6, and 9 all scored poorly for bus operations due to the loss of bus bays and the disruption anticipated with that. Option 2 scored favourably on that criteria.

All of the options were anticipated to provide some opportunity for design/visual enhancement, passenger movement, and security.

Future bus operations, maintenance, cost, implementability, and environmental criteria of Options 6 and 9 scored at -2 or lower.

The worst score for Option 2 was Safety in Design outcomes due to the assumption that work (including machinery) would take place while the Transport Centre was still operational. The same score was provided for Options 2A and 4.

7.6.3 Internal assessment summary

Table 16: Multi-criteria assessment summary (internal)

Criteria	Summary of Option Assessment
IO1 – Increase people's overall satisfaction	Not assessed as this is a summary of the following criteria and would result in double counting. IO1 exists more to provide a simple means of measuring post implementation customer sentiment. See section 5.2.1
IO2 – Improve comfort and customer experience	IO2 – Austroads level of service metrics relating to customer experience were assessed, these related to: available traveller information, comfort and convenience of features, aesthetics and ride quality (pavement). All options score positively with improved seating and general modernisation, Option D provides the greatest amount of additional space and help zone areas better.
IO3 - Increase the walking, cycling and micromobility provisions	N/A
IO4 -Improve accessibility	IO4 – Austroads level of services metrics relating to, disability access, path grade, trip hazard, accessible parking. Real time information, available as push button audio, high contrast colours, larger accesses and Options C widened passageway to toilets provide positive scores for all option. C1 main detracting features is the lack of ticketing/information kiosk that was flagged as an issue during site walkovers its overall score to neutral. Options E's central café was also likely to present obstruction to easy access.
IO5- Improve safety	The effective crime and antisocial behaviour reduction for these works was assumed to be directly related to IO7 as CPTED improvements were the means to reduce undesirable behaviours. This provided the scoring used at short list and confirmed as appropriate with CitySafe. All options provide more activation of outside space, options C onwards introduce the secure out of hours facility which contributes significantly to night-time security. Options C onwards also provide clear line of sight to toilet accesses.
IO6 - Reduce the number of conflict points between pedestrians, buses and other vehicles	N/A
IO7 - Improve perceived personal safety	A detailed assessment of the CPTED values was undertaken in accordance with American Public Transport Association Recommended Practice: Crime Prevention Through Environmental Design (CPTED) for Transit Facilities, the number of issues raised was compared with the likely improvements that each option provided. All options provide more activation of outside space, options C onwards introduce the secure out of hours facility which contributes significantly to night-time security. Options C onwards also provide clear line of sight to toilet accesses.
Bus operations (current operations)	Realtime and improved waiting conditions, upgrades to kiosks and potential for automated ticketing improve all option. This is more than offset for option C1 that would lose ground level operational support, something WRC noted was not acceptable.
Passenger movement	Option A introduces minor improvement such as real time signage and increased exit to stands C, Options B and introduce more waiting area and better connection to the external stands, options D and E introduce event more space and help define movement zones
Urban Design	Score relative to disruptive nature of works, with Option A scoring lowest but still positive and Options D and E scoring highest as they provide the biggest blank canvas
Wider Opportunities	Only options D and E are anticipated to provide opportunity for wider opportunities due to revised layouts, even so these will be limited due to

Criteria	Summary of Option Assessment
	footprint constraints, i.e unlikely a mini mart would consider the space sufficient.
Maintenance	Opportunities exist to make existing maintenance easier by relocating some HVAC plant away from the roof space to a more accessible location. Additionally access to the roof could be achieved internally
Technical	Possible structural changes to Internal Option C onwards present minor difficulties.
Financial	Options were considered to be directly related to the amount of work, as such Options D and E were the most expensive but not significantly so.
Implementability	Option B is relatively minor works and could be accommodated with some operation continuing. This reduces with Options C to D and would be not practicable with Option E however no option scored highly negative due to the proposed enclosed shelter providing an alternative transport centre with temporary kiosks
Safety in Design Outcomes	On balance all options scored neutral as the risks associated with construction are offset by the potential to reduce on-going maintenance issues
Special design considerations - terrorism	Improved access from rear provides less restricted egress point, tannoy system and other IT solutions provide positive outcomes.
Operational Expenditure	Expected to be neutral except option D that has slightly increased floor area to heat/cool

7.6.4 MCA results for shortlist (internal)

The results of the short list assessment for the internal options are shown in Table 17 below. It was agreed that future bus operations, traffic effects, and environmental considerations were not applicable for the criteria for the internal options. Likewise investment objectives 1, 3, and 6 were excluded from the assessment of the internal options.

Table 17: Short list MCA results (internal options)

Option	IO2	IO4	IO5	IO7	Bus operations (now)	Passenger Movement	Design Features	Wider Opportunities	Maintenance	Technical	Financial	Implementability	SID Outcomes	Special design	OPEX
B															
C															
C1															
D															
E															

The multi-criteria analysis showed that all Options provided good (or at least in a couple of instances neutral) return for the identified investment objectives.

In general, most of the options scored well across most of the criteria. The main exception to this was in terms of technical, implementability, and financial considerations. No option recorded a -3 for the criteria.

Of particular note from the assessment was that Option C1 scored -2 for bus operations due to the loss of the ticketing counter and back office, and that Option D scored a -1 for OPEX, based on the assumption that a slightly larger size would result in additional heating/cooling costs.

7.6.5 Sensitivity testing

Coarse sensitivity testing of the results was undertaken to see if the results would change if the relative importance of the categories were changed. In terms of the external options the do min was typically the best performing, with Option 4 also performing well, particularly in terms of investment objectives.

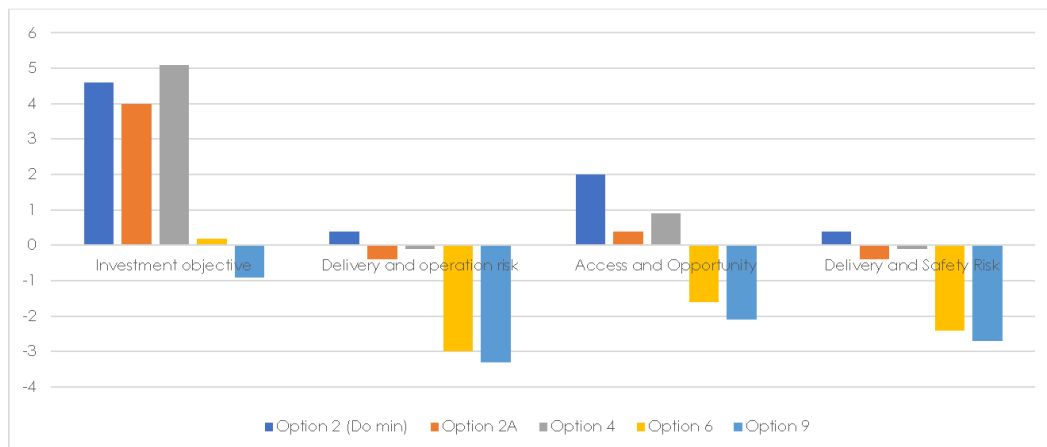


Figure 7-1 External options sensitivity testing

In terms of the internal options the tests indicated that Internal Option D remained the best, or equal best, option.

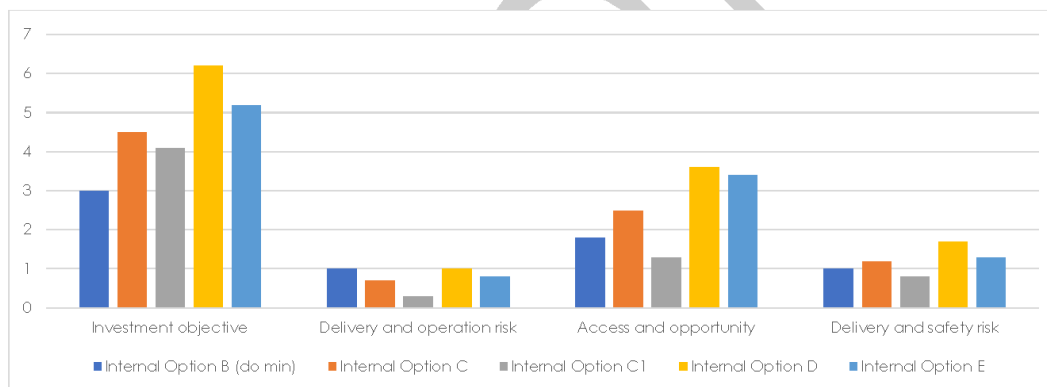


Figure 7-2 Internal options sensitivity testing

7.7 Recommended option selection

7.7.1 External

Based on the option assessment the option with the best overall performance was Option 2 which provided strong benefits but also allowed for existing operation to continue post construction without significant changes. Option 4 was noted to perform best against the investment objectives due to the reduction in vehicle/pedestrian conflicts and potential for better cycle/micromobility provisions, where Option 4 scored poorly as it incorporated raised peninsulas between bus bays, this in turn reduced the number of bays by six. WRC had already indicated a reduction in bays was not supported due to operational difficulties it imposed. The Project Team proposed an amalgamation of Options 2 and 4 would provide the strongest benefits without imposing unrealistic operational challenges. This was presented to the stakeholder group at the end of workshop and widely accepted as the best outcome.

7.7.2 Internal

Based on the options MCA assessment and feedback from the stakeholder workshop Internal option D was brought forward as the Recommended Option. Options D scored consistently equal or better than all other options when considered against the Investment Objectives. Even when compared to the other assessment criteria it scored consistently well with the two slight detractors being Capex and Opex costs.

7.7.3 Option pairing

Some of the external and internal options fit better together this is very much the case with the Option 2+4 and Option D combination. The activation of the reimagined outside space compliments that changed visa and expected visual connection with the expanded café. The combined recommended option, as presented to the stakeholders is shown in Figure 7-3.

7.7.4 Recommended Option – workshop 3 early concept

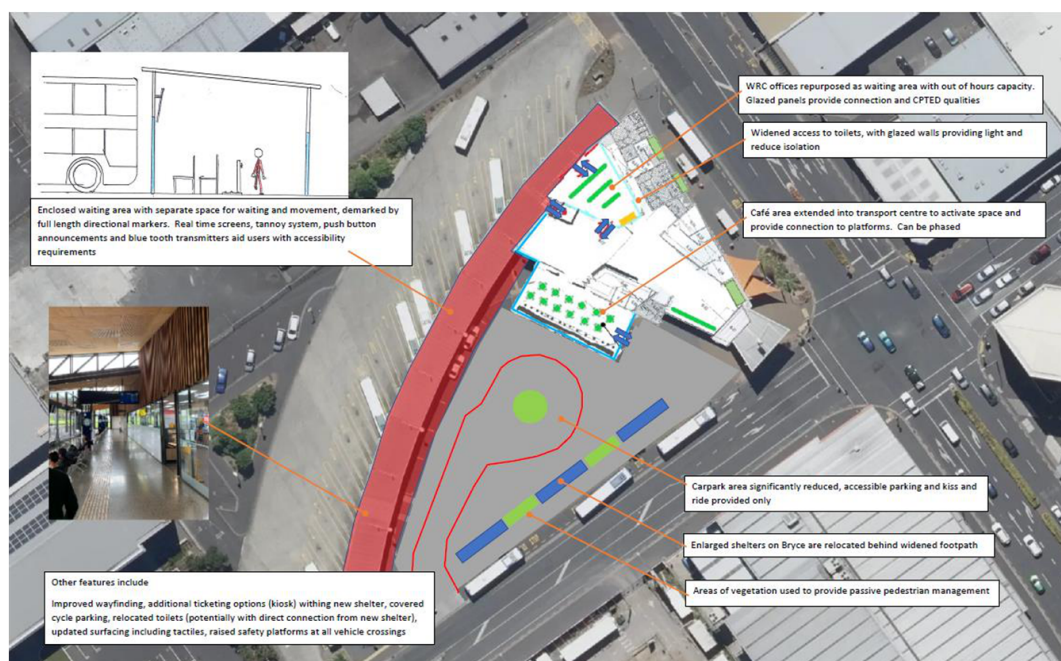


Figure 7-3 Workshop 3 - recommended option

7.7.4.1 Recommended option key features

The recommended option is a composition of External option (2 and 4), and Internal option (D). In summary it includes:

- A new extended and enclosed shelter connected to existing Transport Centre building providing an all-weather protected widened platform and more spacious internal lobby waiting area as 'one seamless space'
- 24 hour seated waiting area with access to refurbished toilets (4 no. accessible toilets)
- New accessible external toilets and a Changing Places facility
- Reconfigured café area & Intercity desk to provide an improved kitchen and serving area, more storage and office space
- Reconfigured parking layout fronting Bryce Street to improve access to parking for those with disabilities, Loop parking and introduction of a 'kiss & ride' drop off area
- New landscaped areas with central green space with play elements and seating
- High quality and secure bike/scooter parking facilities

- Customer services improvements including wayfinding signage, real time information, audio announcements, new ticket kiosk at southern end of site (near Genesis), improvements to lighting and CCTV cameras
- Larger or continuous bus shelters on Anglesea and Bryce Streets
- Accessibility improvements throughout the site by reducing clutter and refurbishment of internal areas, updated and more extensive high contrast signage and surfacing to define areas and make navigation easier for all users.

7.7.5 Stakeholder agreement

During the 3rd workshop the raw MCA results were presented to participants, along with the recommended option - a combination of Options 2, part of 4 and D which provides an enclosed and extended canopy over widened platform, re-arranged parking area to 'kiss & ride' and accessible parking with extension to Transport Centre building to provide more space as well as an out of hours waiting facility

All present agreed with the overall recommended option and the following comments were noted to build on this decision:

- Like the combination of the two options as it provides people with more space
- Ensure the additional pedestrian space is designed well to consider desire lines
- Option will work even with the proposed location of accessibility parking as per the slide though team to explore moving accessibility parking closer to the main building
- Consider providing limited taxi parking – this is important for a number of users
- Consider further improvements to shelters on Bryce and Anglesea Streets.

8. Recommended option

8.1 Recommended option development

Following the selection of the recommended option the decision was made to engage an architect and landscape architect to provide design and space expertise. Tasks undertaken were:

- Provide a high-level overview of the options selection and MCA assessment to provide assurance that the recommended option can provide the benefits anticipated
- Build upon the recommended option to optimise internal and external layouts to provide improvements against the amenity, CPTED/security and accessibility (such as providing guidance on toilet entry/layout/location)
- Provide a concept level output that helps articulate the project aspirations and provides the blank canvas upon which the branding and cultural identity can be developed in the pre-implementation phases. A full set of their concept illustrations are contained in Appendix E
- Provide guidance of building and landscape costs and implementation limitations/opportunities. Although it is noted that the concept level design would still lack the detail required to complete a bottom-up estimate
- Assist with the development of the Design Philosophy Statement, Safety in Design considerations and high-level construction methodology.

Several key improvements have been introduced during this stage of concept development, most notably these are:

- Opening up the front of the transport centre building to provide a large open space between the external shelter and transport centre building, this further improves CPTED and accessibility qualities
- Reimagining the out of hours waiting space to use shutters to close off the secure area and limited night-time access to a limited space, which will result in a cost saving
- Toilet reconfiguration to move all accessible toilets to the outward facing wall, so that they can be used as the out of hours toilets to provide a safe environment with no opportunity for concealment.

Other specialists have not been consulted to provide defined project inputs at this stage, beyond water cooler chats to identify high level risks that may be been overlooked. The early stages of pre-implementation is expected to engage specialists to cover, building structures, drainage and water supply, mechanical and electrical, fire safety, planning and consenting, geotechnical etc.

29 March
2021

Isthmus.



Figure 8-1 Site Redevelopment Illustration – Isthmus 2020

Proposed Concept Design.
Terminal Building Proposed layout.



Figure 8-2 Transport Centre Redevelopment Illustration – Isthmus 2020

8.1.1 Check against idea themes

The following assessment was completed to check back into the “ideas” raised from the various reports and consultation activities, to consider how the concept recommendation option was resolving the multitude of issues raised. It can be seen from the table below that the recommended option provides moderate to complete resolution of the issues, providing the work is within scope. Keeping track of these as the design develops will help show how decisions made are affecting the overall effectiveness of the option.

Table 18: Keyword idea themes

Keywords	Keyword description themes	Assessment of effectiveness of treatment
Accessway	Rationalise, control, and reduce conflicts relating to site entry/ exits.	Improved and enlarged accessways, including a seamless link into the proposed enclosed shelter
Adjacent land	Encourage change of use/ different business to promote active street frontage.	Limit in direct effects but much more “civic” feel and enlarged outside area may encourage food trucks/coffee carts
Audio and tech	Tannoy, Bluetooth beacons.	To be incorporated into project
Bus priority	Bus priority lanes and increased capacity for through services.	Outside of project scope

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Keywords	Keyword description themes	Assessment of effectiveness of treatment
Consultation	Consider all user group (including potential users).	User groups will be well catered for, self explaining wayfinding will help international visitors, additional CPTED qualities help all feel safer.
Cycling	Better end of trip facilities, maybe even showers. Include for Micro mobility. Better on street cycle safety.	End of trip facilities is focused on bike parking, expected to encourage micromobility provides to have scooter ranks etc. Currently showers for general use are not expected as Brian Taylor vandalism is highlighted a concern
Education	Improve behaviours including taxi drivers.	Project scope is infrastructure only but signage and self-explaining areas can help passive education
Enforcement	Increase police/CS/Māori wardens staff presence onsite, more/increased visibility of CCTV, improved CPTED qualities.	CCTV will be reviewed to match new layout and eliminate blind spots. CPTED qualities to be improved throughout
Graffiti	Introduce graffiti resistant systems, deterrents, and maintenance programmes.	Material selection to be resistance to graffiti and vandalism (to a practical extent)
Internal	Gated access to boarding, café opening extended, zoned spaces.	Gated boarding and linked zoned spaces incorporated
Layout	Reallocate space to better suit various operations (intercity, city etc) accommodate 14.5m buses, review all parking with only accessible assured a continued facility, reduce/eliminate areas of dead space, relocate café if needed.	Extra space for buses is not achievable within site footprint and no latitude to reduce bay numbers. Parking to be vastly reduced and space reallocated to be more functional and remove dead space
Lighting	Improve lighting both onsite and locally to improve safety and CPTED qualities.	Full lighting review incorporated to design
Mode integration	Retain some taxi, micro mobility and walking cycling links enhanced.	Parking number likely reduced but accessible parking, cycle, micro mobility and on ride share facilities enhanced
Noise	Reduce noise from buses, either barriers of by reduced engine noise EV.	Shelter design will reduce ambient bus noise.
Obstructions	Remove obstruction, more movement space.	Movement spaces will be significantly clearer, larger and free for all but essential (structural) obstructions
Pedestrian congestion	More space to move and wait, more seating and better weather protection.	Seating, movement spaces and café capacity will be significantly improved
Pedestrian crossing	Safer pedestrian crossings	The number of pedestrian crossings is reduced to a minimum.
Platform	Increased space, better weather protection, more comfortable, safer more accessible bus	Enclosed shelter will be integrated into the transport centre and provide

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Keywords	Keyword description themes	Assessment of effectiveness of treatment
	entry/exit, and loading, improve connection to the building.	weather protection with adequate seating
Scheduling	WRC to review operations	Project will have no long-term effect but will be adaptable to future changes
Seating	More seats and better provision for wheelchair users, indoor waiting area for intercity.	Fixed seating that does not become an obstruction, space at each platform for wheelchair users and out of hours secure seating for intercity
Shelter	Better weather protection for all external facilities.	Outdoor shelter improves shelter and enlarges shelters on Bryce and Anglesea
Signage	Better branding, clearer wayfinding, and real time information to help all users, use of colours/ surfacing to delineate spaces.	Full update of wayfinding, incorporating regional branding and cultural identity. Signage to support definition for partially sighted.
Staff	Facility for bus drivers, consider future operations WRC, HCC parking etc.	Some HCC or WRC staff are required to relocate off site.
Taxi	Reduce taxi numbers (pick up drop off rather than taxi rank), change entry/exit.	Kiss and ride and maybe a few taxi parks only
Ticketing	Improve automated ticketing, including better accessibility.	Kiosk ticketing and information added to more locations than just within transport centre main building
Toilets	Accessible during all hours of operation, safer more convenient access.	4 toilets will be available from the secure out of hours facility with direct opening into waiting area improves CPTED quantities
Wider network	Remove cars.	Out of scope – semi flippant comment from stakeholders

8.2 Overarching delivery principles

As the design develops through the pre-implantation stages it will be important not to lose sight of the historic issues identified and reconfirmed over the years, as reported in this Single Stage Business Case.

- Capitalise on the existing site characteristics to provide barrier free design
- Ensure the site feels safe and naturally deters the sort of anti-social behaviour that has often blights perception of the transport centre
- Provide high levels of amenity with comfortable waiting and transiting environments for all user types.

8.3 Design philosophy

8.3.1 Platform design

The platform configuration is required to remain ostensibly unaltered from the existing layout, as the current layout is designed to maximise the number of bays. The potential to reduce the number of bays was tested with WRC and the bus operators through the option stages, as described in Section 0. The result of these discussions is that the number of bays cannot be reduced. Any future design refinement must take this into consideration.

8.3.2 On-street shelter design

Continuous shelters should be included on Bryce Street. This has been noted by WRC and confirmed by site observation as a capacity requirement. Providing a glazed back to the shelter further improves weather protection and has a secondary function of passively channelling pedestrians crossing Bryce Street towards the safer crossing locations.

8.3.3 Access hierarchy

An access hierarchy should be considered in interchange design. Auckland Transport's Public Transport Interchange Design Guidelines provide guidance on an appropriate access hierarchy, as it is neither possible nor desirable to give all modes of access to the interchange equal priority. In alignment with the Auckland guidelines, access hierarchy for this project will be as follows:

- Pedestrians The most important and most vulnerable users should be afforded the best access to the interchange and given priority at all crossing points
- Bicycles (and micro mobility) Giving priority to this mode recognises both the desirability to increase usage of this mode and the vulnerability of the mode
- Buses The need for reliability and the concentrated usage (by customers) of this mode means there is a need to give priority to buses
- Kiss and Ride Optimum function of this mode requires close access to interchange entrance/s. This mode includes taxi stands.

8.3.3.1 People movement

The Transport Centre should support all user types and provide for their differing requirements:

- Commuters tend to be more purposeful in their movement and benefit from direct, well sized routes and adequate opportunities to check travel information.
- Tourists, such as intercity users will require greater clarity from wayfinding, both within the station and connecting to the wider network and city attractions. Additionally, they often have significantly more luggage and will require comfortable waiting areas that are separated from movement spaces. Seating close to charging facilities, refreshments, shelter and security will be well regarded.
- Student users have requirements similar to both of the other groups, but tend to congregate in much larger groups. Adequate space needs to be provided for groups to congregate in such a way that they are not hidden from view but also do not cause obstruction to passageways.

During the design stages appropriate consideration needs to be given to providing sufficient waiting and movement spaces to accommodate current and future patronage. It is not anticipated that modelling (Visium etc) will be required but analysis to understand capacity and ensure appropriate level of service is provided.

8.3.3.2 Non-motorised and micro mobility

Due to the project/site limits, non-motorised and micro mobility links into the transport centre are limited in scope for alteration, but parallel work is being undertaken by HCC to provide safer connections and road crossing on both Bryce Street and Anglesea Street. As the design progresses, the Transport Centre design will need to check in with HCC to ensure connections to the road network align with any proposed treatments.

Cycle and micro mobility provisions should be such that people feel safe to leave their bike or scooter without fear of theft or vandalism. Some of the key features of the cycle parking that need to be considered at the design stage are:

- Provide good weather protection
- Have prominent CCTV coverage
- Charging facilities
- Be in position that allows for good line of sight but does not cause obstruction to other users
- Support the cycle frame, not only the wheel, with more than one point of contact
- Have power supply for charging e-bikes
- Be secure and enables secure locking

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- Be safe for all users and cycles
- Work for many types of cycles; including cargo, e-bikes, mobility trikes, children's cycles
- Work for users of all ages and abilities
- Look and work like cycle parking.

Stands I to V allow for the provision of additional space in front of the bus for loading vehicles onto front mounted bike racks. This will need to be discussed with WRC and go-bus to understand what the likelihood is that bike racks will be added to buses.

8.3.3.3 Bus movements

The site shape and platform configuration require buses to reverse out of their bays with the drivers view obscured by the bus to its left-hand side. For much of the site, the reversing buses are required to perform the reverse manoeuvre in the same space as entering/circulating buses use. To lessen the risk of crashes, the circulating space has been moved further northwards, into an area previously occupied by private vehicle parking. Property boundary constraints prevent this for bays A to I. To help lessen the risk for all vehicles, a traffic light system should be utilised to ensure reversing movements are controlled in a way that reduces the crash risk by holding buses on a red light if the system identifies another bus reversing or entering the site.

8.3.3.4 Vehicle movements

Vehicle on vehicle and vehicle on pedestrian conflict often arises from conflicting movements within a confined space. The recommended option incorporates several features to reduce this risk:

- Reduced number of parking spaces to only allow for disabled spaces
- Reduced de-facto city parking to a number appropriate to service the transport centre patrons only
- A kiss and ride facility – the size, scale, and layout, of this will need to be informed through more thorough analysis, such as appropriate traffic modelling, to assess effects. Additional short-term parking could be offered on-street by redesignating existing parking bays to P5 (5 minute maximum stay)
- Raised platforms installed across the bus entry/exits
- The private vehicle parking at the north west quadrant of the transport centre is removed to allow a realignment of the bus circulating route, reduce conflict areas between buses and cars, and remove the conflicting indicators that having private vehicles entre a bus only area suggests.

8.3.4 Accessibility

8.3.4.1 Accessible design

The site's topography lends itself to a fully accessible transport centre. Providing any less than this would be a shortcoming against key outcomes of the rejuvenation, and the designers will be expected to consult with disabled advocates to ensure designs are providing more than the minimum. Some key considerations are listed below.

- Routes should be well defined and clear of obstructions, and supported by ground mounted accessibility aids, such as on demand audio service information. Where these are present, a high contrast colour should be incorporated to aid conspicuity to visually impaired patrons.
- Toilets should be accessible to a broad range of users, and at least one toilet should be fully accessible, similar to requirements of Changing Places bathrooms. This is expected to be located with newly constructed external/bus shelter toilets.
- Raised crossings should be provided where pedestrians are expected to cross vehicle operating space.
- Appropriate use of tactile pavers.
- Push button audible announcements at each bay to relay information on bus stand number and expected arrival/departure times.
- Ticketing counters and machines that are accessible to all users.
- Seating design that is accessible includes ample space for wheelchairs and mobility aids.
- Movement and waiting areas that sufficiently sized to facilitate user comfort and safety.

- Acoustic dampening, such as perforated sheet panels to reduce background noise.
- Tannoy announcement that are clear and do not compete with background distractions.

8.3.5 Future vehicle requirements (EV)

8.3.5.1 Buses

The future requirements of the fleet operations will need to be considered. Whilst the current fleet does not have EV buses, the Government has announced its intention to move to a zero-carbon bus fleet within the next decade. Current advice from WRC is that charging facilities will be accommodated within the bus operator's compound and be a WRC asset. It is not expected that construction of charging facilities will be completed as part of this project, but opportunity should be taken to include any civil items such as ducting.

8.3.5.2 Private vehicles/ride share

Discussions with HCC are needed to establish the requirement for charging of ride share. Additionally, HCC may wish to add charging station for private use vehicles. Currently the minimum expected is 2 bays for a ride share system.

8.3.6 Signs and markings

A full review of signage (wayfinding, regulatory and informational) and markings needs to be undertaken as the design stages progresses. The Auckland Transport Wayfinding and Signage Design Guide provides a good basis of design, although some modification is likely to better represent HCC branding.

The aim of the signing design is to:

- Connect the Transport Centre with key location in and around the city
- Build people's confidence to walk, cycle at either end of their public transport journey thus reducing reliance on private vehicle use
- Reassure and encourage visitors to explore the urban environment and help foster an appearance of a welcoming gateway to the city
- Provide clear direction without cluttering transport centre
- Be readable to a broad cross section of society and in some cases be presented in multiple languages and formats (for example audible signage)
- Use colour pallets that are high contrast to aid visually impaired.

8.3.7 Environmental considerations

The rejuvenation may only have a lifespan of 10 – 15 years. Depending on the long-term public transport strategy developed, the public transport network may over time move away from the current hub and spoke operation and require different interchange facilities.

Given the infrastructure changes are relatively large, it is extremely important to consider the environmental footprint of the project and implement sustainable practises such as:

- Passive environmental controls
- Solar energy such as photovoltaic panels and battery back-up
- Glazing types such as Low-e to reduce solar heating in summer
- Grey water harvesting
- Sustainable materials
- Materials that can readily recycle after demolition/decommissioning.

8.3.8 Security measures

With any environment that attracts large numbers of people there is always a risk that a group or individual seeking to cause terror could target the area to cause maximum damage. Measures are increasingly being incorporated into infrastructure works to help protect those that pass through the facility. Often these can conflict with established CPTED treatments, for example reduced line of sight, tinted windows or smaller windows are used to reduce terror threats but do not promote passive surveillance. Because of this

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an early assessment of security treatments compared against the investment objects needs to be undertaken to understand any compromises.

Other measures such as vehicle barriers disguised as raised planters, toughened glass, well defined egress points, remote locking of accesses and site wide CCTV are entirely complementary treatments and should be incorporated.

8.3.9 Property impacts

No land purchase shall be considered as part of this rejuvenation project and works must be fully contained within the current site footprint. The Transport Centre is located in the Central City Zone – Precinct 1. There are no restrictions on total site coverage or requirement for permeable surfaces.

8.3.10 Underground utility services

Utility investigations to date have been limited to consulting the original site development drawing by Worley Architects (2000) – drawing number 5110730/C1.02. Noting that this was a tender drawing and not as-built, there is considerable latitude for misrepresentation of the existing layout. However, the utility positions shown do not highlight an increase of service conflicts. As noted in the SiD register hydro-excavation should be considered as the first choice in areas of potential services.

HCC operations have noted that the external toilets could benefit from a primary and stand-by macerator pumps, this will need further investigation during design as a “trash” screen may offer better protection against the type of blockage blighting the current system.

8.3.11 Lighting

A full site lighting assessment and redesign is required to ensure the highest possible CPTED qualities are achieved without shadowing or glaring or new or proposed surfacing.

8.3.12 CCTV

Detailed consultation will be required with HCC CitySafe to ensure that the proposed CCTV provides full site coverage and is fully compatible with current systems.

8.4 Safety in Design

As safety in design workshop was undertaken on 8/04/21. The information gathered during that workshop can be found in Appendix F.

The safety in design should be taken forward and treated as a live document. Safety in design considerations should be considered again during the next phase. It should be noted that this process may unearth new issues. All issues should be appropriately addressed.

Whilst many of the risks identified at this stage are relatively generic, relating to working from height, service strikes etc it is clear that there are many site-specific risks that relate to keeping live operations whilst simultaneously demolishing and reconstructing the site in phases. These issues are not just within the site but also have the potential for conflict at entry/exit locations given there will be vulnerable users, construction traffic, buses and private vehicles using the surrounding streets.

Noise and air pollution are highly likely if not properly mitigated through engineering controls but there are well established methodologies available to reduce the risks.

Improvements to the existing maintenance risks will be investigated as the project progresses into pre-implementation. To date these are identified as improved access to the roof and relocation of part of the HVAC system to an external location.

Pre-fabrication will be considered during the next phases and has the potential to reduce construction time and separate fabrication activities from the public but introduces larger lifting plants and delivery vehicles.

8.5 Value for money

8.5.1 Cost estimate

The construction cost of this option has been estimated at \$7,551,076 with an upper (P95) and lower (base) range between \$8,680,000 and \$5,808,520. Table 19 Construction cost estimate and Table 20 Professional fee estimate provide a cost breakdown.

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The design is at concept stage only, as the majority of the details required provide a detailed cost estimate are not available. The provided estimate is based on rates provided by QV cost builder and interpolated into the construction activities. The implantability of the project when considering the need for continued bus operations has the potential to significantly disrupt industry standard rates. Other risks such as modifications to existing building structure and systems all add to the uncertainty. It is recommended that a parallel estimate is undertaken by a Quantity Surveyor at key stages of the pre-implementation.

Table 19 Construction cost estimate

Item	Estimate (\$)	Assumption/Notes
Temporary works and general		
P&G	500,000	Site compound, security, H&S requirements, TTM, permits
Demolition	83,000	Materials have a resale value that may offset some of this cost
Temporary shelters and stops	150,000	
Enclosed shelter		
Enclosed canopy	1,800,000	Low Rise Offices, Partial Services. HVAC included. This rate does include some double counting as glazing and automatic doors will replace much of the façade but additional costs of acoustic linings, larger clear spaces are expected to offset savings
Low E PVB Laminated Glass 10mm	301,000	Assumes 3m high over full length 116m (both sides of building)
Automatic doors Bi-parting, 1980mm x 2000mm wide	177,600	Rates include supply, installation and commissioning of frameless glass doors, in 10mm clear toughened glass and running gear track, guides, sensors, safety beam, emergency release button and keyed locks
External toilets	160,000	Allowance for including stand alone. Heavy duty construction, with male, female and disabled areas. Baby changing bench
Fully accessible toilet	150,000	Similar to changing places and allows for additional floor area plus equipment
External works		
Underground services	100,000	Allowance for unknown service relations
Carpark and external civil works	500,000	Kerbs, paving, pavement (AC). Includes making good bus stand, repairs to pavement at rear of site following use as Intercity bay and raised beds incorporating security barrier
Landscaping (soft and hard)	100,000	
Bryce and Anglesea Shelters	250,000	Large purpose-built shelter (full length)
Transport centre upgrade		
Café expansion	390,000	
New flooring	46,720	Vinyl, commercial high quality

Item	Estimate (\$)	Assumption/Notes
Updated and reconfigured toilets	100,000	Updated toilets + plumbing locations to stay. New stalls, and fixtures
Out of hours facility	500,000	Structural modifications, glazed walls, seating, CCTV, security doors and comms link. Cost likely to reduce given the revised concept from Isthmus
Site wide		
Various IT, wayfinding	250,000	
Other fit out, seating, kiosks etc	250,000	
Sub total	5,808,520	Base estimate (P5)
Contingency	1,740,000	30% allowance as considerable uncertainty at concept stage of the design process
Total (P50)	7,551,000	30% allowance as considerable uncertainty
Professional fees	944,000	12.5% of P50 construction costs
Total (P95)	8,683,700	Add 15% over P50

Table 20 Professional fee estimate

Stage	Estimate	Description
Site Investigation	\$25,000	Undertake sufficient Geotech testing, survey and building condition report. CPT testing plus mini boreholes if required.
Engagement	\$14,000	Iwi, disability groups. HCC led discussion
Architect (prelim)	\$120,000	Updated architected concept to preliminary design
Engineering (prelim)	\$135,000	Structural design of shelter and any internal building changes, sufficient to locate column locations. Analysis of facility capacity (ped. LoS), confirm carpark layout and capacity requirements
Detailed Design Stage		
Architect (detailed)	250,000	Confirm final form, external and internal detailing and finishes, seating, toilets, customer interfaces, acoustic damping, glazing specification
Engineering (detailed)	250,000	Structural detailing, foundations, building services, fire systems, exterior civil works and lighting design. NB real time systems and CCTV are expected to be supplier designed
MSQA	150,000	Assumes 2 to 3 visits per-week for 8 months, frequency may be higher depending on intensity of multi-discipline site visits during key stages.
Total	944,000	

8.5.2 Economic analysis

The methodology adopted for the economic analysis was as follows.

- Benefits are based on the time valuation that passengers place on PT infrastructure improvements, and converted to generalised costs using the values of time in Waka Kotahi's Monetised Benefits and Costs Manual (MBCM)
- Costs are based on the cost estimates being developed through the BC process
- BCRs are sensitivity tested by varying the discount rate, demand, benefit values, and costs.

The results of the economic analysis are presented below in Table 21.

Table 21: Economic Analysis Summary

	Option X	Recommended Option
Benefits	<ul style="list-style-type: none"> • XXX • XXX • XXX 	<ul style="list-style-type: none"> • XXX • XXX • XXX
	Total: \$X.XM - \$X.XM	Total: \$X.XM - \$X.XM
Costs	<ul style="list-style-type: none"> • XXX • XXX • XXX 	<ul style="list-style-type: none"> • XXX • XXX • XXX
	Total: \$X.XM - \$X.XM	Total: \$X.XM - \$X.XM
Benefit / Cost Ratio Range	XXX - XXX	XXX - XXX

8.6 Investment Objective Analysis

This section of the business case revisits the investment objectives and how the recommended option performs against each. The analysis shows that the recommended option performs well against the investment objective baselines.

Table 22: Investment Objective Analysis³⁷

No	Investment Objectives	2020 Base	20XX Estimate
1	Increase people's overall satisfaction with the Hamilton Transport Centre by X% by Year Z	This investment objective is a subjective analysis that will likely rely on a series of customer surveys. However, based on the previous surveys and, stakeholder feedback satisfaction is currently estimated at 'satisfactory', and that the recommended option will increase satisfaction above this level.	
2	Improve comfort and customer experience at Hamilton Transport Centre by improving selected level of service scores from B to A by Year 2022	LoS B	LoS A
3	Increase the walking, cycling and micromobility provisions within the Hamilton Transport Centre by improving selected level of service scores by D to B by Year 2022	LoS D	LoS B
4	Improve accessibility at Hamilton Transport Centre by improving	LoS C	LoS A

³⁷ The scores for IOs 2, 3, and 4 were averaged from the level of service ratings from

No	Investment Objectives	2020 Base	20XX Estimate
	selected levels of service from C to A by Year 2022		
5	Improve safety within Hamilton Transport Centre by reducing the no. of confirmed incidents from X to Y over 5 year period, as recorded by CitySafe	640	470
6	Reduce the number of conflict points between pedestrians, buses, and other vehicles within the Hamilton Transport Centre from X to Y by Year 2022	13	6
7	Improve perceived personal safety within Hamilton Transport Centre by improving CPTED qualities of infrastructure by X% by Year 2022	43 CPTED related issues were identified	5 CPTED related issues remain at concept stage 80%

8.7 Investment assurance framework assessment

The project has the potential to span two National Land Transport Plan rounds – 2018-2021 and 2021-2024. With some pre implantation costs potentially coming from the 2018 – 2021 period. Table 23 provides an assessment against the 2018-2021 Investment Assessment Framework.

Table 23: IAF Assessment

GPS element	Rating	IAF criteria and comment
Access to opportunities, enables transport choice and access, and is resilient – liveable cities.	HIGH	<p>"Makes best use of the public transport service operations and connection to other services."</p> <p>The recommended option has been developed to respond to the identified problems within the scope of works.</p> <p>It includes provision for improving the connections with other services such as active mode facilities.</p>

Under the IAF (2018-2021), a 'High' rating project with a BCR of **XXX**, has a corresponding priority of **XXX**.

Under the 2021-2024 framework – Investment Prioritisation Method - the Transport Centre rejuvenation is considered to be a 'continuous programme'. This means that the corresponding 'starting point' is an HHM, priority order 4, rating. Following this initial starting point, four elements are listed for assessment by Waka Kotahi that are used to settle on the final rating. They are shown in Table 24 with comments and suggestions on how they may affect the final rating.

Table 24: Investment prioritisation method elements to be considered for continuous programmes

Element	Comment
How well the proposed programme identifies and prioritises gaps that align with and contribute to GPS strategic priorities, as well as other Waka Kotahi statutory priorities.	The 2021 Government Policy Statement for land transport for identifies 'Better travel options' as one of the four strategic priorities. The recommended option aligns well with the 2021 GPS as by improving the transport services from the centre travel options are likely to improve. Hamilton is specifically identified in the 2021 GPS as an initial

Element	Comment
The quality of the decision-making framework within the Activity Management Plan (AMP) or Regional Public Transport Plan (RLTP) on how they optimise their plan, programmes and activities.	<p>priority³⁸, and it is stated that one of the ways to deliver the outcomes for better travel options is to:</p> <p><i>"Optimise and maintain existing transport networks so all people can get to places where they live, work and play in comfort, reliably, and in reasonable time."</i>³⁹</p> <p>TBC – this will require internal assessment by Waka Kotahi to determine the quality Discussion between HCC and Waka Kotahi on this matter may prove beneficial.</p> <p>The following text from Hamilton City Council's 2018-2048 Infrastructure Strategy (Volume 2). It provides an overview of the development and use of Activity Management Plans by HCC.</p> <p><i>"Activity Management Plans have been prepared for the Council's activities that have a high reliance on assets to deliver services. These plans have been prepared based on standard industry practice and have been used to forecast the expenditure needed to operate, maintain and renew worn out assets. The Council uses its Activity Management Plans as an initial basis for its 10-Year Plan and 30-Year Infrastructure Strategy."</i>⁴⁰</p>
The approved organisation's performance over the previous NLTP.	TBC – this element will require an internal assessment by Waka Kotahi.
Efficiency based on benchmarking across Approved Organisations in terms of the cost to deliver the outcome.	The benefit cost ratio calculated for the recommended option is X .

Based on the above initial assessment the business case recommendation is there is no change from the starting point rating of HHM, priority order 4. **To be updated once Table 24 is completed with BCR.**

8.8 Risk

The risk associated with the preferred option have been considered and are summarised below. Additional risks are likely to be identified as the project progresses, and these should be captured in a risk register during the next phase of work.

Table 25: Risk types

Risk	Description	Mitigations
Technical	<ul style="list-style-type: none"> Building consent process – unexpected issues identified during process that may lead to appeals and delay time frames Option do not adequately consider unexpected consenting risks 	<ul style="list-style-type: none"> Lodge consents early in the process. Also early assessment indicates resource consent is not required Site is within City centre precinct 1 zone so redevelopment is not expected to cause issue

³⁸ Along with Auckland, Tauranga, Wellington, Christchurch, and Queenstown.

³⁹ Source: <https://www.transport.govt.nz/assets/Uploads/Paper/GPS2021.pdf>

⁴⁰ Source: <https://www.hamilton.govt.nz/our-council/10-year-plan/Final%2010Year%20Plan%20Documents/2018-2048%20Infrastructure%20Strategy%20FINAL%20for%20WEB.pdf>

Risk	Description	Mitigations
Operational	<ul style="list-style-type: none"> Movements, within and accessing / egressing from site, along adjacent streets Unacceptable disruption to services during project delivery 	<ul style="list-style-type: none"> In the short term overall vehicle movements are expected to reduce due to removal of carpark but modelling may be required to understand growth in bus numbers. Changes to adjoining streets need to be understood to make modelling realistic Temporary disruption is anticipated to be significant. Construction phasing and management will be important considerations and early work done to agree temporary bus bays is required
Financial	<ul style="list-style-type: none"> Design cost exceed estimates due to structural or geotechnical complexity Detailed design cost estimate exceeds available budget Once tendered implementation costs exceed available budget due to complexity of delivery Tender values vary due to limited or exceptional interest from tenderers. Construction occurring outside of optimum time may incur additional cost 	<ul style="list-style-type: none"> Simplicity of design needs to be continually assessed for all components Setting a design hierarchy of essential features with ability to reduce scope to meet budget Continuous operational meetings between, HCC, WRC, Contractors and Operators to find cost effective ways to stage works Discuss with industry and gauge interest prior to tendering. Wait to tender work if low volume of contractors have availability Conflicting demands, such as Woman's Cricket World Cup need to be assessed as this may result in temporary shelters needing to be higher quality
Stakeholder / public	<ul style="list-style-type: none"> Community expectations differ from stakeholders consulted to date Unanticipated cultural or heritage issues discovered 	<ul style="list-style-type: none"> In part the consultation currently being undertaken as part of the 10 year plan will highlight this risk. Manu Whenua have been kept informed regarding project. Will become involved as opportunity to provide cultural reference is possible
Environmental and social	<ul style="list-style-type: none"> Adverse environmental effects during construction 	<ul style="list-style-type: none"> Contractor to phase works so effects are limited
Safety	<ul style="list-style-type: none"> Safety issues identified during road safety audit 	<ul style="list-style-type: none"> Design to make safety a key outcome and may be altered to suit, if required

Part C - Readiness and assurance

9. Commercial and management case

A management case workshop with identified stakeholders was undertaken on 2nd March 2021. The purpose of the workshop was to discuss how the proposed improvements to the Transport Centre will be delivered and how the Centre will be managed and operated in the future. The outputs from the workshop helped inform this section of the business case. Refer to Appendix A for the Management Case Workshop minutes.

9.1 Implementation strategy

The next stage of the project is pre-implementation, that will further develop the concept provided as part of this business case. The design stages will be guided by the principles of the design philosophy statement to ensure the required outcomes are achieved. The following considerations will also shape and inform the final strategy:

- Programme and effect on the transportation network
- Technical Risks - issues that require further consideration during the next phases of investigations, concepts for and decisions about the structural form, detailed design, consultation, and building consent application(s)
- Procurement Approach - the final form of the structural solution may influence the procurement approach adopted to deliver the detailed design
- Consenting at the earliest possible stage - Hamilton City Council's building and planning teams should be consulted with to determine any consenting requirements for the project. It is anticipated that a building consent will be required. Early engagement with the appropriate staff will help mitigate project delivery delays risks.

No land acquisition is expected to be required as part of this project.

9.2 Technical approach – preliminary design / pre-implementation

The technical approach to the next phase of work is proposed to be staged, as follows:

- Approval of this business case and confirm funding for pre-implementation and implementation stages
- Confirm procurement approach for design stages and engage design consultant
- Develop concept design options for the structural form including concept sketches
- Preparation of preliminary design and report including assessment of construction procurement methods
- Produce a design philosophy statement and preferred option
- Undertake assessment of environmental effects of recommended option
- Identify mitigation, including modifications to design, to appropriately manage identified effects (mitigation workshop)
- Complete detailed design. Assess risks associated with any unmitigated effects
- Confirm / finalise the project design and costs
- Procure project implementation (construction) phase.

The proposed approach enables whole of project mitigation discussions to occur, which enables development of complementary and efficient mitigation methods to be adopted. Equally, this allows design and construction flexibility issues to be considered. Transparent communications across the Project team should be maintained when making decisions about design and mitigation. The risk register will focus on managing both consenting and construction risks.

During the Management Workshop, issues were identified to be resolved following the business case as part of the next phase(s). These are tabulated below, with identified actions. Also refer to Appendix X for the Management Case workshop notes which may provide additional detail.

Table 26 Carry-over considerations for pre-implementation / implementation

Issue	Description / details	Action
Toilet design	The public toilets at the Transport Centre (located in the car park) are well used. Toilets external to the main building will be available in the rejuvenated facility. Maintenance and upkeep experience of the existing toilets will be an important resource in the design and development of the new toilets.	Designers to engage with HCC Facilities Team (Brian Taylor) to inform the design specification of toilet facilities.
Accessibility (for the finished product, and during construction)	Accessibility has been a consideration throughout this business case. During the Management Case it was identified that fine tuning the design with accessibility in mind, along with keeping the Transport Centre accessible during construction needs to happen.	In addition to applying good design practice the Designers to consult with Maurice Flynn (CCS Disability Action), Judy Small, Changing Places and other accessibility foundations or advocates to further inform accessibility design ensure suitable consideration is given to universal access design.
Services	There will be services located on-site that will need to be appropriately dealt with in design and construction. It was noted in the Management Case workshop that there is a pole beside the toilets with fibre in it. If the pole is to be removed discussion on how to do this will be required. It is assumed that there will be other services located on-site that will also need appropriate treatment.	Designers to consult with HCC Facilities Team to inform design in terms of service relocations and upgrades. E.g. it was noted that the external toilets require a stand-by macerator pump that should be incorporated in the rejuvenation design
Leases	There are several occupants within the current Transport Centre main building. The impact of the construction works will have an impact on the Café and Waikato Regional Council as tenants their lease arrangements will need to be reviewed. The final improvements may also result in changes to the current lease requirements.	Project team to work with Claire Foster (HCC Property Team)
CCTV	The current system is analogue and needs updating. Updating could be undertaken during the rejuvenation.	HCC to discuss funding arrangements internally noting that previous consultation with HCC Facilities' FWP indicated CCTV upgrade in 2027/28.
Bus service scheduling	The use of temporary bus stops during construction will require consideration around scheduling and where to locate each service. This should include scheduling and locating services in a manner that appropriately addresses disruption and conflict.	WRC to arrange scheduling in conjunction with the development of the temporary bus stop locations (to be undertaken by HCC and WRC). Project Team to continue discussions with Intercity to find temporary CBD site suitable for their services.
Resourcing	Given the temporary disruption to services and amenities the workshop participants considered that additional personal may be required to assist with the following:	Project Team to work with HCC teams and WRC to provide amenities and resources.

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Issue	Description / details	Action
	<ul style="list-style-type: none"> Temporary toilets – setting up, maintenance, and cleaning will be required. Who is responsible for this (for example HCC or site contractor), needs to be determined. Customer service – to help people navigate the temporary arrangements, find services and amenities. The existing customer service staff will need to be located on the ground floor. This has been provided for in the initial concepts but will need further development. Security – additional resource may be required to patrol temporary locations. It is understood that CitySafe will work around the disruption – however they will be reliant on CCTV. 	
Parking	During construction there is a need to understand impacts on parking – both public in and around the Transport Centre but also staff parking. Parking at back of the Centre can serve as bus operational space through the construction phases Need to ensure safe access and egress	Project Team to consider during next stage(s). HCC decision
Driver facility	Drivers will still need access to facilities at the northern end of the site. Note they currently use same entrance & exit as buses.	Project Team to consider during next stage(s). Proposal to mark footpath protected with temporary barrier
Office space	The preferred option requires the reallocation of office space currently occupied by WRC. Initial discussions indicate that HCC Parking would relocate to the municipal building and WRC occupy this space. However, there is likely to be a requirement for WRC to relocate offsite for a short period while refurbishment of office space is undertaken. The Centre lacks suitable space for lease holders to hold conferences and meetings. There is likely to be freed up office space that can be repurposed. This requirement should be investigated and accommodated if feasible	HCC to reconfirm commitment to relocate Parking team to off-site location and commence discussions. Designers to consider shared meeting/office space available to all lease holders
Maintenance access	The rejuvenation process may allow for some improvements to how the existing plant and spaces are accessed. The HCC Facilities Team have requested better access to the main roof be incorporated and possible relocation of HVAC to external space.	Designer to confirm feasibility HCC Facilities Team to provide guidance on budget to allow for these operational improvements

9.3 Stakeholder engagement

HCC Communications Team have confirmed that a public consultation exercise will be undertaken to inform residents and users of the proposed improvements. A key part of the Community and Engagement Plan will be to focus on managing disruption during the construction. The current Plan will need to be updated during the next phase of the project.

ACTION: HCC to update Community and Engagement Plan (Rebecca Robinson)

9.3.1 Iwi engagement

During the business case Rawiri Bidois was consulted to confirm appropriate level of input at report stage. Because it was not a complete rebuild the engagement recommended was "inform" only. However as this

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moves into design development stage it is expected that Iwi will help guide a final form and cultural branding of the rejuvenated centre. Once funding is approved for pre-implementation, the Project Team should begin discussions early.

9.4 Risk allocation and transfer

The key risk types that could delay the project are:

- Funding risk – the Rejuvenation will have to compete for funding in a NTLP period is currently forecast to be close to fully allocated making joint funding from Waka Kotahi a risk
- Technical risks where effects either lead to significant design change or cause significant cost escalation (by introducing or increasing the scope of mitigation)
- Programme risks caused by for example, discussions with affected parties and stakeholders, staff resourcing, or hearings and appeal processes
- Public pushback caused by local opposition to project in the face of raising rates and opposing sentiment towards funding public transport rather than increasing private vehicle capacity.

Risk	Management approach
Financial risk	Robust case as documented in this business case sets out the need for improvement
Technical risks	Robust technical reviews and robust submissions for approvals.
Programme risks	Careful programme against realistic deliverables.
Reputational risks	Ensure pro-active and regular stakeholder and public communications.

A risk register has been developed which should be used as a live document as more information becomes available, and as different specialists review along the way.

ACTION: Transfer of the risk register to HCC for continuation through the next phases

9.5 Project governance

Project Governance is expected to meet on a regular basis, in line with key project milestones during pre-implementation phase and monthly during implementation, to ensure the project is running smoothly without unnecessary disruption to operations. It is expected that changes in scope, budget and timelines will all need approval by the governance group.

Table 27 Project governance table (draft)

Role	Name
Governance Group	General Manager level due to sensitive nature and elected member interest (Chris Allen, Eeva-Liisa Wright), WRC Public Transport Manager (Andrew Wilson) and Waka Kotahi Regional System Design Manager It may also be useful to have a Communications Team sub-group.
Project Sponsor – Hamilton City Council	TBC - likely to be Transportation Unit Manager or PT & Urban Mobility Programme Delivery Lead.
Client Project Lead – Hamilton City Council	TBC - Project Manager from City Development
Investor Client – Waka Kotahi	TBC

Whilst there is investment sought from Waka Kotahi, it is recommended the HCC remain as the lead agency as they have led the project since the Strategic Case stage and have strong relationships with

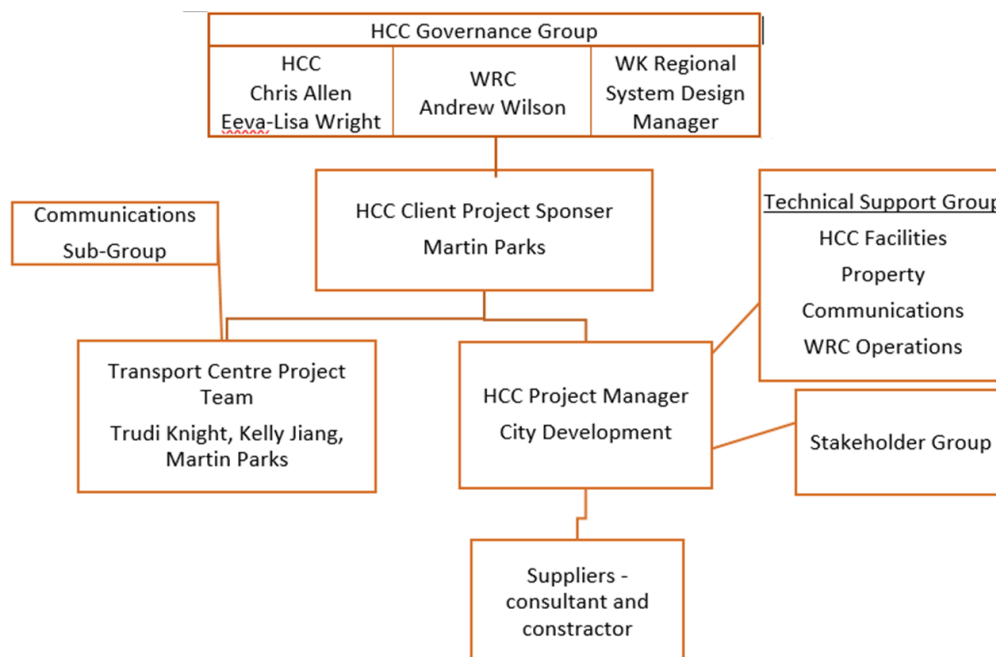
residents and local stakeholders such as the Hamilton Central Business Association. HCC will however need to seek external capability to undertake detailed design.

ACTION: HCC to prepare and agree a suitable governance structure that outlines the key roles and responsibilities for the delivery phases.

9.6 Project management and delivery

9.6.1 Project structure (draft)

Below is a preliminary project structure based on ideas from the Part C works, the final project structure will be as agreed by HCC.



9.7 Delivery management

Table 28: Roles and Responsibilities

Role	Name	Responsibility
HCC Project Manager	TBC	Overall delivery lead and expected to chair the weekly project meeting. Also provides link from operations to project governance. Client Project Lead as above
Project communications	TBC	Expected to come from HCC or WRC and work across both agencies to ensure scheduled and reactive messaging is implemented efficiently. Lead Comms sub-group
WRC Operations	TBC	Key WRC contact providing link between WRC staff and Project Team

Role	Name	Responsibility
Contractor Site Manager	TBC	Dependant on procurement responsible for delivery of construction works. If Design Build contract then will be responsible for design phase also.
Design Lead	TBC	Lead design consultant or separate programme manager responsible for design phases
Other	TBC	Due to complexities will need support from other teams e.g., HCC Facilities, Communications etc.

9.7.1 RACI matrix

Operational Leadership – expected to meet on a weekly basis and chaired by HCC PM but also includes main contractor's contract manager,

A RACI matrix is to be developed to help guide the actions and processes of the next stages of the project. It will provide clarity delivery responsibilities through the various stages of the project, the terms used in the matrix are described below:

R = Responsible

A = Accountable

C = Consulted

I = Informed

Draft

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Table 29: Draft RACI matrix (Draft)

Governance	HCC PM	WRC	Waka Kotahi	Communications	HCC Facilities/Maintenance	Operators	Contractor	Design Team
Business Case								
C	A - Martin Parkes R - Fitzwalter Jain Consulting Ltd	C - Operations	R - for IQA and internal funding approvals	I - HCC Rebecca Robinson	C	C - Go-bus and Intercity	N/A	R - Stantec C - Isthmus
Preliminary Design								
C	A - TBC	C	C	R - C&E activities only	C	C	To be determined (ECI)	R
Detailed Design and Procurement								
A	A	C	C	R - C&E activities only	I	C	Depends on contract type	R

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Governance	HCC PM	WRC	Waka Kotahi	Communications	HCC Facilities/Maintenance	Operators	Contractor	Design Team
Implementation								
A	A	C	C	R – C&E activities only	C	C	R	C – MSQA support if not supplied by HCC
Post Construction – Maintenance and Operation								
N/A	I - during hand over period	A – for service delivery	C	R – C&E activities only	A – for upkeep, renewals and repairs	R – for continued operation of services	R- defect liability period	I – only required for specific unplanned issues or further modification
Post Construction Monitoring								
N/A	A – expected change of PM	A	I	N/A	N/A	N/A	N/A	N/A

ACTION: HCC to update RACI Table (Martin Parkes and City Development PM)

9.8 Construction staging

High-level consideration has been given on how to stage delivery (construction) in a way that will allow for existing operations to continue. It was agreed that closure of the Transport Centre during construction was not feasible. This discussion took place during the business case phase because there is a short timeframe between business case approvals to expected 2021/22 implementation). This early consideration allows for work to begin on issues such as operational disruption mitigation(s).

Discussion was high-level and will be adapted as more information becomes available. Crucially, construction staging will need to be discussed and agreed with the contractor to confirm and ensure its appropriateness.

One option for staging is to follow two main phases:

1. Close the southern half (though likely affecting more than half the bus bays) of the existing platform, and the existing car park (located adjacent to Bryce Street). While works are undertaken on the southern half, the unaffected northern bus bays would remain operational, as well as the main building of the Transport Centre.
2. Once works are completed on the southern end of the bus platform it would become operational and works would begin on the northern half and the Transport Centre main building. It is noted that the northern half of the staging has the potential to take longer due to the size and scope of the works (including interior works) than stage 1.

The following diagrams depict the potential staging that was discussed during the Management Case workshop in more detail.

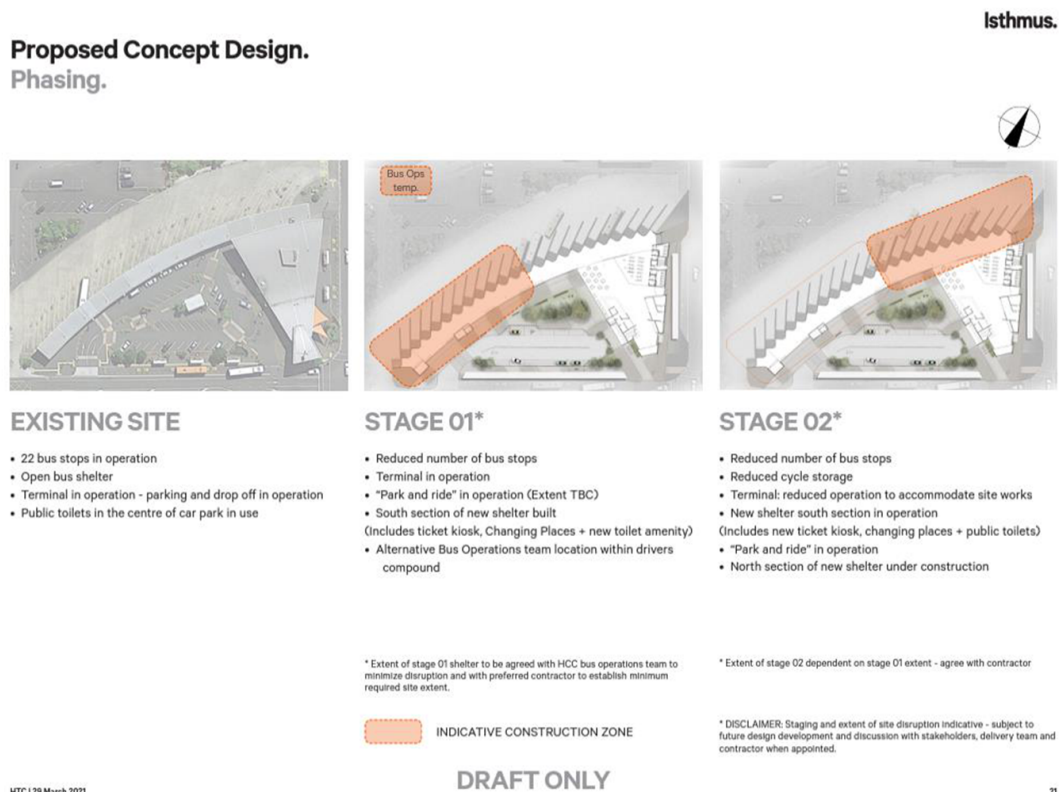


Figure 9-1: Delivery stage 1

Proposed Concept Design. Phasing.

Isthmus.

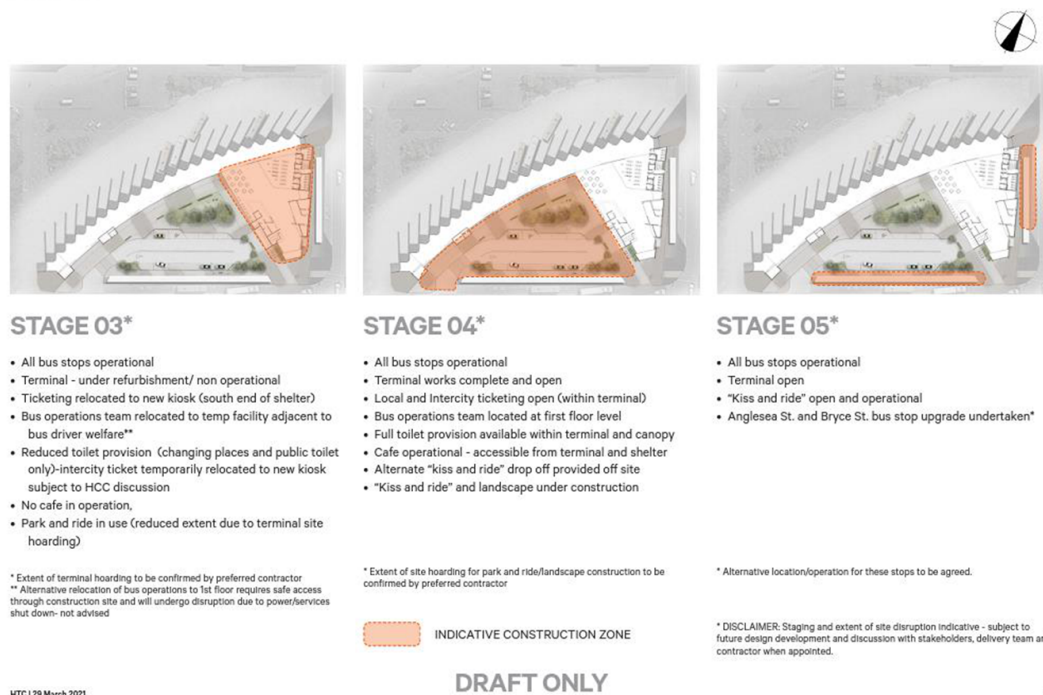


Figure 9-2: Delivery stage 2

9.8.1 Temporary bus bays

The above delivery staging approach is expected to result in more than half of the existing bus bays not being available during construction. During the Management Case workshop three options to deal with the shortfall were discussed;

- off-siting bays at another venue,
- off-siting on the adjacent road network, and
- adjusting the timetable to use the existing reduced bays.

The timetabling approach was discarded, and the risk of having buses arriving behind buses using the bays was noted. Relocating bays onto the adjacent network was considered possible, however it was stated that they needed to be located nearby the Transport Centre (ideally within 1 block) to minimise disruption, and safety risks. Relocating the Intercity service completely temporarily to Rotokauri was considered possible, and was investigated further.

The following table summarises the bus bay shortfall responses, with the issues to be resolved and actions.

Table 30 Temporary bus stop issue register

Potential bus bay shortfall response	Issues to be resolved	Actions
Temporarily relocate Intercity Bus services with	Intercity currently utilise four bays within the transport centre and require simultaneous use of all four twice a day due to legally mandated driver breaks and passenger's connection requirements. Intercity have expressed a strong desire for the temporary bays to be co-located to increase	HCC, Intercity and WRC to investigate further

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Potential bus bay shortfall response	Issues to be resolved	Actions
alternative city centre location	passenger safety and connection between services. Rotokauri was proposed as a potential relocation space to establish if Rotokauri provided a suitable venue Joleen Redden (Intercity) and Greg Cox (Ritchies) visited the site and concluded the site was unsuitable due to there not being a suitable northbound connection to SH1, which in turn compromises legally required driver breaks. Other sites are to be investigated, such as repurposing the carpark at the back of Stand V or an on-street option.	
	Provision of necessary amenities such as food dispensing machine(s) (note: patrons often seek food and drink facilities at stops, and drivers are required to rest away from their vehicles)	HCC to investigate
	Provision of security, if necessary (note: some services can be late at night, and the location is currently relatively remote).	CitySafe to investigate
	Necessary scheduling of venue use (note: GoBus currently occupy some of the existing space.)	WRC to prepare
Temporarily relocate Intercity Bus services	Provision of necessary amenities such as food dispensing machine(s) (note: patrons (esp. inter-regional) often seek food and drink facilities at stops, and drivers are required to rest away from their vehicles)	HCC to investigate
	Provision of security, if necessary (note: some services can be late at night, and the location is currently relatively remote).	CitySafe to investigate
Temporary bus bays / super stop(s) located close to the Transport Centre.	A preliminary assessment of temporary bus bays / super stops has been conducted that identifies 15 – 16 spaces within the block surrounding the transport centre. However many of these stops will require further investigation, such as the stops located over the rail tunnel as this has been identified in the past as not having enough cover to the tunnel. Other issues relate to access visibility and in some cases minor obstruction.	Fully investigate the identified spaces
	Discuss logistics with Hamilton Girls and Boys High School's. Students from these high schools are frequent users of the existing facility and directing them to the correct temporary bus stops will be an important facet during the construction period.	HCC – Communications representative
	Develop and deliver a communications and engagement plan. Information provided to bus patrons will need to be clear to minimise their disruption.	HCC – Communications representative
	Consult with Māori wardens on how they may be able to assist in the transition period during construction.	HCC – Communications representative

High-level analysis of how many people were using each bay was undertaken to help assess how to manage the services during construction. The data used (an aggregation of all tagging-off, tagging-on, and transfer tagging-on during the time period) was over a 7-day period (22 February 2021 – 28 February 2021). It is noted that at 6am on 28th February all places outside of Auckland were set to Covid-19 Alert

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Level 2⁴¹ which may have impacted the numbers reported. Results show that generally the platform busyness is spread, although perhaps with some greater concentration at the southern end of the main platform (particularly Bays S and Q). Busier bays may require greater space for pedestrian movements.

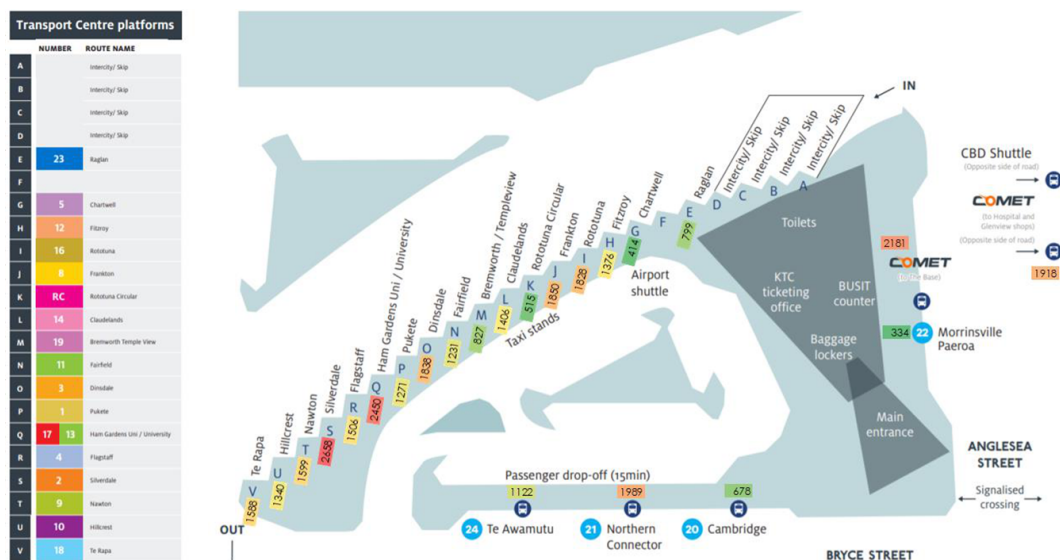


Figure 9-3: Bus bay busyness (22/02/2021 – 28/02/2021) – all tag-off, tag-on, and transfer tags⁴²

9.9 Procurement of implementation stage

It is expected that the concept and design/performance requirements documented in this business case will set the pathway to design stages. The model and structure of the pre-implementation has yet to be finalised.

Selecting a delivery model for the detailed design and construction (pre-implementation and implementation phases) requires careful consideration of the activities involved and the capability and capacity of resources to deliver them.

Table 31: Delivery model discussion

Delivery Model	Description	Benefits	Disbenefits
Staged	<p>Delivery through two separate contracts</p> <ol style="list-style-type: none"> Detailed Design and construction monitoring Construction phase <p>Supplier selected using price / quality assessments.</p> <p>Lump sum or schedule of prices.</p>	<p>A high degree of purchaser control is possible.</p> <p>Greater and earlier certainty over final outputs and costs possible.</p> <p>Contract management is simplified as decisions are solely made by the purchaser.</p> <p>Transaction costs for both supplier and the purchaser are reduced.</p>	<p>Separation of designer and builder may not encourage innovation.</p> <p>Ongoing and significant involvement of the purchaser in project management.</p> <p>Less coordination between the design and construction phases.</p> <p>Design errors may be costly to fix.</p>

⁴¹ Source: <https://covid19.govt.nz/alert-system/history-of-the-covid-19-alert-system/>

⁴² Base map source: <https://www.busit.co.nz/assets/TC-Platform-Map.pdf>

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Delivery Model	Description	Benefits	Disbenefits
	Roles well defined and understood. The purchaser is more able to control the scope. Risk largely managed by the purchaser.		
Design Build	<p>Delivery through a single supplier to complete all detailed design and construction.</p> <p>Includes options to</p> <ol style="list-style-type: none"> Design and construct Design as one contract and replaced contract for construction. <p>Lump sum with one price to the supplier for the delivery of outputs.</p> <p>Risk transferred to the supplier. Purchaser less involved in design and construction.</p>	<p>Quicker start times and potentially completion times can be achieved and earlier construction.</p> <p>Purchaser can focus on outcomes via a concept design.</p> <p>Outputs can be clearly defined, technical and financial.</p> <p>Purchaser needs less design resource.</p> <p>Overlapping design and construction increases the potential for innovation.</p>	<p>Proposal preparation costs for potential suppliers can be high which may be reflected in price.</p> <p>Risks may increase around design quality, outcomes, and cost.</p> <p>Standards must be clearly defined.</p> <p>Greater supplier exposure to risk that may increase the price.</p> <p>Post contract award variation may increase costs.</p> <p>May reduce flexibility.</p> <p>The number of potential suppliers may be reduced because of the requirement to accept greater risk.</p> <p>Additional resources may be required for contract management.</p>
Early Contractor Involvement	<p>A variation on design build with contract awarded following concept design.</p> <p>Usually based on a guaranteed maximum price to deliver a defined outcome.</p> <p>Risk transferred to the supplier. Purchaser less involved in design and construction.</p>	<p>Contractor buy-in to methodology allows for WRC and Operators to better plan for phasing.</p> <p>Offers advantages for complex projects where the scope is not fully understood or developed.</p> <p>Often used for 'fast track' projects to decrease delivery time.</p> <p>Involvement of construction expertise in the planning and designing stage includes constructability issues.</p>	<p>Proposals cost higher than design build.</p> <p>Outcomes need to be well defined.</p> <p>Strong probability that variations will be required.</p> <p>Requires robust contract documentation.</p> <p>Complex to administer and may require a principal's advisor to assist the client to ensure best value design is selected.</p>

Given the current uncertainty regarding the structural form, it is considered too early to make a final decision on the best procurement delivery model for the procurement of the implementation stage. However, considering the rejuvenation scope and complexity a design build model is unlikely to be the preferred solution.

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If a complex structural form is selected for the preferred solution the staged delivery methodology may be more appropriate giving the purchaser more control over scope and greater cost and accepting a longer delivery period and reduction in innovation.

ACTION: HCC to decide on appropriate procurement methods for items such as consultant services, project management, design / MSQA, and physical works. First step: HCC to establish their internal Project Manager and procurement of consultancy service.

9.10 Assurance and acceptance

The Project design should be subject to the normal project review processes. Formal construction funding acceptance (sign-off) will require Waka Kotahi Board approval. We consider the following assurance steps prudent to be undertaken:

- Road safety audit
- Peer review of costs undertaken by Quantity Surveyor.

9.11 Cost management

The project design includes mitigation and design risk factors that are already allowed for in the project cost. Further development of the concept design will help provide greater certainty around costs. A risk register should be maintained and if required, the cost estimate revised.

9.12 Issues management

Issues will be managed through a documented issues log. A close working relationship with the client will be beneficial during the remaining phases. This should consist of frequent contact to minimise the risk of issues arising or escalating.

9.13 Assumptions and uncertainties

Several assumptions have been used in the development of this business case, including the following.

- As with any prominent piece of city infrastructure costs can very easily escalate compared to original estimates as features become higher specified and additional outcomes expected. Comparison with Manukau and Christchurch will provide unrealistic expectations due their significantly higher costs of \$35m and \$53m respectively. This will need to be managed so public and stakeholder expectation is not unrealistic.
- In terms of constructability the ideas and analysis have proceeded so far based on the assumption that the suggested treatments are constructable and deliverable. Within a green field site these are likely to be low complexity stages of construction but the need to operate a safe and punctual transport centre serving people of all needs make the process complex.
- At this stage no consenting strategy has been undertaken. It has been assumed that as the function and footprint of the Transport Centre will remain mostly unchanged resource consent requirements need to be confirmed but are not expected. It is assumed a building consent will be required and that this will need to be considered and developed during the next stage of this project. HCC's planning and building team should be consulted with at the earliest stage of the next phase.

9.14 Post implementation monitoring

Once the project is complete it is expected that post implementation monitoring assessment / benefits realisation will be undertaken. Suggested post implementation monitoring processes are listed below. These should be amended and updated during pre-implementation following detailed design.

Table 32: Benefits Realisation Strategy

Investment Objective	Proposed Monitoring	Stages	Responsible
Increase people's overall satisfaction with the Hamilton Transport Centre by X% by Year Z	On-going WRC survey with the general public using the facility. There is potential to align questions so that results	Pre implementation and annually after completion of construction works	WRC as part of their annual customer surveys

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	could be compared with the pre-rejuvenated Transport Centre. Care should be taken in the use of these processes given their limitations. Depending on the timing of WRC's surveys, it may be necessary to have a customer satisfaction survey undertaken prior to works starting.		
Improve comfort and customer experience at Hamilton Transport Centre by improving selected level of service scores from X to Y by Year Z	Undertake revised assessment of Recommended option at various stages to ensure desired improvements are being realised	Tested throughout design process to ensure expected results are not diluted by project decisions. Typically end of preliminary and detailed design Once post construction	Consultant
Improve comfort and customer experience at Hamilton Transport Centre by improving selected level of service scores from X to Y by Year Z	Undertake revised assessment of Recommended option at various stages to ensure desired improvements are being realised	Tested throughout design process to ensure expected results are not diluted by project decisions. Typically end of preliminary and detailed design Once post construction	Consultant
Improve safety within Hamilton Transport Centre by reducing the no. of confirmed incidents from X to Y over Z year period, as recorded by CitySafe	Undertake annual assessment of recorded incidents to establish trend.	Pre-implementation and annually post construction	CitySafe
Improve accessibility at Hamilton Transport Centre by improving selected levels of service from X to Y by Year Z	Undertake revised assessment of Recommended Option at various stages to ensure desired improvements are being realised	Tested throughout design process to ensure expected results are not diluted by project decisions. Typically end of preliminary and detailed design Once post construction	Consultant
Reduce the number of conflict points between pedestrians, buses and other vehicles within the Hamilton Transport Centre from X to Y by Year Z	Undertake revised assessment number of conflict points. Design stages RSAs	Tested throughout design process to ensure expected results are not diluted by project decisions. Typically end of both preliminary, detailed design, and post construction	Consultant
	Undertake revised assessment of Recommended Option	Tested throughout design process to ensure expected results are not	Consultant

	at various stages to ensure desired improvements are being realised	diluted by project decisions. Typically end of preliminary and detailed design Once post construction	
Improve perceived personal safety within Hamilton Transport Centre by improving CPTED qualities of infrastructure by X% by Year Z	Undertake revised assessment of project CPTED qualities and features.	Tested throughout design process to ensure expected results are not diluted by project decisions. Typically end of both preliminary and detailed design, and post construction	Consultant

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10. Financial case

This section includes a summary of the financial impacts and effects of the proposed project. Funding options and potential revenues are also considered.

10.1 Indicative project delivery costs

Project delivery costs at this stage are based the concept level design work completed to date. Whilst this is high level and not suitable for bottom-up cost estimate the current cost estimate is based on construction rates informed by QV Cost Builder, which provides a continually updated table of rates factored to each of the main centres. Table 19 Construction cost estimate and Table 20 Professional fee estimate provide a break down on the anticipated costs. A summary of the expected costs for project delivery are provided below:

- Design and project documentation costs including consultancy fees and Client managed costs (expected estimate \$944,000)
- Construction costs expected estimate \$7,551,000 with lower (base) and higher (P95) confidence values of \$5,808,520 and \$8,683,700.

No property purchase or disposal costs are required to deliver the project.

10.2 On-going maintenance and operations

The proposed works will result in changes to an asset and therefore a corresponding change to the ongoing maintenance and operation.

Additional toilets, floorspace, and other facilities such as real time information and additional seating will result in ongoing maintenance costs. However it is expected that overall maintenance will be the same or less than current costs as there will be improvements to roof access incorporated and identified maintenance issues such as an extra macerator pump incorporated into the capital works and improved roof access that eliminates the need for lift access.

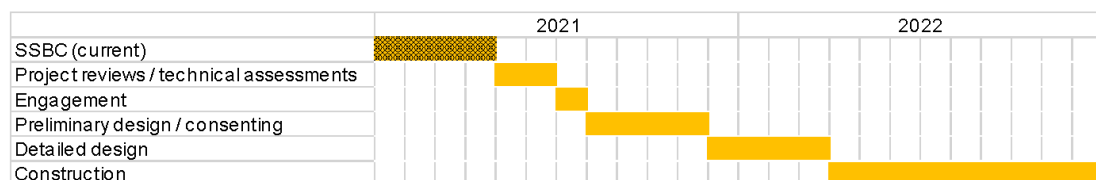
Costs have also been allowed for service continuance during construction delivery. This \$150,000 includes costs such as temporary bus shelters. Additional staff (such as security and customer service) is expected to be provided by WRC or HCC as needed through temporary re-deployment.

10.3 Project timing

Construction at this stage is anticipated to commence in 2022. The duration of construction is unknown and will depend on construction decisions. For example, there may be an opportunity to prefabricate parts of the building and then transport it to site, as opposed to constructing everything on site. These details will need to be discussed with the appointed contractor.

Prior to construction design and procurement of services will need to be completed.

A high-level delivery plan has been prepared and is presented below. Note that this programme will be subject to change based on the completion of actions detailed above (such as discussions on consenting and engagement requirements). The duration of some items, such as construction, will be dependent on decisions yet to be settled on, such as the construction methodology and contract type.



10.4 Collaboration and funding options

Hamilton City Council Long Term Plan 2018-28 includes \$6,498,000⁴³ towards the cost of this project. The project has been included in the Regional Land Transport Plan (2018). The normal 2018-2021 Funding Assistance Rate (FAR) for Hamilton City Council is 51%. Co-investment for the project will be sought from Waka Kotahi.

There are existing leases in the Transport Centre building. There may be opportunities to generate additional revenue within the rejuvenated Transport Centre. This has not been investigated as part of the business case and will need to be assessed through the next stages of pre-implementation.

The Hamilton City Council Facilities renewal programme budget is another possible funding stream to explore. Currently the HCC Facilities renewal programme budget is allocated for improvements to the Transport Centre on various elements including the HVAC system, flooring, CCTV, external lights, and the roof (among other things). The amount allocated over the next ten years amounts to \$2,650,800. The recommended option of the HTC Single Stage Business Case covers, at least in part, several of these elements. Initial discussions have taken place around the possibility of bringing forward the parts of the programme such as the flooring, and bathroom (or part thereof). These discussions should continue within HCC on whether it is possible (and how it would be done) to bring forward this funding and combine it with that allocated for the rejuvenation.

ACTION: HCC PM to ensure internal discussions are had to establish cost reallocation so planned replacements can be incorporated into rejuvenation.

10.5 Financial risk

A key financial risk is ensuring that co-investment from Waka Kotahi is obtained for this project. Waka Kotahi's funding gateway requires approval of this business case. Waka Kotahi have been involved through the development of this business case which is expected to reduce the risk of non-approval.

⁴³ www.hamilton.govt.nz/our-council/10-year-plan/Final%2010Year%20Plan%20Documents/2018-28%2010-Year%20Plan%20FINAL%20for%20WEB.pdf

Appendices



Appendix A Workshop 1 (Part A and B) Notes

Draft

Appendix B Survey Data – Summary of Statistics

Draft

Appendix C Workshop 2 Notes

Draft

Appendix D Workshop 3 Notes

Draft

Appendix E Concept Design

Draft

Appendix F Safety in Design

Draft

Appendix G Risk Register

Draft

Appendix H Management Case Workshop Notes

Draft

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Council Report

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Kelvin Powell

Authoriser: Eeva-Liisa Wright

Position: City Safe Unit Manager

Position: General Manager
Infrastructure Operations

Report Name: Personal Hire Devices- End of Trial Review

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee of the findings of the review of the Personal Hire Devices (PHD) trial in Hamilton
2. To seek approval from the Infrastructure Operations Committee for Personal Hire Devices to become an operational activity.

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

3. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves **Option Two** that personal hire device (PHD) activity continues and the permitting process becomes an operational activity under staff delegation;
 - c) approves that no more than 3 approved Operators and 1,000 personal hire devices be permitted for operation in Hamilton, noting the desire for a variety of devices within the allocation;
 - d) approves that existing operator exclusivity arrangements are terminated;
 - e) notes that public liability insurance of \$2,000,000 will be required by each Personal Hire Device operator;
 - f) notes that staff will administer the personal hire device permit process under the provisions of the Public Places Bylaw 2016; and
 - g) notes that staff will review the Hamilton City Code of Practice for Personal Hire Devices and applicable fees and charges for approved personal hire devices as required as a minimum on an annual basis.
4. That the Infrastructure Operations Committee recommends the Council approves the following fees and charges :
 - a) \$300 annual permit fee;
 - b) fee of \$0.13 per ride; and

- c) a \$10,000 education campaign fund per operator, noting that there may be future ongoing funding shared among all operators for Council and user education.

Executive Summary - *Whakaraapopototanga matua*

5. On 18 June 2019 the Growth and Infrastructure Committee approved a 6-month trial of Personal Hire Devices (PHDs) in Hamilton pursuant to the provisions of the Public Places Bylaw 2016 ([Minutes](#), [Agenda](#)).
6. A Hamilton City Code of Practice was developed outlining the requirements approved operators must adhere to and will be monitored against by Hamilton City Council.
7. Lime Technology (Lime) was the only operator to apply for a permit and were permitted to operate 600 PHDs, effective from 2 August 2019. Lime as an operator was averaging close to 1000 e-scooter trips per day.
8. At the Infrastructure Operations Committee meeting on [27 February 2020](#) an update on the progress of the trial was provided. The Committee resolved to extend the trial for a further 12-month period and agreed to provide Lime a 6-month operating exclusivity period.
9. The resolution also requested staff to report back to the Infrastructure Operations Committee with the outcomes of the extended trial prior to March 2021 and noted that the current permit for Lime (including the exclusivity clause) will be extended until a decision has been made.
10. During 2020, COVID-19 lockdown interrupted the Lime operation of the trial following the extension approval. Lime was unable to operate under their Permit to Trade during COVID-19 central government restrictions during Alert Levels 4 and 3.
11. In May 2020, Lime requested Council to consider changing the fee structure from a 'per device' model to a 'per trip' model. In October 2020 Lime also requested Council consider extending their period of operating exclusivity until the end of the trial period (March 2021). Post COVID-19, e-scooter trips reduced to approximately 500 trips with an average of 10.55 minutes and an average distance travelled being 1.4km.
12. At the Infrastructure Operations Meeting on [8 October 2020](#) the Committee resolved to approve the request by Lime to extend their period of operating exclusivity until the end of the PHD trial (end of March 2021).
13. At the Council meeting on [8 December 2020](#) it was resolved to change the fee structure for PHD operations to one based on a 'per ride', effective immediately.
14. The resolution also noted that following the completion of the current trial (March 2021), staff will report to the Infrastructure Operations Committee with the outcome of the trial and to recommend any amendments to ongoing fees and charges for permitting of Personal Hire Device.
15. Staff have completed a detailed review of the PHD trial which has been used to inform this report. This detailed review included –
 - Responsibility and Regulatory Framework
 - Analysis and use of hired E-Scooters
 - Fees and Charges
 - Results and findings of the Hamilton City Trial
 - Feedback - disability community, Bike Waikato, Hamilton Central Business Association
 - Complaints
 - Education and Training
 - Safety
 - Environmental Impact – Sustainability Consideration

16. Three options for the continuation of the trial were considered by staff-
 - a) **Option One** –the PHD trial is complete and no longer available.
 - b) **Option Two** – the PHD trial is complete and continues as an operational activity managed under staff delegation, including the following -
 - a. Continuation of current fees and charges
 - b. Number of approved operators is capped at a maximum of 3
 - c. Maximum number of PHD's is capped at 1,000 transport hire devices noting the desire for a variety of devices within the allocation.
 - d. Existing operator exclusivity arrangements are terminated, and fresh applications are sought from additional operators.
 - c) **Option Three** – The PHD trial is extended under existing permit arrangements and any existing exclusivity arrangements are terminated.
17. Staff are recommending **Option Two**, that the Personal Hire Devices activity continues and the activity of having devices available for hire from public spaces.
18. Should Option two be approved, staff also recommend that a review and update of the Hamilton City Code of Practice for Personal Hire Devices and applicable fees and charges for approved personal hire devices be completed as required or as a minimum on an annual basis.
19. Staff consider the decision in this report has low significance and that the recommendations comply with the Council's legal requirements.

Background – *Koorero whaimaarama*

20. PHD hire schemes have the potential to help fill transit gaps across the city by providing low-cost transport options. There is potential to get more people using active modes of transport, and PHDs are a way to make active modes more accessible, complementing Hamilton's cycle network and existing public transport network. PHDs offer a new approach for multi-modal movement across the city.
21. The introduction of PHDs complimented the Accessible Streets and Access Hamilton Strategy 'Choice – everyone has travel options for moving around the city'.
22. As there are no legislative regulations around the operation of PHDs a Code of Practice was developed as part of the permit application. Operators were required to address the key requirements of the Code of Practice as part of their initial application.
23. The PHD permit process is covered under the Public Places Bylaw 2016 and only applies to operators who utilise public spaces to operate their business from. Thus, personal devices owned and used by individuals and mobility devices intended to assist people with physical or neurological impairments are excluded from the Bylaw.
24. The initial trial was to enable staff to:
 - I. monitor and assess the impact of PHD operations in Hamilton City, and amend the Code of Practice if required;
 - II. identify locations where restrictions on use, parking or speed may need to be implemented;
 - III. determine the optimum number and mix of devices;
 - IV. understand the costs of monitoring and compliance, to appropriately set fees and charges for full cost recovery; and

- V. work with operators to develop and deliver an education campaign to ensure users know how to ride safely without adversely impacting on other road and pedestrian users.
25. An initial fee structure for operators was:
- I. a \$300 annual permit fee;
 - II. \$55 per permitted device per 6-month period;
 - III. a \$10,000 education programme fund per operator, with an understanding that there will be future ongoing funding shared among all operators for user education; and
 - IV. Public Liability insurance of \$2,000,000 required by each operator.
26. When initial applications from operators for PHD permits were advertised, Lime were the only applicant. They were awarded a permit to operate up to 600 devices and commenced on 2 August 2019.
27. The first trial was from 23 August 2019 to 23 February 2020. The trial was extended for a further 12 months, with the first six months giving Lime exclusivity for scooters. At the completion of the additional six months, other operators were to be given the opportunity to apply and participate in the remainder of the trial.
28. At the Growth and Infrastructure Committee meeting on 27 February 2020 ([Agenda](#)), it was further resolved ([minutes](#)) that:
- I. approved Option Two to extend the trial of personal hire devices activity under the Public Places Bylaw for a further 12 months until March 2021;
 - II. requested staff to report back to the Infrastructure Operations Committee with the outcome of the extended trial prior to March 2021;
 - III. approves no more than 1,000 personal hire devices to operate in the city, noting the desire for a variety of devices within the allocation;
 - IV. recommends Council approves the following fees and charges:
 - a) \$300 annual permit fee;
 - b) \$85.00 per permitted device annual charge;
 - c) \$10,000 education programme fund per operator, with an understanding that there will be future ongoing funding shared among all operators for Council and user education;
 - d) notes that public liability insurance of \$2,000,000 will be required by each Personal Hire Device operator;
 - e) notes that the current permit (*with exclusivity clause*) for e-scooters will be extended to Lime for continuation of a further 6-month trial period;
 - f) notes that staff will administer the personal hire device permit process and review permits and renew the code of practice on an annual basis; and
 - g) notes that staff will report back to the Committee in six months with an update on education initiatives carried out, policy development and safety guidelines.
29. Shortly after the start of the extended trial, Covid-19 struck and Lime were unable to operate for an eight-week period. Data provided by Lime post the Covid-19 lockdown showed that there was a low level of activity. Staff analysis of the information provided confirmed the effects of Covid-19 and variable usage and combined with adverse weather, had significantly impacted upon the number of trips taken in the first six months of the extended trial.
30. Lime then formally requested Council consider extending their period of operating exclusivity until the end of the trial and invited Council to consider introducing a fee structure based on the number of rides taken by each PHD.

31. At the Infrastructure Operations Committee meeting on 8 October 2020 the Committee resolved to:
 - I. receives the report
 - II. approves the request from Lime to extend their current period of operating exclusivity for e-scooters until the end of the current trial (March 2021); and
 - III. asks staff to report back to the next Infrastructure Operations Committee meeting (19 November 2020) on changing the fee structure to a per ride fee.
32. At the Council meeting on 8 December 2020, it was resolved that the Council:
 - I. receives the report;
 - II. approves a Personal Hire Device per ride fee structure until the end of the current trial (March 2021), effective immediately;
 - III. approves the per ride fee to be set at \$0.13 until the end of the current trial (March 2021); and
 - IV. notes that following the completion of the current trial (March 2021), staff will report to the Infrastructure Operations Committee with the outcome of the trial and to recommend any amendments to ongoing fees and charges for permitting of Personal Hire Devices.

Discussion - Matapaki

Review of Personal Hire Devices in Hamilton City

Micromobility

33. The [Mode Shift to Micromobility report](#) recently released by Waka Kotahi NZ Transport Agency in February 2021 suggests an increase of 9% in public transport patronage by 2030 because of first/ last mile micromobility use. The report also suggests that micromobility mode share to be between 3% and 11% by 2030.
34. The introduction of PHDs supports Access Hamilton Strategy 'Choice – where everyone has travel options for moving around the city', and compliments Waka Kotahi NZ Transport Agency Accessible Streets. Accessibility focuses attention on the level of service of the system, rather than on aspects of the transport system only. This allows for the trade-offs between land use, transport and social needs.
35. A measured approach has been taken when permitting PHD operators in Hamilton, with an agreed initial trial to gain understanding of the optimum number of devices and mix of devices that should be available within Hamilton to offer a good range of transport options for users and to ensure public safety. The trial also was to enable Council to understand the level and nature of user education that is requested, and the appropriate fees and charges required for full cost recovery.

Responsibility and Regulatory Framework

36. Responsibility for the regulation and control of e-scooters sits across a range of central government agencies, local government and private companies. The requirements for an operator to trade in Hamilton within a public place is covered under:
 - The Public Places Bylaw 2016
 - Trading in Public Place Policy 2020
 - Terms and Conditions of Trading in a Public Place Permit
 - Hamilton Council Code of Practice for Personal Hire Devices.

Operators

37. Lime was the only operator issued with a permit to hire PHDs in Hamilton during the period of the trial. All information, trip data references and PHD activity is based on the Lime operation.
38. Having a single operator throughout the trial has impacted upon the ability to form an evidential basis as to the optimum number of operators and devices that would be sustainable for Hamilton.
39. For the duration of the PHD trial there has been regular engagement between Lime and Council staff to review the progress of operations. This has allowed for the creation of a range of slow speed zones, no ride zones and no stopping/ parking areas being created across the city during the trial. Additionally, the operator has moved to introduce 'no parking' zones at the request of other stakeholders including high schools, Waikato University, Wintec and The Base.
40. More recently the operator has commenced an incremental upgrade of their Hamilton based e-scooter fleet. The newer Lime Okai Scooter has a number of safety features including enhanced wheel size, wider footboard, a front suspension and an integrated bell for alerting others.
41. No e-bicycle hire has been started or put in place during the period of the trial.
42. It is suggested that by opening the opportunity for other operators to provide PHDs, it will help Council meet its aspirations to provide choice and to encourage the community to try out the expanded range of safe and reliable choices for moving around the city.

Analysis of Hired Personal Hire Devices

43. In the period immediately following the launch of Lime, there was a consistent high level of use as people trialled PHDs for the first time. This initially averaged near 2,000 trips per day.
44. In the period from November 2019 until Covid-19 lockdown at the end of March 2020 the number of trips per day remained consistently at around 1,000 rides per day. Lime was unable to operate during Covid-19 Alert Levels 4 and 3.
45. Since Lime recommenced operations in mid May 2020, the number of daily trips has remained low, averaging around 500 trips per day. However, on the day of the recent SIX60 performance at Claudelands Events Centre the number of trips taken exceeded 2,000 rides for the day, indicating that PHDs can play in mobility solutions during major events.
46. Heatmaps of trips taken indicate hired e-scooter trips are widespread around Hamilton with areas of concentration in the CBD, Chartwell and the University Area, with an increased number of trips during the afternoon and evenings. The use of a hired e-scooter is at its least between 7am and 9am on weekends.
47. Data for the period August 2019 to March 2021 indicate that the average distance travelled per trip was 1.40 km. During this same period the average duration of each trip taken was 10.55 minutes.
48. This is in keeping with international findings that micromobility is used for short trips for use at the start and end of a journey.

Public Survey

49. An initial public survey was conducted between January and March 2020. A second identical survey was available to the public between February and March 2021. The purpose of the second survey was determine whether the public perceptions towards the use of personal hire devices had changed.

50. Public feedback from the 2021 survey suggest that the community has become more accepting of hired e-scooters being available on Hamilton streets as rider behaviour improves. The Hamilton Central Business Association has felt the availability of e-scooters for visitors to the city is sustainable transportation option and enables ease around our city. The Disability Community is in support of hired e-scooters, however they request more is done to support the more vulnerable in the community with improved regulations, education and infrastructure.

Safety

51. Hospital admission data for Waikato District Board (Hamilton City boundary) indicates that between August 2019 and September 2020 16 people were admitted to hospital with injuries from riding a hired e-scooter. This compared with one admission from riding a personal e-scooter and two from riding an e-bike. The data obtained was restricted to e-devices only, both personal and hired devices.
52. Of the sixteen persons admitted to hospital following a hired e-scooter incident, nine of the incidents occurred on a road and seven on a footpath. Two thirds of those admitted were male and half of the incidents occurred between 11pm and 4.30 am. The average age of those admitted was 27 and half of those admitted were noted to have consumed alcohol. Half of the incidents occurred in the Hamilton CBD.
53. ACC data was obtained relating to new claims made relating to injuries arising from use of use of e-scooters, e-bikes and bicycles. For the period September 2019 to February 2020 there were 172 e-scooter claims (average 28 per month), four e-bike claims and 802 bicycle claims (average 133 per month) claims made to ACC.
54. For the period June to December 2020 there were 77 e-scooter claims (average 11 claims per month), zero e-bike claims and 806 bicycle claims (average of 115 per month) made to ACC.
55. 60% (200) of the new e-scooter ACC claims were from individuals aged between 15 and 34 years of age, with while 37% (125) made by individuals in their 20's. By contrast 40% of the cycling claims (530) were made by individuals under 14 years of age. A further 23% of cycling claims (303) were made by individuals older than 45 years of age.
56. The most common primary diagnosis is soft tissue injury, followed by laceration, puncture, sting and fracture and dislocation. The Hamilton results are consistent with other cities.

Fees and Charges

57. At the commencement of the PHD trial, fees were based on charging per device with a total number that could be deployed. This methodology was based on the public space they would use, whilst not wanting surplus devices creating clutter or trip hazards. The initial per device fee was \$55 for the initial six-month trial. This was then increased to an annual fee of \$85 per device for the following 12-month trial.
58. Fees and charges collected during the trial period have contributed towards the recovery of some of the costs Council have incurred associated with administration, compliance, stakeholder engagement, reporting, education and data analysis undertaken by a range of staff members.
59. Internationally, there has been a wide range of approaches adopted around how fee structures for PHDs are created and applied. These include flat fees for reviewing an application, flat fees for permit granting, per device fees, per trip fees, a combination of device and trip fees and parking duration fees.

60. In New Zealand there has likewise been a range of fee approaches adopted, from fees based on m2 calculations in Christchurch, to graduated tiered location approaches in Auckland, to zero fees in Dunedin and most recently the adoption of a per trip fee structures in both Tauranga (\$0.15 per trip) and Wellington (\$0.11 per trip).
61. Other Councils are now actively considering the potential opportunities that could be created through operating a per trip fee structure rather than on the basis of the maximum number of devices permitted.
62. Shared micro mobility is in the infant stage as a transport mode and as technology, type of devices, improvements to current devices (e-scooters, e-bikes, e-moped, e-skateboards) and infrastructure changes to accommodate such mode improves, the use of shared micro-mobility will increase. Council will need to consider costs associated to these changes and ensure the fees and charges meet the required cost recovery.
63. Overseas many different types of trip payment schemes are now being investigated and used, including but not limited to; rental of an e-device for a week or a month and purchase multiple trips. As options for payment to use shared micromobility changes, Council may need to consider a more dynamic system for how fees and charges are leveraged.

Number of PHD Devices

64. Lime were permitted to operate up to 600 PHDs and settled on an average of 550 devices being available. From January 2020 an average of 430 e-scooter devices have been deployed.
65. The current volume of daily PHD trips made, would suggest that the current cap of 1,000 devices is appropriate for Hamilton. There is a risk that any further increase in the cap could result a 'flooding' of the market and potentially impacting upon the safety of riders and pedestrians across the city.
66. A key metric when considering PHD hire schemes is the number of times, on average, each scooter is used each day. Overseas research and operator discussions suggests that the optimum for an operator is to achieve around 3.0 rides per vehicle per day (RVD). An RVD greater than 3.0 would suggest an excess in demand that is not being adequately met and potential customers will experience difficulties in locating a PHD for hire. An RVD of less than 2.5 would suggest there is an oversupply of PHDs on the streets.
67. In the period from October 2019 to February 2020 the RVD for Hamilton was between 1.8 and 1.9 with an average of 1.8, based on 550 PHDs. For the period May 2020 (post Covid-19) to March 2021 the RVD for Hamilton was between 0.8 and 1.4 with the number of devices available varying between 431 and 550.

Parking and Nuisance

68. Riders are encouraged to park PHDs in a courteous manner however over half of the complaints received by Council related to illegally or hazardously parked e-scooters. Of the 167 respondents to the e-scooter survey for 2021 who advised they had made a complaint, 123 respondents identified they had made a complaint relating to e-scooters left lying around.
69. Lime have recently introduced a training mode feature available on e-scooters which allows riders to choose a lower speed of 14 km/hr while they are learning along with a 'digital first ride' for riders to take part in rider safety lessons online. Since Covid-19 Lime has introduced a rider safety quiz that riders must take to ensure they are aware of correct riding and parking behaviour.
70. More recently Lime have been running a parking safety education campaign by rewarding riders who consistently park well with rider credits.

71. Dedicated e-scooter parking is available in Garden Place to encourage courteous parking. Opportunity exists for other high use locations to be considered for designated e-scooter parking spaces. Currently there is no incentive provided for operators to make use of the dedicated parking places.

Hamilton City Code of Practice Review

72. The [Hamilton City Code of Practice for Personal Hire Devices](#) has been reviewed and it is considered to be fit for purpose in terms of setting the requirements and recommendations that Operators are required to follow as part of delivering safe and effective PHD schemes in Hamilton.
73. Opportunity exists to further strengthen the Code of Practice by setting minimum safety requirements on the devices that are available for hire in Hamilton. Examples of such minimum safety standards could include setting minimum wheel sizes, requiring hand operated braking systems, lighting on front and back of each device and mandatory availability of helmets to allow the rider the choice to use it.
74. The Hamilton City Code of Practice will be reviewed again once the Infrastructure Operations Committee and Council has decided on the future of PHDs in Hamilton.
75. The review of the Hamilton City Code of Practice will also include engagement with our key stakeholders.

Options

76. Staff have assessed that there are three reasonable and viable options for the Infrastructure Operations Committee to consider. These are:
- **Option One** – That the trial of Personal Hire Devices is completed and is no longer available in Hamilton.
 - **Option Two** – That the Personal Hire Devices continues with the activity of having devices available for hire from public spaces and the permitting process becomes an operational activity under staff delegation. This option includes:
 - I. The continuation of the current fees and charges:
 - a. \$0.13 per ride payable by an approved operator,
 - b. a \$300 annual administration fee for administering and reviewing of permits, and
 - c. a \$10,000 safety fund per operator, with an understanding that there will be future ongoing funding shared among all operators for Council and user education;
 - II. That the number approved operators is capped at a maximum of 3, noting the desire for a variety of devices within the capped figure allocation.
 - III. That the number of PHDs able to be deployed is capped at 1,000 devices, noting the desire for a variety of devices within the capped figure allocation; and
 - IV. That existing operator exclusivity arrangements are terminated, and fresh applications are sought from additional operators to apply for a permit to operate in Hamilton.
 - **Option Three** – That the PHD trial is extended for further period under the existing permit arrangements but that any existing exclusivity arrangements are terminated.

77. Staff recommend **Option Two** that the PHD activity continues and that the permitting process becomes an operational activity under staff delegation. This is viewed as being a viable alternative for operators. It would offer operators incentives to increase the number of rides taken and support them to becoming sustainable operators in Hamilton while at the same time minimising any reduction in revenue for Council. There is sufficient maturity in the understanding of the operating environment, to progress the operation of PHD hire services to become an operational function.
78. The existing application process allows for operators to assess the Hamilton market and propose the optimal number of devices they would like permitted and that are financially viable for their business.
79. If either option two or three is approved, then all operators who have previously engaged with staff about operating a PHD business in Hamilton would be invited to submit their proposal. This process is similar to the approach that other local authorities have undertaken as part of their selection of operators.

Financial Considerations - *Whaiwhakaaro Puutea*

80. The proposed fees and charges set for this activity are not enough to fully cover the costs associated with implementation, monitoring, compliance and education activity involving PHDs. Staff are unaware of any Council that has a fee structure that results in full cost recovery of staff time required to fully implement a PHD programme.
81. It is suggested that a per ride fee structure incentivises the operator to maximise rides and therefore potential also exists for Council to collect more fees if there is a surge in the number of rides taken.
82. Other options for Council's consideration to offset the reduced revenue might include:
 - requiring permit holders to pay an additional monitoring deposit and allow Council to make deductions from that for monitoring and compliance activity; or
 - initiating a process that allows Council to recover costs involved in monitoring and managing complaints and code of practice issues. Such costs could be invoiced directly to the permit holder.

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

83. PHDs are permitted activity under the Public Places Bylaw.
84. Staff confirm that the staff recommendation complies with Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

85. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
86. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
87. The recommendations set out in this report are consistent with that purpose.

Social

88. PHDs provide an alternative form of transport for people to connect and engage with their communities. Although only in operation for 12 months, e-scooters have become an alternative form of transport for residents and visitors. This type of activity supports the priority outcome of the Access Hamilton Strategy 'Choice – everyone has travel options for moving around the city.

Economic

89. PHDs can be an economic way of travelling around the city.
90. Visitors to the city can access PHDs to move around the city on short trips or to local attractions, therefore supporting Hamilton's economy.
91. The permitting of PHD operations, provides opportunity to bring small – medium businesses into the city and provide casual and part time employment opportunities.

Environmental

92. PHDs are an alternative transportation choice for residence and visitors to move around the city offering sustainable transportation options.
93. Some PHD schemes utilise electric devices, while others may use devices with components which may or may not be able to be recycled. Consideration of recycling is given to the end-of-life management of all devices, which is outlined in the Hamilton City Council Personal Hire Devices Code of Practice and application process.
94. There have been instances during the trial where devices have ended up in the Waikato River and Hamilton Lake. Lime has gone to great lengths to ensure that these are retrieved immediately on notification. Within the terms and conditions of the PHD Permit, the KPI for retrieval of a device from the river is within five (5) hours of being notified.

Cultural

95. The process used to implement the Code of Practice for Personal Hire Devices was previously discussed with Te Haa o te Whenua o Kirikiriroa (THaWK).
96. While there has been no specific feedback provided, staff will continue to engage and liaise with THaWK and include their feedback in assessing future applications, review the code of practice and restrictions on sites for the PHD activity.

Risk - *Tuuraru*

97. Should the staff recommended option two be approved and a decision be made not to cap the numbers of operators and of PHD's to 1,000, there is a risk that operators will 'flood' the market, potentially impacting on the safety of users and pedestrians across the city and the economic viability of operators wishing to establish in Hamilton.

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

Significance

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

Engagement

99. Key stakeholders and community were asked for feedback and invited to participate in a survey of PHD use. The survey was open from 15 February 2021 to 1 March 2021. Initial analysis of the survey has been discussed as part of this report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Review of Personal Hire Devices in Hamilton City - March 2021 Final

Item 9

Review of Personal Hire Devices in Hamilton City



March 2021



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This report has been developed as part of the review of the Personal Hire (Transport) Device activity which is managed under Hamilton City Council's Public Places Bylaw 2016. The report has been authored by Kelvin Powell (City Safe Manager) and Lisa Litton (Performance and Support Manager, Transportation). Waikato District Health Board and ACC have provided data to inform this report.

Executive Summary

In a recent report released by Waka Kotahi NZ Transport Agency¹ in February 2021, shared micro-mobility devices such as e-scooters and e-bikes were identified to be between 3% and 11% of all transport modes by 2030. The report also suggested a potential increase of 9% in public transport patronage by 2030 as a result of first/ last mile micromobility use.

There are currently no national standards in place for the regulation and control of e-scooters, meaning that the regulation sits for the regulation and control of e-scooters across a range of central government agencies, local governments and private companies. The requirements for an operator to trade in Hamilton within a public place is covered under the Public Places Bylaw 2016², Personal Hire Devices Terms and Conditions of Trading in Public Places³ and the Hamilton Council Code of Practice for Personal Hire Devices⁴.

Latest data for Hamilton, show that the use of personal hire devices, in this instance hired e-scooters, have an average duration use of 10.55 minutes and travel an average distance of 1.40kms per trip.

Heatmaps of trips taken indicate hired e-scooter trips are wide spread around Hamilton with areas of concentration in the Central Business District, Chartwell and the University area, with an increased number of trips during the afternoon and evenings. The use of hired e-scooter is at it's least between 7am and 9am on weekends.

A key metric when considering PHD hire schemes is the number of times, on average, each scooter is used each day. Overseas research and operator discussions suggests that the optimum for an operator is to achieve around 3.0 rides per vehicle per day (RVD). A RVD greater than 3.0 would suggest an excess in demand that is not being adequately met and potential customers will experience difficulties in locating a PHD for hire. A RVD of less than 2.5 would suggest there is an oversupply of PHD's on the streets. Hamilton City currently has a RVD of 1.2. On 27 February 2021, SIX60 performed at Claudelands Park and trip rides for that day exceeded 2,000 with a RVD of over 4.0.

Public feedback from the 2021 survey suggest that the community has become more accepting of hired e-scooters being available on Hamilton streets as rider behaviour improves. The Hamilton Central Business Association has felt the availability of e-scooters for visitors to the city is a sustainable transportation option and enables ease around our city. The Disability Community is in support of hired e-scooters, however they request more is done to support the more vulnerable in the community with improved regulations, education, and infrastructure.

Safety remains our primary objective and it is our duty to protect the rights of the public to safely use and enjoy Hamilton's roads and walkways. The initial trend with a high number of ACC claims and hospital admissions has steadied. Of the 16 hospital admissions from hired e-scooters

¹ Waka Kotahi NZ Transport Agency, 2021 – Retrieved from [Research Report 674 Mode shift to micromobility | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](#)

² Hamilton City Public Places Bylaw 2016 -Retrieved from [Public Places bylaw hamilton 2016 - Google Search](#)

³ Hamilton City Council, 2019, Personal Hire Devices Terms and Conditions of Trading in a Public Place Permit – Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

⁴ Hamilton City Council (2019). Code of Practice for Personal Hire Devices - Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

incidences in Hamilton, 9 of these had occurred by mid December 2019 (5 month period from launch in August 2019). Over the next 15 months, there were a further 7 hospital admissions. A similar trend is observed in the number of new ACC claims relating to e-scooters. Changes to operations, along with improved safety features on devices and the introduction of central regulation changes should see a further reduction in hospital admissions and new ACC claims.

Complaints to Hamilton City Council relating to illegally / hazardously parked e-scooters, aggressive behaviour while riding and near miss/ hit have declined over the months. However ongoing education and training is needed as there are opportunities for improvements. Designated drop-off zones in high use areas, will go some way in addressing the concerns from the public about devices 'littering' the area and being a trip hazard.

Shared micromobility is in the infant stage as a transport mode and as technology, type of devices, improvements to current devices (e-scooters, e-bikes, e-moped, e-skateboards) and infrastructure changes to accommodate such modes improves, the use of shared micro-mobility will increase. Council will need to consider costs associated to these changes and ensure the fees and charges meet the cost recovery required.

Introduction

A societal shift is happening around the globe with the introduction of cost effective and tech-enabled transport choices, such as bike share and electric scooters.

Micromobility mode share, also known in Hamilton as Personal Hire Devices (PHDs) include, but are not limited to, bicycles and scooters and are intended to be used to transport 1-2 people short distances; are located in and available for hire from public spaces, usually for periods of short durations. PHDs are an alternative transportation choice for residents and visitors to move around the city utilising sustainable transportation options.

A recent report released by Waka Kotahi NZ Transport Agency in February 2021 suggests an increase of 9% in public transport patronage by 2030 as a result of first/ last mile micromobility use. The report also suggests that micromobility mode share to be between 3% and 11% by 2030⁵.

The Ministry of Transport Outcomes Framework⁶ is a guiding principle for making transport decisions. Decisions are based on delivering positive social, economic, and environmental outcomes across five core outcomes:

1. *Inclusive Access - Enabling people to participate in society through access to social and economic opportunities, such as work, education, and healthcare.*
2. *Healthy and Safe people - Protecting people from transport-related injuries and harmful pollution and making active travel an attractive option.*
3. *Environmental sustainability - Transitioning to net zero carbon emissions, and maintaining or improving biodiversity, water quality and air quality.*
4. *Economic prosperity - Supporting economic activity via local, regional, and international connections, with efficient movements of people and products.*
5. *Resilience and security - Minimising and managing the risks from natural and human-made hazards, anticipating and adapting to emerging threats, and recovering effectively from disruptive events.*

The success of Hamilton's transport system relies on creating a new approach for multi-modal (different types of transport) movement. The transport system needs to provide residents, commuters and visitors with an expanding range of safe and reliable choices for getting around, as alternatives to taking their car.

Lime e-scooters have been operating in Hamilton on a trial basis since August 2019. With the trial due to end, a decision is required on whether to continue to issue licences for rental e-scooters, e-bike or other personal hire devices. Consideration is given to whether allowing PHDs is a transport

⁵ Waka Kotahi NZ Transport Agency, 2021 – Retrieved from [Research Report 674 Mode shift to micromobility | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](#)

⁶ [Transport Outcomes Framework | Ministry of Transport](#)

decision that supports the 5 guiding outcomes as outlined in the Ministry of Transport Outcomes Framework⁷ and is the Code of Practice⁸ meeting the needs of our community.

If the decision is to continue to issue licences for PHDs the following needs to be considered:

- Is a further trial period required or is the availability of PHDs to continue as day to day business activity under the Public Places Bylaw 2016.
- fees and charges structure (including insurance),
- allocation of PHD's - how many and what types of PHD can be deployed around our city at any one time,
- data sharing formats.

And specific to e-scooter rentals

- Minimum specifications of e-scooter to be offered for rental, including safety and maintenance,
- additional safety and risk management mitigations

The content of this report will support the Council Report to be presented at the Infrastructure Operations Committee Meeting on 27 April 2021.

⁷ [Transport Outcomes Framework | Ministry of Transport](#)

⁸ ⁸ Hamilton City Council (2019). Code of Practice for Personal Hire Devices - Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

Background – History of the Trial

In October 2018, Auckland and Christchurch were the first cities in the Asia Pacific region to offer hired e-scooters as an option for residents and visitors as a mode of transport⁹. This was closely followed by Dunedin, Hutt Valley, Selwyn District, Wellington and Hamilton City in 2019.

Hamilton City Council were approached by several operators during 2018 and 2019, requesting information on the process of obtaining a permit to operate in a public place under the Public Places Bylaw 2016¹⁰. These operators were wanting to “rent” the use of bikes and/ or scooters to individuals with no set location; enabling hirers to leave bikes or scooters in a public place at the end of the trip.

Staff met with operators and worked with other local authorities in order to understand the benefits and risks of Personal Hire Devices (PHDs). The Growth and Infrastructure Committee agreed in February 2019, under the Public Places Bylaw 2016, to permit operators of personal use transport vehicles to operate and introduce a Code of Practice¹¹ detailing service expectations and requirements.

The introduction of PHDs supports Access Hamilton Strategy ‘Choice – everyone has travel options for moving around the city’, and compliments Waka Kotahi Transport Agency Accessible Streets. Accessibility focuses attention on the level of service of the system as a whole, rather than on aspects of the transport system only. This allows for the evaluation of trade-offs between land use, transport and social needs¹². Consideration was also made to the Waste Minimisation Act 2008 and how micromobility devices at their end of life would be recycled, repurposed or reused.

To date, a measured approach has been taken to permitting PHD operators in Hamilton. Initially the trial period was for 6 months from 23 August 2019 to 23 February 2020. Operators were given the opportunity to submit a formal application to participate in the trial, only one operator (Lime) applied. Feedback from other operators indicated that the initial investment costs for the short timeframe was a factor in not participating in the trial.

The purpose of the trial was to gain an understanding of the optimum number of devices and mix of devices that should be available within Hamilton to offer a good range of transport options for users and to ensure public safety. The trial also was to enable Council to understand the level and nature of user education that is necessary, and the appropriate fees and charges required for full cost recovery.

Conditions imposed on Operators during the trial included:

- Maximum of 600 personal hire devices;
- A slow speed zone of 15km/hr within the Central Business District and in all Hamilton City Council parks;

⁹ Lime scooters launch in New Zealand’s two largest cities, October 2018, Retrieved from [Lime scooters launch in New Zealand's two largest cities | Stuff.co.nz](https://www.stuff.co.nz/auckland/news-local-news/114444444-lime-scooters-launch-in-new-zealand-s-two-largest-cities)

¹⁰ Hamilton City Public Places Bylaw 2016 -Retrieved from [Public Places bylaw hamilton 2016 - Google Search](https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx)

¹¹ Hamilton City Council (2019). Code of Practice for Personal Hire Devices - Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

¹² Accessibility planning, 2014 – Waka Kotahi NZ Transport Agency, Retrieved from <https://www.nzta.govt.nz/assets/userfiles/transport-data/Accessibility%20Planning.pdf>, Accessible Streets, 2020 - <https://www.nzta.govt.nz/about-us/consultations/archive/accessible-streets/>

- No power zones (no ride zones) at Hamilton Lake Domain (section from the Yacht club Verandah café including the playground and along the broadwalk) and Waiwhakareke Natural Heritage Park;
- No stopping/ parking on all bridges;
- No parking zones on footpaths that are too narrow for a device to be left which could impact pedestrian safety e.g. adjacent to Anglesea Street wall.
- Clearing of devices along Victoria Street south to the Claudelands Bridge, each evening from 9pm and clearing of devices along Anzac Parade onto Grey Street and then onto Clyde Street from 9pm to 6am on (CBD to the University) Thursday to Saturday evenings.

The current operator has also included 'no parking' zones at the request of other stakeholders including high schools; Waikato University, Wintec and The Base.

The initial period of 6 months was extended for a further 12 months, with the first six months of the extended trial giving Lime exclusivity. At the completion of the additional six months, other operators were to be given the opportunity to apply and participate in the remaining six months of the trial.

Due to COVID, it was resolved by the Infrastructure Operations Committee on 8 October 2020 to extend the trial period to March 2021 and keep exclusivity to Lime. This decision considered the economic impact COVID had created for the current operator, Lime, along with the desire to limit costs that would be incurred by Council and ensure community safety with the risk of COVID and the need to move through Levels at short notice. Prior to Covid, Lime had 550 e-scooters available, post Covid, Lime chose to reduce the number of devices available. Since January 2021, Lime have been operating with 431 e-scooters available for hire on Hamilton streets.

Responsibility and Regulatory Framework

Responsibility for the regulation and control of e-scooters sits across a range of central government agencies, local government and private companies.

E-bikes are considered bicycles with long standing regulation, however, <300-watt e-scooters, with wheels not exceeding 355mm are classed as 'wheeled recreational devices.' They are not considered to be motor vehicles, and like e-bikes, they are not required to go through entry certification or be licensed or registered for use¹³.

The requirements for the safety of e-scooters as products are covered under the Fair Trading Act¹⁴ and the Consumer Guarantees Act¹⁵, administered by Ministry of Business, Innovation and Employment (MBIE). Specific requirements for the safety of the batteries and battery chargers are covered by the Electricity (Safety) Regulations¹⁶, administered by Worksafe.

The requirements for safe use of e-scooters on roads, shared paths and footpaths is covered by the Road User Rule¹⁷, administered by the NZ Transport Agency and enforced by the NZ Police.

The requirements for an operator to trade in Hamilton within a public place is covered under the Public Places Bylaw 2016¹⁸, Personal Hire Devices Terms and Conditions of Trading in Public Places¹⁹ and the Hamilton Council Code of Practice for Personal Hire Devices²⁰.

In 2020, the New Zealand Government introduced the Accessible Streets Regulatory Package²¹. This package will look at refreshing the regulations to match micromobility and expectations of the use of bicycles, e-scooters and other transport devices. Initial decisions from the proposals are expected in April 2021.

¹³ NZTA. Low powered vehicles. Retrieved from <https://www.nzta.govt.nz/vehicles/vehicle-types/low-powered-vehicles/>

¹⁴ Fair Trading Act 1986

¹⁵ Consumers Guarantee Act 1993

¹⁶ Electricity (Safety) Regulation 2010

¹⁷ Land Transport (Road User) Rule 2004

¹⁸ Hamilton City Public Places Bylaw 2016 -Retrieved from [Public Places bylaw hamilton 2016 - Google Search](#)

¹⁹ Hamilton City Council, 2019, Personal Hire Devices Terms and Conditions of Trading in a Public Place Permit – Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

²⁰ Hamilton City Council (2019). Code of Practice for Personal Hire Devices - Retrieved from <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

²¹ Waka Kotahi NZ Transport, Retrieved from [Accessible Streets consultation | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](#)

Analysis of use of hired E-Scooters

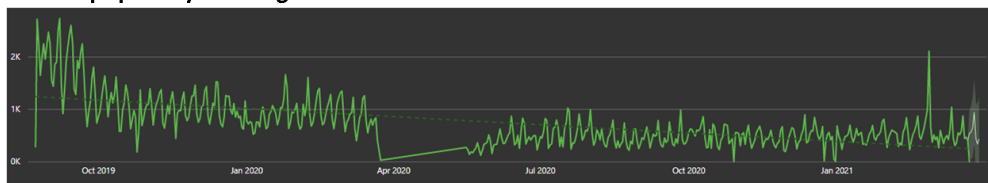
As part of the permit conditions, Hamilton City Council receive live data from Lime, who is the sole operator for PHDs during the current trial. This data is analysed to understand trends.

Total Trips, Duration and Distance In the first three months after the launch of Lime into the Hamilton area, daily trips were high as it was assumed that people were trialling this activity for the first time. From November 2019 through to March 2020 data showed a consistent trend of daily trips, with a noticeable drop in January 2020. This noticeable drop was likely due to the fact that many residents leave Hamilton on holiday and tertiary students are not in the city. During the Covid-19 level 4 and 3 lockdown which was in effect from 26 March 2020 to 13 May 2020, there was a halt on all PHDs activities. It is noted that the number of daily trips has remained lower since that time.

From August 2019 to March 2020, Lime had 550 devices deployed around the streets of Hamilton. After the Covid lock-down they slowly reintroduced devices starting with 282 devices in May and increasing back to 550 by August 2020. In January 2021, Lime reduced the number of devices available to 431 and have remained at this number for the past three months. Further analysis could be completed to understand why the number of trips have declined. Is it due to people not wanting to use them, or people wanting to use them but unable to due to less e-scooters being available for hire or not in the right locations.

During large scale events in the city, such as the SIX60 performance at Claudelands Park on 27 February, trip rides can triple, exceeding the average daily trip data.

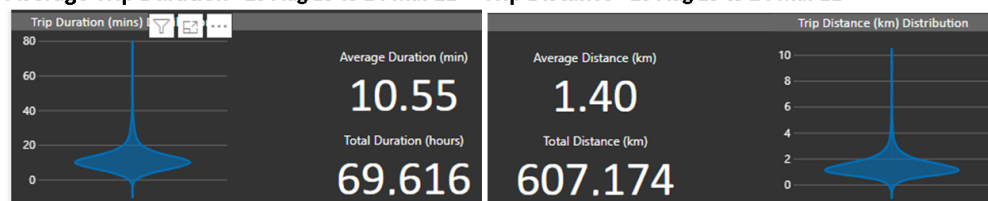
Total Trips per Day – 23 August 2019 to 24 March 2021



Trends show that the use of PHDs, in this instance e-scooters, have an average duration use of 10.55 minutes and travel an average distance of 1.40kms per trip.

This is in keeping with findings around the globe that shared micromobility is used for short trips and for use at the end and start of a journey.

Average Trip Duration– 23 Aug 19 to 24 Mar 21 Trip Distance– 23 Aug 19 to 24 Mar 21

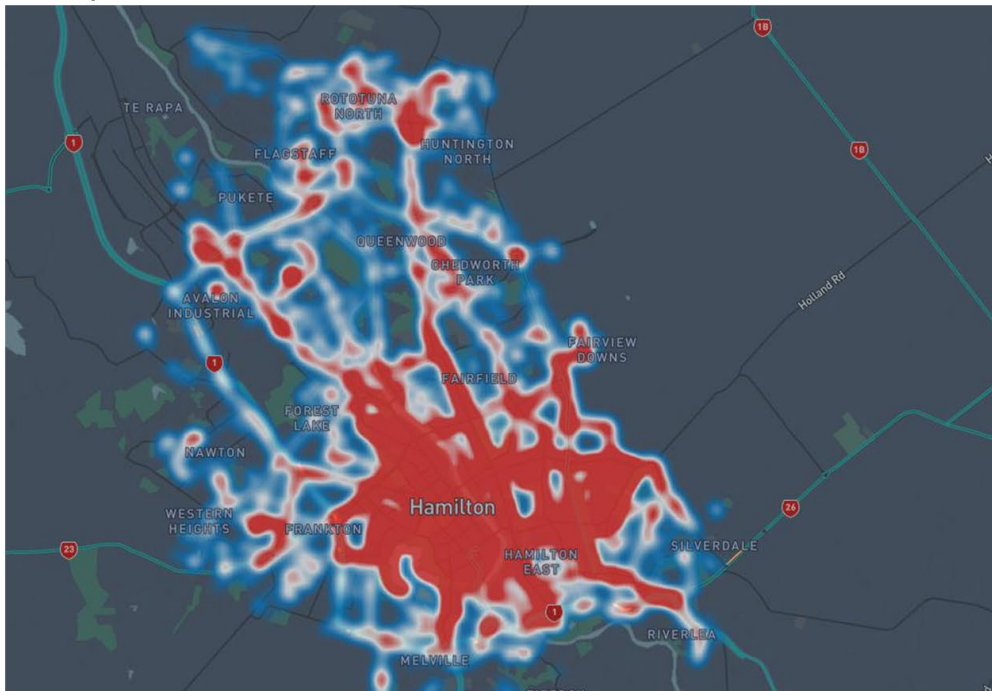


Friday and Saturday have the highest use of e-scooter rental hire, with increased use in the afternoon and early evening a trend for all days of the week.

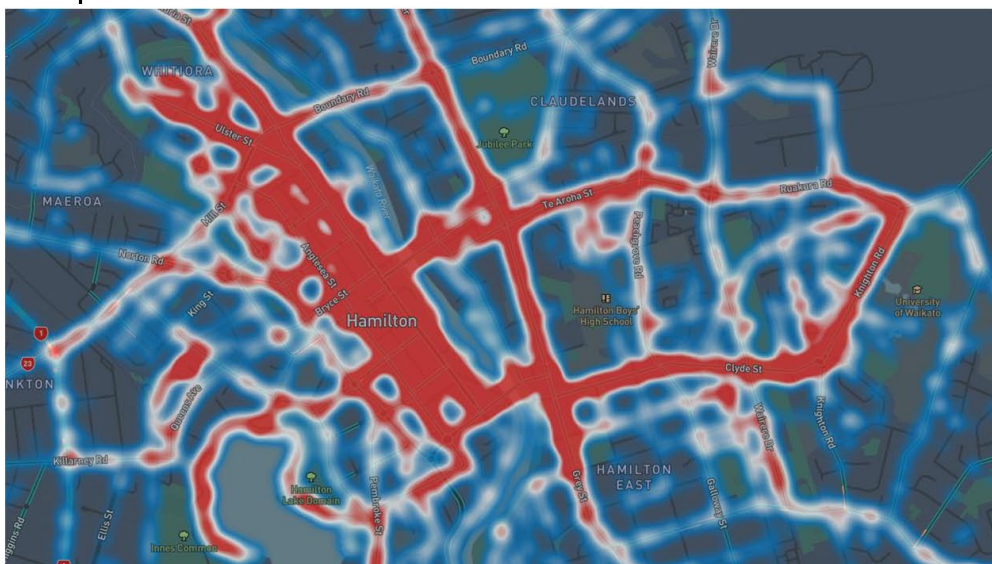
Where are people going?

Hired E-scooters are being used within the CBD and outer urban areas of Hamilton City. The heat maps below show the latest activity for a 7-day period ending 24 March 2021, with red showing higher concentration of trips.

Heat map of Hamilton

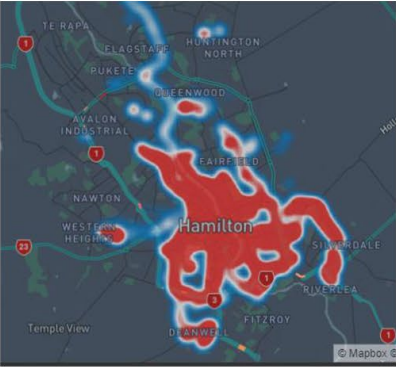


Close up of Hamilton CBD

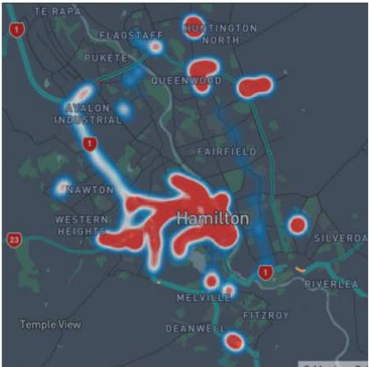


Trips vary between morning and afternoon peak and between weekdays and weekends – below are the heatmaps of trips recorded over the last 7 days ending 24 March 2021. Morning Peak is from 7am to 9am. Afternoon peak is from 4pm to 6pm. Off peak is all other times.

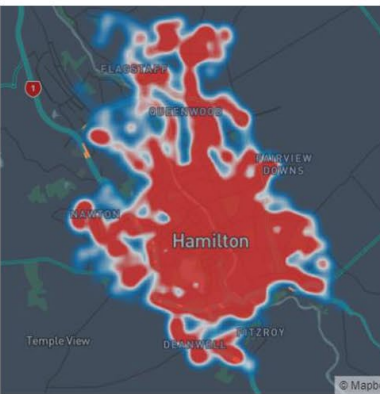
Morning Peak Weekdays



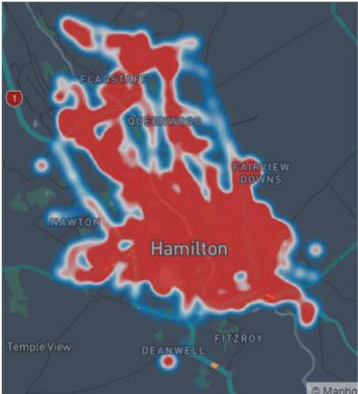
Morning Peak Weekends



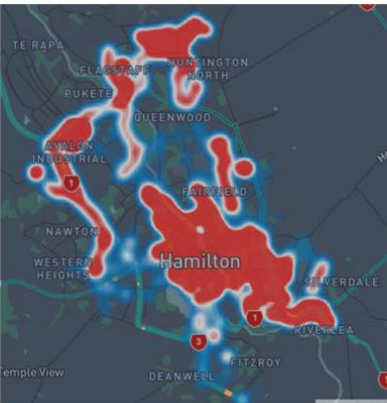
Off Peak Weekdays



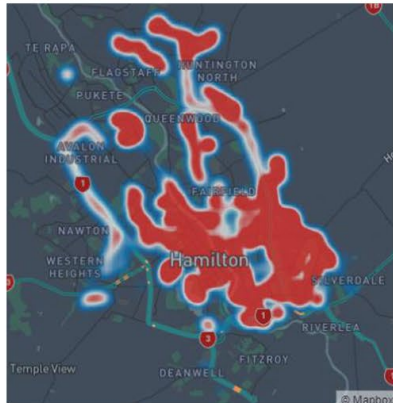
Off Peak Weekends



Afternoon Peak Weekdays

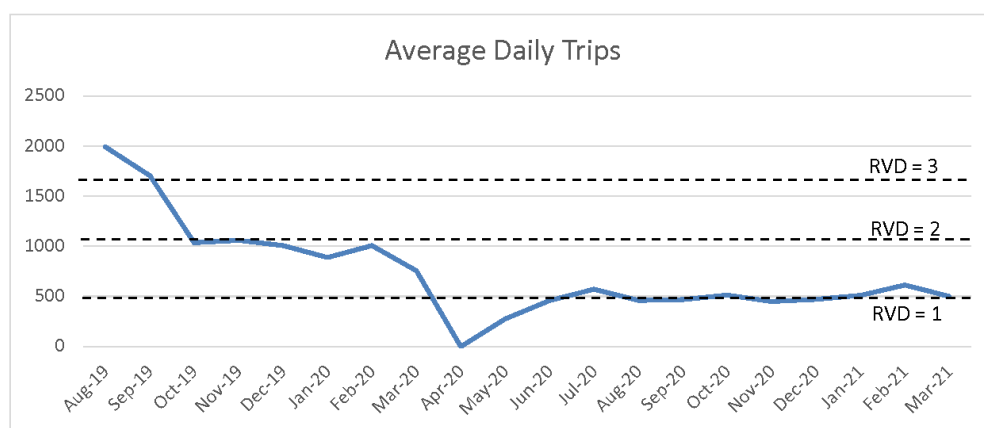


Afternoon Peak Weekends



Rides per vehicle per day (RVD)

A key metric when considering PHD hire schemes is the number of times, on average, each device is used each day. Overseas research and operator discussions suggests that the optimum for an operator is to achieve around 3.0 rides per vehicle per day (RVD). A RVD greater than 3.0 would suggest an excess in demand that is not being adequately met and potential customers will experience difficulties in locating a PHD for hire. A RVD of less than 2.5 would suggest there is an oversupply of PHD's on the streets. The graph and table below show that post COVID, RVD have averaged between 0.8 and 1.4 with an average of 1.2 for the first three months of 2021, with 431 devices available for use.



Year	Date	Avg_Daily Trips	Trip Duration Seconds	Trip_Distance Metres	Lime e-scooters Deployed	RVD
2019	Aug-19	1991	817	1753	550	3.6
2019	Sep-19	1704	641	1343	550	3.1
2019	Oct-19	1035	603	1362	550	1.9
2019	Nov-19	1059	596	1492	550	1.9
2019	Dec-19	1007	629	1394	550	1.8
2020	Jan-20	888	623	1445	550	1.6
2020	Feb-20	1006	599	1554	550	1.8
2020	Mar-20	757	595	1526	550	1.4
2020	Apr-20	COVID-19 LOCKDOWN - 26 March 2020 to 13 May 2020			0	0.0
2020	May-20	275	715	1441	242	1.1
2020	Jun-20	458	598	2473	470	1.0
2020	Jul-20	572	608	1402	480	1.2
2020	Aug-20	460	599	1257	550	0.8
2020	Sep-20	469	600	1311	550	0.9
2020	Oct-20	513	705	1321	550	0.9
2020	Nov-20	451	636	2640	550	0.8
2020	Dec-20	471	740	1446	550	0.9
2021	Jan-21	511	681	1401	431	1.2
2021	Feb-21	615	613	1344	431	1.4
2021	Mar-21	500	571	1205	431	1.2

Fees and Charges

At the beginning of the PHD trial, fees were based on charging per device, with a limit on the total number that could be deployed. This methodology was based on the public space they would use, whilst not wanting a surplus of devices creating clutter or trip hazards.

On 12 February, the Growth and Infrastructure Committee resolved to introduce Personal Hire Devices for the use in Hamilton City. The fees and charges were subsequently set at an annual rate of \$300 annual permit fee, \$85 per permitted device per annum (for enforcement and management) and a \$10,000 safety fund per operator, with an understanding that there will be future ongoing funding shared among all Operators for Council and user education. Liability insurance of \$2M was required by each operator.

Due to Covid-19, the Level 3 and 4 lockdowns and the slow uptake of hired e-scooters, on 4 June 2020 Lime formally requested a change in the fees and charges structure citing that the current “per scooter” fee model was becoming increasingly uneconomic.

Staff analysis of the information confirmed the effects of Covid-19 and the variable use, combined with the weather, having significantly impacted upon the number of trips undertaken in the first six month of the extended trial.

In October 2020, Infrastructure Operations Committee²² reviewed the charges and operating environment and recommended to the Council that the fee be changed to 13 cents per ride and provided Lime with an exclusive period to operate through to 31 March 2021.

Fee structures with other Councils

The following fee structures have been put in place for PHDs in other parts of the country as of March 2021.

City	Fees and Charges
Auckland	Application fee up to \$5000 Tier 1: \$74 per scooter per year Tier 2 \$44 per scooter per year Tier 3 \$11 per scooter per year
Christchurch	One off administration fee \$136 \$86 per scooter per year
Tauranga	0.15 per ride taken \$2,500 permit fee applied as a non-refundable deposit for future per trip fees
Dunedin	A public place bylaw was not initially in place, therefore unable to charge. The Trading in Public Places Bylaw 2020 came into effect on 1 January 2021. There has been an indication that the discussion of fees will be discussed in April/May 2021.
Wellington	\$615.00 for a licence up to 36 months in duration \$25.00 bond per scooter for the term. (WCC will return when the licence period ends) 0.11 per ride taken If a scooter is removed from the street by Council due to failure to comply with the COP or this licence. The action costs of the removal and a return fee of \$371.00 will apply

²² Infrastructure Operations Committee, 8 October 2020, Item 9, page 30
<https://www.hamilton.govt.nz/AgendasAndMinutes/Infrastructure%20Operations%20Committee%20Meeting%20Open%20Agenda%20-%208%20October%202020.PDF>

Results and findings of the Hamilton City Trial

Public Feedback and survey responses.

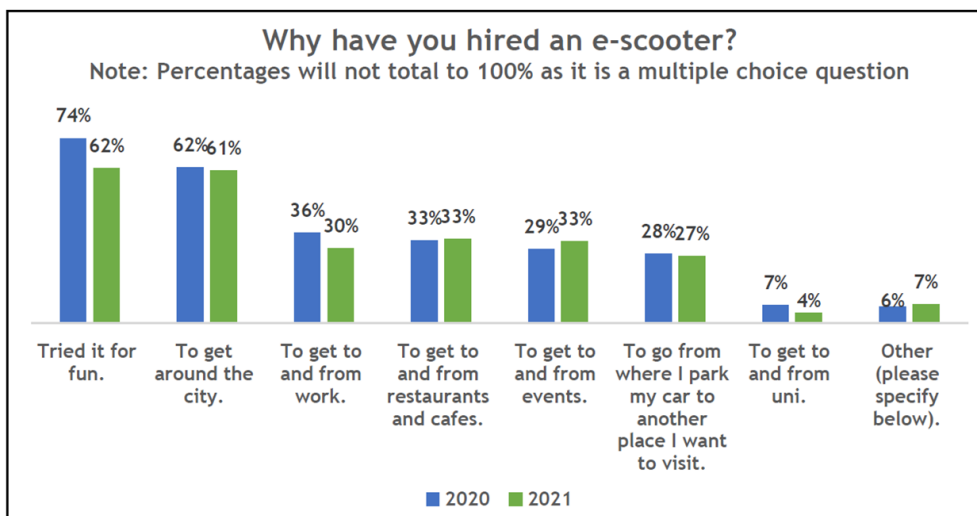
During the trial period, two surveys were completed. The first survey was available to the public from 17 January to 27 March 2020²³ with 2086 responses. The second survey in early 2021²⁴ was identical and was available to the public from 15 February to 1 March 2021, with 929 responses. Due to the long term plan consultation in March 2021, the second survey ran for a shorter period of time than the first survey.

The purpose of the second survey was to see if public's perception had remained the same or changed towards the use of personal hire devices, mainly e-scooters. Of note, both surveys are an opt-in survey as does not randomly select samples from the population.

Of those surveyed in 2021; 919 (99%) of the respondents were aware that e-scooters are available to hire in the city. An equal proportion of respondents (99%) were aware of e-scooters being available to hired from the 2020 survey. Out of those that were aware, 774 (84%) had hired an e-scooter compared to the 2020 survey, where only 58% of the respondents had hired an e-scooter. Of those who had hired an e-scooter, 598 (77%) said they had done so more than once in the last six months. These have reduced from 2020 survey, where 88% had hired an e-scooter more than once.

Why hire an E-Scooter?

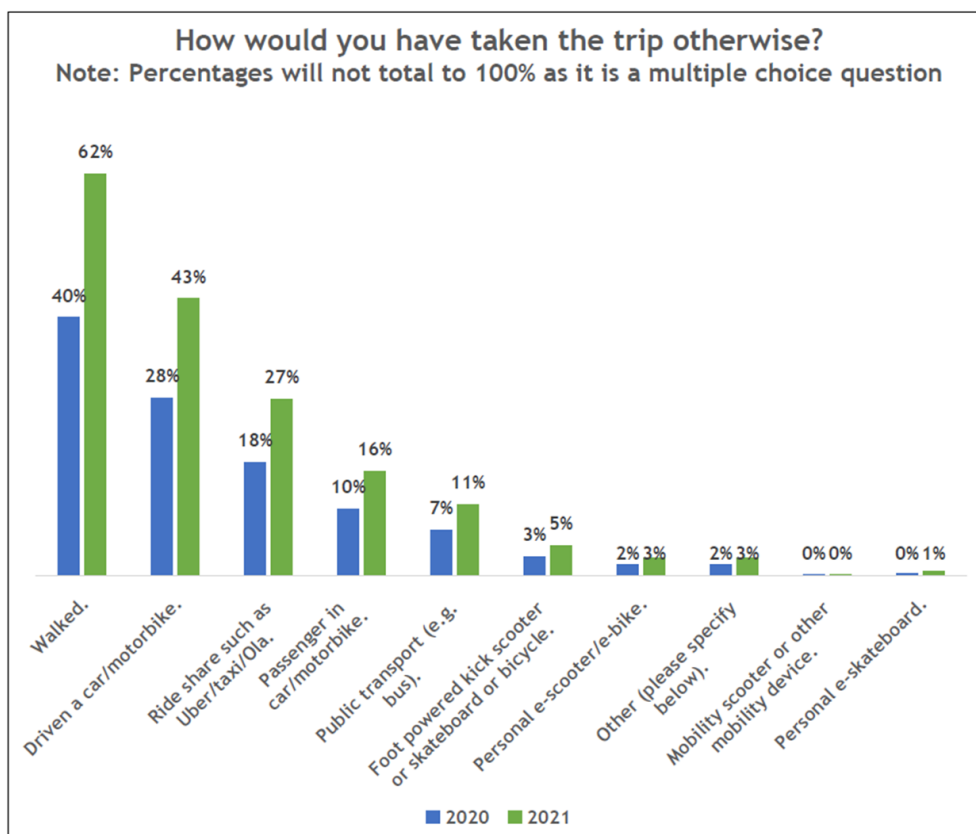
A slight change in why people are using e-scooters since 2020 was identified, with less people trying it for fun, likely due to the e-scooters being offered in Hamilton for over a year. There has also been lesser people using it to get to and from work, likely post Covid-19 with more people working from home.



²³ Hamilton City Council March 2020, E-Scooter Survey: Engagement Tactics and submissions insights – Appendix 1

²⁴ Hamilton City Council, March 2021, E-Scooter Survey: Engagement Tactics and submissions insights – Appendix 2

The biggest changes since the 2020 survey was more people saying they would have walked if they didn't use an e-scooter (22% increase) or driven a car/ motorbike (15% increase) . The most common theme that came up in the 'other' group is that people would not have taken the trip otherwise. This is coherent with e-scooters being convenient and providing a faster mode of travel around the city. It is a positive mode shift seeing the move from vehicle to micromobility.

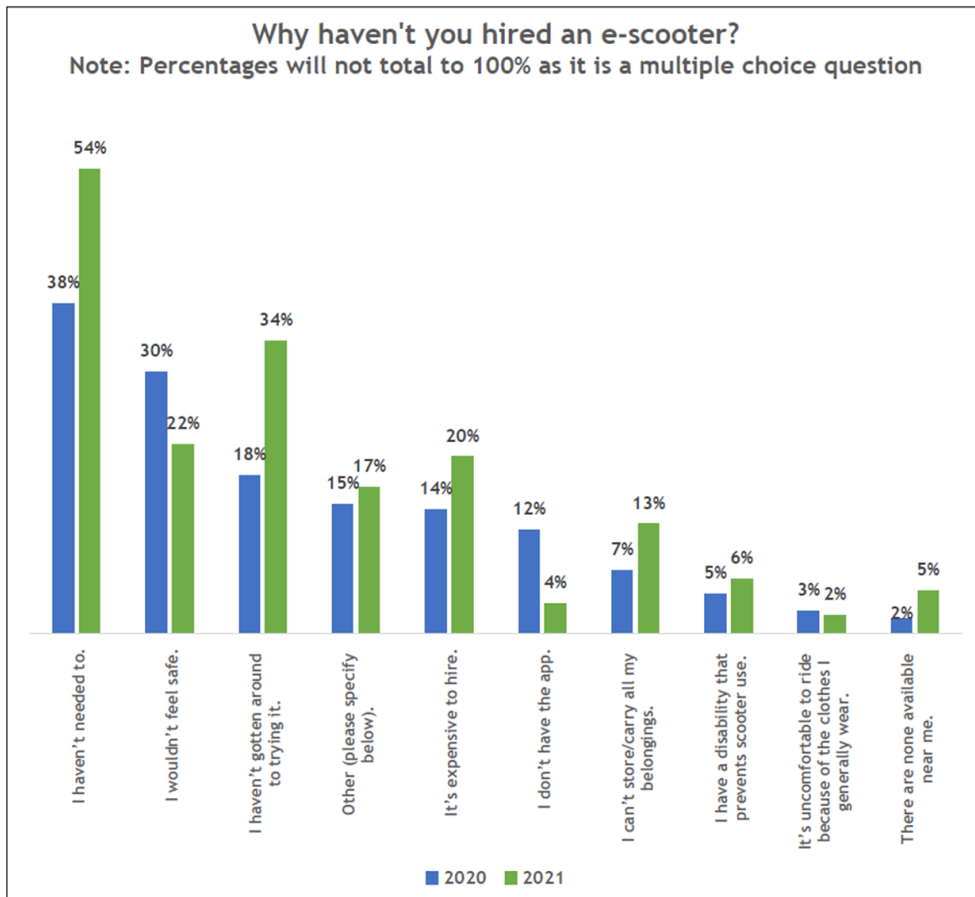


Why not hire an e-scooter

There were more people in 2021 compared to the 2020 survey who said they haven't needed to or haven't gotten around to trying it. However, the sample base was smaller with only 145 responses (16% of the respondents) not having used an e-scooter previously. A significant drop from the 2020 survey where 42% of those surveyed had not hired e-scooters. This may be due to the reach and length of time the survey was available to the public.

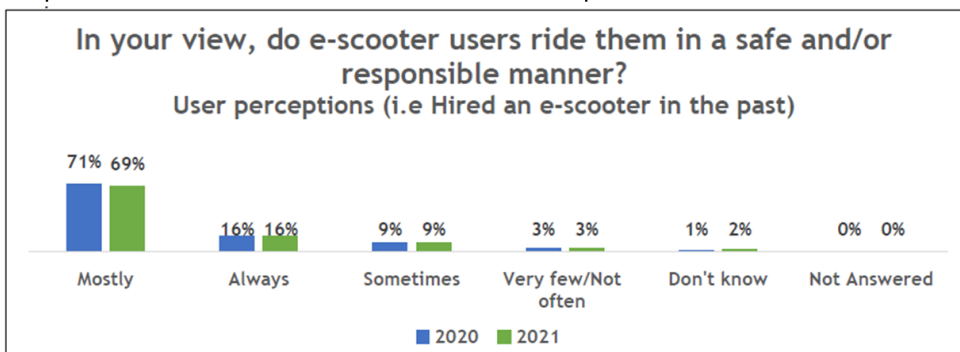
The 2021 survey has also seen a change with fewer people choosing safety as a barrier. There were more people saying that cost and not being able to store their belongings were a barrier to using an e-scooter. Some of the comments that came through in the 'other' reasons were:

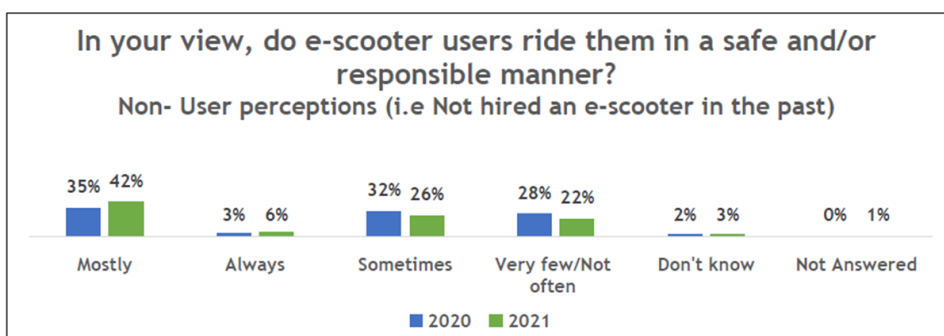
- People own their own e-scooter,
- People don't like them,
- People think they are an unsafe mode of transport,
- People do not understand rules around e-scooters and where to ride them/park them.



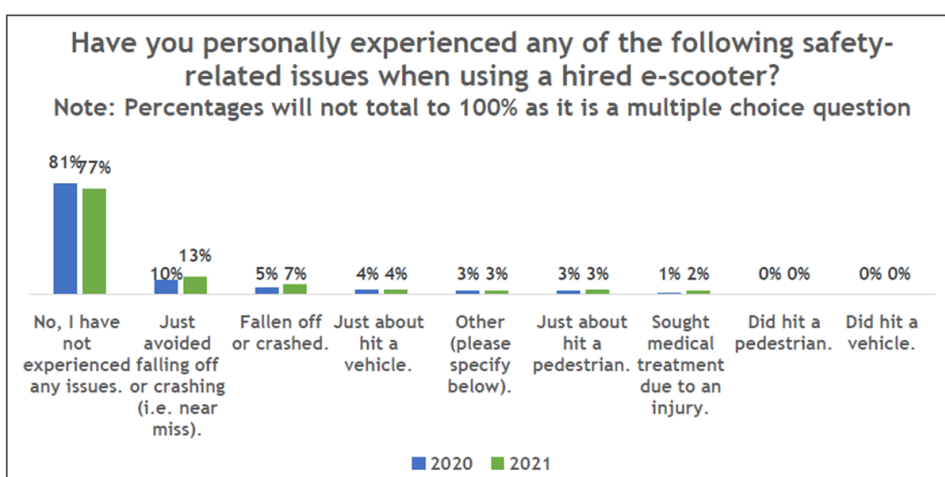
Safety

79% of the 2021 survey respondents felt that users mostly/always ride an e-scooter in a safe and responsible manner compared to the 2020 survey where lesser (66%) felt that users mostly/always ride an e-scooter in a safe and responsible manner. Those who have previously hired an e-scooter are more likely to note that riders mostly/always use them in a safe and responsible manner, compared to those who have not hired an e-scooter in the past.



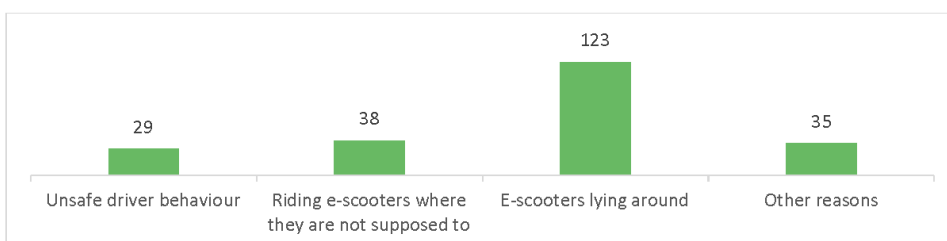


There has been a change since 2020 with fewer people not experiencing any safety related issue when using a hired e-scooter, down from 81% in 2020 to 77% in 2021. A higher proportion of people have had a near miss or fallen off/crashed since 2020.



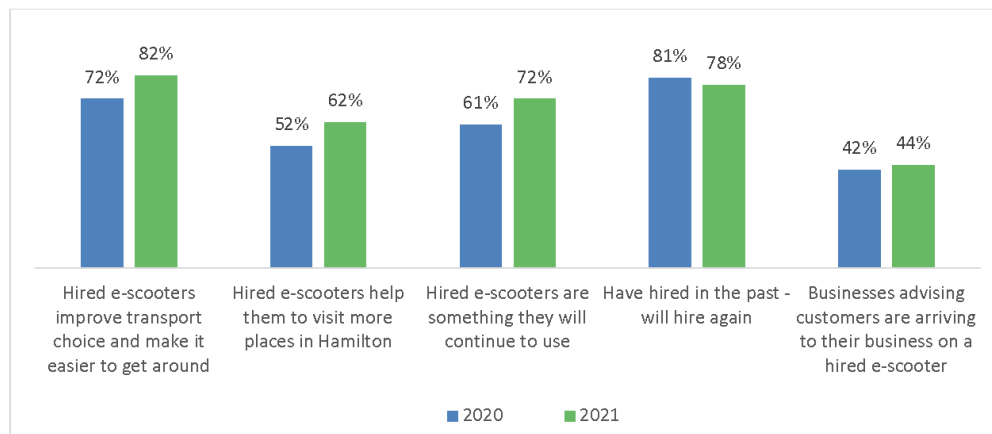
Complaints

806 (87%) of the total (929) 2021 survey respondents had not made any complaints about e-scooters compared to 85% in the 2020 survey. Of the 123 respondent (13%) who did make a complaint for 2021, the following was identified for each category. Respondents were able to choose more than one category. Other reasons included E-scooter faults, App faults and E-scooters having been parked and sometimes carelessly discarded in places.



Use of rental e-scooter in Hamilton moving forward

Overall perception of respondents regarding hired e-scooters in Hamilton City has improved with the trend increasing from 2020 to 2021. Of those who has hired an e-scooter previously 604 (78%) of noted that e-scooters are something they will continue to use. This is lesser than 2020 where 81% of those who hired an e-scooter noted that they will continue using them.



If Hamilton City Council continue to allow personal hire device in the city

88% of the respondents said that Hamilton City Council should allow personal hire devices to operate in the city, compared to the 2020 survey where 80% of the respondents said the same. 27% respondents suggest that continuation should happen with some changes. Suggestions included:

- Lesser e-scooters on the roads/ There are too many at present,
- cheaper hire rates,
- more e-scooter brands,
- reduce maximum speed on the e-scooters/Limit speed in certain areas,
- enforcement of rules to ride (age limit, and one person to be allowed per scooter, helmet),
- education for e-scooter riders,
- dedicated parking spots,
- get them off the footpaths
- E-scooters should have bells or something to alert those nearby.

Examples of unprompted comments on Facebook

On 18 March 2021, a post was placed on the Hamilton City Council Facebook page introducing the new Gen 3 Lime Okai e-scooters onto Hamilton streets. In the 6 days following the post, 107 comments were received, 97 likes and 4 shares.

Comments include (no threads included)

- Who do we get in touch with for the lime scooter. I found one scrapped at a playground yesterday. It maybe ligit now but wanted to inform them it was there
- Yes they need helmets attached. Hope they're a bit more comfy than the old lime
- LOL helmets will all be missing the next day if the came with those. You're meant to bring your own
- Am I allowed to say that these scooters Green... keep getting left in the middle of the path.
- SO I can steal a old lime scooter and not get court now
- Did a quick search on lime okai... okai is the manufacturer and lime recalled all the scooters manufactured by okai as they had a tendency to break in half while riding them... guess we just get them dumped on us so they don't lose profit – response supplied advising different type
- New safety features – does that cover stupid people who have no regard for people's safety
- Will they remove them from the river too
- New or old, get rid of them
- Need to bring out helmets like in Dunedin
- ?? A bit late for you but I wonder if they come with full face helmet
- They are only as save as the used
- Great something else I can trip over
- Phew more safety features
- Do they float?
- Safety features are friggin lame
- Races down Victoria St
- Could have been hand Saturday night
- Do you want they come with a helmet
- I tool one the other day... didn't seem new at all lol
- Do they go faster
- Provide helmets
- Safety features don't make much difference when the munted drunk hits his head on the footpath after the clubs close... These things cause death. But of course scooters aren't to blame.. it's the people.. we can't be responsible for peoples actions blah blah ..

Feedback from Disability Community

The Disability Community was asked to supply feedback to the PHD trial.

Their concerns relate to poorly parked scooters posing problems for the vision impaired community and creating a trip hazard. People using a white cane will detect the body of the scooter with their canes but due to the wideness of the handle bar often clip the handle bars with their shoulders.

Scooters blocking mobility car parks is also a concern and can be a major inconvenience to the person using the car park, especially if only some of the passengers can safely get out of their vehicle.

There is concern that older people, slow ambulant disabled people, hearing impaired and people with prams are especially vulnerable to e-scooter users. Generally, a rider may not be aware on approach that a person may not be able to move out of the way of an e-scooter fast enough, causing a safety risk to the pedestrian and rider safety.

Parents of Vision Impaired NZ Inc presented in March 2021 a submission²⁵, raising their concern for the safety of blind and low vision persons when forced to share footpath spaces with e-scooters and have requested Hamilton City Council note:

- Vision impaired children and adults need to be able to use footpaths safely.
- Vision impaired children cannot always see fast-moving objects such as e-Scooters approaching and may not have learnt behaviours to compensate for their vision loss.
- Allowing e-Scooters on footpaths places blind, low vision, and vision-impaired children and adults at additional risk due to not being able to see or hear these devices, which are much quieter than other types of transport.
- Footpaths in some suburbs are narrow, bumpy, and poorly maintained. Such footpaths are inadequate to allow for safe use for pedestrians as well as for e-Scooter users.
- There is potential for people who have mobility and vision issues to be treated poorly by other footpath users who are moving more quickly on their e-Scooter.

Suggested improvements from the disability sector includes:

- Bells or similar on scooters to let pedestrians know that something is coming up alongside them; (NB: Bells are a requirement of the Hamilton City Council Code of Practice for Personal Hire Devices)
- Rider education around the usage of bells or at a minimum, etiquette on how to safely pass pedestrians;
- Low-pitched audible sound on scooters that cannot be turned off would be ideal.
- Full regulation of micro-mobility devices (including e-scooters) for safety reason, just as there are for vehicles and other modes of transport.
- Approved zones for micro-mobility to be defined and enforced through geo-fencing.
- Introduction of two rules to be included in the PHD policy
 - (1) Hamilton City Parks, Domains and Reserves Bylaw 2019 – page 10, 8.4. Motor vehicle speeds within Parks - **No person shall drive or ride any motor vehicle or vehicle in any Park at a speed in excess of 20 kilometres per hour**, except where indicated by the Council.

²⁵PVI's submission on e-scooter use in Hamilton – Appendix 3

(2) New Zealand legislation - Land Transport Rule 2004, Part 11 Requirements for particular road users Pedestrians and riders of mobility devices or wheeled recreational devices - Clause 11.1(5): **"A person using a wheeled recreational device on a footpath must give way to pedestrians and drivers of mobility devices"**.

Feedback from Bike Waikato

Bike Waikato supports the continued provision of protected cycle facilities that can also be utilised by micro mobility users. By directing e-scooter to these facilities conflict on footpaths can be reduced between e-scooter users and pedestrians/footpath users.

Improved e-scooter parking similar to racks provided by Wellington City Council would encourage users to leave their hired e-scooter in places that do not block footpath. In the CBD these racks could be located adjacent to improved bike parking.

Feedback from Hamilton Central Business Association

The Hamilton Central Business Association (HCBA) was asked to supply feedback relating to the Personal Hire Devices (PHDs) Trial. The following information was supplied 26 March 2021.

- Executive representative from the accommodation sector added how his guests were happy to have a mode of transport available that helped to reduce their carbon footprint. As an accommodation provider for business visitors, domestic tourists and conference delegates, this has been feedback he has received across the full spectrum of guest types. The use of having Loop cars available for longer distance journeys complimented with e-scooters for getting around town has been positively reiterated on a number of occasions by guests.
- In the events space it was noted how beneficial it has been having the e-scooter transport option available for those going to events at the H3 venues including Waikato Stadium, Seddon Park and FMG Stadium. Attendees enjoyed the flexibility scooters provided in terms of travel without the hassle of finding carparks.
- HCBA are highly supportive of the PHDs being available to residents and visitors of Hamilton and endorse the ease and flexibility of travel these allow to get in, out and around the CBD. Overall, the e-scooters are managed well in the CBD and have become a normal part of the central city offering being well utilised by visitors and commuters.
- Suggested central city improvements to compliment personal hire devices would be the upgrading of existing footpath network. There has been ongoing feedback received on the risk posed by the uneven landscape of the cobbled paths that is further highlighted when using e-scooters. HCBA would support a footpath upgrade that would see a smoother surface offering than the cobbles currently favoured in central city public spaces. The existing cobbled paths pose a high injury risk for all users including walkers and those on PHDs.

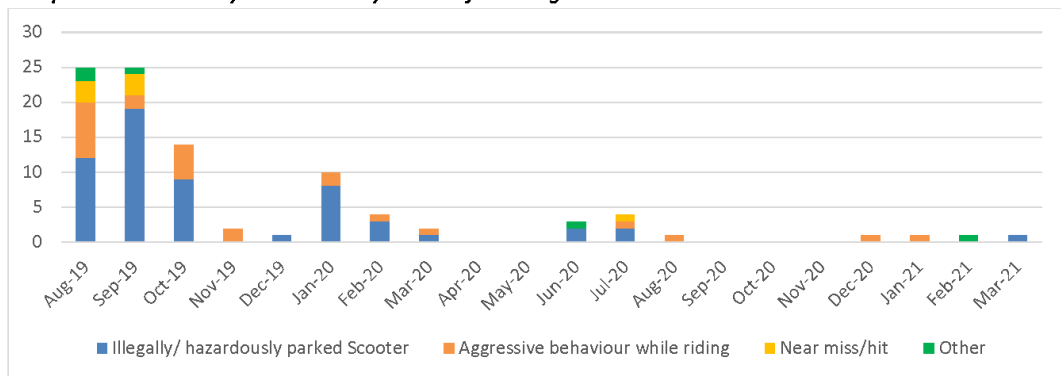
Complaints

Received by Hamilton City Council

During the initial months of the launch, Council received a number of complaints. Council in the first instance, redirected any complaints relating to Lime e-scooters to Lime. This has seen a reduction in reporting over time.

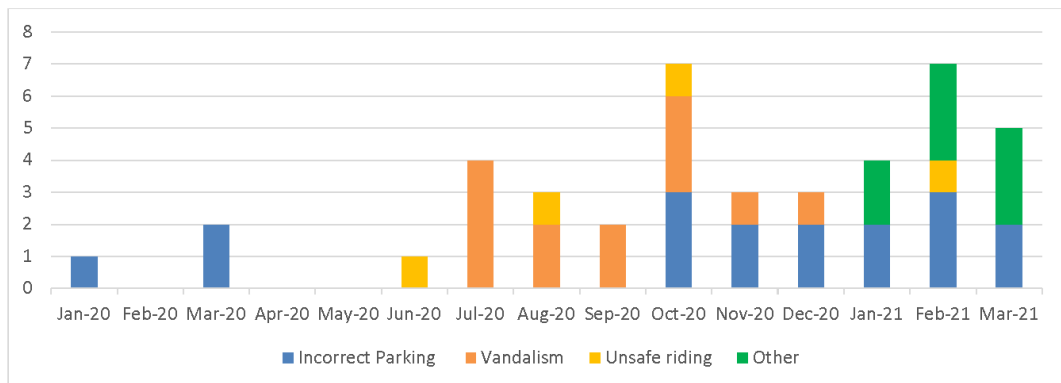
A total of 98 complaints have been received during the trial, 67 (66%) were received in the from 23 August 2019 to 31 October 2019. Illegally/ hazardously parked e-scooters account for 60% off all request, 25% (25 reports) about aggressive behaviour. Hamilton City Council received reports of 10 near misses during the trial, 9 of these in prior to 31 October 2019.

Complaints received by Hamilton City Council from August 2019 to March 2021



Received by Lime

Data supplied by Lime, record a total of 42 complaints since January 2020, of which 40% (17) relate to incorrect parking, 31% (13) for vandalism and 10% (4) unsafe riding.



Illegally or hazardously parked e-scooters

Riders are encouraged to park the hired e-scooter in a courteous manner, however illegally or hazardously parked e-scooters received the highest number of complaints via Hamilton City Council and Lime and of the 167 respondents to the E-scooter survey²⁶ for 2021 who advised they had made a complaint, 123 respondents identified they had made a complaint relating to e-scooters left lying around.

Feedback from the disability group identified poorly parked scooters posing the greatest problem for the vision impaired community. That people using a white cane will detect the body of the scooter with their canes, however due to the wideness of the handle bar often clip the handle bars, resulting in a potential trip hazard. Scooters blocking mobility car parks was also identified by the disability group as a concern and can be a major inconvenience to the person using the car park, especially if only some of the passengers can safely get out of their vehicle.

As part of the PHDs terms and conditions of Trading in Public Places Permit, incorrectly parked or nuisance hired e-scooters that are parked in an inappropriate location, but where it is not causing an unreasonable hazard, must be removed within 1 working day. If the PHD is causing a hazard, it must be removed within 2 hours.

If PHD's remain in Hamilton, it is suggested that high use locations be considered for designated e-scooter parking spaces, as that created within Garden Place. Once these designated e-scooter parking spaces are in place, operator apps can be used to encourage riders to park at appropriate locations by continuing to charge until parked correctly via geo-fencing.

E-scooter parking is currently available at Garden Place to encourage courteous parking



²⁶ Hamilton City Council, March 2021, E-Scooter Survey: Engagement Tactics and submissions insights March 2021, page 11 – Appendix 2

Education and training

Hamilton City Council, Lime and Waka Kotahi NZ Transport Agency have all been part of educating the community and users during the introduction of hired e-scooters into Hamilton City.

As part of the operators PHD permit, operators were required to pay a fee of \$10,000 to cover education and engagement costs incurred by Hamilton City Council. In addition to this fee, as outlined in the Hamilton City Council Code of Practice for PHDs, operators were required to provide 24-hour communication channels for users and run ambassador programmes offering their users information that includes but is not limited to, good user behaviour, safety advice and incident reporting education, and to inform users when they are not adhering to the terms and conditions of use.

During the trial, Council focused on educating users and non-users of safety on our streets and courtesy with sharing the same space with different modes of transport (vehicles, cyclists, pedestrians and PHD's). This information was provided via the Hamilton City Council website²⁷, along with education and training via drop in sessions at Community Centres, meetings with vulnerable groups and via casual contacts with the public.

Lime, as the operator was responsible for educating individuals on how to ride the e-scooters available for hire safely, encouraging safe and courteous use. They recently introduced a training mode feature available on the e-scooters, which allowed riders to choose a lower speed of 14km/hr while they are learning to ride. Users can also take part in online rider safety lessons. In late 2020, Lime introduced a rider [safety quiz](#) that riders must take to ensure they are aware of correct riding and parking behaviour and use their "in app" messaging to remind users how to park appropriately.

Waka Kotahi NZ Transport Agency have provided street decals promoting "being courteous to others", along with information available on their website on how to stay safe when riding an electric scooter or e-scooter.²⁸

²⁷ Personal Hire Devices(<https://www.hamilton.govt.nz/our-services/transport/movingaround/Pages/Personal-Hire-Devices.aspx>

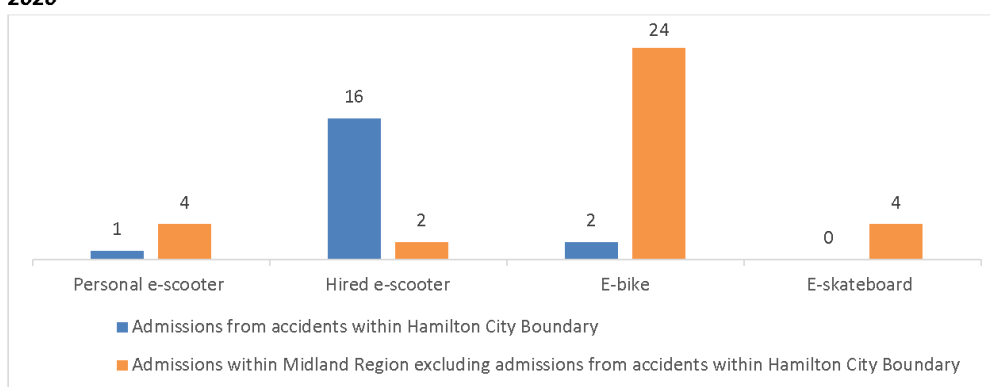
²⁸ How to stay safe when riding an electric scooter or e-scooter, Retrieved from <https://www.nzta.govt.nz/walking-cycling-and-public-transport/walking/walking-in-new-zealand/using-low-powered-vehicles-including-e-scooters/>

Safety

Hospital Admissions

Waikato District Health Board supplied information on E-device hospital admissions from the last week of August 2019 to 30 September 2020 for the Midland District (includes Bay of Plenty District, Lakes District, Hauora Tairāwhiti, Taranaki District and Waikato District). Information supplied was broken down into 4 categories - personal e-scooter, hired e-scooter, e-bike and e-skateboard, and grouped into the location of the accident - within Hamilton City Boundary specifically or within Midland District (excluding Hamilton City).

Midland Region Hospital Admissions relating to e-devices from 1 August 2019 to 30 September 2020



Of note: Six e-scooters admissions for Midland were identified, of which four had been specified as personal e-scooters. The two admission against hired e-scooter for Midland were not identified as hired or personal, therefore, they may be personal or hired e-scooter.

During this time there have been 16 hospital admissions related to hired e-scooters accidents that have occurred within the Hamilton City Boundary. Of note, hired e-scooters were unavailable from 26 March to 13 May 2020 due to Level 4 and 3 Lockdown²⁹.

Further detail on the 16 people admitted include:

- 9 injury events occurred on the road and the remaining 7 on a footpath;
- 11 individuals were male and 5 female;
- Those injured ranged in age from 19 years to 50 years (average age 27 years);
- Half (8) of the injuries occurred between 11pm and 4.30am;
- 9 of the injury events occurred in Hamilton Central, other locations include Dinsdale (x2), Glenview, Hamilton East, Maeroa, Porrit and Melville;
- In the injury event description clinical staff have noted the individual had consumed alcohol in 5 cases;
- Acute care costs are finalised for 14 individuals. The total cost of hospital care was \$302,849 (average \$21,623). Acute care costs for one individual were \$159,597. These costs are calculated using the Ministry of Health's Common Costing Standards and include direct and indirect costs. However, this is not the total cost of the injury as it does not include any rehabilitation costs (after leaving hospital) or costs to the individual and their whānau (time off work, travel etc).

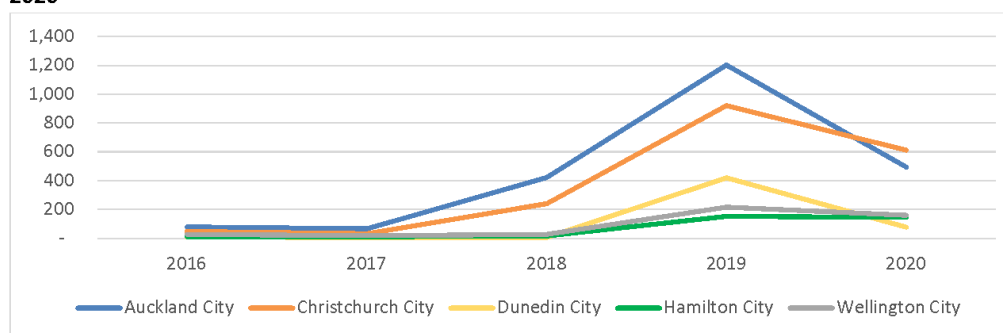
²⁹ HCC hired e-scooter hospital admissions and injuries 17 Feb 2021, Source Waikato District Health Board – Appendix 4

ACC Reporting

Data has been supplied by ACC under the Official Information Act for the period of 1 January 2016 to 31 December 2020. ACC currently do not break down claims into injuries from a personal e-device or hired e-device. Further consideration when reviewing the data, is that hired e-scooters were unavailable for use from 26 March to 13 May 2020 due to Level 4 and 3 Covid Lockdown. The full report can be found in Appendix 5³⁰ and offers a breakdown of ACC claims for e-scooter, e-bike and cycling.

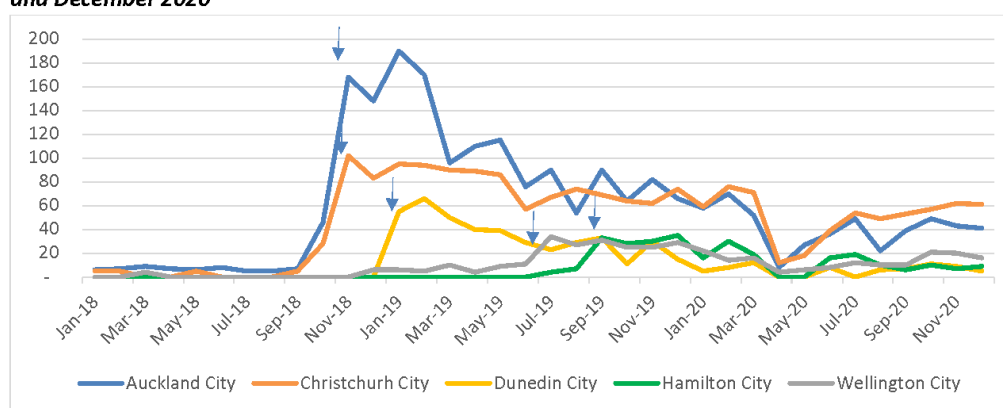
The below graphs show the number of e-scooter (hired and personal) registered claims in each of the four main cities. Hamilton City new claims increased by 7 from 137 claims in 2019 to 142 claims in 2020.

Number of new e-scooter (hired and personal) related claims registered by year between 2016 and 2020



Although data does not separate between hired and personal e-scooters, there is a noticeable increase in registered claims for each of the cities when hired e-scooters first become available within each city. The number of registered claims starts to decline approximately 3-4 months after launch.

Number of new e-scooter (hired and personal) claims registered by month between January 2018 and December 2020

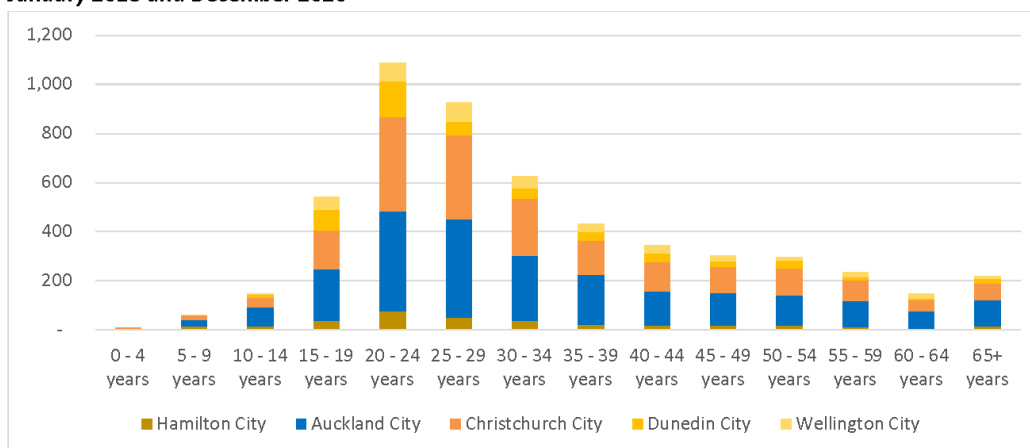


³⁰ ACC Official Information Response – E-Scooter, e-bike and cycling claims – Appendix 5

Age of people getting injured

60% (3,190) of new e-scooter (hired and personal) related claims were from individuals aged between 15 and 34 years of age, with 40% (2017) made by individuals in their 20's. Hamilton City has a similar trend with 60% (200) and 37% (125) retrospectively.

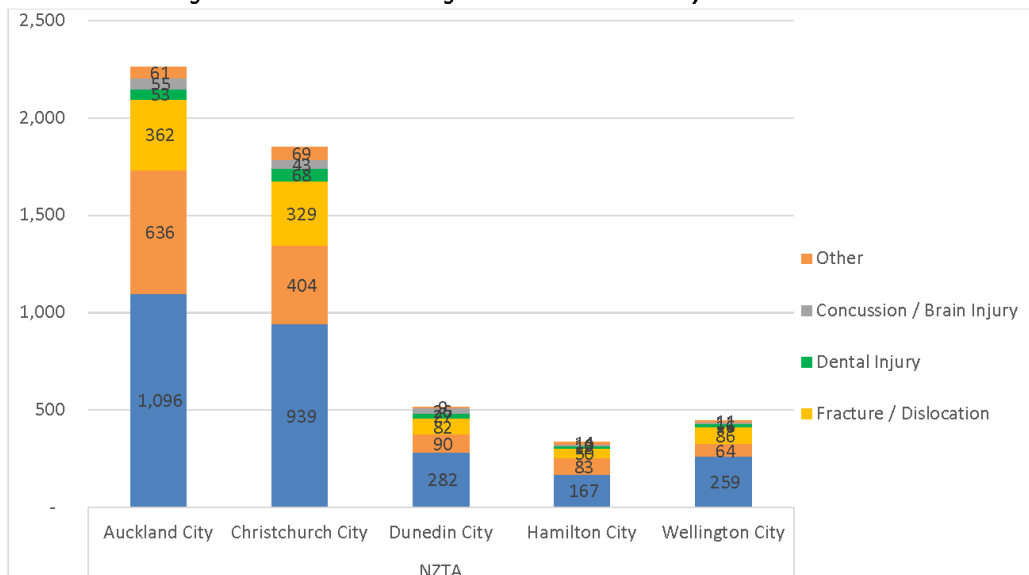
Number of new e-scooter (hired and personal) claims registered by age at registration between January 2018 and December 2020



Type of injuries claimed for

The most common primary diagnosis is soft tissue injury, followed by laceration, puncture, sting and fracture and Dislocation. This is consistent across all cities.

Most common diagnosis noted on claims registered between January 2018 and December 2020



Injuries claimed due to E-devices and cycling

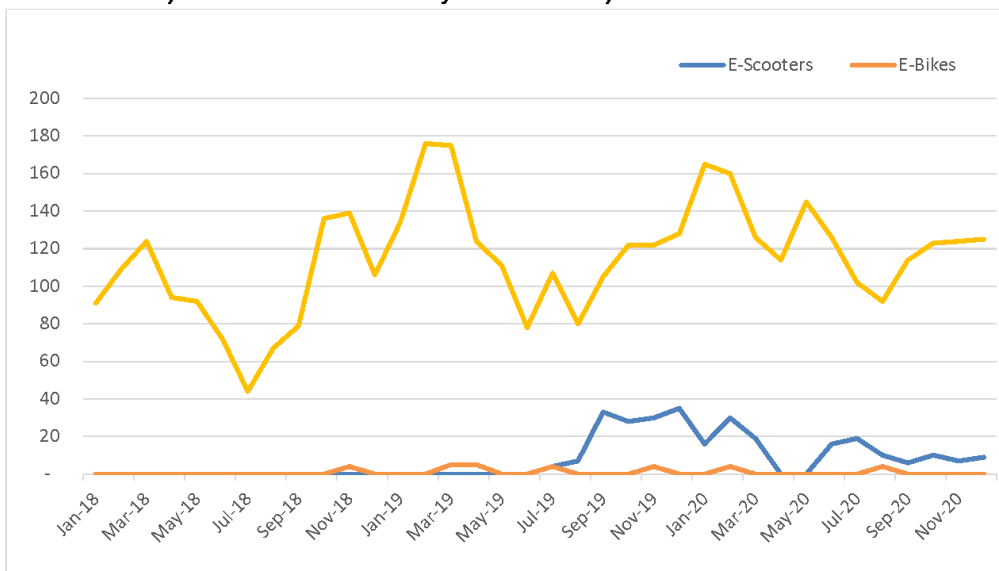
E-devices are a relatively new mode of transport, whilst cycling is an accepted mode of transport used by many. ACC registered claims over the past 5 years in Hamilton show injuries relating to cycling per year range between 3128 and 3536. E-bike and e-scooter injuries have been 4 or less until 2019.

Number of claims by e-scooter (hired and personal), e-bike and cycling claims registered each year from 2016 to 2020 for Hamilton City

	2016	2017	2018	2019	2020
E-scooters	4	<4	<4	137	142
E-Bikes	<4	<4	<4	9	4
Cycling	3128	2990	3171	3481	3536

ACC injuries claims for cycling are higher during warmer months. Current data, does not indicate any noticeable trends in e-devices to date.

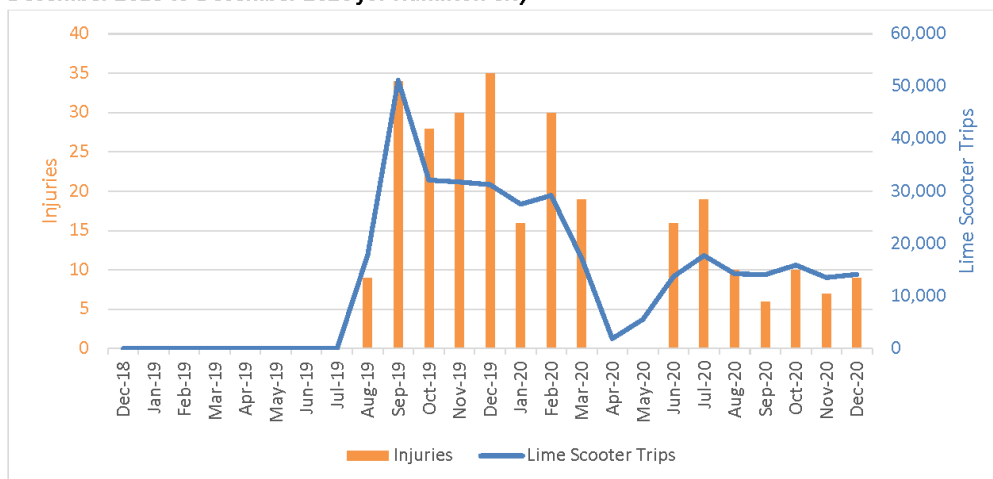
Number of new e-scooter (hired and personal), e-bike and cycling claims registered by month between January 2018 and December 2020 for Hamilton City



Recorded Trips vs ACC claims in Hamilton City

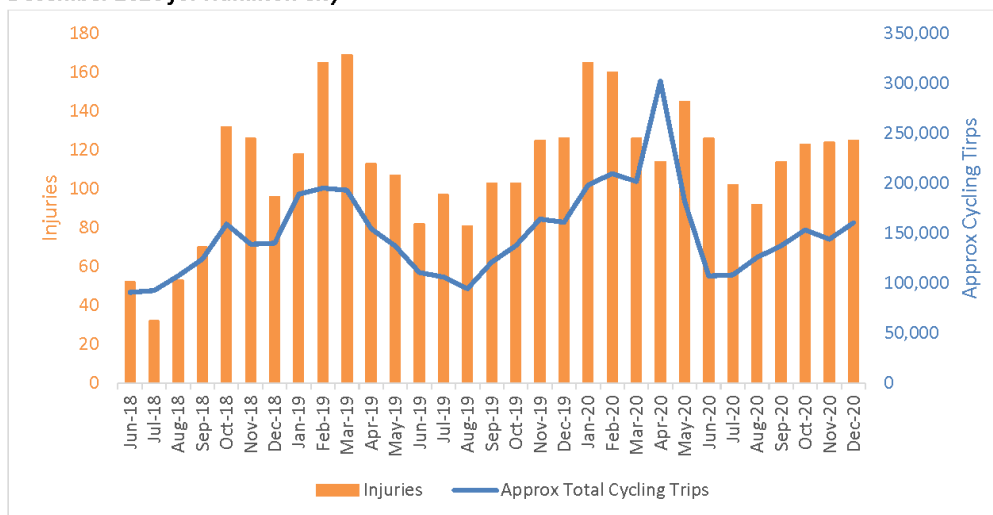
From August 2019 to December 2019, an ACC claim for e-scooters (hired or personal) was made for every 1207 Lime e-scooter trips. From January 2020 to December 2020, an ACC claim for e-scooters (hired or personal) was made for every 1300 e-scooter trips. The average duration use of a hired e-scooter in Hamilton City is 10.55 minutes and travel an average distance of 1.40kms per trip.

ACC reported E-Scooter injuries (personal and hired) and Lime e-scooter trips by month between December 2018 to December 2020 for Hamilton City



From August 2019 to December 2019, an ACC claim was made for every 1260 cycle trips. From January 2020 to December 2020, an ACC claims was made for every 1340 cycle trips.

ACC reported cycling injuries (personal and hired) and cycling trips by month between June 2018 to December 2020 for Hamilton City



Environmental Impact – Sustainability Consideration

Hamilton City Council Code of Practice for Personal Hire Devices³¹ and the application process considers what level of environmental impact a device may have during and with the end-of life management, including what components may go to land fill versus repurposed.

In September 2020, the Environment Committee approved the Hamilton City Climate Change Action plan³². The Action plan identifies transport as a primary source of emissions in Hamilton. To reduce emissions Hamilton City Council is working to create a city that provides many sustainable transport options for our residents and visitors.

Increased use of micromobility will improve air quality when trips shift from petrol powered vehicles. Personal e-scooter are used for longer trips, whilst hired e-scooters are used for short trips. In Hamilton hired e-scooter trips are approximately 1.4 km in distance, for a length of time of 10.55 minutes

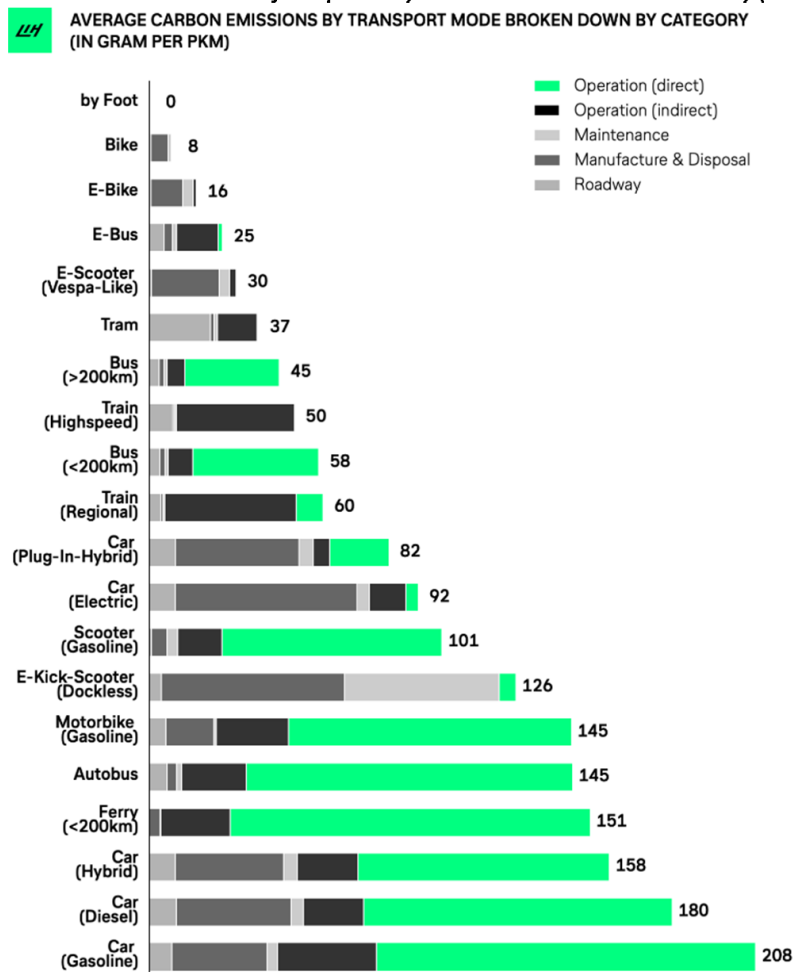
The February 2021 Waka Kotahi Report on Mode shift to micromobility³³ references the “relative carbon emissions from privately owned and shared micromobility” (graph page over). The graph identifies that a privately owned e-scooter has an average carbon emission of 30g/km, whilst a hired/ shared e-scooter has an average carbon emission of 126g/km. The higher average carbon emission is due to the increase emission for roadway and maintenance. A petrol vehicle has an average carbon emission of 208g/km

³¹ Hamilton City Council (2019). Code of Practice for Personal Hire Devices - Retrieved from pg 3, <https://www.hamilton.govt.nz/our-services/public-places-permits/Pages/Personal-Hire-Device-permits.aspx>

³² Hamilton City Council (2020). 2020/21 Climate change Action Plan – Retrieved from, <https://www.hamilton.govt.nz/our-city/climate-change/Documents/2020%202021%20Climate%20Change%20Action%20Plan.pdf>

³³ Waka Kotahi NZ Transport Agency, 2021, Retrieved from pg 51, [Research Report 674 Mode shift to micromobility | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](https://www.nzta.govt.nz/research-reports/Research-Report-674-Mode-shift-to-micromobility/)

Relative carbon emissions from privately owned and shared micromobility (Source: TNMT, 2019)³⁴



Source: Lufthansa Innovation Hub, Mobitool, BMVI, UBA, Handelsblatt, Statista

travelandmobility.tech

There has been instances during the trial where devices have ended up in the Waikato River and Hamilton Lake. The current operator has gone to great lengths to ensure that these are retrieved immediately on notification. Within the terms and conditions of the PHD Permit, the KPI for retrieval of a device from the river is within five (5) hours of being notified.

E-scooters have become an alternative form of transport for residents and visitors. This type of activity supports the priority outcome of the Access Hamilton Strategy 'Choice – everyone has travel options for moving around the city'.

³⁴ Waka Kotahi NZ Transport Agency, 2021, Retrieved from [Research Report 674 Mode shift to micromobility | Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](#), pg51

Risks and Opportunities

Key areas of risk have been identified as:

- Application process and code of practice;
- Number of devices allowed within Hamilton City;
- Fee and charges;
- Infrastructure.

These are discussed further below:

Application process

An application process is considered a fair way of selecting operators based against the criteria of the Hamilton City Council Code of Practice of PHDs. If an application process is not undertaken, there is a risk that operators new to Hamilton would not apply for a permit, thinking that a preferred operator was already in place. The permitting process allows Council to place the greatest level of control on PHD's.

Number of devices allowed within Hamilton City

Council have a current cap of 1,000 personal hire devices. Should Council choose not to cap the numbers of PHD's to 1,000 there is a risk that operators will 'flood' the market, potentially impacting the safety of riders and pedestrians across the city.

Fee and charges

Overseas many different types of trip payments are now being investigated and used, including but not limited to; rental of a e-device for a week or month and purchase of multiple trips. As options for payment to use shared micromobility changes, Councils need to have the ability to adapt the fees and charges to suit the changing environment and demand it creates on Hamilton City.

Infrastructure

Shared micromobility is in the infant stage as a transport mode and as technology, type of devices, improvements to current devices (e-scooters, e-bikes, e-moped, e-skateboards) may result in the need for infrastructure improvements to accommodate such modes. Council will need to consider costs associated to these changes.

With advancements in technology of "apps", geofencing (speed limits, no go zones and no stopping), and increased safety features of some PHDs, there are opportunities for PHDs use to become more user friendly to the vulnerable community and the public in general, with the ability to end the payment only when a PHD is parked courteously or in a designated parking area in high density pedestrian locations.

Based on trip start and end data, establishing designated parking areas for shared micromobility (like that in Garden Place) at main transport centres and shopping areas such as Hamilton Transport Centre, Hamilton Train Station, Chartwell, The Base and the Rotokauri Transport Hub; and working with operators to encourage deployment and parking in these areas would encourage end/ start of journey usage and potential for increased use of Public Transport.

Opportunities to improve safety and reduce injuries could include:

- Changes to hours of operations – Tauranga City Council has implemented as part of their trial operational hours of 5.00am to midnight daily³⁵. Outside of those hours, e-scooters are deactivated;
- Changes in boundaries and/ or additional restrictions to low-speed zones, no operating zones and no stopping zones;
- Additional of preferred parking zones;
- Updating the minimum safety requirements on devices available on Hamilton Streets. Examples of minimum safety requirements could include minimum wheel size, hand operated brakes, lights front and back, bell, and the availability of a helmet for the rider to have the choice to use if so desire.

These changes could be included in the Code of Practice for Personal Hire Devices and Personal Hire Devices Terms and Conditions of Trading in Public Places; with an annual or bi-annual review. With improvements to safety features of devices, consideration will need to be made to the impact on current operators.

With micromobility increasing in popularity, more legislation is being developed and a greater understanding is required. The latest report from Waka Kotahi NZ Transport Agency (February 2021)³⁶ recommends a National benchmarking programme, similar to the cycling benchmarking programme.

It is also possible that a national review of the regulatory processes for managing PHD's may result in a change to the current methodology of the Public Places bylaw being used by local councils.

The Accessible Streets Regulatory package was consulted upon in early 2020 and once legislative changes are implemented, there will be clearer rules about the safe operation of all e-scooters within the road corridor.

Appendices

Appendix 1 - Hamilton City Council March 2020, E-Scooter Survey: Engagement Tactics and submissions insights

Appendix 2 - Hamilton City Council, March 2021, E-Scooter Survey: Engagement Tactics and submissions insights

Appendix 3 - PVI's submission on e-scooter use in Hamilton

Appendix 4 - HCC hired e-scooter hospital admissions and injuries 17 Feb 2021, Source Waikato District Health Board

Appendix 5 - ACC Official Information Response – E-Scooter, e-bike and cycling claims, March 2021

³⁵ Tauranga City Council Meeting 6 October 2020, Item 10.5, pages 195,196 – Retrieved from <https://www.tauranga.govt.nz/council/about-your-council/council-meetings-agendas-and-minutes>

³⁶ Waka Kotahi NZ Transport Agency, 2021 – Retrieved from [Research Report 674 Mode shift to micromobility](#) | [Waka Kotahi NZ Transport Agency \(nzta.govt.nz\)](#)

E-SCOOTER SURVEY 2020 (ANALYSIS REPORT)

INTRODUCTION

The Infrastructure Operations team wanted to get feedback from the community on their views and experience with personal hire devices in Hamilton city. The purpose of this was to view community's feedback and provide the elected members an update on the e-scooter trial that has been running in the city for the last six months.

The survey link was shared on Hamilton City Council's Facebook pages. Hard copies were also made available at the community centres, libraries and municipal building.

SURVEY AIMS

1. To explore what people think about shared e-scooters in Hamilton City.
2. To seek the community's feedback on the continuation of shared e-scooter trial in the city.

METHODS OF ENGAGEMENT

The feedback was via survey. It ran from 17th Jan- 27th March 2020. The survey link was posted on HCC's Facebook page. The survey was a non-sponsored post, that is no boosting.

The post reached 21000+ people and had 5100+ social media interactions. The main types of interactions are:

- 4800+ engagements
- 160+ comments
- 20+ shares
- 100+ reactions

KEY FINDINGS

1. The survey had 2086 responses. It has met the minimum sample size of 375 which meets the necessary statistical significance levels set for this study. We have calculated the margin of error for community's feedback on continuation of the trial, which can be seen in point 4a under key findings.
2. The respondents to the survey when aligned to the general population representation demonstrated an over-representation of people in the 20-34-year age group and under representation of young people in the 16-19-year age group.
3. To explore what people think about hired e-scooters in Hamilton City.
 - a. 2066 (99%) of the respondents are aware that e-scooters are available to hire in the city.
 - b. Out of the ones that are aware, 1206 (58%) have hired an e-scooter and 859 (42%) have not hired an e-scooter in Hamilton City. 1 person did not answer this question.

Why people used an e-scooter

- c. Of those who have hired an e-scooter, 1054 (87%) of the people have done so more than once.
- d. The most use of hiring an e-scooter were to try it for fun (887, 74% of the respondents who hired an e-scooter) and to get around the city (747, 62% of the respondents who hired an e-scooter).
- e. For the 206 respondents who hired an e-scooter, the common reasons for choosing to hire an e-scooter in their most recent trip are as it is fun (754, 63% of the respondents), as it is faster to get around (728, 60% of the respondents), and as it is more convenient (686, 57% of the respondents).
- f. Of the 1206 respondents who have hired an e-scooter said that they would have otherwise walked (758, 63% of the respondents) or driven a car/motorbike (566, 47% of the respondents) instead of the e-scooter in their most recent trip.

Why people haven't used an e-scooter

- g. Of the 2066 respondents who are aware of the trial, 859 (42%) have not hired an e-scooter. 682 people answered the question seeking reasons why they have not hired an e-scooter, 327 (47%) said that they haven't needed to hire one so far and 259 (37%) said that they wouldn't feel safe.

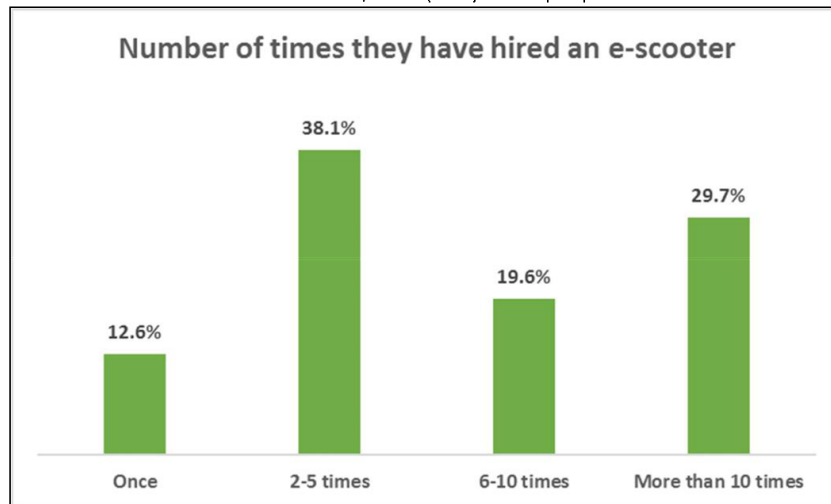
Views on the safety of e-scooters

- h. 1380 (66%) of the total (2086) respondents feel that users ride an e-scooter in a safe and responsible manner.
 - i. Of the 1206 respondents who have hired an e-scooter, 975 (81%) said that they have not personally experienced any safety related issues.
 - j. As a footpath user, 1379 (66%) of total (2086) respondents have not personally experienced any safety related issues with e-scooters.
 - k. As a road user, 1616 (77%) of total (2086) respondents have not personally experienced any safety related issues with e-scooters.
4. To seek the community's feedback on the continuation of shared e-scooter trial in the city.
- a. 1677 (80%) of the respondents noted that Hamilton city council should allow personal hire devices to operate in the city. This has a margin of error of +/- 1.7% at the 95% confidence level.
 - b. Of those that thought e-scooters should continue, 456 (27%) suggested that the continuation should happen with some changes.
 - i. To work with Lime to make designated parking areas.
 - ii. Enforcement of rules to ride (age limit, and 1 person to be allowed per scooter)
 - iii. Adding more e-scooters in the suburbs.
 - iv. Education for e-scooter riders.
 - v. To make helmets mandatory.
 - vi. Get them off the footpaths
 - vii. Ride them on cycle lanes.
 - c. On an average, 1773 (85%) of the total (2086) respondents have not made any complaints about e-scooters.

Looking at what people think about hired e-scooters in the city

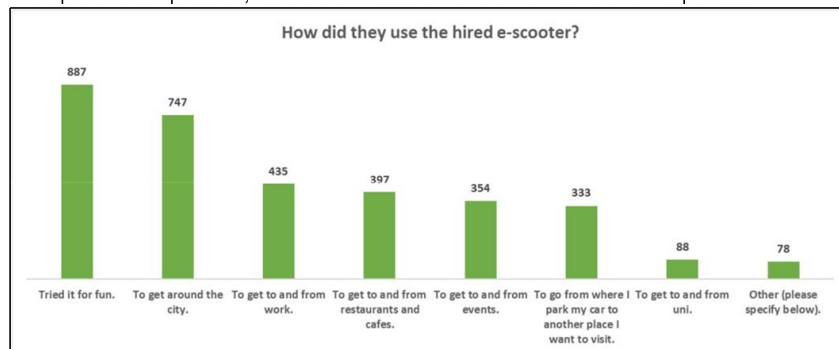
Awareness and usage

1. 2066 (99%) of the respondents are aware that e-scooters are available to hire in the city.
2. Out of the ones that are aware 1206 (58%) have hired an e-scooter and 859 (42%) have not hired an e-scooter in Hamilton City. 1 person did not answer this question.
3. Of those who have hired an e-scooter, 1054 (87%) of the people have done so more than once.



4. The most use of hiring an e-scooter were to try it for fun 887 (74%) and to get around the city 747 (62%). Some of the other uses seen from people's comments are:
 - To travel for meetings
 - For emergency transport
 - To get to a place which is beyond walking distance but not convenient by bus.

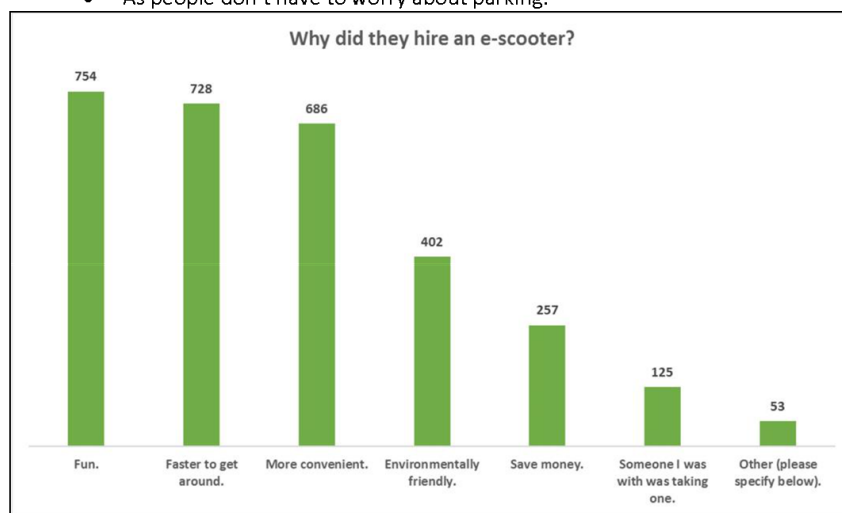
The graph showing the grouped reasons and responses is shown below. This question is a multiple-choice question; hence the results are shown in number of responses.



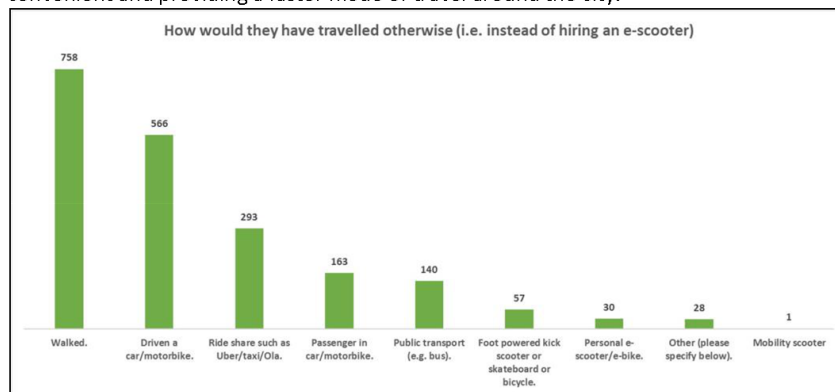
5. The common reasons for choosing to hire an e-scooter in their most recent trip for the 1206 respondents are as it is fun (754, 63%), as it is faster to get around (728, 60%), and as

it is more convenient (686, 57%). The common other reasons to hire an e-scooter in the most recent trip include:

- As they just wanted to try it for the experience.
- As it is cheaper to hire than a taxi
- As it provides a direct mode of transport compared to buses.
- As people don't have to worry about parking.



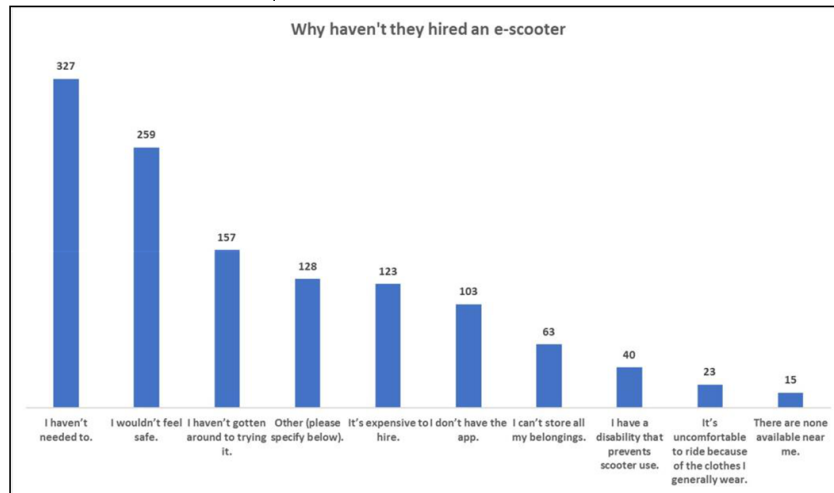
6. Of the 1206 respondents who have hired an e-scooter said that they would have otherwise walked (758, 63%) or driven a car/motorbike (566, 47%) instead of the e-scooter in their most recent trip. The most common theme that came up in the 'other' group is that people would have not taken the trip otherwise. This is coherent with the above reasons of e-scooters being convenient and providing a faster mode of travel around the city.



Analysing the barriers to using it

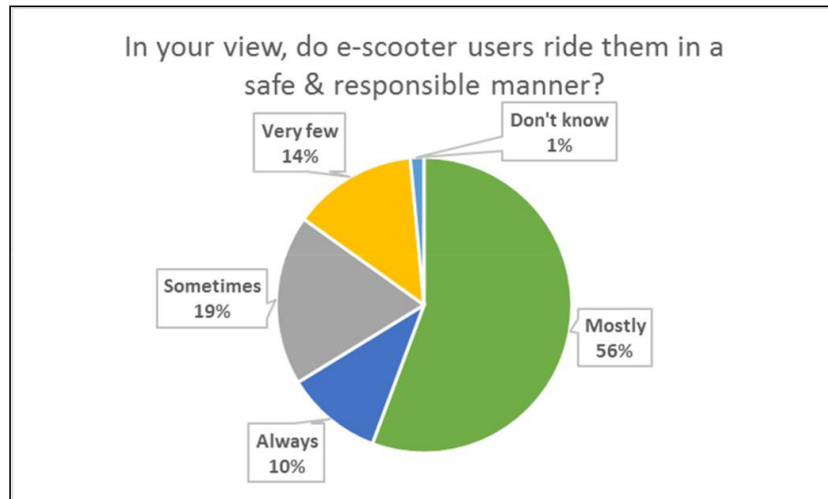
1. 859 (42%) of the 2066 respondents who are aware of the e-scooter trial said that they have not hired an e-scooter.
2. Of these, 682 (79%) answered the question on their reasons to not hire an e-scooter. 327 (47%) said that they haven't needed to hire one so far and 259 (37%) said that they wouldn't feel safe. Some of the themes that came through in the 'other' reasons include:

- People own an e-scooter.
- People prefer to walk.
- People think they are an unsafe mode of transport.
- Their design is such that one can't adjust for different heights.
- No helmets are provided.

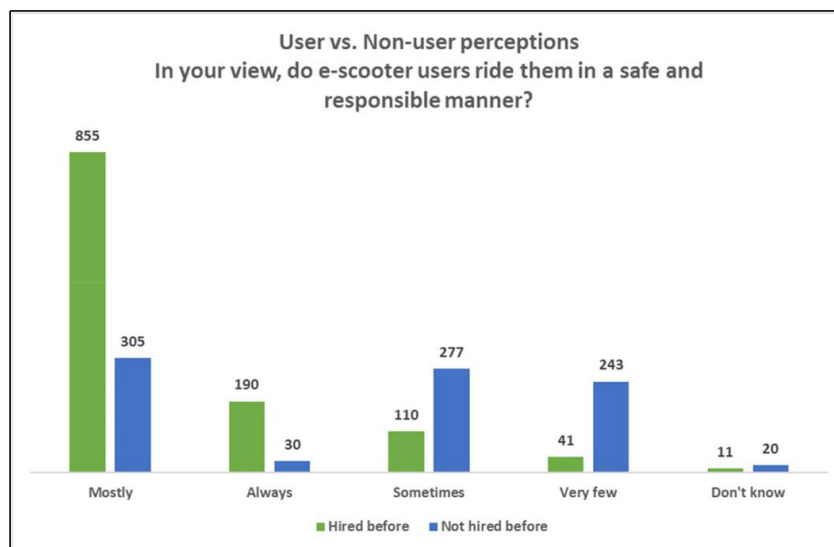


Understanding their perceptions

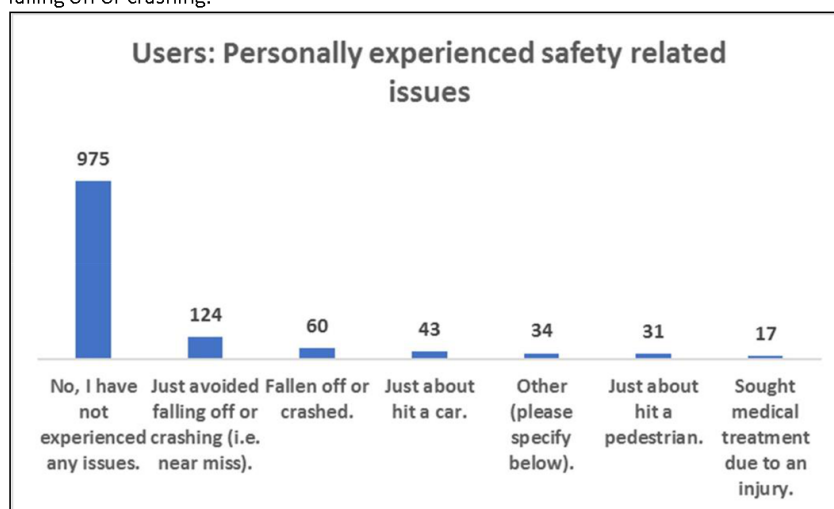
1. 1380 (66%) of the total respondents feel that users ride an e-scooter in a safe and responsible manner.



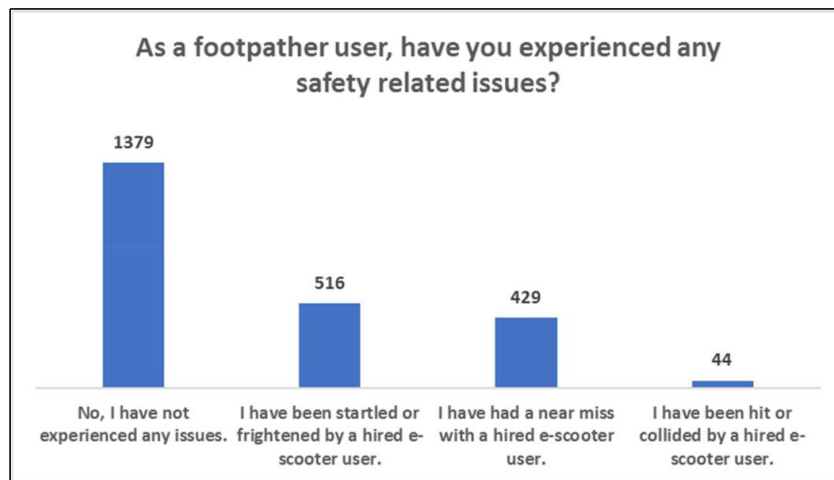
2. Looking at how the above perception differs for a user vs. a non-user, a higher proportion 1045 (86%) of those that have hired an e-scooter think that riders use them in a safe and responsible manner, compared to 335 (38%) of those that have not hired an e-scooter.



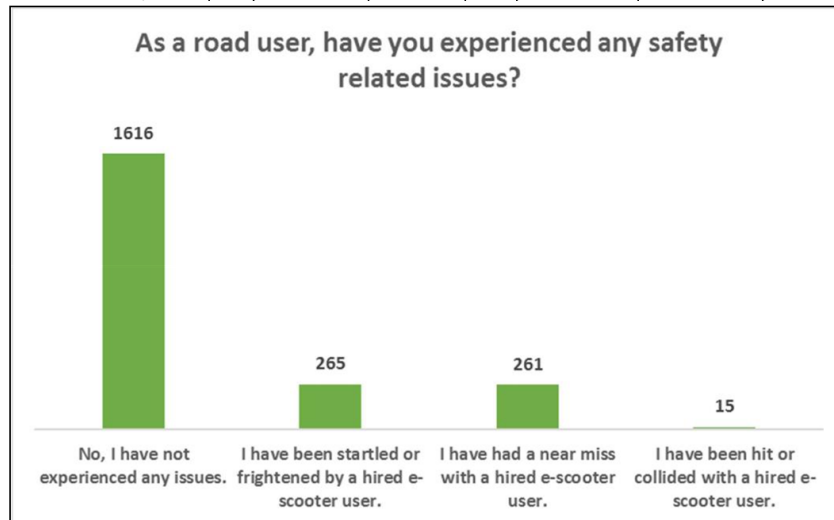
3. Of those who have hired an e-scooter, 975 (81%) said that they have not personally experienced any safety related issues. 124 (10%) of the people who have hired an e-scooter, have just avoided falling off or crashing.



4. As a footpath user, 1379 (66%) of total respondents (2086) have not experienced any issues.



5. As a road user, 1616 (77%) of total respondents (2086) have not experienced any issues.



6. Looking at the overall perceptions of respondents regarding hired e-scooters in Hamilton city,
- 1472 (72%) of the 2058 respondents who answered this question and did not choose 'not applicable' as a response, noted that hired e-scooters improve transport choice and make it easier to get around.
 - 906 (52%) of the 1740 respondents who answered this question and did not choose 'not applicable' as a response, noted that e-scooters help them to visit more places in Hamilton.
 - 1066 (61%) of the 1760 respondents who answered this question and did not choose 'not applicable' as a response, noted that hired e-scooters are something they will continue to use. Since this is an average of all respondents, looking at just the ones who have hired an e-scooter, 832 (81%) of these people (1206 respondents) noted that e-scooters are something they will continue to use.

- d. As a business, 422 (42%) of the 997 respondents who answered this question and did not choose 'not applicable' as a response, noted that customers are arriving to their business on hired e-scooters.

Seeking the community's feedback on continuation of hired e-scooter trial in the city

Understanding their feedback

1. On an average, 1773 (85%) of the total (2086) respondents have not made any complaints about e-scooters. The split of who has complained and type is detailed below:
 - a. 96 of the respondents have made complaints about unsafe rider behaviour.
 - b. 115 of the respondents have made complaints about riding e-scooters where they are not supposed to.
 - c. 311 of the respondents have made complaints about e-scooters left lying around.
 - d. 76 of the respondents have made complaints about other reasons.
2. The most common theme that came through in people's comments to 'other' types of complaints is that e-scooters have been carelessly discarded in public places. Below are some of the comments:

"If i thought making a complaint would have done anything, i would. They are discarded so inappropriately"

"Being parked in no-parking zones making them unavailable for use." "I thought you had to be a certain age to ride one? Have seen kids as little as 8 using them, so dangerous."

"The people who misuse these services are a fringe group, who shouldn't effect the rules that are applied to the majority of safe riders."

"have not made a complaint but constantly moving them after they have been left lying around"

"Please have an 0800 number (sticker) on scooters so you can contact the operator (or agent) easily. The operator needs to be visible if there are any issues because I found a power pack that someone had vandalised and dumped from a scooter and it was a mission trying to contact someone and when I did, they never came to pick it up - so I dropped it off at the City Safe headquarters in Genesis Bldg. But that was after I had to make time consuming investigation where to take it, so that experience was frustrating. I almost threw it in the bin and didn't bother doing the right thing."

"The parked scooters are also a trip hazard for blind, low vision and many elderly people. This question does not seem to be covered in the survey."
3. 1677 (80%) of the respondents said that Hamilton city council should allow personal hire devices to operate in the city. Of these people, 456 (27%) respondents suggest that the continuation should happen with some changes. These are summarised in the next point.
4. The common themes from people's suggestions to continuation of trial with some changes are:
 - To work with Lime to make designated parking areas.
 - Enforcement of rules to ride (age limit, and 1 person to be allowed per scooter)
 - Adding more e-scooters in the suburbs.
 - Education for e-scooter riders.
 - To make helmets mandatory.
 - Get them off the footpaths
 - Ride them on cycle lanes.

Below are some of the comments:

"More education for scooter riders about the appropriate parking of the vehicle, or alternatively parking docks or parking bays in popular sites such as the gardens, the lake or garden place so they are all parked together and not across public access places."

"The e-scooters are left anywhere and can quite often cause a hindrance to footpath users because of them being left in the middle of the footpath. I find that this could be dangerous for people with disabilities trying to get around them or for the case of people with sight impairment they may walk into or trip over them. I think there should be some sort of infringement for any user who leaves the e-scooter in a dangerous place that could cause injuries."

"Some of the rules of use need to be enforced, the age limit and people riding with 2 people on the scooters."

"Better warning device on scooter for pedestrians, compulsory use to help give warning to others. Maybe install a bell like a cat has to constantly show awareness."

"To work with Lime company to established some places for e-scooters to park under shelter or a designated cycling parking space area, specifically where e-scooters are concentrated around. This will avoid the issue of e-scooters left in random and unsafe places."

"Melbourne provide free bikes to get around the city, but you have to buy a helmet from a 7/11 to use the bikes. The helmets were cheap I think about \$7. I think this would be a good way to improve safety concerns with e-scooters."

"Helmets, rules around use on roads and in cycle lanes, reduced speeds, lower speeds in high traffic areas, better parking on parks (taupo use designated parking areas)"

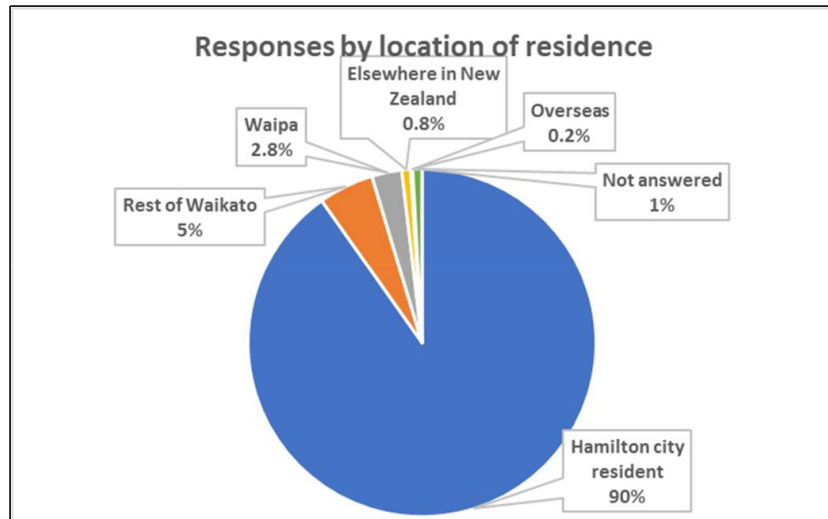
"Require operators to provide helmets (Neuron in Auckland does this)."

"add more to the city to better serve other neighbourhoods"

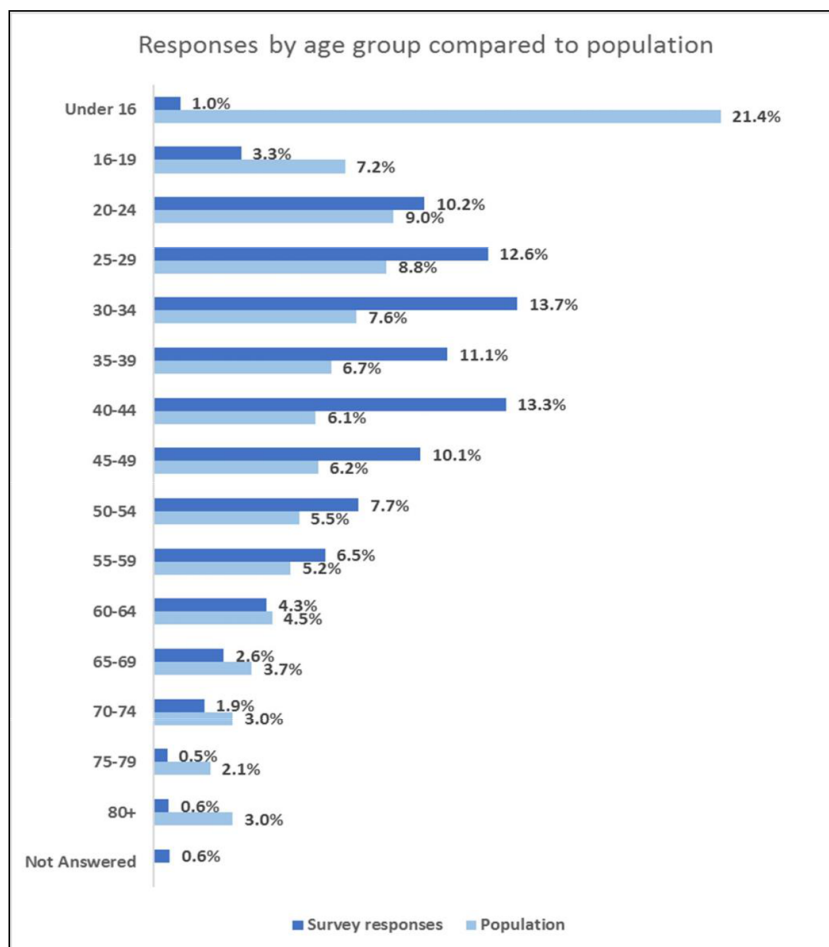
"Restricted to bicycle lanes."

PROFILE OF RESPONDENTS

1. A total of 2086 responses were received from online and hard copy survey submissions.
2. 98% of the people who submitted the survey were individuals, 1.4% being businesses, organisations or community groups. 8 people did not answer this question.
3. More than 90% of the respondents are residents of Hamilton. The graph below shows the breakdown of respondent's locations.



4. Reviewing the distribution of those that indicated their age group (99% of the total respondents), we can determine:
 - a. The highest survey responses came from 20-34 year olds. They form 25% of population, whereas 37% of our respondents are in this group.
 - b. 16-19 year olds form 7.2% of population, whereas 3.3% of our responses came from this group.
 - c. We had kept the survey open for longer to capture feedback from students coming back to Uni / Wintec once it re-opened. We did see a rise in proportion of responses from 16-19 year olds and 20-24 year olds comparing it to the last report in Feb, 2020. 16-19 year olds previously formed 2.6% of total respondents, and were now 3.3% of total respondents. 20-24 year olds previously formed 9.2% of total respondents, and were now 10.2% of total respondents.



Note: The population values are taken from Stat's NZ 2018 Census.

5. The most responses were from Hamilton East, Flagstaff, Rototuna, and Dinsdale.
6. In terms of representation:
 - a. The survey had over-representation from Hamilton East, Rototuna North, Frankton and Hamilton Central.
 - b. The survey had under-representation from Nawton, Melville, and Claudelands.

**Appendix 2 - Hamilton City Council March 2021, E-Scooter Survey:
Engagement Tactics and submissions insights**



**2021 E-SCOOTER SURVEY:
ENGAGEMENT TACTICS AND
SUBMISSIONS INSIGHTS**

Report prepared by:

Preeta Chitre, Research and Insights Analyst

Lauradanna Radesic, Team Leader, Communication and Engagement, Great River City March 2021.

Report reviewed by:

Julie Clausen, Unit Manager, Strategy and Corporate Planning, March 2021.

EXECUTIVE SUMMARY

Now that e-scooter hire services have been up and running for two years, we wanted to get a second round of feedback from the community on how well these are operating – or not. This information will help us ensure the services operated by providers (as set out under Council's personal hire device scheme) are fit for purpose and delivering what people need. This information will be reported to the Infrastructure Operations Committee in late April 2021 for their review.

Community engagement on the shared e-scooter trial took place from 15 February to 1 March 2021.

We reached more than 4700 people through social media, with more than 197 engagements (likes, comments or shared). We received 929 submissions through Have Your Say, either via the online portal or through hard copy feedback forms. Most of these respondents were in the 20-54-year-old age group.

The results from this survey are compared to the previous year's survey. However, it should be noted that as these are opt-in surveys and not randomly selected samples from the population, we cannot ascertain that the differences in the samples are statistically significant. As the number of respondents is different for the two years, percentages have been mentioned to aid in comparison.

Awareness

An equal proportion of respondents (99%) were aware that e-scooters are available to hire in the city in both year's surveys. Of those who were aware of the e-scooter trial, 84% had hired an e-scooter compared to the 2020 survey, where only 58% had hired an e-scooter.

Safety perceptions

79% of the respondents felt that users mostly/always ride an e-scooter in a safe and responsible manner compared to the 2020 survey where lesser (66%) felt that users mostly/always ride an e-scooter in a safe and responsible manner. Those who have previously hired an e-scooter are more likely to note that riders mostly/always use them in a safe and responsible manner, compared to those who have not hired an e-scooter in the past.

As a footpath user or road user, lesser proportion of people have experienced an issue compared to the 2020 survey.

Should we continue using e-scooters

72% of those who responded to this question, noted that e-scooters are something they will continue to use, compared to the 2020 survey where lesser (61%) said the same.

88% of the respondents said that Hamilton City Council should allow personal hire devices to operate in the city, compared to the 2020 survey where 80% of the respondents said the same.

Further details on usage, safety perceptions and continuation of trial are provided page 5 onwards.

ENGAGEMENT RESULTS

SUBMISSION FORM (ONLINE & PAPER COPY)

A total of 929 submissions were received through Have your Say, either through the online portal or through hardcopy feedback forms. This consultation was open for a period of two weeks, i.e. from 15 February to 1 March 2021. The engagement was run for two weeks, rather than the usual four, due to the late notice from staff about the requirements for this consultation.

The overall response numbers with the same survey in 2020 were 2086 responses where the consultation was open for longer, i.e. 17 January to 27 March 2020.

Note: as these are opt-in surveys and not randomly selected samples from the population, we cannot ascertain that the differences in the samples are statistically significant.

Detailed results of this year's survey and insights compared to last year's survey are provided on page 5 onwards.

SOCIAL MEDIA

We reached more than 4700 people through social media, with more than 197 engagements (likes, comments or shared).

EMAILS/LETTERS

We did not receive any feedback through emails or letters for this consultation.

SUBMISSIONS INSIGHTS

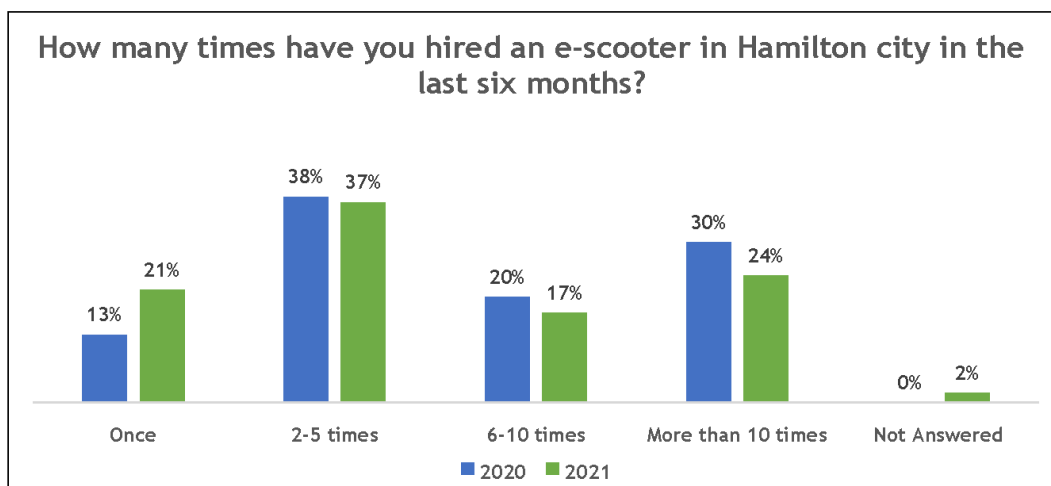
FEEDBACK FROM SUBMISSION FORMS (ONLINE & PAPER COPY)

This was an opt-in survey and promoted through social media, media release and targeted stakeholder engagement.

Quantitative analysis of the data from responses has been shown below to note the number of responses where people could select options to note their choice. Thematic analysis of people's verbatim responses has been done and the top themes have been noted below.

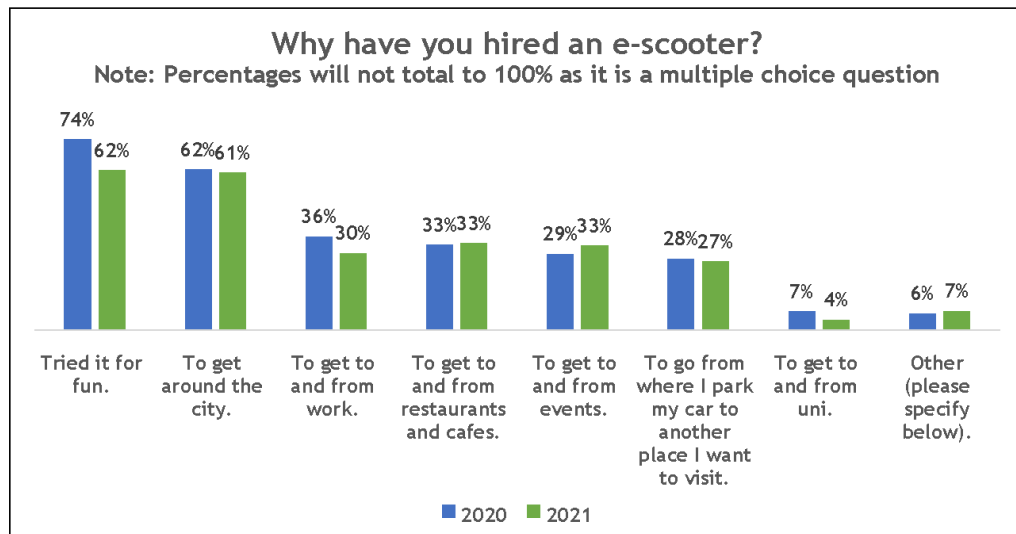
Awareness and usage

1. 919 (99%) of the respondents were aware that e-scooters are available to hire in the city. An equal proportion of respondents (99%) were aware of e-scooters being available to hire from the 2020 survey.
2. Out of those that were aware, 774 (84%) had hired an e-scooter compared to the 2020 survey, where only 58% of the respondents had hired an e-scooter.
3. Of those who had hired an e-scooter, 598 (77%) said they had done so more than once in the last six months. These have reduced from 2020 survey, where 88% had hired an e-scooter more than once.

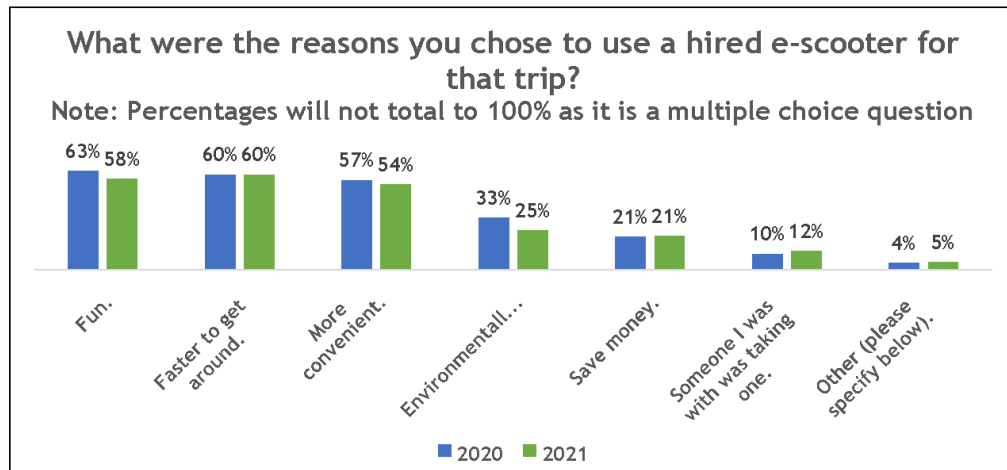


Note: Last six months would refer to September/October 2020.

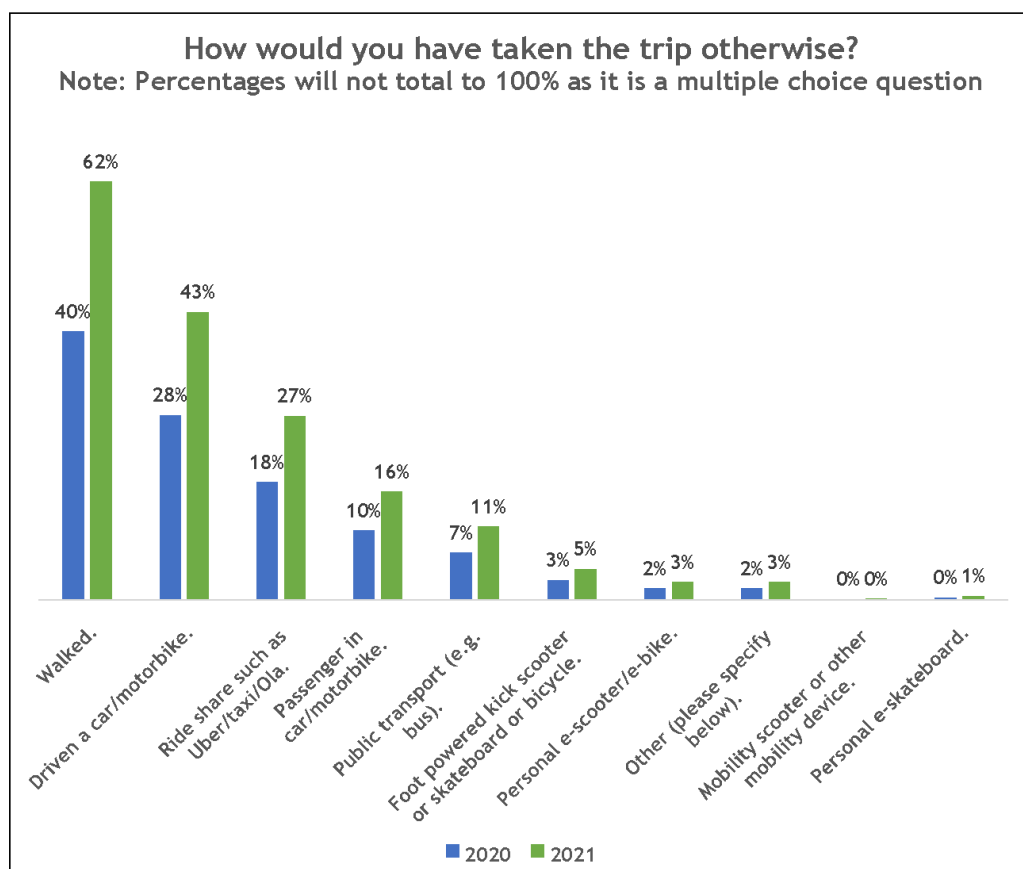
4. The most common reasons to hire an e-scooter are illustrated below. There has been a change since 2020 with less people trying it for fun, likely due to the e-scooters being offered in Hamilton for over a year. There has also been lesser people using it to get to and from work, likely post Covid-19 with more people working from home. Some of the other uses seen from people's comments in this survey were:
 - To get home from town.
 - To get home after shopping/from the supermarket.
 - To get to appointments.



5. The most common reasons to choose an e-scooter in their most recent trip are illustrated below. There has been a change since 2020 with lesser people choosing it for fun consistent with what we saw in the previous question. Equal proportion of people chose it because of e-scooters being faster to get around and saving money in both the year's surveys. The other reasons to hire an e-scooter in the most recent trip included:
- Did not have a car/Car was not available.
 - Too tired to walk/Easier to get where I needed to rather than walking.

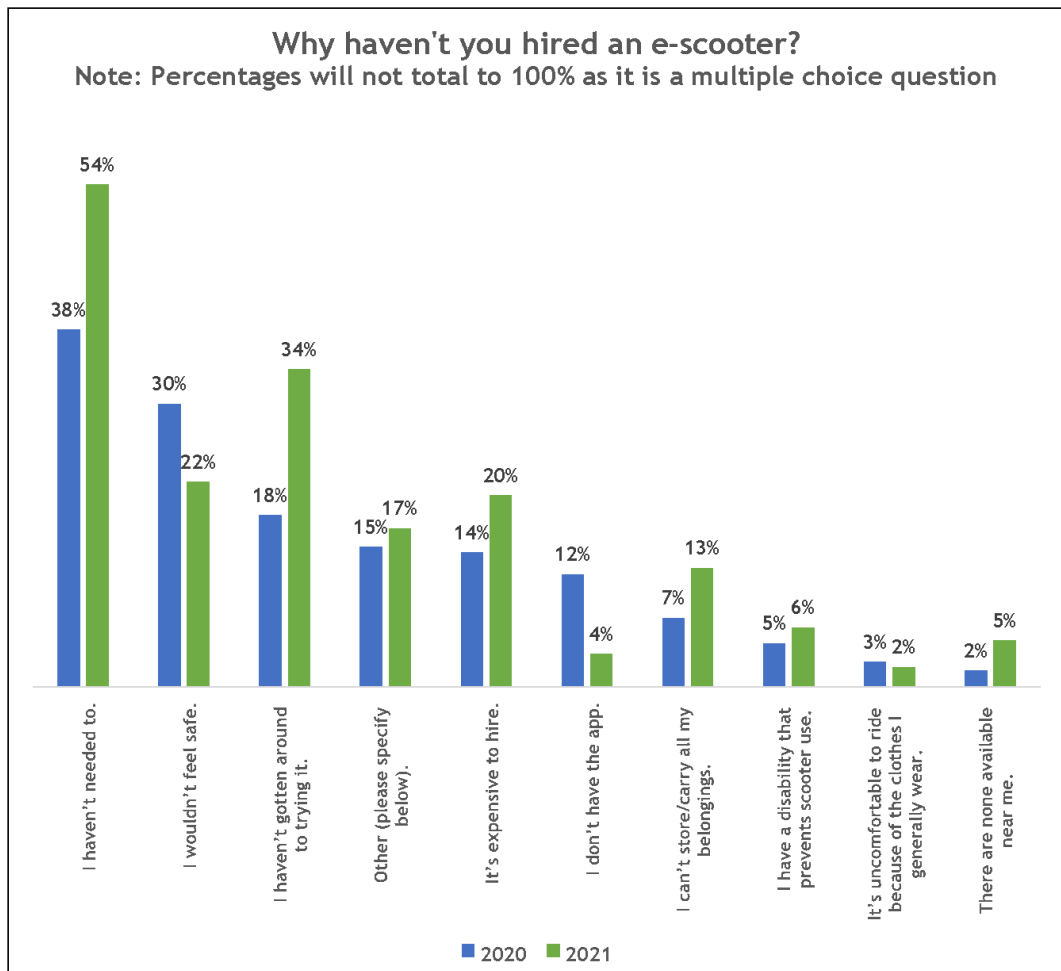


6. We asked those who hired an e-scooter, how they would have taken the trip otherwise. Their responses are illustrated below. The biggest change since the 2020 survey was more people saying they would have walked if they didn't use an e-scooter. The most common theme that came up in the 'other' group is that people would not have taken the trip otherwise. This is coherent with the above reasons of e-scooters being convenient and providing a faster mode of travel around the city.



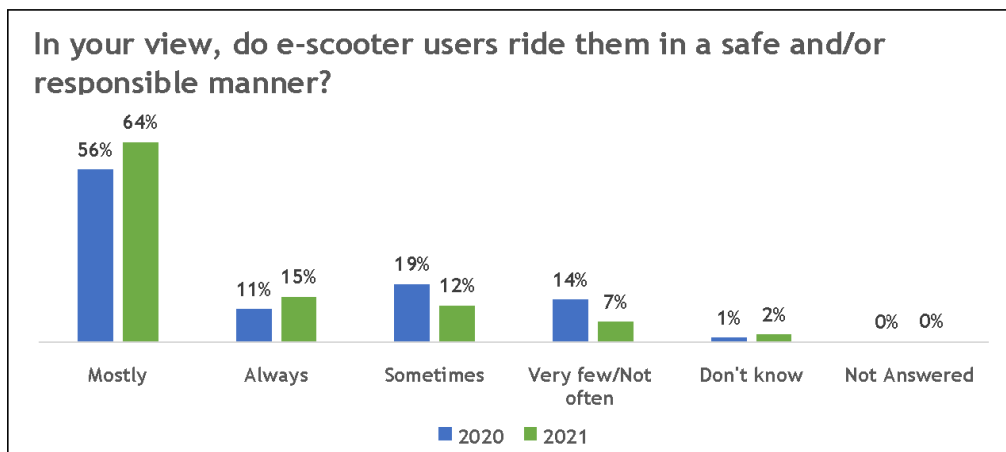
Analysing the barriers to using e-scooters

1. 145 (16%) of the 919 respondents who were aware of the e-scooter trial said that they had not hired an e-scooter, a significant drop from the 2020 survey where 42% of those aware had not hired an e-scooter.
2. Of these, 142 (98%) answered the question on their reasons for not hiring an e-scooter. Their reasons have been illustrated below. There were more people compared to the 2020 survey who said they haven't needed to or haven't gotten around to trying it. There has also been a change with fewer people choosing safety as a barrier. There were more people saying that cost and not being able to store their belongings were a barrier to using an e-scooter. Some of the comments that came through in the 'other' reasons were:
 - People own their own e-scooter.
 - People don't like them.
 - People think they are an unsafe mode of transport.
 - People do not understand rules around e-scooters and where to ride them/park them.

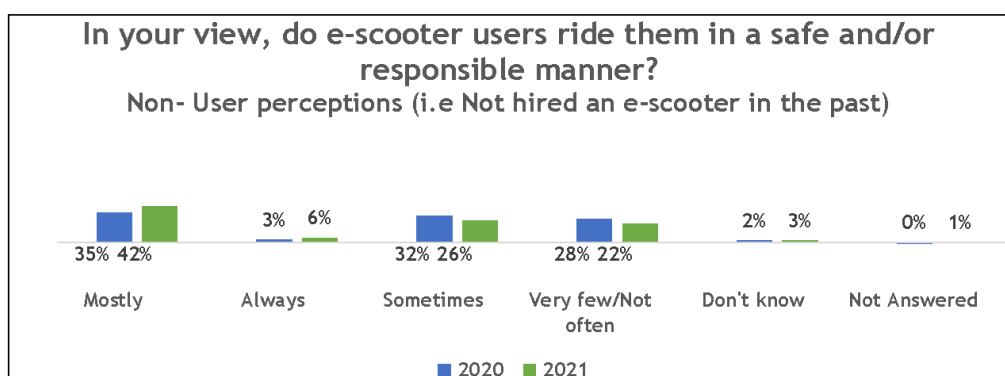
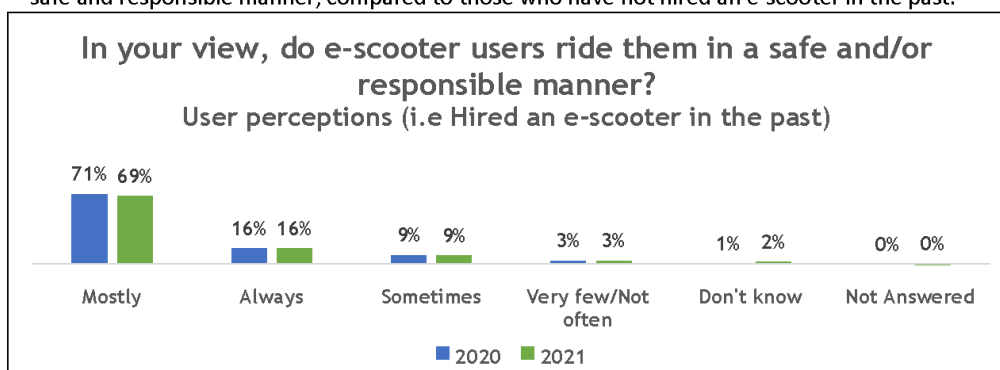


Understanding their perceptions

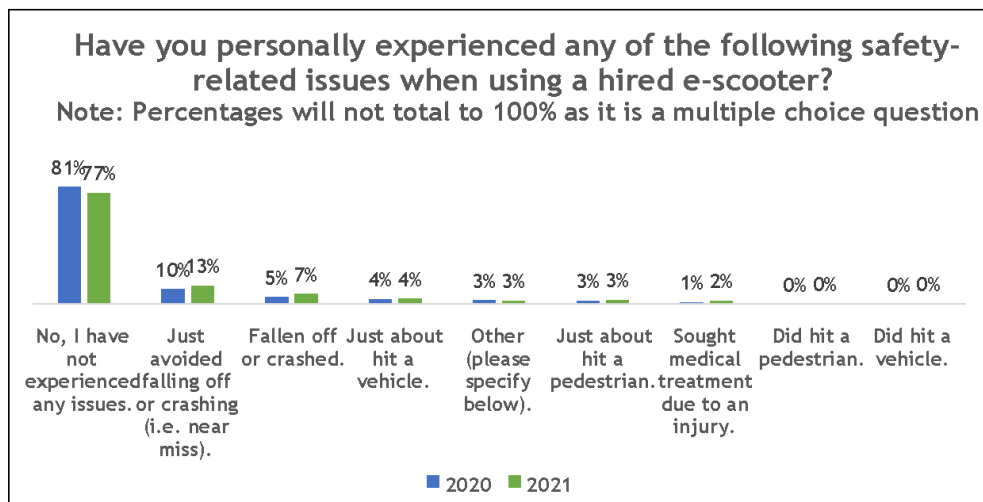
- 733 (79%) of the total respondents felt that users mostly/always ride an e-scooter in a safe and responsible manner compared to the 2020 survey where lesser (66%) felt that users mostly/always ride an e-scooter in a safe and responsible manner.



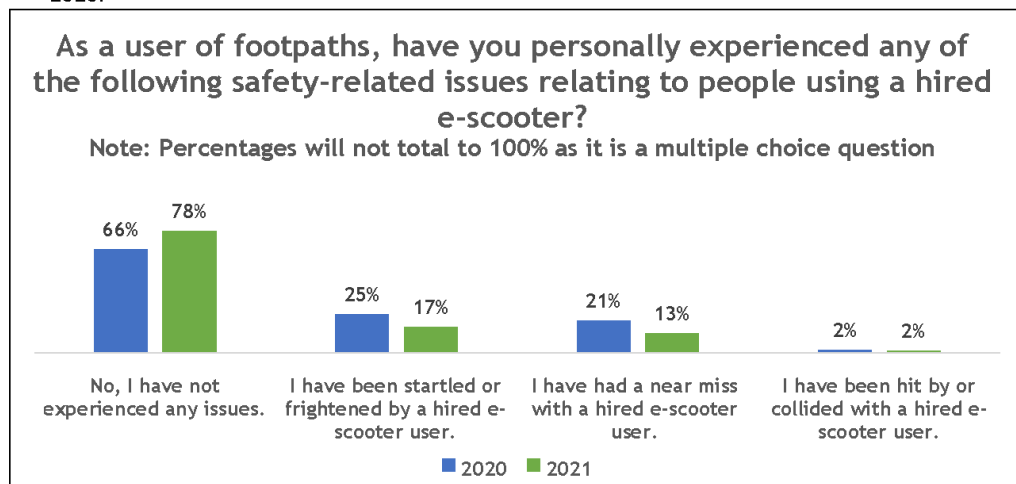
- Looking at how the above perception differs for a user vs. a non-user, those who have previously hired an e-scooter are more likely to note that riders mostly/always use them in a safe and responsible manner, compared to those who have not hired an e-scooter in the past.



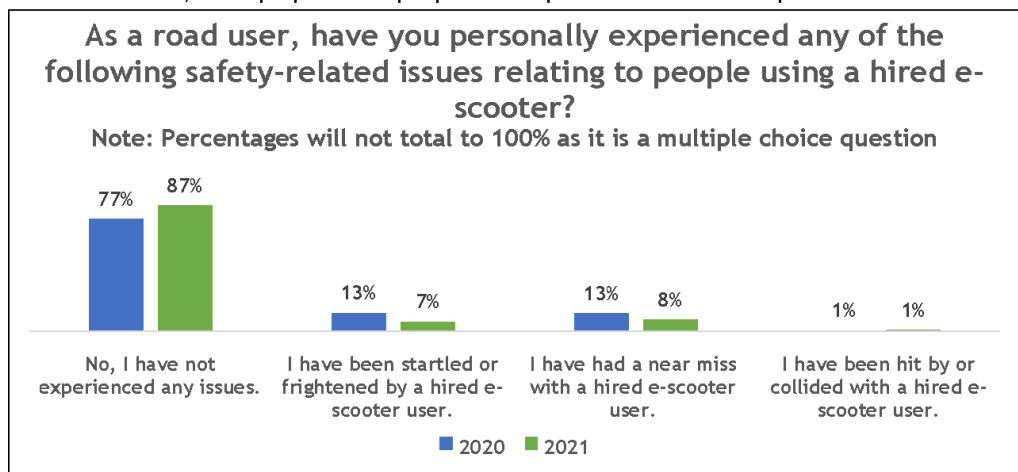
3. We asked those hired an e-scooter if they had not personally experienced any safety related issues. Their responses are illustrated below. There has been a change since 2020 with more people experiencing some or the other issue. A higher proportion of people have had a near miss or fallen off/crashed since 2020.



4. As a footpath user, lesser proportion of people have experienced an issue compared to 2020.



5. As a road user, lesser proportion of people have experienced an issue compared to 2020



6. Looking at the overall perceptions of respondents regarding hired e-scooters in Hamilton city:

- 750 (82%) of the 920 respondents who answered this question (and did not choose 'not applicable' as a response), noted that hired e-scooters improve transport choice and make it easier to get around. This is higher compared to 2020 where 72% of the respondents noted that hired e-scooters improve transport choice and make it easier to get around.
- 534 (62%) of the 862 respondents who answered this question (and did not choose 'not applicable' as a response), noted that hired e-scooters help them to visit more places in Hamilton. This is higher compared to 2020 where 52% of the noted that hired e-scooters help them to visit more places in Hamilton.
- 632 (72%) of the 878 respondents who answered this question (and did not choose 'not applicable' as a response), noted that hired e-scooters are something they will continue to use. Compared to 2020, lesser (61%) noted that hired escooters are something they will continue to use.
- Since the above (point c) is an average of all respondents, looking at just the ones who have hired an e-scooter, 604 (78%) of these people (774 respondents) noted that e-scooters are something they will continue to use. This is lesser than 2020 where 81% of those who hired an e-scooter noted that they will continue using them.
- As a business, 192 (44%) of the 439 respondents who answered this question (and did not choose 'not applicable' as a response), noted that customers are arriving to their business on hired e-scooters. This is higher compared to 2020 where 42% noted that customers are arriving to their business on hired e-scooters.

Seeking the community's feedback on the continuation of hired e-scooter trial in the city

Understanding their feedback

1. Looking at a count of unique respondents, 769 (80%) of the total (929) respondents had not made any complaints about e-scooters. From the 2020 survey, 85% of the total respondents had not made any complaints about e-scooters. The split in this year's survey of how many respondents had complained and the type of complaints they made are detailed below:
 - a. 29 of the respondents who had made complaints did so about unsafe rider behaviour.
 - b. 38 of the respondents who had made complaints did so about riding e-scooters where they are not supposed to.
 - c. 123 of the respondents who had made complaints did so about e-scooters left lying around.
 - d. 35 of the respondents who had made complaints did so about other reasons.
2. The key themes that came through in people's comments to 'other' types of complaints were:
 - a. E-scooter faults.
 - b. App faults.
 - c. E-scooters having been parked and sometimes carelessly discarded in places.

Below are some of the comments:

"The app wasn't working properly, and I couldn't end my ride, and it cost me \$56 for a 5-minute ride."

"Scooter was faulty and wouldn't work as expected."

"[Scooter was] parked in people's driveways."

3. 820 (88%) of the respondents said that Hamilton City Council should allow personal hire devices to operate in the city. Of these people, 123 (15%) respondents suggested that the continuation should happen with some changes. These are summarised in the next point. From the 2020 survey, 80% of the respondents said that Council should allow personal hire devices to operate in the city and of these, 27% respondents suggested that continuation should happen with some changes.
4. The common themes from people's suggestions to continuation of trial with some changes were:
 - Lesser e-scooters on the roads/There are too many at present.
 - Cheaper hire rates.
 - More e-scooter brands.
 - Reduce maximum speed on the e-scooters/Limit speed in certain areas.
 - Enforcement of rules to ride (age limit, and one person to be allowed per scooter, helmet).
 - Education for e-scooter riders.
 - Dedicated parking spots.
 - Get them off the footpaths.
 - E-scooters should have bells or something to alert those nearby.

Below are some of the comments:

"Reduced numbers."

"Need a cheaper option! Lime scooters are so damn expensive, it's cheaper to drive my car."

"Must have a bell or horn, for alerting pedestrians on shared paths. Must have lights when using at dusk/night. Must have a helmet."

"Reduce the speed limit. Users are to wear helmet."

"Age restrictions or more policing of this. They shouldn't be allowed on footpaths. They should be speed-governed more."

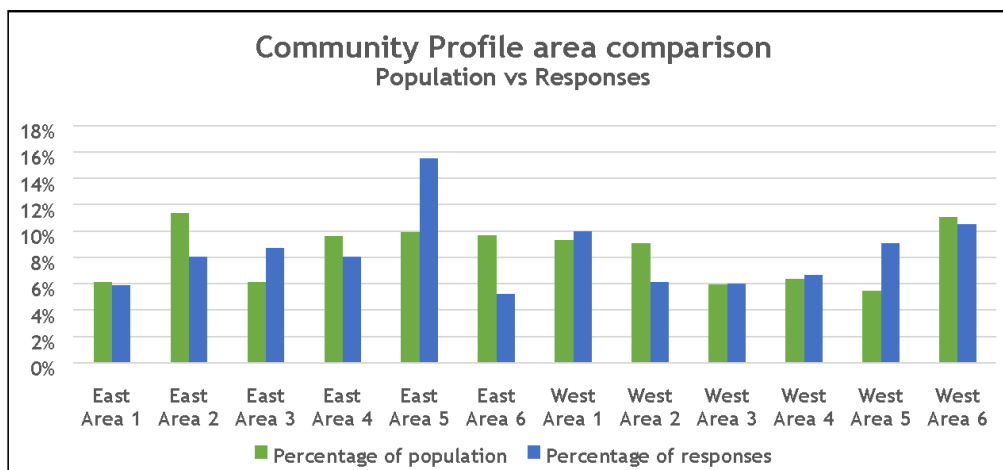
"When users have finished using e-scooters they should be left in places where they don't create hazards. Maybe designated stands could be placed around city. And user needs to place them there before logging off."

DEMOGRAPHIC COMPARISON

RESPONDENTS VS. HAMILTON CITY PROFILE* – LOCATION

We had a low representation from East Area 2, East Area 4, East Area 6, West Area 2 and West Area 6. The relatively lower proportion of respondents from East Area 6 could be due to lesser university students due to Covid-19.

For a list of suburbs in these community profile areas, please see the table below this graph.

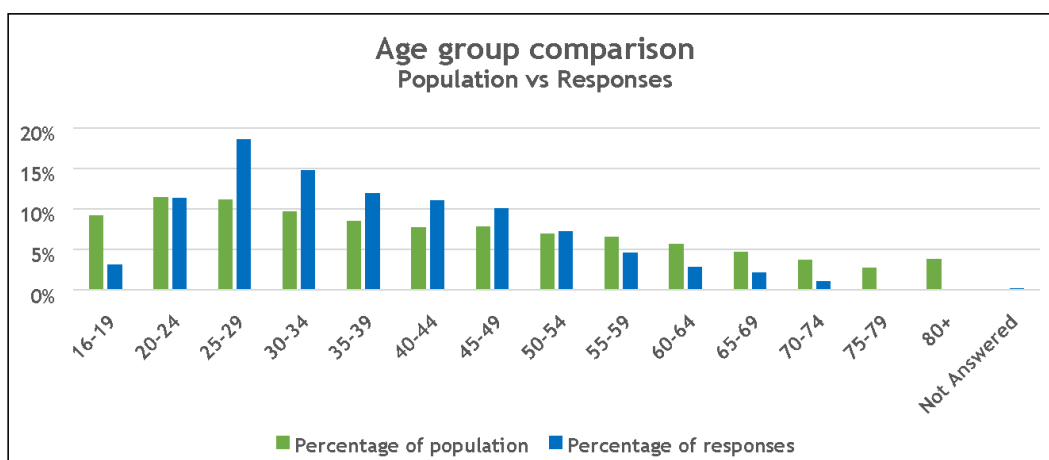


*Hamilton city profile statistics are from the 2018 Census published by Statistics NZ.

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

RESPONDENTS VS. HAMILTON CITY PROFILE* – AGE GROUP

The below illustration excludes those under 16 years old as they cannot legally ride an e-scooter. We had a high representation of 20-54-year-old people.

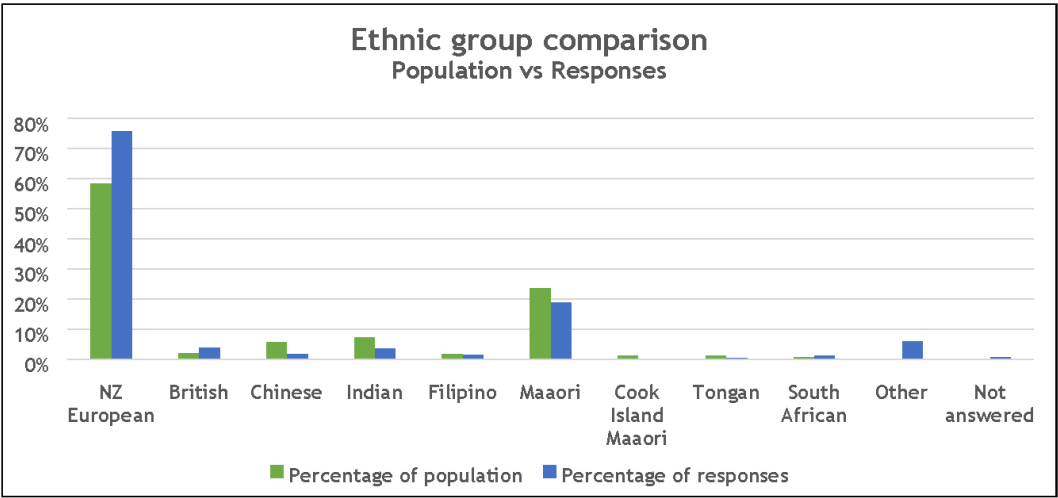


Note: According to the personal hire devices page on our website, one must be 18 years and over to use one of e-scooters around the city.

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

RESPONDENTS VS. HAMILTON CITY PROFILE* – ETHNIC GROUP

We had a high representation from New Zealand European, British, South African and Filipino ethnic groups. Our responses from Maaori respondents have been higher than in previous consultations (19% respondents in this consultation compared to an average of 10% in consultations in the last two years).



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

WHAT'S NEXT

Results from this survey will be presented to the Infrastructure Operations Committee on 27 April 2021. Staff are required to report back to the committee on the outcome of the e-scooter trial along with recommendations. These recommendations should support the committee to further recommend to full Council a range of things including as a minimum:

- Whether e-scooters should continue in Hamilton
- If so, then should it become business as usual or remain as a trial that is further extended
- Confirm the number permitted operators
- Fees and charges structure
- Allocations

Appendix 3 - PVI's submission on e-scooter use in Hamilton, March 2021**PARENTS OF VISION IMPAIRED (NZ) INC**

National Office: 59 Commerce Street, Frankton, Hamilton

Postal address: PO Box 5629, Frankton, Hamilton 3242

Email: rgraham@pvi.org.nz

www.pvi.org.nz

Providing a community to support parents of children with vision impairments

15 March 2021

Tēnā koe,

Please find attached PVI's submission on e-Scooter use in Hamilton City.

Ngā mihi,

Rebekah Graham

National Executive Officer

Parents of Vision Impaired (NZ) Inc

Mobile: 0226215740

Email: rgraham@pvi.org.nz

About Parents of Vision Impaired NZ Inc.

Parents of Vision Impaired NZ Inc (PVI) is a registered charity which supports parents who have blind, low vision, or vision-impaired children. There is no cost to enrol and we provide a supportive community of parents who are overcoming challenges every day. Our current membership is at just over 1300 active members, with close to 800 email subscribers.

PVI offers parents advice, information, and opportunities to meet other parents. We publish a quarterly newsletter (eVision) and have a members-only Facebook page for families and whānau to share information and to network. PVI also runs an annual conference and AGM which allows parents and whānau to get together face to face for a longer time to talk, listen and learn in a social setting.

Additionally, PVI takes an active part in the disability sector through making sure that the voice of visually impaired children and their parents is heard in consultations with government, schools, local councils, and other organisations.

The submission

PVI remains concerned for the safety of blind and low vision persons when forced to share footpath spaces with e-Scooters. This 2019 article from Blind Low Vision NZ excellently articulates these concerns: <https://blindlowvision.org.nz/community/escooters/>

In particular, PVI would like to note for this submission that it is not only moving escooters that are a hazard. Having e-Scooters parked on footpaths creates a serious hazard to white cane users as the handle bars are not always detectable and can cause trip hazards and/or pain to the upper body when the handles are overhanging.

PVI supports the position of the World Blind Union with regards to e-Scooters. Their position statement is attached in full at the end of this submission.

Specific to this submission, PVI would like to note that

- Vision impaired children and adults need to be able to use footpaths safely.
- Vision impaired children cannot always see fast-moving objects such as eScooters approaching and may not have learnt behaviours to compensate for their vision loss.
- Allowing e-Scooters on footpaths places blind, low vision, and vision-impaired children and adults at additional risk due to not being able to see or hear these devices, which are much quieter than other types of transport.
- Footpaths in some suburbs are narrow, bumpy, and poorly maintained. Such footpaths are inadequate to allow for safe use for pedestrians as well as for e-Scooter users.
- There is potential for people who have mobility and vision issues to be treated poorly by other footpath users who are moving more quickly on their e-Scooter.

While PVI supports the suggestions to include bells or similar on e-Scooters to signal their approach, and for ongoing rider education to be courteous and thoughtful of pedestrians, PVI remains concerned that allowing e-Scooters on footpaths results in footpaths becoming unsafe for blind, low vision and vision impaired children, in part due to e-Scooters tending to travel at speeds significantly in excess of normal walking pace, and in part due to the increased trip and injury hazard posed by stationary e-Scooters.

PVI continues to support allowing e-Scooters to use cycle paths, and to give priority to footpath, cycle path and shared path users over turning traffic.

WBU Position Statement on electric scooters (E-Scooters) and other forms of micro-mobility devices

Source: <https://worldblindunion.org/wbu-position-statement-on-electric-scooters-escooters-and-other-forms-of-micro-mobility-devices/>

January 2020

A global trend

WBU and our constituency of blind and partially sighted people in many localities globally, are increasingly witnessing the use of electric vehicles such as E-scooters along with other nonmotorized vehicles.

A motorized E-scooter is powered by an electric motor. It is any two-wheeled device that has handlebars, and a floorboard that is designed for someone to stand on when riding.

E-Scooters are an example of new technology that expands “personal” transport options. They provide a relatively cheap mode of transport that is more accessible than walking or cycling for some people and can go where buses don’t. Also “going for a scoot” is providing people with a little bit of fun that can be really important for their mental health.

This new technology needs to be managed within national and local transport safety regulations to ensure that it is safe and used properly. If the regulations are inadequate to deal with the new technology, they should be updated before the technology is used. It is not acceptable to take a ‘wait and see’ approach.

Most of our member countries are signatories to the United Nations Convention on the Rights of Persons with Disabilities. This establishes a number of obligations including that government policies and regulations should not be regressive to disabled people’s participation and safety.

As with other vehicles, inconsiderate and careless use of E-Scooters creates an extreme hazard, and is a safety risk, especially when used on pedestrian pathways.

(Note that the term, pedestrian pathways, used throughout this document is similar to footpaths, pavements and sidewalks.)

We wish to emphasize here that the presence of E-scooters on pedestrian pathways poses a danger for all pedestrians: children, older persons as well as disabled persons are endangered by having to share a supposedly safe walking environment with devices that are traveling at high speed and little or no sound at all.

Disabled People are particularly vulnerable on pedestrian pathways where they are supposed to be safe from 'traffic'. Blind and partially sighted people are especially concerned because their safety is at risk. There are also general public concerns around safety of older people and children.

The main problems are:

1. The quiet nature of these devices,
2. Excessive speed on pedestrian pathways,
3. Randomly parked or abandoned scooters (particularly when lying down) as those can be obstacles for blind, partially sighted and older, frail people to fall over and trip on,
4. E-Scooters are often blocking tactile guidance systems, traffic lights and walls which are essential for the independent mobility of blind and partially sighted people,
5. A lack of warning systems.
6. Lack of regulations and/or a piece-meal approach by local government/territorial authorities on where the use of E-Scooters is permitted creates unclarity among the public and has led to that scooters are trafficking pedestrian pathways,
7. Lack of traffic rules for micro-mobility devices inflicts on the city's possibilities to sanction users which are not abiding to traffic regulations or "common sense" of traffic behaviour,
8. Lack enforcement should regulations that prevent such devices being used on pedestrian pathways, be breached.

Many of these factors are mostly driven by a lack of social responsibility in the use of these devices, including by the companies who often park multiple units 'in formation' in places where they create an obstacle.

Possible solutions:

1. If E-Scooters are to be permitted in a city or urban settlement, cities and local governments should be influenced so as to exhaust possibilities for necessary consultation.
2. There should be full regulation of micro-mobility devices (including E-Scooters) for safety reasons, just as there are for vehicles and other modes of transport.
3. Regulations should require that E-Scooters with road-going specifications are not present on pedestrian pathways and only used in spaces designed and designated for wheeled vehicles.
4. E-Scooters and other micro-mobility devices, which can travel at or above a certain speed should be classified as motor vehicles and be subject to the same rules that apply to motor vehicles.
5. Approved zones for micro-mobility could be defined and enforced through geo-fencing technology. The technology in these devices can be set to meet different requirements in different locations or zones.

6. When regulations permit the use of E-Scooters on public walking spaces, they Scooter should have a built-in speed limitation, lights/beepers, and be parked appropriately (including by suppliers).
7. The public could be asked via a public awareness campaign to move E-Scooters if they are creating a potential hazard.
8. All E-Scooters and micro-mobility devices should be tested and approved for safety purposes by appropriate agencies prior to their going on public sale or being offered for hire.
9. Micro-mobility and E-Scooter hire providers should be legally regulated and licenced by Government.
10. Riders should be required to wear safety equipment such as helmets.

It is lastly vital to note that enforcement is the key to continued safety and access. If regulations and legislation are being ignored, the consequences might be dire. Great policies and standards are only as good as enforcement thereof.

Should you have any further questions please contact:

Mr. Hannes Juhlin Lagrelius Program officer, Accessibility in Smart Cities Initiative, World Blind Union, +254 0757 0757 04 Hannes.lagrelius@wbu.ngo

Appendix 4 - HCC hired e-scooter hospital admissions and injuries 17 Feb 2021, Source Waikato District Health Board



Memorandum

To: Lisa Litton, Performance and Support Manager, City Transportation
From: Grant Christey, Clinical Director, Midland Trauma System
Date: 17/02/2021

Subject: E-scooter related admissions to Waikato Hospital

Kia ora Lisa,

Thank you for your query regarding hospital admissions and acute care costs related to hired e-scooters. I understand you need this information by mid-March for your upcoming Infrastructure Operations Committee meeting. Quarter 4 (2020) injury and cost data are still being entered into our trauma registry and going through our quality processes. That data will not be finalised until towards the end of March (and some costs may take longer). Therefore I am providing you with the information we currently have and if timings allow we can provide an update email at the end of March.

When a person presents to the Emergency Department having fallen from an e-scooter hospital staff, including our Trauma Clinical Nurse Specialists, have been asking if the device was hired or personally owned. This was implemented in August 2019 following a discussion with your colleague Robyn Denton.

From the last week of August 2019 to 30 September 2020 there have been 16 hospital admissions related to hired e-scooters. This period does not cover a full year as it is my understanding that hired e-scooters were not available in Hamilton during Level 4 lockdown and during the Level 3 community restrictions (26 March 13 May approximately).

Further detail on the 16 people injured on a hired device include:

- 9 injury events occurred on the road and the remaining 7 on a footpath;
- 11 individuals were male and 5 female;
- Those injured ranged in age from 19 years to 50 years (average age 27 years);
- Half (8) of the injuries occurred between 11pm and 4.30am;
- 9 of the injury events occurred in Hamilton Central, other locations include Dinsdale (x2), Glenview, Hamilton East, Maeroa, Porrit and Melville;
- In the injury event description clinical staff have noted the individual had consumed alcohol in 5 cases;

67

- Acute care costs are finalised for 14 individuals. The total cost of hospital care was \$302,849 (average \$21,623). I note here that the acute care costs for one individual were \$159,597. These costs are calculated using the Ministry of Health's Common Costing Standards and include direct and indirect costs. However, this is not the total cost of the injury as it does not include any rehabilitation costs (after leaving hospital) or costs to the individual and their whanau (time off work, travel etc).

Several people who were injured on e-scooters elsewhere in the country or in Australia but who were admitted to Waikato Hospital within 7 days of the injury event have been excluded. These are the injury events occurring in Hamilton City only.

Table 1 provides you with a list of the injuries recorded for these 16 people and the severity of those injuries using the international Abbreviated Injury Score (AIS), where 1= minor injury and 6 = maximal injury (death).

Please contact us if we can be of any further assistance.

Ngā mihi,

Dr Grant Christey

Table 1: List of the 37 injuries recorded in the trauma registry and associated injury severity

Injury Description (ICD10-AM)	Injury Severity	Note
S06.5, Traumatic subdural haemorrhage	4	4 = Severe injury
S02.1, Fracture of base of skull	3	3 = Serious injury
S06.6, Traumatic subarachnoid haemorrhage	3	
S22.5, Flail chest	3	3-5 ribs noted
S27.31, Contusion and haematoma of lung	3	
S72.10, Fracture of trochanteric section of femur, unspecified	3	
S72.9, Fracture of femur, part unspecified	3	
S02.0, Fracture of vault of skull	2	2 = Moderate injury
S42.02, Fracture of shaft of clavicle	2	
S42.03, Fracture of acromial end of clavicle	2	
S42.23, Fracture of anatomical neck of humerus	2	
S52.00, Fracture of upper end of ulna, part unspecified	2	
S52.01, Fracture of olecranon process of ulna	2	
S52.52, Fracture of lower end of radius with volar angulation	2	x2 recorded

S52.53, Fracture of lower end of radius with volar angulation and intra-articular fracture	2	
S52.6, Fracture of lower end of both ulna and radius	2	
S52.6, Fracture of lower end of both ulna and radius	2	
S82.28, Other fracture of shaft of tibia	2	
S82.42, Fracture of shaft of fibula	2	x3 recorded
S82.81, Bimalleolar fracture, ankle	2	
S92.1, Fracture of talus	2	
S02.4, Fracture of malar and maxillary bones	1	1 = Minor injury
S02.65, Fracture of angle of jaw	1	
S02.66, Fracture of symphysis of body	1	
S06.31, Focal cerebral contusion	1	
S40.9, Superficial injury of shoulder and upper arm, unspecified	1	
S62.50, Fracture of thumb, part unspecified	1	
S63.10, Dislocation of finger, part unspecified	1	
S93.0, Dislocation of ankle joint	1	x2 recorded
T11.1, Open wound of upper limb, level unspecified	1	x2 recorded
T13.01, Abrasion of lower limb, level unspecified	1	
T14.1, Open wound of unspecified body region	1	

Appendix 5 - ACC Official Information Response – E-Scooter, e-bike and cycling claims

Title: E-scooter, e-bike and cycling claims update
Reference number: AR-1039

Author: Analytics & Reporting, ACC
Date: 25/03/2021
Email: analytics@acc.co.nz

Prepared for: Lisa Litton
Purpose: Official Information Act (OIA) Response

Period: 1 January 2016 to 31 December 2020
Basis for tracking: Registration date, accident description, sport, road agency, external agency, location, primary diagnosis, primary injury site, age at registration
Analysis tool: SAS
DWH load date: 1/03/2021

Classification: **Suitable for external use.**

Description:

ACC Analytics & Reporting received an Official Information Act request from Lisa Litton:
Can you please provide me with some statistics on e-scooter, e-bike and cycling injuries in Hamilton, Auckland, Christchurch, Wellington and Dunedin?

Response:

The data have been extracted based on the following criteria:
 The claim registration date is between 1 January 2016 and 31 December 2020.
 The claim cover decision is equal to 'Accept'.
 The territorial authority is equal to 'Auckland City', 'Christchurch City', 'Dunedin City', 'Hamilton City' or 'Wellington City'.
 For e-scooter related claims the accident description contains:

<i>battery powered scooter</i>	<i>flamingo scooter</i>	<i>neuron scooter</i>
<i>beam scooter</i>	<i>green scooter</i>	<i>uber scooter</i>

<i>e-scooter</i>	<i>jump scooter</i>	<i>wave scooter</i>
<i>electric scooter</i>	<i>lime scooter</i>	
<i>electronic scooter</i>	<i>motorised scooter</i>	

For e-bike related claims the accident description contains 'e-bike' or 'e-cycling' allowing for some variation.

For cycling related claims the sport or road agency is equal to 'Cycling', or the external agency is equal to 'Vehicle - Cycle'.

Please note that the definition for e-bikes has been updated from the previous piece (AR-925) and may capture more claims.

E-scooter, e-bike, and cycling claims are mutually exclusive of one another.

Caveats:

A calendar year is 1 January to 31 December.

Accredited employer claims have been excluded.

The claims in these tables have been counted by the date that the claim was registered with ACC. This can be immediately after the injury occurred or at any later stage.

Cell suppression of claim counts fewer than 4 show as "<4" or if manually suppressed show as "." to ensure client privacy.

The accident description is a non-mandatory free-text field on the ACC45 form. The nature and quality of responses varies.

These data should therefore be considered indicative, but not a definitive count of claims.

Location is based on where an accident took place and may differ to where a client was residing at the time.

Diagnosis is based on the client's primary injury. Claims may have multiple injuries; however, these secondary injuries will not show within this data extract.

Age is based on the client's age at claim registration and may differ to their age at the time of an accident.

Data were extracted on 24 March 2021 and may differ if rerun at a later date.

Table 1: Number of new e-scooter related claims in given cities registered between 1 January 2016 and 31 December 2020.

NZTA	Registration Calendar Year				
	2016	2017	2018	2019	2020
Auckland City	78	66	422	1,203	494
Christchurch City	47	32	241	921	611
Dunedin City	8	5	6	420	77
Hamilton City	11	11	17	152	145
Wellington City	27	18	27	216	159

Table 2: Number of new e-scooter related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 5 most common primary diagnoses.

Primary Diagnosis	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
Soft Tissue Injury	1,096	939	282	167	259
Laceration / Puncture / Sting	636	404	90	83	64
Fracture / Dislocation	362	329	82	50	86
Dental Injury	53	68	27	12	16
Concussion / Brain Injury	55	43	26	10	11
Other	61	69	9	14	11

Table 3: Number of new e-scooter related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 10 most common primary injury sites.

Primary Injury Site	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
Knee	317	201	70	42	50
Hand / Wrist	263	179	48	42	50
Head (Except Face)	163	230	57	21	31
Face	186	178	58	35	37
Upper and Lower Arm	206	171	33	29	38
Ankle	196	142	56	36	33
Shoulder	178	108	27	23	38
Back / Spine	109	62	20	12	23
Chest	67	83	21	7	24
Lower Leg	86	71	17	10	16
Other	492	427	109	79	107

Table 4: Number of new e-scooter related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by age at registration.

Age	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
0 - 4 years	6	6	<4	<4	-
5 - 9 years	24	20	<4	15	4
10 - 14 years	76	40	13	15	6
15 - 19 years	209	156	85	38	56
20 - 24 years	407	383	146	76	77
25 - 29 years	402	341	54	49	82
30 - 34 years	264	232	44	37	52
35 - 39 years	202	141	35	20	34
40 - 44 years	138	119	36	18	35
45 - 49 years	130	108	22	18	27
50 - 54 years	122	109	33	17	18
55 - 59 years	105	84	15	11	23
60 - 64 years	74	46	8	..	22
65+ years	104	67	21	16	11

Table 5: Number of new e-scooter related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by month.

Month	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
January	8	6	6	190	58	5	<4	5	95	59	-	-	-	55	5	<4	-	<4	<4	16	-	<4	<4	6	22
February	6	4	7	170	70	<4	<4	5	94	76	<4	-	-	66	8	<4	<4	<4	<4	30	<4	<4	<4	5	14
March	5	7	9	96	52	<4	7	<4	90	71	<4	-	<4	50	12	<4	-	-	<4	19	<4	<4	4	10	16
April	<4	..	7	110	8	<4	<4	<4	89	12	-	-	-	40	-	<4	<4	<4	<4	<4	4	-	<4	4	4
May	6	<4	6	115	27	7	<4	5	86	18	<4	-	<4	39	<4	4	<4	<4	<4	<4	<4	<4	<4	9	6
June	6	5	8	76	36	<4	<4	<4	57	39	-	<4	<4	29	8	<4	<4	<4	<4	16	<4	<4	-	11	8
July	5	7	5	90	49	5	<4	<4	67	54	<4	-	<4	23	..	-	<4	<4	4	19	<4	<4	<4	34	12
August	6	5	5	54	22	5	-	<4	74	49	<4	-	-	29	6	-	<4	-	7	10	5	<4	<4	27	10
September	9	7	7	90	39	4	<4	5	69	53	-	<4	<4	33	7	-	-	<4	33	6	<4	<4	<4	31	10
October	<4	5	46	64	49	<4	4	28	64	57	<4	<4	-	11	11	<4	-	<4	28	10	<4	<4	<4	25	21
November	11	6	168	82	43	<4	4	102	62	62	-	-	-	30	9	-	<4	<4	30	7	<4	<4	<4	25	20
December	11	7	148	66	41	4	<4	83	74	61	-	<4	-	15	5	-	-	<4	35	9	<4	<4	6	29	16

Table 6: Number of new e-bike related claims in given cities registered between 1 January 2016 and 31 December 2020.

NZTA	Registration Calendar Year				
	2016	2017	2018	2019	2020
Auckland City	19	35	88	105	164
Christchurch City	6	10	24	55	68
Dunedin City	<4	14	30
Hamilton City	<4	<4	9	21	17
Wellington City	..	10	8	30	43

Table 7: Number of new e-bike related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 3 most common primary diagnoses.

Primary Diagnosis	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
Soft Tissue Injury	249	105	40	36	68
Laceration / Puncture / Sting	79	19	<4	9	10
Fracture / Dislocation	57	27	5	<4	13
Other	26	12	..	<4	5

Table 8: Number of new e-bike related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 10 most common primary injury sites.

Primary Injury Site	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
Back / Spine	53	21	6	5	7
Knee	43	17	4	10	11
Shoulder	41	21	<4	6	15
Upper and Lower Arm	36	12	<4	6	11
Hip / Upper Leg / Thigh	27	12	5	<4	6
Chest	24	17	6	<4	<4
Hand / Wrist	28	9	4	<4	6
Neck / Back of Head Vertebrae	24	9	<4	4	9
Lower Leg	24	6	<4	5	4
Ankle	21	4	<4	4	<4
Other	90	35	17	5	23

Table 9: Number of new e-bike related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by age at registration.

Age	NZTA				
	Auckland City	Christchurch City	Dunedin City	Hamilton City	Wellington City
0 - 4 years	<4	-	-	-	-
5 - 9 years	..	-	-	-	-
10 - 14 years	9	6	-	<4	<4
15 - 19 years	16	5	<4	<4	<4
20 - 24 years	8	<4	<4	<4	<4
25 - 29 years	26	..	<4	-	11
30 - 34 years	17	5	5	<4	7
35 - 39 years	28	6	<4	-	<4
40 - 44 years	20	9	<4	<4	7
45 - 49 years	35	12	<4	<4	10
50 - 54 years	48	17	4	5	15
55 - 59 years	50	17	9	10	10
60 - 64 years	42	24	6	6	6
65+ years	105	55	16	19	23

Table 10: Number of new e-bike related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by month.

	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
Month	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
January	<4	-	9	12	14	-	-	<4	6	5	-	<4	-	<4	<4	-	-	-	<4	<4	-	<4	-	<4	<4
February	-	4	10	8	23	-	-	<4	6	10	-	-	-	<4	4	-	-	-	<4	4	-	<4	<4	<4	4
March	<4	<4	9	12	15	-	-	<4	<4	4	-	-	-	-	-	<4	-	<4	5	<4	<4	<4	-	5	4
April	<4	4	7	7	8	-	<4	<4	<4	<4	-	-	<4	-	<4	-	<4	-	-	-	-	-	<4	5	<4
May	-	4	8	12	6	<4	-	<4	6	6	-	<4	<4	-	<4	-	-	-	4	<4	<4	<4	-	-	4
June	-	<4	5	9	8	-	-	<4	<4	6	-	-	-	<4	<4	-	-	<4	<4	-	-	-	-	-	<4
July	<4	<4	4	4	13	<4	<4	<4	6	<4	-	-	-	-	<4	-	-	-	-	-	-	-	-	4	4
August	<4	<4	4	7	7	<4	-	-	6	5	<4	-	-	<4	4	-	-	<4	<4	-	<4	-	-	<4	5
September	<4	<4	6	6	16	-	-	6	<4	6	-	-	-	-	-	-	-	<4	<4	<4	-	<4	<4	<4	<4
October	<4	<4	11	10	19	-	<4	6	..	8	-	-	-	<4	<4	-	-	<4	-	<4	<4	<4	<4	<4	7
November	5	8	10	12	22	<4	<4	<4	4	7	-	-	-	4	6	-	<4	-	<4	<4	-	<4	-	4	6
December	5	5	5	6	13	<4	-	-	5	6	<4	<4	-	<4	<4	-	-	-	<4	<4	<4	<4	-	<4	-

Table 11: Number of new cycling related claims in given cities registered between 1 January 2016 and 31 December 2020.

NZTA	Registration Calendar Year				
	2016	2017	2018	2019	2020
Auckland City	5,777	5,539	6,208	8,080	8,747
Christchurch City	3,338	3,383	3,957	5,710	5,876
Dunedin City	724	642	759	1,100	1,050
Hamilton City	1,112	973	1,153	1,462	1,516
Wellington City	1,347	1,380	1,533	2,031	2,197

Table 12: Number of new cycling related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 5 most common primary diagnoses.

	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
Primary Diagnosis	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
Soft Tissue Injury	2,974	2,823	3,232	4,345	4,685	1,883	1,917	2,288	3,323	3,433	405	382	454	641	608	599	505	577	759	863	815	873	963	1,254	1,361
Laceration / Puncture / Sting	1,698	1,626	1,739	2,074	2,199	687	660	703	1,021	1,068	156	119	130	202	175	297	249	320	392	308	241	261	258	324	306
Fracture / Dislocation	738	667	787	1,043	1,209	477	516	631	944	963	97	67	95	141	165	117	120	152	177	219	171	150	190	278	343
Dental Injury	170	208	146	192	190	99	93	100	108	117	24	30	29	37	25	45	37	40	32	37	37	31	38	44	47
Concussion / Brain Injury	69	75	95	145	148	86	94	91	119	105	18	15	24	28	28	19	13	20	30	20	28	17	30	44	52
Other	128	140	209	281	316	106	103	144	195	190	24	29	27	51	49	35	49	44	72	69	55	48	54	87	88

Table 13: Number of new cycling related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by top 10 most common primary injury sites.

Primary Injury Site	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
Knee	734	705	781	992	1,032	391	377	461	619	616	97	63	93	114	110	127	109	144	174	174	151	147	177	228	210
Upper and Lower Arm	655	646	661	799	881	330	355	409	684	681	55	49	44	94	95	105	89	138	138	166	108	127	145	168	217
Shoulder	454	446	487	662	809	348	345	411	677	695	79	65	84	119	127	90	77	93	115	135	185	144	169	251	259
Hand / Wrist	499	478	514	754	863	296	297	353	518	514	58	58	72	109	102	98	73	89	123	150	117	115	169	204	236
Back / Spine	464	399	479	636	697	254	271	289	436	445	57	58	56	87	81	72	68	90	111	111	113	119	117	160	212
Face	507	504	484	626	657	233	230	247	274	310	57	60	62	66	64	110	96	110	126	116	83	83	97	104	107
Hip / Upper Leg / Thigh	292	274	307	386	431	201	177	193	313	311	40	37	44	64	57	48	45	41	67	65	65	79	73	103	110
Chest	219	220	286	363	418	194	171	222	334	355	35	30	31	48	69	46	38	41	52	63	55	72	80	103	130
Finger / Thumb	219	227	255	359	382	150	181	212	261	297	30	34	47	48	53	44	47	55	74	70	63	75	76	141	132
Lower Leg	314	291	324	382	409	135	131	157	205	227	26	28	29	56	32	73	44	58	73	81	45	60	54	77	62
Other	1,420	1,349	1,630	2,121	2,168	806	848	1,003	1,389	1,425	190	160	197	295	260	299	287	294	409	385	362	359	376	492	522

Table 14: Number of new cycling related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by age at registration.

Age	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
0 - 4 years	368	313	376	497	484	115	101	144	178	167	52	38	53	48	48	81	75	93	112	105	43	36	35	56	48
5 - 9 years	736	736	758	909	1,003	195	157	181	240	297	48	61	50	61	67	144	128	155	186	164	78	73	74	82	76
10 - 14 years	744	774	812	1,023	1,117	290	269	373	653	616	76	64	66	127	132	165	160	186	232	261	91	92	105	151	158
15 - 19 years	450	454	447	513	533	291	283	317	456	407	80	37	74	115	102	87	84	98	145	99	61	66	69	115	157
20 - 24 years	324	293	331	416	345	272	252	282	339	367	68	62	74	90	66	64	49	70	61	62	92	87	111	139	108
25 - 29 years	351	351	408	487	521	236	251	277	399	421	54	41	70	70	54	69	51	70	84	88	106	127	139	165	207
30 - 34 years	339	298	355	523	544	233	247	302	447	414	53	37	51	70	57	59	37	58	65	76	96	101	128	176	179
35 - 39 years	332	338	331	542	549	231	235	272	392	381	40	49	50	60	69	57	40	65	67	97	119	125	121	168	161
40 - 44 years	431	370	425	584	558	267	294	311	431	447	57	48	43	95	79	69	51	56	105	86	190	150	142	177	217
45 - 49 years	450	373	452	664	714	291	326	379	512	491	39	49	53	99	84	74	61	61	88	124	168	165	192	267	273
50 - 54 years	408	396	477	574	653	269	293	332	513	503	44	51	54	95	77	75	77	66	92	71	124	156	163	202	209
55 - 59 years	306	300	367	485	594	245	254	301	402	425	42	42	44	65	73	53	49	55	80	81	78	94	114	157	186
60 - 64 years	221	215	265	333	454	163	178	201	327	358	35	27	35	41	56	39	45	48	38	77	56	55	77	94	103
65+ years / Unknown	317	328	404	530	678	240	243	285	421	582	36	36	42	64	86	76	66	72	107	125	45	53	63	82	115

Table 15: Number of new cycling related claims in given cities registered between 1 January 2016 and 31 December 2020, broken down by month.

Month	Auckland City					Christchurch City					Dunedin City					Hamilton City					Wellington City				
	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
January	547	599	609	826	847	294	436	356	613	619	63	64	66	126	115	93	85	91	134	165	127	138	135	196	235
February	642	661	566	876	938	357	383	339	632	616	87	66	76	117	104	122	111	109	176	160	170	124	138	229	240
March	665	612	569	841	751	370	368	353	584	517	79	67	80	118	99	140	123	124	175	126	131	157	146	208	187
April	586	521	491	681	610	352	219	291	443	289	78	64	57	92	52	109	86	94	124	114	130	108	121	151	98
May	497	490	427	711	792	311	308	262	514	463	68	65	57	81	94	102	87	92	111	145	126	126	119	175	156
June	350	383	334	495	716	227	238	182	289	464	49	31	45	65	96	80	81	72	78	126	108	97	88	134	149
July	298	268	293	546	582	187	144	229	334	302	40	48	31	66	73	61	44	44	107	102	90	81	98	127	186
August	365	345	354	451	547	175	196	222	323	428	41	36	34	58	83	81	66	67	80	92	82	92	103	142	210
September	404	313	458	521	708	243	206	299	403	509	41	32	63	76	83	75	44	79	105	114	68	74	86	150	187
October	417	416	765	631	821	211	268	502	430	546	58	46	98	91	81	59	66	136	122	123	101	119	154	174	204
November	518	469	731	758	754	285	332	483	616	592	66	73	60	131	96	107	82	139	122	124	120	146	175	209	164
December	488	462	611	743	681	326	285	439	529	531	54	50	92	79	74	83	98	106	128	125	94	118	170	136	181

Council Report

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Jason Harrison

Authoriser: Chris Allen

Position: Unit Manager City Transportation

Position: General Manager Development

Report Name: Onion Road / Ruffell Road Intersection

Report Status	<i>Open</i>
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Purpose - *Take*

1. To update the Infrastructure Operations Committee on the monitoring and assessment that has been completed since the current Onion Road / Ruffell Road intersection changes were implemented in December 2020.
2. To seek endorsement to temporarily close the Ruffell Road level rail crossing in accordance with the process set out in this report.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Infrastructure Operations Committee:
 - a) approves Council to enter into an agreement with KiwiRail in relations to the Ruffell Road Level Rail Crossing
 - b) delegates the Chief Executive to enter into a Letter of Agreement with KiwiRail that supports the temporary closure that allows for its reopening to all motor vehicles once the planned Onion Road Realignment project is completed and all other safety matters have been addressed;
 - c) notes that the Chief Executive will negotiate a Deed of Grant Agreement for the Ruffell Road level rail crossing which is a normal operational matter;
 - d) approves the proposal to upgrade the Arthur Porter Drive / Te Kowhai Road existing uncontrolled T-intersection to a mini roundabout;
 - e) approves the reallocation of \$400,000 from the 2020/21 Low Cost Low Risk and other programmes to fund the upgrade of the Arthur Porter Drive / Te Kowhai Road intersection upgrade; and
 - f) notes that staff will undertake targeted engagement and public notification as part of the implementation phase of this work.

Executive Summary - *Whakaraapopototanga matua*

4. Since 2015 staff have investigated a number of solutions to address safety concerns, relating to heavy vehicles turning left out of Onion Road on to Ruffell Road, with rail infrastructure or crossing over the Ruffell Road centreline into on-coming vehicles.

5. To date none of the solutions that have been implemented have delivered a satisfactory outcome and a significant safety issue exists that needs to be addressed urgently.
6. The Ruffell Road Level Crossing Safety Impact Assessment that was undertaken at the request of KiwiRail has identified this site as a dangerous level crossing situation, in which there is a medium-high risk of death or serious injury occurring to users crossing the railway line.
7. Staff are recommending that Council supports KiwiRail closing the level crossing until such time as the safety issues can be addressed.
8. Council has a planned project called the Onion Road Realignment in year 8 (2028/29) of its draft 2021-31 Long Term Plan which is the subject of submissions. Finalisation of the Long Term Plan is likely to determine the timing of this project, and hence the duration of any closure of the level rail crossing.
9. The closure of the level crossing will result in a diversion of traffic onto Arthur Porter Drive with the consequential impact of requiring an improvement to the existing Arthur Porter Drive/Te Kowhai Road existing uncontrolled T-intersection.
10. The estimate for implementing these short term interventions is \$400,000 and staff intend to reprioritise existing funded programmes to fund this work.
11. Staff consider the matters in this report have a medium significance and that the recommendations comply with the Council's legal requirements.
12. In accordance with Hamilton City Council's Significance and Engagement Policy Council must engage with the Community. On the matters outlined in this report, staff are advising that only the 'Inform' method of engagement is undertaken, with targeted engagement with known directly affected businesses.

Background - *Koorero whaimaarama*

13. Since 2015 staff have investigated the identified safety concern relating to heavy vehicles turning left out of Onion Road on to Ruffell Road colliding with rail infrastructure or crossing over the Ruffell Road centreline into on-coming vehicles, likewise, turning vehicles out of the private driveway serving Interpipe Holdings Ltd (on the immediate south eastern side of rail crossing).



Fig. One: Rail barrier arm being hit by trucks



Fig. Two: Truck turning movement out of Onion Rd

14. Prior to December 2020 minor safety interventions that had been implemented were based on continuing to allow the existing acute angled Onion Road / Ruffell Road T-intersection to operate for all traffic movements.
15. Despite several changes to the layout of the intersection, timing of signals, barrier arms and infrastructure to protect the barrier arm (concrete blocks and guardrail) there have been ongoing issues at the Ruffell Road level rail crossing with heavy vehicles turning left out of Onion Road hitting the rail barrier arm system. Due to the limited space and alignment of the intersection, it is almost impossible to have large truck and trailer units moving through the intersection concurrently.
16. KiwiRail approached HCC in October 2020 concerned about these incidents as they result in the barrier arm not working, which could result in a vehicle vs train crash, which is a significant safety concern.
17. Train speeds have been lowered in the area as an interim measure by KiwiRail while further safety measures are explored. KiwiRail advised that they could accept this reduction in operational efficiency for the short term, subject to HCC finding a more effective and longer-term solution(s) to addressing the damage to their rail barrier arm infrastructure, and hence resolving the safety concerns.
18. Staff have exhausted all options to protect the barrier arms from damage and in October/November 2020 staff, at the insistence of KiwiRail, considered what further road layout changes could be made to address KiwiRail's concerns.
19. The KiwiRail concerns are supported by staff, given the Vision Zero approach Council wishes to take in relation to road safety.
20. The solution to this problem needs to be considered through taking a long-term approach, a short to medium term approach and a short-term approach. The seriousness of the problem requires a short-term approach as a minimum, combined with a short to medium term approach.

Long-term approach

21. The long-term approach is Council's Northern River Crossing project which connects Koura Drive Interchange to the eastern suburbs. This project has designation funding in the later years of the 2021-31 draft LTP, the timing of which in itself poses a significant build-out risk.
22. This approach will not result in a suitable resolution of the current problem given the time frames.

Short to medium-term approach

23. The short to medium-term approach is to complete the realignment of Onion Road to link up with the Arthur Porter Drive / Ruffell Road intersection (**Attachment 1**).
24. Anticipating the potential for this situation, the realigned transport corridor has been designated with funding for land purchase and construction included in the 2018-21 Long Term Plan with a construction start scheduled for 2028/29, some nine years away until completion.
25. The short-term measures, that will be required to manage the current safety problem, raise consequential transport problems at the Te Kowhai/Arthur Porter Drive intersection; which also has a medium-term solution planned by Council.
26. A realignment of Arthur Porter Drive in this location is a planned project included in the 2018-21 Long Term Plan with a construction start scheduled for 2028/29, some nine years away until completion.

Short-term approach

27. A short-term approach is urgently required to manage the safety problem which exists now. The options considered later in this report need to prevent certain turning movements at the intersection to minimise the risk of the barrier arm being hit. The turning movements that need to be prevented are:
 - left turn movement out of Onion Road; and
 - from Ruffell Road, right turn movement into Onion Road.
28. The specific problem is that high sided heavy vehicles continue to hit and damage the level crossing barriers which are essential for safety purposes. A Regulatory option was considered to ban these vehicle types, but the compliance challenges would render the option unsuitable. KiwiRail has indicated this option would not be acceptable to them when other more effective options are available.
29. Some further short-term measures were implemented in December 2020, which included putting in physical islands to prevent all of the problem movements.
30. Following these changes, monitoring by KiwiRail and Council has indicated that the compliance by all vehicles, including heavy vehicles, has been poor and probably exacerbated the safety concerns.
31. The Infrastructure Alliance is currently undertaking active traffic control management of the site to manage safety but this is not sustainable and an urgent intervention is required.

Discussion - Matapaki

32. Our focus is on providing a transport network that is safe and accessible.
33. Since the new road layout was implemented (Wednesday 16 December 2020), we have received feedback from the community that drivers are not complying with the traffic measures put in place. We have also received queries focussed on the following topics:
 - i. traffic congestion and safety of road users;
 - ii. evidence of data/information used to decide on the proposed temporary intersection work;
 - iii. the level of consultation with intersection user (based outside the Hamilton City boundaries); and
 - iv. what/when is the permanent solution that is going to be in place.
34. As part of our post-implementation monitoring staff have/are undertaking the following steps:
 - i. monitoring the intersection, assessing driver behaviour;
 - ii. staff have held a site visit with KiwiRail staff (26 January 2021) to discuss whether their barrier arm can be relocated – at the time of preparing this report KiwiRail have advised that this work is still being investigated; and
 - iii. a Road Level Crossing Safety Impact Assessment of the Ruffell Road level rail crossing has been completed following a site visit on 16 February 2021.

Monitoring

35. As of 3 March 2021, staff had completed 6 recorded surveys over three days (24 & 25 February; 2 March) and carried out a number of drive-throughs of the intersection since the changes were made in December 2021.
36. Essentially, illegal turns are occurring throughout the day and seem to reflect the tidal nature of the intersection, if there are lots of vehicles exiting Onion Rd then there is an increase in illegal left turns and vice versa, although the detailed data shows that, in general, there is a higher percentage of illegal right turners than left turners in general.

37. The biggest concern is the near misses that are happening, with the highest number being: right turn out of Onion Rd into the path of an Eastbound (straight through) Ruffell Rd vehicle. This causes concern because it is arguably the highest-risk crash-type in terms of fatal or serious injury from vehicle/vehicle crash. These near misses may be partly happening due to the reported lack of visibility from the driver waiting to turn right out of Onion Rd to their left and/or drivers not seeing the new give way priority control.
38. Below is a summary of the six recorded surveys at the Onion Road / Ruffell Road Intersection.

Date	Time	Turning Movement						Near Miss Types				% Illegal Turns	% Near Miss
		A	B	C	D	E	F	DF	ED	AF	CB		
24/02/2021	AM	148	23	212	278	37	810	15	1	1		4%	1%
24/02/2021	Noon	190	41	333	114	16	300	5		2		6%	1%
25/02/2021	Noon	220	46	354	114	20	328			1		6%	0%
25/02/2021	PM	539	84	1131	134	20	303	1			1	5%	0%
24/02/2021	AM	179	21	232	302	41	859	1				4%	0%
2/03/2021	PM	553	71	1112	93	16	449					4%	0%

Table 1.0 – Recorded Surveys at Onion Road / Ruffell Road Intersection

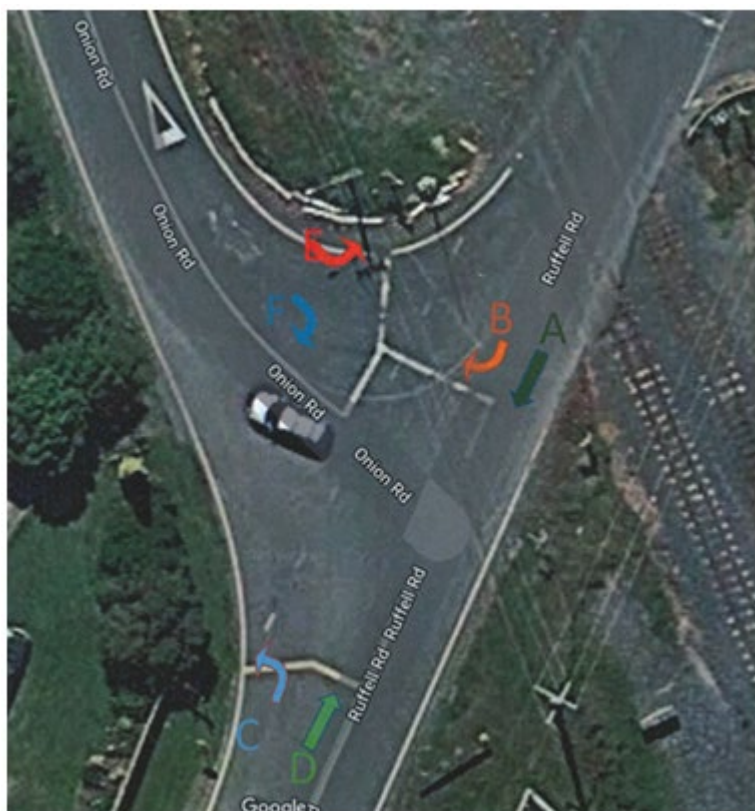


Fig three: Aerial view with directional arrows

Ruffell Road Level Crossing Safety Impact Assessment

39. The purpose of the Level Crossing Safety Impact Assessment (LCSIA) is to identify the existing risk and the change in risk at a level crossing due to increased traffic flows and changes to the road or rail layout.

40. With future development planned for this area and the recent changes made to the Onion Road / Ruffell road intersection it was appropriate that a formal assessment of the Ruffell Road level crossing was completed. This is a formal prescribed process and it was required by KiwiRail.
41. Aecom were engaged to complete the LCSIA for the Ruffell Road Level Crossing.
42. The LCSIA for Ruffell Road rail level crossing indicated that the crossing currently operates within the **Medium-High** risk band which is the second highest risk band.

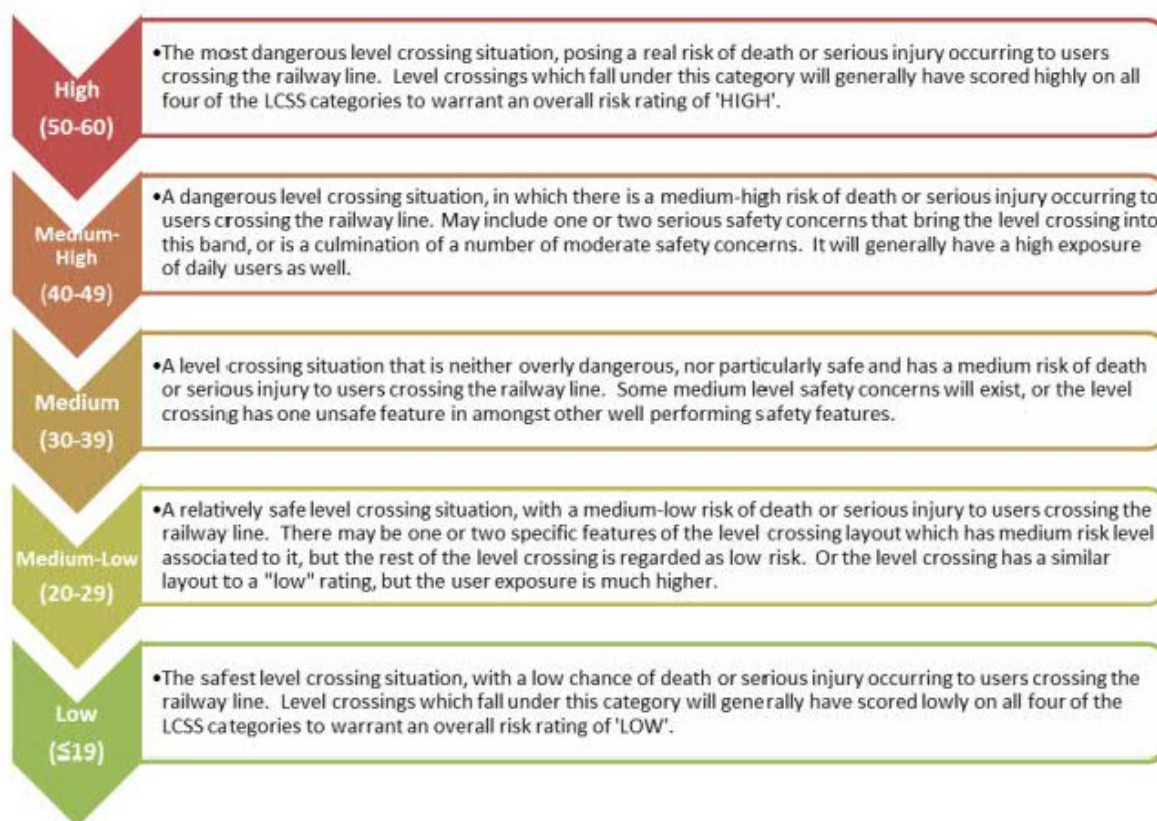


Fig. Four: Level Crossing Safety Score Risk Band

43. Staff believe that more substantial safety measures are urgently required, on the basis of:
 - the level of non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements creating a vehicle on vehicle safety risk; and
 - the findings of the Ruffell Road Level Crossing Safety Impact Assessment (LCSIA) which identifies a vehicle/train safety risk.

Options

44. There are 2 locations where staff are recommending interventions to create a safe operating environment for both road and rail traffic.
 - i. Location 1: Onion Road/Ruffell Road intersection including level rail crossing (L1)
 - ii. Location 2: Arthur Porter Drive / Te Kowhai Road Intersection (L2)

Location 1: Onion Road/Ruffell Road intersection including level rail crossing (L1)

45. There are 5 options to consider for L1:

- i. **Option L1A:** Status Quo
- ii. **Option L1B:** Traffic Signal Control
- iii. **Option L1C:** Permanent Closure of Level Crossing.
- iv. **Option L1D:** Onion Road Realignment
- v. **Option L1E:** Temporary Closure of Level Crossing

Option L1A – Status Quo (estimated cost \$30,000)

- 46. This option retains the existing intersection layout, with banned traffic movements, along with further minor works to upgrade the existing guard rail and rail crossing signage.
- 47. This option does not address the non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements, nor does it address the findings of the LCSIA.
- 48. This option is unacceptable to KiwiRail and is **not** supported by staff.

Option L1B – Traffic Signal Control (estimated cost \$3,000,000)

- 49. A traffic signal control scheme has been considered. The costs are significant due to the need to link in with the railway signalling system together with improvement to the intersection layout.
- 50. KiwiRail have indicated that this would be a complex issue and would need substantive work to be undertaken to prove that it is feasible.
- 51. Any work undertaken would be sacrificial once the short to medium term Onion Road realignment was undertaken.
- 52. This option would take a significant amount of time to implement meaning that a significant safety issue would need to be mitigated by extensive traffic management intervention in the interim period.
- 53. This option does address the non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements, and it would partly address the findings of the LCSIA. This option retains however the risk of queuing or vehicle stacking across the rail crossing and potential damage to KiwiRail's rail barrier arm infrastructure.
- 54. This option is not supported by KiwiRail and is **not** supported by staff.

Option L1C – Permanent Closure of Level Crossing (estimated cost up to \$250,000)

- 55. The LCSIA has identified the closure of the Ruffell Road level rail crossing as being the highest scoring option which best addresses all of the immediate safety problems.
- 56. The closure of the level crossing would result in traffic from Onion Road diverting along Ruffell Road onto Arthur Porter Drive. This option will add approximately 250 metres in trip distance (based on travelling from Onion/Ruffell to Te Rapa/Church Intersections) as shown in figure three below.

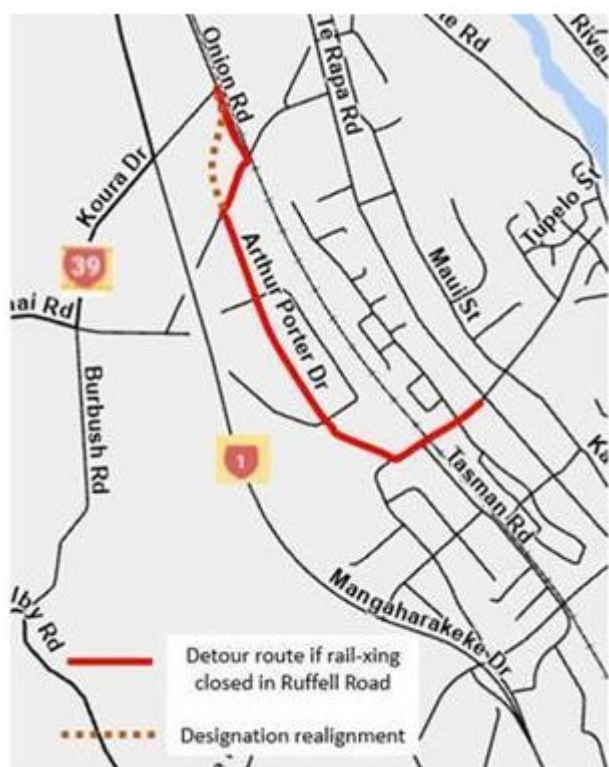


Fig. Five: Detour routes and designation alignment

57. The closure will be installed using guardrail. A budget of \$50,000 is estimated to complete this physical work on the basis of closing the level crossing to all traffic including pedestrians and cyclists.
58. Staff are yet to finalise the details of any closure with Kiwirail, however staff would recommend that micro-mobility and pedestrian access is retained. A budget of \$200,000 is estimated to allow for physical works required to allow this to occur.
59. Permanent closure would also address the potential for vehicles at the Interpipe access queuing or vehicle stacking across the rail crossing, which is also a significant safety risk.
60. This option addresses the non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements, and it addresses the findings of the LCSIA.
61. The permanent closure of the level crossing causes the loss of road network connectivity in the medium to long term which is considered a poor outcome.
62. This option would be supported by KiwiRail but **not** supported by staff due to the permanent loss of network connectivity.

Option L1D – Onion Road Realignment (estimated cost \$15,879,000)

63. This option is a planned project in the draft LTP. It is programmed for a construction start in year 8 (2028/29) of the draft 2021-31 LTP and is the subject of submissions to the LTP. The route has been designated, the land is not owned but is in the control of one developer and the design is yet to be undertaken.
64. This project has been specifically initiated to mitigate the risk that existed at this level rail crossing and to improve the efficiency of the Arthur Porter Drive/ Waikato Expressway link.
65. This option addresses the non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements, and it addresses the findings of the LCSIA relating to the road layout.

66. This option would take a significant amount of time to implement, meaning that a significant safety issue would need to be mitigated by extensive traffic management intervention in the interim period. At current planned timing the interim period would be 9 years.
67. This option would be supported by KiwiRail and is recommended by staff as the preferred option.
68. The timing is a serious issue however and it is not an option to do nothing in the meantime. The next option to close the level crossing on a temporary basis until the Onion Road realignment is completed is also recommended as a package with this option.

Option L1E – Temporary Closure of Level Crossing (estimated cost up to \$250,000)

69. This option would be implemented and remain in place until such time that the proposed short to medium term solution of realigning Onion Road to link the Waikato Expressway with the Arthur Porter Drive / Ruffell Road intersection is constructed.
70. The LCSIA has identified the closure of the Ruffell Road level rail crossing as being the highest scoring option which best addresses all of the immediate safety problems.
71. The closure of the level crossing would result in traffic from Onion Road diverting along Ruffell Road onto Arthur Porter Drive. This option will add approximately 250 metres in trip distance (based on travelling from Onion/Ruffell to Te Rapa/Church Intersections).
72. The closure will be installed using guardrail. A budget of \$50,000 is estimated to complete this physical work on the basis of closing the level crossing to all traffic including pedestrians and cyclists.
73. Staff are yet to finalised the details of any closure with Kiwirail, however staff would recommend that micro-mobility and pedestrian access is retained. A budget of \$200,000 is estimated to allow for physical works required to allow this to occur.
74. This option addresses the non-compliant behaviour that has been observed with light vehicles undertaking banned turning movements, and it address the findings of the LCSIA.
75. The closure of the level crossing causes the loss of road network connectivity in the period until it is able to be reopened which will be a significant inconvenience for some road users.
76. The closure also addresses the potential for vehicles at the Interpipe access queuing or vehicle stacking across the rail crossing, but a solution to this safety issue will need to be identified and addressed prior to any re-opening.
77. This option would be supported by KiwiRail and is recommended by staff as the preferred option, pending the construction of the Onion Road Realignment.

Location 2: Arthur Porter Drive / Te Kowhai Road (L2)

78. To give effect to any closure of the Ruffell Road level rail crossing the Arthur Porter Drive / Te Kowhai Road intersection will need to be upgraded to accommodate the additional traffic that will be diverted to this intersection.
79. There are 4 options to consider for L2:
 - i. **Option L2A:** Arthur Porter Realignment
 - ii. **Option L2B:** T-Intersection Upgrade
 - iii. **Option L2C:** Mini Roundabout
 - iv. **Option L2D:** Small Roundabout

Option L2A- Arthur Porter Realignment (estimated cost \$4,470,000)

80. This option is a planned project in the draft LTP. It is programmed for a construction start in year 8 (2028/29) of the draft 2021-31 LTP and is the subject of submissions to the LTP. The route has not been designated, the land is not owned and the design is yet to be undertaken.
81. This project has been specifically initiated to mitigate the risk that existed at this location and to improve the efficiency of the Arthur Porter Drive Corridor.
82. This option would address the issues that exist now and the effects of future traffic.
83. This option is recommended by staff as the preferred option.
84. This option would take a significant amount of time to implement however meaning that a significant safety issue would exist in the interim period. At current planned timing the interim period would be 9 years.
85. It is not an option to do nothing in the meantime. One of the next three options would need to be implemented immediately.

Option L2B- T-Intersection Upgrade (estimated cost \$50,000)

86. This option retains the existing intersection layout, with some minor works to road marking, install a traffic island, and general tidy up of the area.
87. This option is not supported by staff as it does not support the circulation of traffic.

Option L2C- Mini Roundabout (estimated cost \$150,000)

88. This option introduces a mountable roundabout including road marking, installation of traffic islands, some localised pavement works and speed platforms.
89. This is the staff preferred and recommended option.
90. This option will encourage the distribution of traffic flow at this intersection for the interim period until the Arthur Porter Drive realignment project is completed.

Option L2D- Small Roundabout (estimated cost \$2,000,000)

91. This option introduces a non-mountable roundabout including road marking, installation of traffic islands, and substantial pavement works.
92. Considering the cost of this option and that there are plans for Arthur Porter Drive to be realigned in the future this option is not supported by staff.

Preferred Options

93. The preferred option for Location 1 is to progress the Onion Road Realignment project (Option L1D) as quickly as possible but in the meantime to implement an immediate temporary closure of the level rail crossing (Option L1E).
94. The preferred option for Location 2 is to progress the Arthur Porter Realignment project (Option L2A) as quickly as possible but in the meantime to implement a mini roundabout at the Arthur Porter Drive / Te Kowhai Road intersection (Option L2C).

Financial Considerations - Whaiwhakaaro Puutea

95. The more permanent options are large capital projects programmed in the 2021-31 LTP and their timing and cost will be determined as part of finalising the LTP.

96. The work that is required immediately to address the urgent safety issues will cost \$400,000 which includes;
- **Option L1E-** Temporary Closure of the Ruffell Road Level Rail Crossing- \$250,000
 - **Option L2C-** Mini Roundabout at the Te Kowhai Road intersection- \$150,000
97. These are serious existing network issues and can be funded from reallocation and prioritisation of existing 2020/21 Low Cost Low Risk (LCLR) and other programmes.

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

98. There are two methods that can be used to temporarily close the Ruffell Road level rail crossing.

Local Government Act 1974

99. The temporary closure of Ruffell Road is permitted under the Local Government Act 1974 (LGA 1974), Schedule 10, Clause 11 (d), which allows Council, after consultation with the Police and New Zealand Transport Agency, to close any road when for any reason it is considered desirable that traffic should be temporarily diverted to other roads.
100. Considering the proposal for temporary closure of any road is set within the 'Terms of Reference and powers' for the Hearings and Engagement Committee.
101. Legal advice has been obtained and while the LGA 1974 is available it is not entirely risk free. There is a question as to how long is reasonable for a Temporary closure using this legislation.

Closure by KiwiRail with HCC Agreement

102. The other option is for KiwiRail to close the crossing. KiwiRail have indicated to staff that given the significant safety concerns that exist, they will be prepared to give effect to a closure.
103. Most level rail crossings are managed through a Deed of Grant Agreement (Deed) but the parties have been unable to find an existing Deed for this particular crossing. This situation provides an opportunity to enter into a Deed that gives effect to the closure and most importantly for HCC to describe the circumstances that KiwiRail would undertake to allow the crossing to reopen. This commitment may need to be documented through a separate and parallel Agreement.
104. Staff are recommending that HCC enters into an Agreement with KiwiRail to give immediate effect to the Ruffell Road Level Rail Crossing and to also enter into a Deed of Grant Agreement for the crossing which is a normal requirement.

Significance and Engagement Policy

105. Consideration of HCC's significance and engagement policy on this matter is set out below.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

106. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
107. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
108. The recommendations set out in this report are consistent with that purpose.

Social

109. The proposed changes at the Ruffell Road level rail crossing and the Te Kowhai Road East/Te Kowhai Road intersection are intended to address the immediate safety concerns identified in these locations.
110. While there will be a level of network severance that the community will experience from the proposed changes these changes will foster the health and wellbeing of communities by ensuring the transport network supports good travel choices that are safe.

Economic

111. The proposed changes at the Ruffell Road level rail crossing and the Te Kowhai Road East/Te Kowhai Road intersection will still allow the ability for businesses to move goods and services safely within the city.
112. The planned projects in the 2021/31 LTP will increase this ability for the short to medium term.

Environmental

113. The proposed changes to the roading network will create a level of network severance which will result in some vehicles travelling longer distances to complete their travel journeys which would adversely impact on congestion and vehicle emissions.
114. The duration of these environmental impacts is expected to be temporary and addressed once the long-term roading solutions are constructed.

Cultural

115. Given the timeframe to prepare this report staff have not been able to engage with and update tangata whenua on this matter.
116. Staff are planning to update tangata whenua and a verbal update will be available at the Committee meeting.
117. The two planned projects in the 2021/31 LTP will follow the normal consultation and engagement processes applicable for large infrastructure projects.

Risks - *Tuuraru*

118. The key risks associated with the delivery of the proposed works have been identified as the following:
 - **Public Safety** – the completed Ruffell Road Level Crossing Safety Impact Assessment has identified this site as a dangerous level crossing situation, in which there is a medium-high risk of death or serious injury occurring to users crossing the railway line. The proposed work will provide an interim solution which can be funded from within existing budgets to address this risk.
 - **Funding** – currently the proposed works are unfunded. However, we will look to reprioritise the 2020-21 Low Cost Low Risk and other programmes to accommodate this work. Staff are not seeking additional funding to deliver this work.
 - **Public Engagement** – the proposed level of public engagement on this matter (i.e. Inform only) is unlikely to be positively received. Staff are developing a Communications Plan which will involve updating key stakeholders, including members of the public that we have updated previously on this matter. This targeted communication has commenced with directly affected businesses.

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

Significance

119. 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.

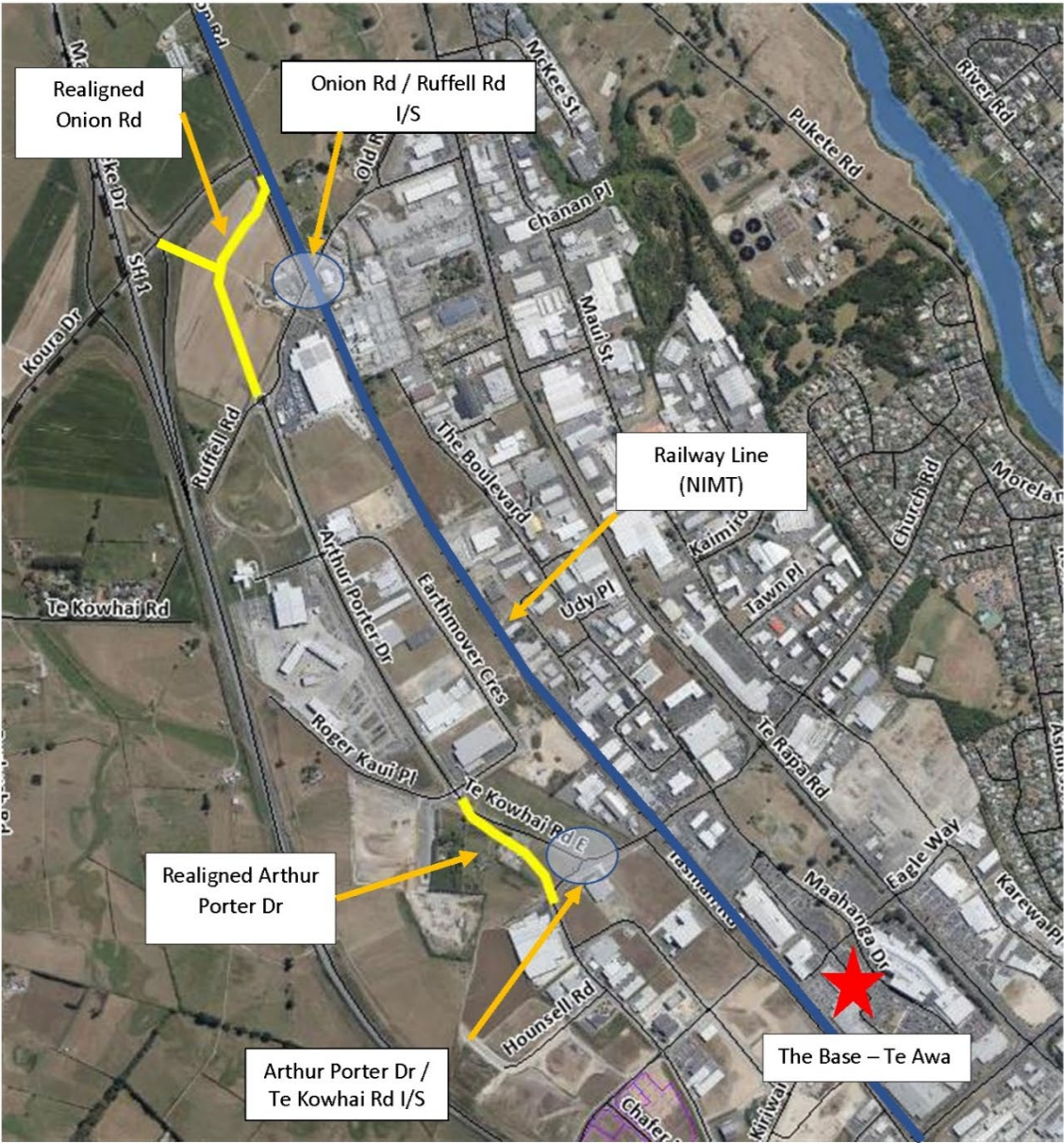
Engagement

120. As noted earlier in the report since the current road layout was implemented (Wednesday 16 December 2020), we have received feedback from the community that drivers are not following directions. We have also received queries focussed on:
- traffic congestion and safety of road users;
 - evidence of data/information used to decide on the proposed temporary intersection work;
 - the level of consultation with intersection user (based outside the Hamilton City boundaries); and
 - what/when is the permanent solution that is going to be in place.
121. We continue to receive community feedback questioning why the most recent changes were made and asking for the intersection to be changed back.
122. This matter has been assessed as having a Medium Level of Significance. In accordance with HCC's Significance and Engagement Policy Council must engage with the Community.
123. The Engagement methods available include:
- i. Inform
 - ii. Consult
 - iii. Involve
 - iv. Collaborate
124. Staff are advising that only the 'Inform' method of engagement is appropriate on this matter given the immediate safety imperative.
125. Given the medium level of significance determined, the engagement level is medium. Engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Locality Plans

Location Plans – Onion Road / Ruffell Road Intersection & Arthur Porter Drive / Te Kowhai Road Intersection
Plan 1.0 – General Layout



Plan 2.0 – Onion Road / Ruffell Road Intersection



Plan 3.0 – Arthur Porter Drive / Te Kowhai Road Intersection



Council Report

Item 11

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Robyn Denton

Authoriser: Eeva-Liisa Wright

Position: Network Operations and Use Leader

Position: General Manager
Infrastructure Operations

Report Name: State Highway 26 Revocation Fit for Purpose Business Case

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee of the State Highway 26 - Morrinsville Road (SH26) Revocation Fit for Purpose Business Case that has been prepared by Waka Kotahi NZ Transport Agency (Waka Kotahi) as part of the revocation process associated with the opening of the Hamilton section of the Waikato Expressway.
2. To seek endorsement from the Infrastructure Operations Committee of the SH26 Revocation Fit for Purpose Business Case prepared by Waka Kotahi.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) endorses the SH26 Revocation Fit for Purpose Business case prepared by Waka Kotahi NZ Transport Agency for approval by the Waka Kotahi NZ Transport Agency Board;
 - c) notes that the improvement works required to make Morrinsville Road Fit for Purpose following the revocation of the State Highway status, will be 100% funded by Waka Kotahi NZ Transport Agency with funding being made available for Hamilton City Council to implement the works from 1 July 2022 onwards;
 - d) notes that the specific details of any improvements on the revoked section of SH26 Morrinsville Road within the city will be developed in consultation with Members, the local community and key stakeholders prior to implementation; and
 - e) notes that if Hamilton City Council wishes to install traffic signals at the intersection of Morrinsville, Matangi and Silverdale roads, then the extra cost above that allowed for the roundabout will have to be funded 100% by Hamilton City Council.

Executive Summary - *Whakaraapopototanga matua*

4. The Hamilton section of the Waikato Expressway is due to be completed at the end of 2021. Once opened, the section of SH26 from Ruakura Road through to SH1 Cambridge Road will have its State Highway status revoked. This is as a result of SH26 being realigned from the Ruakura Road roundabout through to the Ruakura interchange.

5. The maintenance and operation of this section will become the responsibility of Hamilton City Council (from the Waikato Expressway to SH1 Cambridge Road) and Waikato District Council (Waikato Expressway to Ruakura Road).
6. As part of Waka Kotahi's revocation policy and ahead of returning the control and management of the roads to city and district council's, Waka Kotahi must give consideration to a fit for purpose road by providing safe roads that reflect a standard typical of similar roads in the city / districts.
7. A business case has been prepared by Waka Kotahi for the two state highways (SH1B and part of SH26) that will be revoked following the completion of the Hamilton section of the Waikato Expressway.
8. The business case has been prepared in consultation with key stakeholders including staff from the respective councils to determine a series of improvements to the routes that are required in order to ensure that the roads are:
 - safer for all road users,
 - provide travel choice, and
 - have whole of life costs which are appropriate to their proposed new status.
9. It is noted, that in association with the Hamilton Section of the Waikato Expressway completion, that an upgrade to the section of SH1 Cambridge Road between the southern interchange of the expressway and the SH1/26 intersection at Burger King is also proposed. An Elected Member workshop is being arranged for May 2021 in conjunction with other key stakeholders to provide an update on this work and to discuss the strategic transport needs of this section of the transport network.
10. The recommendations of this report are only in regards to the proposed improvements for the section of SH26 Morrinsville Road that will become a local road managed by Hamilton City are outlined below in the Discussion section of this report.
11. Staff recommend endorsement of the Fit for Purpose Business Case prepared by Waka Kotahi which includes proposed improvements for the section of SH26 which will become the responsibility of Hamilton City to maintain and operate from 1 July 2022.
12. The initial operational and maintenance costs for the revoked section of SH26 Morrinsville Road are planned to be accommodated within existing budgets but if necessary, adjustments will be completed through the Annual Plan and Long Term Plan processes. Allowance for future renewals will be included in the development of the Hamilton City Council draft 2024-34 Long Term Plan.
13. Staff consider the decisions in this report have low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

14. The Waikato Expressway (Hamilton Section) is currently being constructed by Waka Kotahi and is currently programmed for completion in late 2021.
15. The Hamilton Section is the seventh and final section of the Waikato Expressway, and had key access points into Hamilton City being provided at Te Rapa, Resolution Drive, Pardo Drive, Ruakura and Tamahere. Further information on the expressway project can be found [here](#).

16. Waka Kotahi has begun planning on the revocation of part of SH26 (Morrinsville Road), which will take place after the Waikato Expressway (Hamilton section) opens in late 2021 and is currently planned for 1 July 2022. At that point, Hamilton City Council and Waikato District Council will maintain and operate the revoked section of road and become its Road Controlling Authority for their respective sections.
17. The section of SH26/Morrinsville Road that will be transferred to Hamilton City Council runs from the Burger King roundabout (Cambridge Road/SH1 intersection) to the east city boundary (bridge over the Waikato Expressway) as shown in blue on the plan below with the green section being the responsibility of Waikato District:



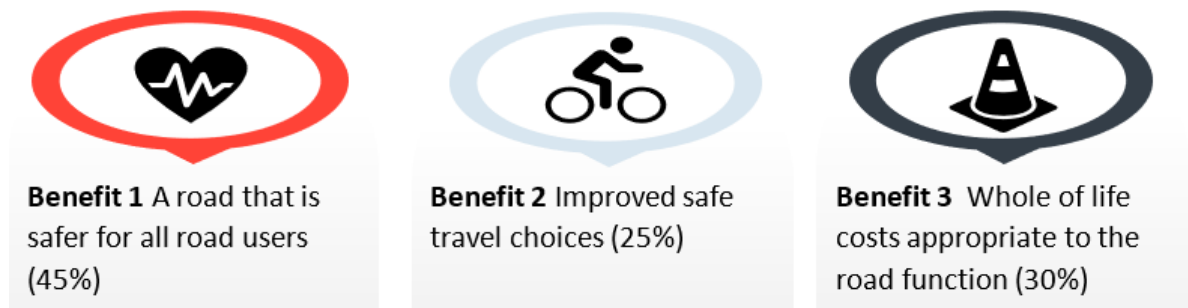
Section of SH26 Morrinsville Road to be revoked and new alignment of SH26.

18. Council staff have been working with Waka Kotahi on a business case to identify the work required to make the section of road 'fit for purpose' prior to handover.
19. 'Fit for Purpose' is determined by the long-term function of the of the road following the opening of the Waikato Expressway and determines what work is required to ensure that the road will function in a safe way that is in keeping with other roads within the city. For Morrinsville Road it has been determined that it will be an arterial (main) road and provide a lifeline for the community and essential access for homes and business, contributing to the benefits of the expressway.
20. Waka Kotahi are seeking endorsement of the Business Case from both Hamilton City Council and Waikato and Waipa District Councils prior to presentation to their Board in May 2021.
21. A copy of the Waka Kotahi Business Case is included in the agenda under a separate cover as a public excluded report. The SH26 SSBC report has been requested to be a Public Excluded item by Waka Kotahi NZ Transport Agency (Waka Kotahi) staff until the report has been endorsed by the Waikato District and Waipa District Councils (as road controlling authorities for sections of SH1B and SH26) and then approved by the Waka Kotahi Board.

22. In addition to the works associated with the revocation of the state highway status on Morrinsville Road, Waka Kotahi also have work planned for improvements on the section of SH1 Cambridge Road between the Waikato Expressway southern interchange and the Burger King roundabout following the completion of the Expressway.
23. The 30 March 2021 Strategic Growth Committee meeting resolved the following:
‘requests staff organise workshops with Elected Members and management representative of HCC, WDC, WRC and NZTA to consider the Cambridge-Hamilton corridor transport needs and report back to the 29 July 2021 Strategic Growth.’
24. An workshop to discuss the projects underway in the south eastern quadrant of the city is to be arranged for May 2021.
25. The information below provides an overview of the Fit for Purpose Business case and the key improvements being proposed for the section of SH26 that will become the responsibility of Hamilton City following the revocation of the state highway status on 1 July 2021.

Discussion - *Matapaki*

26. The State Highway Revocation Policy, guides how Waka Kotahi shall undertake the process of revoking the State Highway including stakeholder and iwi engagement to agree the project development such as defining problems, project benefits and investment objectives.
27. An Investment Logic Map (ILM) workshop with Waka Kotahi, Hamilton City, Waikato and Waipa District Councils and iwi was held on 4 August 2020. The gaps and deficiencies in the level of service around Asset Management Cost, Travel Choice and Safety were identified as concerns if the roads are handed over to the relevant Councils in their current states.
28. The three problems described according to their importance weightings were developed as follows:
 - **Problem 1:** Road configuration leads to a high crash risk at intersections and bends in the road 25%.
 - **Problem 2:** High traffic flows and operational speeds are reducing safe travel choices for communities 35%
 - **Problem 3:** Asset condition does not meet the standard for the road function which leads to higher costs for Council 40% (e.g. infrastructure provision is excessive for road user needs and historic “asset sweating” reduces asset life).
29. The following benefits were considered to be achieved through improvements to the corridor:



30. In order to realise these benefits, the following investment objectives were defined:
 - **Investment objective 1:** Ensure that residual safety risks are mitigated to create a road that is safer for all road users resulting in a reduction in DSIs to 15% by July 2026.

- **Investment objective 2:** Addressing safety risk arising from traffic flows and speeds to improve travel choices thereby increasing the number of pedestrians and cyclists by 40% on SH26 by July 2026.
- **Investment objective 3:** Hand over an asset that does not disproportionately burden the Council's ability to invest in community outcomes through ensuring the maintenance cost of the road is appropriate for its new function, being no more than \$3.82 on average per sq. metre.

31. The Morrinsville Road section within the city was considered as three parts for intervention option development:

Section 1 – from SH1 (Cambridge Road) to Matangi Intersection

32. Two options were considered for improved safe travel choices:
- Shared path on southern side of Morrinsville Road, and
 - Separated cycling (uni-directional both sides) (recommended).
33. In evaluating the options it was noted that:
- both options are fit for purpose;
 - both options have similar monetised benefits, therefore the separated cycling option has the highest benefit cost ratio because it is the lowest cost option; and
 - the separated cycling option is the best option for pedestrians, cyclists, and for climate change mitigation and adaptation; however, it removes all parking so has higher public/stakeholder risks.
34. As part of the installation of the separated cycling facilities, improvements to the side roads and the existing signalised pedestrian crossing would be undertaken to ensure safe interaction between people on bikes, walking and vehicles.
35. The speed limit for this section is also proposed be reduced to 50km/h with a variable school speed limit of 30km/h (once the Speed Limit Rule is updated) to replace the current 40km/h variable school speed limit in place to provide a road that is safer for transport users. This proposed speed limit change is in line with the [submission](#) HCC made on the proposed speed limit changes on the State Highway Network within Hamilton City in August 2020.
36. An upgrade of the current streetlighting to LED will also be allowed for to ensure that the whole of life costs for the road area minimised in the future.

Section 2 – Intersection of Morrinsville Road, Silverdale Road and Matangi Road

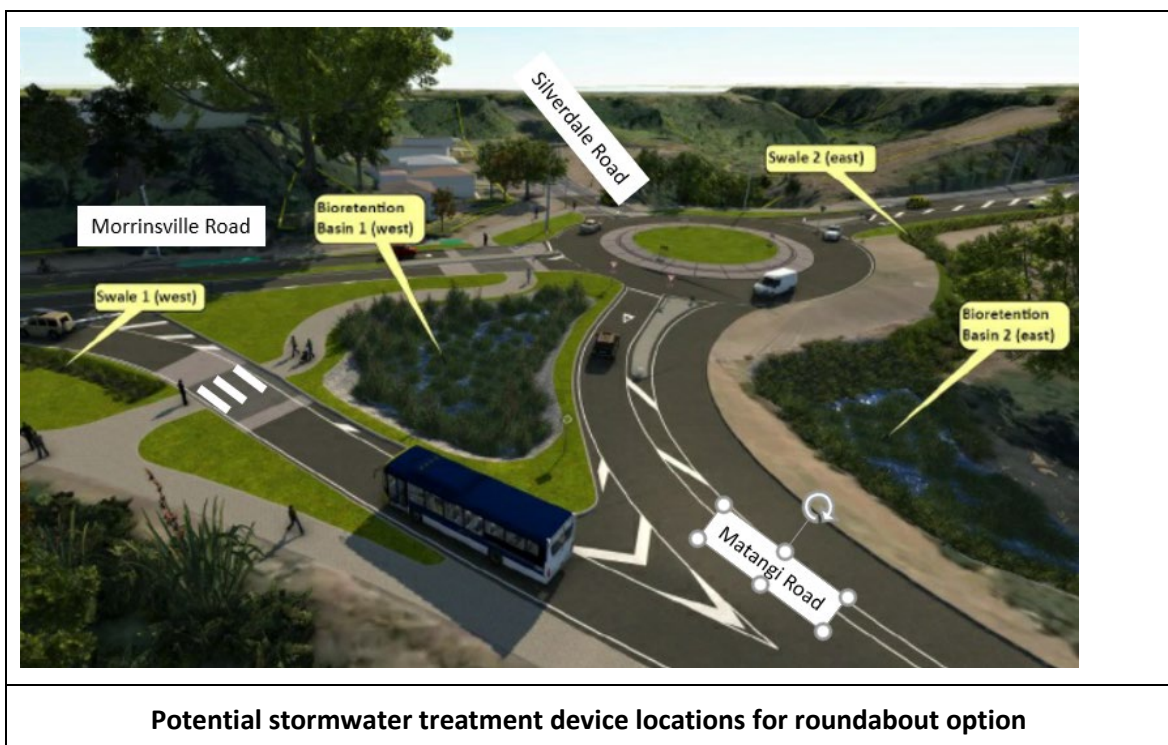
37. Three options were considered for addressing the safety concerns at this intersection:
- two connected roundabouts (dumbbell),
 - single roundabout (realign Matangi Road) (recommended), and
 - signals on a raised safety platform.
38. The business case has determined that the single roundabout option is the best economically, the cheapest option, the best for vehicular traffic, and could accommodate pedestrians and cyclist through use of raised zebra crossings aligning with pedestrian desire lines.

39. The picture below provides an indication of what the proposed roundabout and associated pedestrian facilities would look like:



Indicative layout of a roundabout proposed at the intersection of Morrinsville Road, Silverdale Road and Matangi Road

40. Stormwater treatment in and around this intersection will be necessary as this is a low point in the stormwater network. Provision of swales and bioretention basins are proposed in the business case and the design of this will be progressed in conjunction with the design of the intersection improvement.
41. The plan below provides an indication of the locations that the stormwater treatment devices could be accommodated for the preferred roundabout option. Consideration has also been given to stormwater treatment if either of the other intersection improvement options were to be progressed.



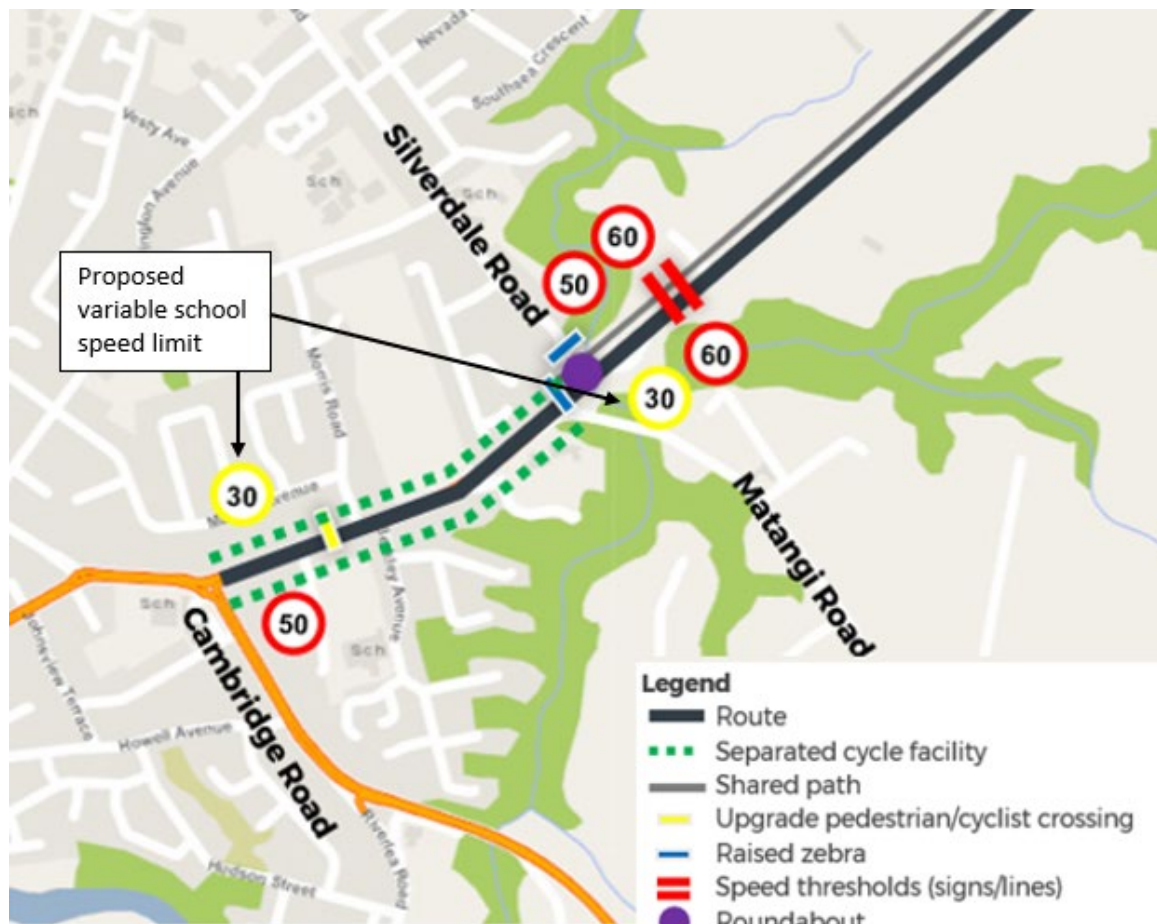
Potential stormwater treatment device locations for roundabout option

42. The speed limit for this section is also proposed be reduced to 50km/h – down from the current 80km/h, with the lower limit being extended to the eastern side of Silverdale Road.
43. An upgrade of the current streetlighting to LED will also be allowed for to ensure that the whole of life costs for the road area minimised in the future.

Section 3 – Silverdale Intersection to HCC Boundary on Morrinsville Road

44. For this final section the planned work is:
 - provision of a shared path on the northern side of the road which will extend through to Ruakura Road to link to the path that is already in place along that road;
 - removal of the short section of passing lane for traffic heading to Morrinsville which currently commences immediately east of Silverdale Road;
 - removal of pest plants within the road reserve; and
 - an upgrade of the current streetlighting to LED will also be allowed for to ensure that the whole of life costs for the road area minimised in the future.
45. The speed limit for this section is also proposed be reduced to 60km/h – down from the current 80km/h, with the lower limit being extended to the eastern side of the new roundabout at Ruakura Road.
46. It was noted that in addition to the specific treatments above, the following treatments would also be allowed for across the full length:
 - Removal and replacement of redundant signage (ie SH information)
 - Changes to roadmarking

47. The following plan summarises the planned works for the section of SH26 Morrinsville Road within the Hamilton City boundary:



SH26 proposed speed limits and inventions

48. Approval for funding for these changes is being sought from the Waka Kotahi NZ Transport Agency Board by the State Highway Operations team within Waka Kotahi.
49. Detailed design and consultation would need to be completed by Hamilton City Council prior to implementation of any changes. It is currently proposed that Hamilton City would manage the tender and contracting processes and therefore have control of the quality and standard of the work.
50. A draft timeline for implementation of the works is included in the business case. The exact timing of the work would be up to Council, but consideration would need to be given to the work that is proposed in the south eastern quadrant of the city including on SH1 Cambridge Road.

Options

51. The upgrade of the Morrinsville Road, Silverdale Road and Matangi Road intersection provides an option for Hamilton City to consider investing additional funding for installation of traffic signals on a raised platform instead of the roundabout option identified as 'Fit for Purpose' in the Business Case.

52. It has been estimated that the 'extra over' cost would be in the order of \$1.85M and this would have to be 100% funded by Council i.e. would not be covered in the funding provided by Waka Kotahi as part of the revocation process and unlikely to be approved for co-investment at the normal 51% subsidy.
53. Further investigation into this option could be undertaken at the time of developing the current concept designs through to detailed design by Hamilton City.

Financial Considerations - *Whaiwhakaaro Puutea*

54. The costs to complete the Fit for Purpose changes will be met by Waka Kotahi as part of the revocation process. It is proposed that this funding would be provided to Hamilton City for the Council to implement the physical works following the opening of the Waikato Expressway and would be formalised via a Multi-Party Funding Agreement (MPFA).
55. As noted in the Options section above, if Hamilton City Council wishes to install traffic signals at the intersection of Morrinsville Road intersection, the additional cost of approximately \$1.85M would have to be funded by Hamilton City Council. There is currently no funding included in the draft 2021-31 Long Term Plan.
56. The initial operational and maintenance costs for the revoked section of SH26 Morrinsville Road will be accommodated within existing budgets. These are expected to be very minimal with any major work being completed by Waka Kotahi prior to revocation.
57. Allowance for future operations, maintenance and renewals will be included in the development of the Hamilton City Council draft 2024-34 Long Term Plan.

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

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

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

59. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
60. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
61. The recommendations set out in this report are consistent with that purpose.

Social

62. The proposed improvements will strengthen the community networks by providing safe connections and improve equity of opportunity for those who live and attend schools in this area.

Economic

63. The intersection upgrade at Silverdale/Matangi will provide safe access to locations of employment in both Matangi and Hamilton.

Environmental

64. The provision of safe walking and cycling facilities will improve transport choices and facilitate travel that does not rely of vehicles and therefore reduce emissions.
65. Stormwater management will also be improved as part of the project resulting in improved quality of water discharge into the adjacent gully network.

Cultural

66. The workshops for the Fit for Purpose business case process considered both the section of SH26 being revoked along with the full length of SH1B between Cambridge and Taupiri. The following Iwi representatives were involved in the workshops:
- A representative from Ngāti Wairere, Hukanui Marae, Gordonton. Who is a member of the Tangata Whenua Working Group (TWWG) but also is a member of Te Hā o te Whenua a Kirikiriroa. He is a kaumatua on his own Marae, Hukanui.
 - A representative from Ngāti Hauā Iwi, they have 5 Marae, being Waimakariri Marae (between Pukemoremore and Cambridge), Te Iti o Hauā Marae in Tauwhare, Kai-a-te-mata Marae (Tumohe's Marae) and Rukumoana Marae in Morrinsville, and Raungaiti Marae in Waharoa. They cover 4 hapū, Ngāti Waenganui, Ngāti Rangitaupi, Ngāti Werewere and Ngāti Te Oro. He is a kaumatua for his Marae, a member of Te Kāhui Kaumātua o Ngāti Hauā (Elders Council) and Kaikōrero (Speaker). He is also the Ngāti Hauā rep on TWWG. He is also from Ngāti Korokī Kahukura of Maungatautari.
67. Consultation with THaWK will be undertaken as part of the development of future stages of this project.

Risks - *Tuuraru*

68. There is a risk that if the recommendations of this report are not adopted then presentation of the Business Case to the Waka Kotahi NZ Transport Agency Board in May 2021 will be missed. This will mean that the report will be presented at a subsequent Board meeting.

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

Significance

69. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendations in this report have a low level of significance.

Engagement

70. Given the low level of significance determined, the engagement level is low. No engagement is required at this stage but will be required in the future as part of the implementation of the proposed upgrade works.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Item 12

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Christopher Barton

Authoriser: Chris Allen

Position: Capital Projects Manager

Position: General Manager Development

Report Name: Wairere Drive Extension - Construction MSQA Contract

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek approval from the Infrastructure Operations Committee to increase the Approved Contract Sum of PSP 18171 with Bloxam Burnett & Oliver Ltd (BBO) to provide contract management, supervision and quality assurance services to the Wairere Drive extension project from Cambridge Road to Cobham Drive – noting that no additional funds are required with the increase allowed for within existing project budget allocations.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report; and
 - b) approves an increase of the Approved Contract Sum for PSP 18171 with BBO for provision of contract management and supervision services on the Wairere Drive extension construction project from \$2,750,000 to \$3,600,000.

Executive Summary - *Whakaraapopototanga matua*

3. Council has an existing contract with BBO to provide professional services to support and manage the construction of the Wairere Drive extension from Cambridge Road to Cobham Drive – currently being constructed by Fulton Hogan.
4. Since the time of originally awarding this contract with BBO, additional construction management inputs have been required due to extended construction contract durations as well as increased supervision requirements in accordance with findings of project and contract reviews completed in 2020.
5. The total approved cost to complete the project is \$59,065,000, with funding included in the 2020/21 Annual Plan and draft 2021-31 Long Term Plan.
6. An increase in the Approved Contract Sum for PSP 18171 has been allowed for within this approved project budget, however in accordance with Councils financial delegations policy, any contracts with a total value of over \$3,000,000 require Council or Committee approval to award or amend the contract value.

7. This report recommends to vary the value of the existing BBO contract engagement to secure appropriate construction management services through to construction works completion. All costs under the contract are shared in accordance with the approved multi party funding agreement – with a cost share of 27.8% from HCC and 72.2% from Waka Kotahi NZTA.
8. No reasonable alternative options exist to varying the existing contract with BBO. A change in provider for contract management and supervision services to this existing construction contract would likely result in additional costs and increase councils construction contract commercial risk exposure as a result of a lack of management continuity and additional works to on-board new resources.
9. Construction and delivery of the Wairere Drive extension project has been progressing well over the last 10 months, with construction on track to be delivered by May 2022 and in accordance with current project budget allocations. This report is not seeking any additional funding commitments.
10. Staff consider the matters and recommendations within this report to have low significance and that the recommendations comply with Council's legal requirements.

Background - *Koorero whaimaarama*

11. The Wairere Drive extension from Cambridge Road to Cobham Drive (Wairere to Cobham Drive Extension project) is the final section of the Hamilton Ring Road network.
12. Completion of this project is also required to enable subsequent development of the Peacocke arterial roading and associated new Waikato River bridge as included in the central government Housing Infrastructure Fund (HIF) agreement.
13. The Wairere to Cobham Drive Extension project is jointly funded by the Waka Kotahi NZ Transport Agency, who have agreed to fund 43.4% of the total project cost for works on the existing State Highway and have also approved subsidy at 51% of the remaining 56.6% HCC cost. This results in a total HCC investment of approximately 27.8% of the gross cost.
14. At the Council meeting on 11 October 2018 it was approved to award the main contract for construction of the extension to Fulton Hogan.
15. As reported to Council on 28 May 2020, throughout the early stages of construction a number of key project risks were realised including significant unforeseen ground conditions as well as other issues, which resulted in additional costs and extended construction timeframes.
16. At the Finance Committee meeting on 11 August 2020, Council resolved to increase the project budget and Fulton Hogan contract value to address costs incurred as a result of COVID alert level changes and the 2020 lockdown.
17. The current approved project budget is \$59.065m. Council were advised at the 28 May 2020 meeting that an increase to the Approved Contract Sum for BBO would be required and approved an allowance within the approved \$59.065m project budget to cover this increase.

Discussion - *Matapaki*

18. Contract management resource planning has been updated and increased in order to ensure appropriate monitoring, supervision and quality assurance (MSQA) resources are assigned to contract to match the construction/commercial complexity and level of risk.
19. Updated site observation plans now allow for 2.2 full time equivalents dedicated to the project through to completion. The engagement now also allows for additional random verification testing of high-risk elements including structures, pavements, earthworks and ground improvements.

20. In negotiation with BBO to provide construction management services through the remainder of the project, we have agreed on reduced rates and also a monthly cap on costs to ensure the forecast cost to complete is robust.
21. The project is currently progressing well and the increased contract management is proving effective.

Options

22. Staff have assessed that in lieu of varying the existing BBO contract, there is one alternative reasonable and viable option to consider.
23. If the existing BBO contract is not varied, alternative resources could be procured for contract management, supervision and quality assurance services as required. This would however result in a lack of contract continuity, additional time and cost for new providers to upskill, and potentially increase Councils commercial risk exposure under the construction contract.
24. Staff recommend the option of varying the BBO contract - as this will likely deliver the lowest cost and highest quality outcomes.

Financial Considerations - *Whaiwhakaaro Puutea*

25. The total cost to complete the project is \$59,065,000 as previously approved, with funding included in the 2020/21 Annual Plan and draft 2021-31 Long Term Plan.
26. Forecast project costs are;

Item	Forecast Value
Investigation, Design and Enabling Works (incl. service relocations and stream diversion)	\$7,457,000
Main Contract - Contract 17434 with Fulton Hogan Note/ includes contract contingency value of \$2,200,000	\$46,715,000*
Other Project Costs incl. project management, construction management, consents, legal, property, comms, funding applications, safety audits.	\$4,893,000
Total Forecast Cost	\$59,065,000

*excludes \$5,000,000 for Peacocke scope variations

28. A budget allowance of \$3,600,000 is included in the project cost forecast for PSP 18171 with BBO to provide construction management services.

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

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

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

30. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
31. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.

32. The recommendations set out in this report are consistent with that purpose.
33. This report relates to a variation to an existing contract engagement. The additional scope of works will directly provide extended and continued employment (**social** outcomes) as well as associated investment into the local supply chain (**economic** outcomes).
34. The 4 wellbeings of the Wairere Drive Extension project have been previously defined in previous reports – including the 28 May 2020 report to Council.

Risks - *Tuuraru*

35. This report relates to a professional service engagement which presents significant risks to the broader Wairere Drive Extension project if not carried out successfully. This risk is being mitigated through assurance of resource capacity and capability.
36. Significant risks still remain on the overall Wairere Drive extension project, including:
 - impacts of poor weather – particularly over the upcoming 2021 winter
 - potential further COVID cost and time impacts if alert levels are escalated to Level 3 or 4
 - complex structural works including bridge foundations
 - availability of key resources

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

Significance

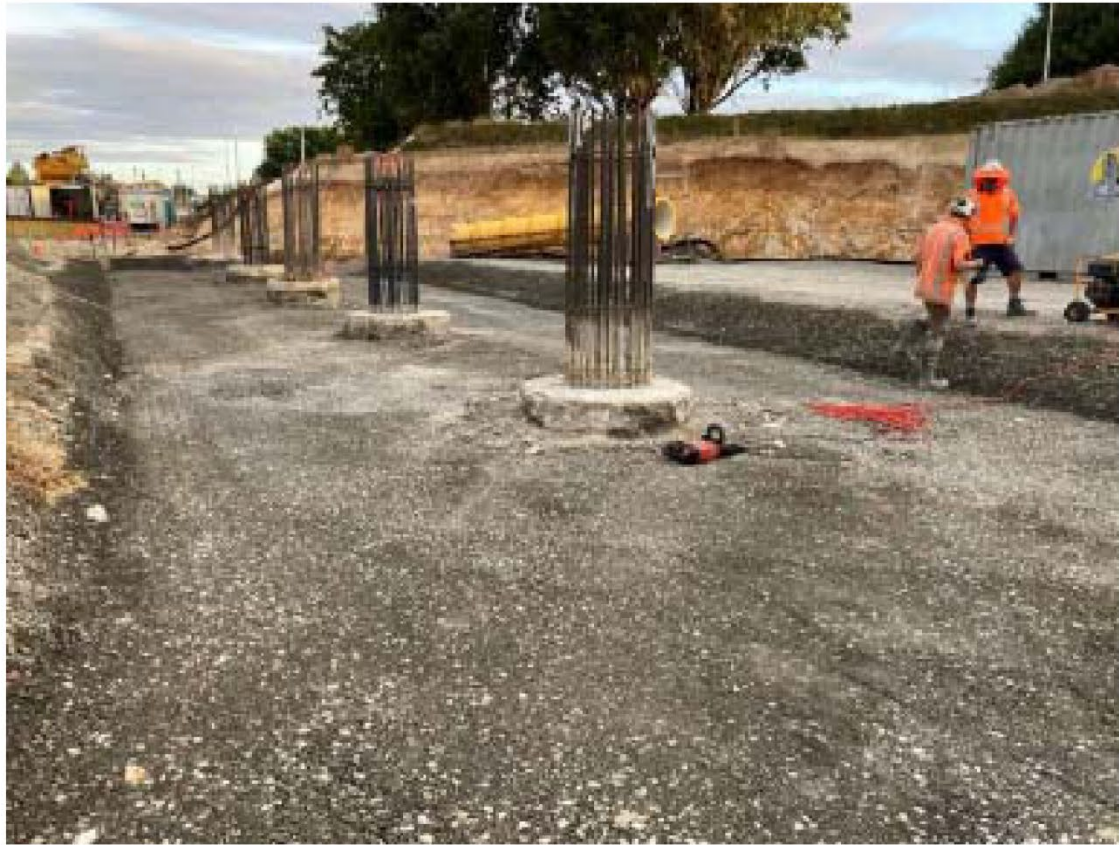
37. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matter(s) in this report has/have a low level of significance.

Engagement

38. Community views and preferences are already known to Council through the 2018-28 10 Year Plan and 2020-21 Annual Plan.
39. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Wairere Drive Extension Construction Photos - February 2021



Council Report

Item 13

Committee: Infrastructure Operations Committee
Date: 27 April 2021
Author: Robyn Denton
Authoriser: Eeva-Liisa Wright
Position: Network Operations and Use Leader
Position: General Manager Infrastructure Operations
Report Name: Proposed Low Cost Low Risk Transport Improvement Programme for 2021/22

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek approval from the Infrastructure Operations Committee for the proposed Low Cost Low Risk Transport Improvement Programme for 2021/22.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves the proposed Low Cost Low Risk Transport Improvement programme (**Attachment 1** of the report) for the 2021/22 financial year;
 - c) notes that final Low Cost Low Risk Transport Improvement programme is subject to funding approval by Hamilton City Council via the 2021-31 Long Term Plan development and Waka Kotahi NZ Transport Agency via the development of the 2021-24 National Land Transport Programme; and
 - d) notes that progress of the final design and consultation of the projects to be delivered in the Low Cost Low Risk Transport Improvement programme will be reported to Members via the Executive Update and General Manager Update Report to the Infrastructure Operations Committee meetings.

Executive Summary - *Whakaraapopototanga matua*

3. The Low Cost Low Risk Transport Improvement (LCLR) programme for 2021/22 has been developed by staff based upon community requests, Elected Member requests and safety performance. The draft list was pre-circulated to Elected Members on Tuesday 13 April 2021 as part of the weekly Executive Update.
4. A copy of the full LCLR programme for the next three years is included in **Attachment 1**. Approval is only being sought for Year 1 (2021/22) of the programme, with the remaining years provided for information only.

5. The LCLR programme has a number of guidelines as to the scope of work that can be included which are set by Waka Kotahi NZ Transport Agency (Waka Kotahi). The key requirement is that the total value for any one project must be no more than \$2M in order to meet the LCLR programme requirements.
6. Co-investment from Waka Kotahi is at 51% with the local share funded from the following LCLR activity classes that have been established in the draft 2021 Long Term Plan:
 - Road to Zero
 - Walking and Cycling
 - Public Transport Infrastructure
 - Local Road improvements
7. Funding of the LCLR programme is subject to funding approval by Hamilton City Council via the approval of the 2021-31 Long Term Plan and Waka Kotahi NZ Transport Agency via the development of the 2021-24 National Land Transport Programme.
8. Updates on the development and implementation of the LCLR programme will be provided via Executive Updates and inclusion in the General Managers Update to the Infrastructure Operations Committee.
9. Staff consider the matters in this report have low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

10. Previously known as the 'Discretionary Transport Programme' the Low Cost Low Risk Programme is the name given to a number of programmes of work for which we receive co-investment (subsidy) from Waka Kotahi under their Work Activity Class 'Low Cost Low Risk' (LCLR).
11. In 2020 Waka Kotahi undertook a review of the LCLR activity (formerly known by Waka Kotahi as Minor Improvements) and made changes to the activity which will come into effect for the 2021–24 National Land Transport Programme (NLTP).
12. The key changes by Waka Kotahi were:
 - an approved increase in the LCLR threshold for any one project from design through to implementation must be <\$2M (up from <\$1M previously);
 - increased information requirements for each project including an assessment of and alignment to the Government Policy Statement on Land Transport (GPS);
 - the following four LCLR activities to be grouped into a LCLR Programme:
 - i. Road to Zero,
 - ii. Walking and Cycling,
 - iii. Public Transport Infrastructure, and
 - iv. Local Road improvements.
13. A draft programme of projects under each of these activities has been developed by staff based on requests received from Elected Members, advocacy groups, the community and safety analysis undertaken by staff and Waka Kotahi.
14. A copy of the full LCLR programme for the next three years (2021-24) is included in **Attachment 1**. Approval is only being sought for Year 1 (2021/22) of the programme, with the remaining years provided for information only.
15. The draft programme was pre-circulated to Elected Members on 13 April 2021 for review. Further information on the development of each of the activity lists is included below in this report.

Discussion - *Matapaki*

16. Following approval of the proposed LCLR programme and subject to funding approvals, the following steps are undertaken in the delivery of the proposed programme:
 - i. *Development of concept designs* to ensure proposed treatments will address the issues and maximise opportunities for associated improvements e.g. improved accessibility as part of safety improvements. Early engagement completed with key stakeholder groups;
 - ii. *Consultation on the concept plans* with directly affected residents and/or property owners, key stakeholders and Elected Members. This includes site visits with residents/property owners to discuss any specific issues;
 - iii. *Development of detailed designs* which incorporate changes made in response to the consultation process;
 - iv. *Scheduling of the works* for delivery by the physical works contractor – allowing time for purchase of any materials required;
 - v. *Notification of upcoming works*; and
 - vi. *Implementation of the work* by the contractor.
17. It is expected that there will be some changes made to the list of sites, proposed works and timing of implementation as the designs are progressed and the consultation process is undertaken. As a minimum, it will take at least 4-5 months to work through the process.
18. There are also likely to be other issues/concerns raised throughout the year that staff will want to try and respond to if the timing and budget allows.
19. The list of sites for 2021/22 is therefore greater than budget available to ensure that there are projects ready to go if there are delays experienced in getting a particular project completed. Any projects not implemented in the 2021/22 year will be carried forward for consideration in the 2022/23 programme which will be presented to the Infrastructure Operations Committee early 2022 for approval.
20. Updates on the programme including any changes will be noted in future reports to the Infrastructure Operations Committee in the General Manager Updates. Progress on the implementation of the projects will be provided via the Executive Updates.
21. A full list of sites and information is also made available throughout this process on the Hamilton City website on the [Safety and Access Improvement Programme page](#). This includes updating with the concept and consultation plans as they are developed.
22. This report sets out the proposed Low-Cost Low Risk Programme for each activity for the 2021/22 financial year for approval subject to final confirmation of funding by Hamilton City (via the 2021-31 Long Term Plan) and Waka Kotahi (via the National Land Transport Programme)

Low Cost Low Risk Road to Zero

23. The development of this programme has been focused on achieving Vision Zero and has been strongly guided by the Waka Kotahi Safe Networks Programme.
24. The Safe Network Programme is a collaborative initiative that aims to save up to 160 deaths and serious injuries every year across New Zealand's highest risk state highways and local roads.
25. The programme uses the Safe System approach, the international gold standard in road safety. This approach seeks to create a safe and forgiving road system that makes the safety of people a priority. It recognises people are not perfect, we make mistakes and we are vulnerable in a crash. While mistakes are inevitable – deaths and serious injuries from crashes are not.

26. The projects have been prioritised based on their ability to reduce deaths and serious injuries, with minor changes made to accommodate other work programmes such as road resealing or pavement renewals and Eastern Pathways.
27. The programme includes the ongoing delivery of the [Speed Management Plan](#) with \$500,000 annually via the implementation of Safer Speed Areas (permanent 40km/h speed restrictions on local residential streets), lower speeds around high use pedestrian and cycle areas (e.g. shopping areas) and provides for a proposed demonstration project for 30km/h variable school speed limits currently being proposed by Waka Kotahi.
28. The projects are primarily intersection orientated and reflect the crash locations that would be expected in an urban metro city.
29. The proposed funding is set out in the table below:

LCLR Road to Zero Activity	Proposed work to be completed	Proposed funding for 2021/22
Safety improvements	Treatments determined on a case by case basis to address the safety issues	7,600,000
Speed Management	Implementation of safer speed areas and lower speeds in areas of high pedestrian and cycling activities including 30km/h school speed zones	500,000
Total funding		\$8,100,000

Low Cost Low Risk Walking and Cycling

30. This programme continues our current focus on ensuring facilities at the school gate are safe along with the upgrade and installation of pedestrian crossing facilities at key locations like shopping centres and near aged care facilities. It also allows for improvements to the footpath network via sections of new footpath or localised widening of existing footpaths in conjunction with the footpath renewals programme.
31. Funding has also been allocated for small, localised biking connectivity improvements to supplement the larger scale activities covered by the Biking and Micro-mobility citywide projects budget. These larger projects are discussed further in the Biking and Micro-mobility Business Case report to the 27 April 2021 Infrastructure Operations Committee.
32. The Tactical Urbanism funding project has yet to be determined, but a possible candidate for the 2021/22 year is Worley Place shared zone. This option will be considered at the Central City and River Plan Advisory Group meeting on 5 May 2021.
33. The programme has been broadly developed using the following allocation of the funding:

LCLR Walking and Cycling Activity	Proposed work to be completed	Proposed funding for 2021/22
New footpath	to fill gaps in the footpath network	200,000
Pedestrian facility upgrades	installation of signals, raised safety platforms, refuge islands or splitter islands. Localised widening in association with footpath renewals, LED infill lighting	1,450,000
Biking connectivity localised improvements	localised interventions including installation of bike parks, signage, wands to improve safety	750,000

Accessibility improvements	localised improvements including installation of cut downs, tactiles, adjusting footpath angles/slopes	50,000
Tactical Urbanism	Trial changes before permanent installation and various locations. confirmed	50,000
Total funding		\$2,500,000

34. Prioritisation of the projects is based on an assessment of the following:
- i. requests for service;
 - ii. traffic volumes;
 - iii. numbers of people walking and/or cycling;
 - iv. proximity to high use 'generators' e.g. schools, shops, aged care facilities, retirement villages, bus stops; and
 - v. safety data – including crash records and red light running (where applicable).

Low Cost Low Risk Public Transport Infrastructure

35. The development and prioritisation of the Public Transport Infrastructure programme is undertaken in consultation with the Waikato Regional Council who manage the public transport services.
36. A study has been commissioned to determine the infrastructure improvements needed for the Comet and Meteor (east/west) routes. The studies are looking at opportunities to improve the reliability of the bus services and to improve the provision of safe crossing opportunities for pedestrians using the buses.
37. A Bus Stop infrastructure guide is being developed to assist in determining the level of infrastructure investment needed at bus stops within the city depending on the routes they are on. For example high frequency routes such Orbiter, Meteor and Comet have different requirements to the local services. Stops closer to key locations such as schools, shops, aged care facilities, retirement villages will also require specific consideration. This guide will be presented to the Regional Connections Committee and will then be used to assist with prioritisation of the installation programme.
38. The final list of sites will be presented to the Regional Connections Committee meeting.
39. The programme has been broadly developed using the following allocation of the funding:

LCLR Public Transport Infrastructure Activity	Proposed work to be completed	Proposed funding for 2021/22
Bus Stop Infrastructure	Accessible kerbs, hard stands and at bus stops	200,000
Bus Shelters	New bus shelters	150,000
Comet/Meteor Route improvements	Improvements to be determined	350,000
Total funding		\$700,000

Low Cost Low Risk Local Road Improvements

40. This work activity allows for the other LCLR activities which do not fit into the other LCLR work categories.
41. For the 2021/22 financial year, the only project we have planned is ongoing development of advanced traffic management systems that ensure that we have good data available on all transport modes (including walking and cycling) and are able to operate the existing network efficiency.
42. Details of this work were provided at the optional Elected Member Drop-in Session on 17 February 2021.

LCLR Local Road Improvements Activity	Proposed work to be completed	Proposed funding for 2021/22
Advance Traffic Management initiatives	Purchase of sensors, cameras etc to allow for ongoing data collection across the transport network	\$ 200,000
Total funding		\$200,000

Financial Considerations - *Whaiwhakaaro Puutea*

43. The following table sets out the funding allocation that was included in the draft 2021-31 Long Term Plan for these activities for the next three years:

Low Cost Low Risk Programme – Proposed budget (gross)	2021/22	2022/23	2023/24
Road to Zero	8,100,000	9,140,000	8,700,000
Walking and Cycling	2,500,000	2,500,000	2,500,000
Public Transport Infrastructure	700,000	700,000	700,000
Local Road improvements	200,000	275,000	200,000

44. This funding and the consequential OPEX is subject to funding approval by Hamilton City Council via the 2021-31 Long Term Plan and Waka Kotahi NZ Transport Agency via the development of the 2021-24 National Land Transport Programme
45. Waka Kotahi consider the LCLR programme to be a 3-year programme, so any under or over spend in the initial two years is accommodated within the third and final year. A 51% co-investment (subsidy) from Waka Kotahi was assumed for all these programmes.

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

46. Staff confirm that staff recommendations comply with Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

47. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
48. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
49. The recommendations set out in this report are consistent with that purpose as outlined below.

50. Further opportunities for promotion of the 4 wellbeings will be undertaken as part of the development process for each of the projects as they are further developed and implemented.

Social

51. The projects and activities outlined in this report will help provide for a connected city allowing communities to access employment, education, health and other essential services as well as access to recreational and social opportunities.
52. The programme of work provides Council with an opportunity to adapt streets to better support active and safe transport needs by contributing to the creation of more safe people-friendly spaces in our towns and cities.

Economic

53. The proposed LCLR programme improves the ability for businesses to move goods and services safely and effectively within the city.

Environmental

54. Completion of the LCLR programme supports alternative modes of transportation and the ability for the community to traverse across and around the city in a safe way without the need for a vehicle.

Cultural

55. The project plans that will be developed for this programme of work will consider how to properly engage with tangata whenua.

Risks - *Tuuraru*

56. There are risks that if the recommendations are not approved that there will be delays in the implementation of the 2021/22 programme of works.

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

Significance

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

Engagement

58. As part of the delivery of the projects within this programme, engagement and consultation will be undertaken with adjacent property owners and residents/businesses along with key stakeholders including:
- Waka Kotahi
 - Road Transport Association
 - Automobile Association (AA)
 - CCS Disability Action
 - Disabled Persons Assembly
 - Blind Foundation
 - Bike Waikato
 - Generation Zero
59. Given the low level of significance determined, the engagement level is low for the matters presented in this report and no engagement is required at this stage.

Attachments

Attachment 1 - Draft Low Cost Low Risk Transport Improvement (LCLR) Programme .

Item 13

HCC 2021/24 LCLR Transport Improvement Programme - DRAFT

Site	Location	Problem Description	Proposed Treatment	Year 1 - 21/22	Year 2 - 22/23	Year 3 - 23/24
1 LCLR - Road To Zero - programme and budget				\$8,100,000	\$9,140,000	\$8,700,000
1	Gordonton/Darjon Intersection Improvements	Safe System Transformation	Urban Roundabout with approach Raised safety Platforms	\$ 2,000,000		
2	Clyde/Peachgrove Intersection Improvements	Safer Intersections	Signal upgrade and raised safety platforms. Upgrade to walking, cycling and PT	\$ 2,000,000		
3	Wairere/Resolution Intersection Improvements	Safer Intersections	Raised safety platforms and associated improvement works	\$ 800,000		
4	Tristram/Anzac Intersection Safety Improvements	Safer Intersections	Approach raised safety platforms, shared path upgrade, lighting and drainage works	\$ 800,000		
5	Te Rapa/Euclid Ave Intersection Improvements	Safety Management	Raised safety platform across Euclid and LULO	\$ 200,000		
6	Te Rapa/Church Intersection Improvements	Traffic speeds south bound. Traffic queuing north bound future issue for buses Turning out of Te Kowhai Road. Low safe pedestrian crossing point. Accessibility issues to Te Kowhai/The Boulevard RAB.	Ramp metering signals for north bound traffic, threshold treatment for south bound approach. PT improvements Improve/provide new/safe cycle facilities e.g. cycle lanes, shared	\$ 800,000		
7	Mill/Willoughby Intersection Improvements	Safer Intersections	Raised intersection treatment, LT slip lane removal plus footpath widening works. Mill			\$ 1,640,000
8	Victoria/London Intersection Improvements	Safer Intersections	Raised intersection treatment and upgrade of signals, walking and cycling facilities		\$ 1,300,000	
9	Victoria/ Bryce Intersection Improvements	Safer Intersections	Raised intersection treatment and upgrade of signals and walking and cycling facilities		\$ 1,300,000	
10	Pukete/Northpark Intersection Improvements	Safety Management	Northpark raised safety platform and LULO		\$ 300,000	
11	Tristram/Bryce Intersection Improvement	Safer Intersections	Raised intersection treatment and signal upgrade include PT options. General upgrade for		\$ 1,300,000	
12	Tristram/Norton Intersection Improvement	Safer Intersections	Remove Left turn slip lane, raised intersection and signal upgrade plus walking and		\$ 1,000,000	
13	Hukanui/Wairere Intersection Improvements	Safer Intersections	Urban roundabout with approach Raised safety platforms for improved walking		\$ 800,000	
12	Anglesea & Rostrevor	Safer Intersections	Right turn filter removal. Review phasing - general upgrade for walking and cycling facilities	\$ 300,000		
13	Peacocks & Waterford	Safe System Transformation	Urban growth - need to proactively address risk. Compact roundabout with			\$ 1,500,000
14	Victoria/Claudlands Intersection Improvements	Cyclist and ped safety	Raised safety platform across Claudlands Road plus other associated safety works			\$ 500,000
15	Brymer/Newcastle Intersection Improvements	Safe System Transformation	Approach raised safety platforms, shared path, cycle greening etc			\$ 1,500,000
16	Lake Crescent/killarney Intersection Improvements	Safer Intersections - through traffic	Discourage through traffic movement. raise safety platform across Lake Crescent			\$ 500,000
17	Lake Crescent/Ohaupo Intersection Improvements	Narrow footpath/refuge point, lack of pedestrian cutdowns and safe facilities. Large kerb radius entry into Lake Cres	RSP and refuge across Ohaupo, footpath/Cycle lane widening and greening.	\$ 600,000		

18	Galloway/Naylor Intersection Improvements	Safer Intersections	Provision for cyclist/greening. Raised safety platform and signal upgrade		\$ 800,000	
19	Comries/Hukanui Intersection Improvements	Safer Intersections	Raised signalised intersection to cater for PT movements, improve walking and cycling		\$ 2,000,000	
20	River/Te Aroha Intersection Improvements	Safer Intersections	Intersection priority change with raised safety platform across River Road southern leg.			\$ 600,000
21	Grey/Beale Street Intersection Improvements	Safe System Transformation	Raised signalised intersection to improve safety - improve walking and cycling			\$ 2,000,000
22	Safer Speed Areas City Wide	Breakdown as follows:	Breakdown as follows:	\$ 500,000	\$ 500,000	\$ 500,000
22a	Fairview Street Area	Implementation of Speed Management Plan (Safer Speed Areas) in local residential streets.	40k Safer speeds area			
22b	Mahoe Street Area	Implementation of Speed Management Plan (Safer Speed Areas) in local residential streets.	40k Safer speeds area			
22c	Crawshaw Drive Area	Implementation of Speed Management Plan (Safer Speed Areas) in local residential streets.	40k Safer speeds area			
22d	Melville Intermediate on Mountview Road	Implementation of lower speeds around schools – moving to 30km/h	30k school zone demonstrator project			
22e	Crawshaw Primary on Crawshaw Drive	Implementation of lower speeds around schools – moving to 30km/h	30k school zone demonstrator project			
22f	I) Heaphy Terrace Shops (Alfred to Marshall St) II) Clarkin/Heaphy Shops (Heaphy to Bankwood Rd) III) Grey Street/Te Aroha St shops	Speeds issues at shopping areas.	Speed limit reduction to 30km/h. Gated 30km/h threshold signage and 30k pavement marking at these shopping precincts.	35,000	\$ 35,000	\$ 35,000
				\$ 8,035,000	\$ 9,335,000	\$ 8,775,000
2 LC/LR - Walking and Cycling Improvements - programme and budget				\$2,500,000	\$2,500,000	\$2,500,000
New Footpaths						
1	Wellington Street (Beside Steele Park - Grey St to Firth Ave)	New footpath Missing links. To fill gaps in the network resulting in improved accessibility.	New 1.8 - 2.0wide footpath with 1 - 2 % cross fall.	\$ 200,000		
2	Willoughby (Richmond to Cemetery) and Macdiarmid Road outside 1 to 17	New footpath Missing links. To fill gaps in the network resulting in improved accessibility.	New 1.8 - 2.0wide footpath with 1 - 2 % cross fall.		\$ 200,000	
3	River Road - Wairere to Comries western side	New footpath Missing links. To fill gaps in the network resulting in improved accessibility.	New 1.8 - 2.0wide footpath with 1 - 2 % cross fall.			\$ 200,000
Accessibility Improvements						
4	Swarbrick area	Reduced accessibility resulting in barrier to essential trips	Accessibility Improvements Works	\$ 50,000		
5	Fairfield area	Reduced accessibility resulting in barrier to essential trips	Accessibility Improvements Works		\$ 50,000	
6	Fitzroy area	Reduced accessibility resulting in barrier to essential trips	Accessibility Improvements Works			\$ 50,000
Tactical Urbanism						
7	Tactical Urbanism City Wide	Issues with safety, accessibility and connections etc	Trialing low-cost temporary solution ahead of a more permanent measure.	\$ 50,000	\$ 50,000	\$ 50,000
				\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Pedestrian Facility Upgrades						

8	Footpath widening - City Wide	Narrow footpath widths. E.g. by schools, shops, retirement village etc.	Footpath widening to desired 1.8m wide. Works to be carried inline with IA footpath renewal	\$ 100,000	\$ 100,000	\$ 100,000
9	Nawton Primary - outside 74 Grandview Road	Speeds issues along this road and a lack of safe crossing points for vulnerable users. Schools, park and mall etc within	A raised kea crossing at the existing zebra with signals closer to the Nawton Shops. Requires	\$ 80,000		
10	Glenview Primary - outside 65 Bruce Ave	Lack of safe facility for vulnerable users to get across Bruce Ave	Raised pedestrian platform with kea crossing for vulnerable road user safety.	\$ 80,000		
11	Discovery Drive at midblock signals	Red Light running and speeds. Recent fatal crash site.	Raised safety platform at the existing midblock signals.	\$ 100,000		
12	Thomas/Horsham Downs roundabout	Safety of pedestrians and cyclists at roundabouts.	Raised safety platforms at intersection to lower speeds and improve vulnerable road	\$ 200,000		
13	River Road @ O' Neil Street	Demand to get across River Road with no pedestrian priority crossing point in this area. Reduced approach sight	Install midblock raised signalised pedestrian crossing outside 206 River Road .	\$ 300,000		
14	Boundary Road Just east of Casey Ave	Lack of crossing opportunities between Whitiara Bridge and Five Cross Roads	Install signalised pedestrian facility just east of Casey Ave – link to bus stops and to footpath	\$ 250,000		
15	Boundary/Heaphy RAB approaches	Lack of safe crossing points on approach to busy Boundary/Heaphy Intersection. Vehicle approach and exit	Crossing points (refuge) on approach to the intersection set back some distance to avoid the	\$ 200,000		
16	Master Ave O/S 33 by the Hillcrest Park Playground.	Insufficient safe crossing facility outside the park and on this section of Road. Vehicle speed concerns.	Install raised pedestrian platform with pedestrian refuge island.	\$ 80,000		
17	Radiata Street and Raymond Street- Fairview Downs at Raymond Park	Lack of safe facilities for pedestrians to cross the road. Located O/S Raymond park and next to bus stops.	Install raised pedestrian platform outside 15 Radiata St and O/S 44 Raymond Street.		\$ 160,000	
12	Resolution/Thomas Road, Resolution/Discovery Drive	Safety of pedestrians and cyclists at roundabouts.	Improved/provide new cycle facilities e.g. cycle lanes shared paths etc. Vulnerable road user		\$ 200,000	
18	Tristram/Mill Street	Speeds on the LT slip lane. Vulnerable road user safety risk.	Raised pedestrian platform at the LT slip lane X2. Raised pedestrian platform on Tristram		\$ 200,000	
19	Melville Primary - outside 49 Ulrich Ave - rear entrance to the school.	Issues with speeds at the back entrance to school and no safe crossing point for vulnerable users. School has requested	Raised pedestrian platform with kea crossing for vulnerable road user safety. To be located		\$ 120,000	
20	Insoll Primary - outside 214 Tramway Road	Existing zebra crossing, failure to give way to pedestrians at priority crossing point. School Patrol Crossing	Raised pedestrian platform with zebra removed. Existing refuge island to remain in place to help		\$ 80,000	
21	Glenview Primary - outside 60 Lewis Street	Conspicuity of crossing point - close to side road.	Raised pedestrian platform with kea crossing.		\$ 80,000	
22	Rifle Range Road - St Columba's Primary School	Speed issues. Conspicuity of crossing point	RSP at the existing kea crossing.		\$ 80,000	
23	Grandview Road - just south of Clancy PI outside shops	Speeds issues along this road and a lack of safe crossing points for vulnerable users. Schools, park and mall etc within	New Midblock Signal Crossing - active user survey completed 20/21 FYR.		\$ 300,000	
24	Ruakiwi Road at Collingwood Street	Lack of safe pedestrian facility to get across Ruakiwi Road . Inappropriate vehicle behaviour and speeds along	Refuge island on Ruakiwi Road outside NZL.			\$ 50,000
25	Anglesea/Thackeray/Hood	Speeds on the LT slip lane. Vulnerable road user safety risk.	Raised pedestrian platform at the LT slip lane - Anglesea into Thackeray and Anglesea into			\$ 90,000
26	School Crossing Upgrade City Wide	Sites TBC - awaiting 2021 pedestrian data and review of requests	TBC			\$ 500,000
27	Pedestrian Crossing Upgrades City Wide	Sites TBC - awaiting 2021 pedestrian data and review of requests	TBC			\$ 500,000
28	LED Infill lighting Woks city wide	Street Lighting Upgrades - missing links which need specific designs	infill lighting to improve walking and cycling safety	\$ 200,000	\$ 200,000	\$ 200,000
				\$ 1,590,000	\$ 1,520,000	\$ 1,440,000
Biking Connectivity Localised Improvements- City Wide						

29	City Wide Bike Parking -	Inadequate cycle parking	install bike racks	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
30	Cycle Wands - city wide	Cyclist safety concerns at intersections	Cycle wands and associated road marking plus apple green surfacing.	\$ 210,000.00	\$ 210,000.00	\$ 210,000.00
31	Cycle Wayfinding Signage - City wide	Lack of cyclist signage	Cycle wayfinding signage	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
32	Sharrows - City Wide	Cyclists are expected to use the carriageway but it is not clear on where they should be positioned.	Install sharrow markings	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
33	Bike Repair stations	No facility for bike repair city wide	Provide bike repair facilities - target four sites a year	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
34	River Road - O/S 105	Very narrow footpath, no provision for cyclists at the existing bridge.	Provide a new cycle bridge	\$ 300,000.00		
35	Covered Bike Parking Station	Currently no safe covered bike parking available.	Year two: Central city, Year 3 TBC.		\$ 150,000.00	\$ 150,000.00
36	Additional bike infrastructure - city wide	Lack of bike infrastructure and improvements to existing (eg cycle barrier spacing)	TBC		\$ 150,000.00	\$ 150,000.00
				\$ 750,000.00	\$ 750,000.00	\$ 750,000.00
ROC Walking and Cycling				\$ 2,640,000	\$ 2,570,000	\$ 2,490,000
3 LCLR Public Transport Improvements - programme and budget				\$ 700,000.00	\$ 700,000.00	\$ 700,000.00
1	Bus Stop Infrastructure Works City Wide	Lack of Pt facilities in some areas, increase in user demands.	New bus stop infrastructure works e.g. accessible kerbs, hard stand areas paths leading to	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
2	Bus Shelters - City Wide	Need for bus shelters at various sites across Hamilton City.	New bus shelters in high demand areas across the city	\$ 150,000.00	\$ 150,000.00	\$ 200,000.00
3	Comet Route PT priority improvements	Lack of connectivity for PT users	Raised signalised ped crossings - TBC	\$ 250,000.00	\$ 250,000.00	
4	Meteor route east west link.	Lack of connectivity for PT users	Raised pedestrian crossings - TBC	\$ 100,000.00	\$ 100,000.00	
5	Anglesea Street (Bryce Street to London Street)	Crossing safety concerns on Anglesea Street between Bryce and London.	Raised midblock signals on Anglesea between Bryce and London. Install more on street			\$ 300,000.00
				\$ 700,000.00	\$ 700,000.00	\$ 700,000.00
4 LCLR Local Road				\$ 200,000.00	\$ 275,000.00	\$ 200,000.00
1	LC/LR Smart Initiatives - Advanced Transport Management	Rapid population growth and increased congestion across the transport network is demanding a more proactive	Turning data into useful information. To help improved decision making and	\$ 200,000	\$ 200,000	\$ 200,000
2	Guardrailing (LC/LR Other Improvements)	Insufficient LON, leading and trailing end terminal construction/design. Unsafe terminals onsite	Hazard removal, clear zone improvements where possible. Upgrade of terminal ends and		\$ 75,000	
				\$ 200,000.00	\$ 275,000.00	\$ 200,000.00

Council Report

Item 14

Committee: Infrastructure Operations Committee
Date: 27 April 2021
Author: Robyn Denton
Authoriser: Eeva-Liisa Wright
Position: Network Operations and Use Leader
Position: General Manager Infrastructure Operations
Report Name: Korikori Green Proposal to Declare a Pedestrian Mall - Deliberation and Adoption Report

Report Status

Open

Purpose - Take

1. To inform the Infrastructure Operations on the submissions received and heard at the 24 March 2021 Hearings and Engagement Committee as a result of consultation on the Statement of Proposal for declaring a section of Korikori Green a Pedestrian Mall.
2. To seek a recommendation from the Infrastructure Operations Committee to the 29 April 2021 Council meeting for the adoption of the proposal to declare a section of Korikori Green a Pedestrian Mall.

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

3. That the Infrastructure Operations Committee:
 - a) receives the report; and
 - b) considers the feedback from public submissions received as a result of the special consultation procedure including the hearing held at the 24 March 2021 Hearings and Engagement Committee meeting completed in accordance with Section 83 of the Local Government Act 2002 on the proposal to declare a section of Korikori Green a Pedestrian Mall under Section 336(1) of the Local Government Act 1974.
4. That the Infrastructure Operations Committee recommends that the Council:
 - a) approves that a section of Korikori Green be declared a Pedestrian Mall under Section 336(1) of the Local Government Act 1974;
 - b) approves a public notice be issued stating the Council decision to declare a section of Korikori Green a Pedestrian Mall;
 - c) notes that under section 336(3) of the Local Government Act 1974, any person may, within one month after making of a declaration of the pedestrian mall, or within such further time as the Environment Court may allow, appeal to the Environment Court against the declaration; and
 - d) notes that if no appeals to the declaration of the Pedestrian Mall in Korikori Green are received or upheld that the Hamilton Traffic Bylaw Pedestrian Mall register will be updated to include this information.

Executive Summary - *Whakaraapopototanga matua*

5. The [19 November 2020](#) meeting of the Infrastructure Operations Committee considered and:
 - i. approved the draft Statement of Proposal document for declaring a section of Korikori Green a Pedestrian Mall for consultation under Section 83 of the Local Government Act 2002;
 - ii. approved public consultation from 26 January 2021 to 28 February 2021 on the draft Statement of Proposal to declare a section of Korikori Green a Pedestrian Mall; and
 - iii. noted that the outcome results of the public consultation would be presented to the Hearings and Engagement Committee tentatively scheduled for 24 March 2021.
6. The structure plan for Rototuna and subsequent planning associated with the design and construction of Korikori Green anticipated this to be a 'park lane' to service the park and was not expected to operate as a key link in the road network.
7. A raised pedestrian platform with electronic bollards was formed midway along Korikori Green when it was constructed to provide a link between two cul-de-sacs, which enable vehicles to turn around if the bollards are raised. This is the section of Korikori Green that is proposed to be declared as a Pedestrian Mall.
8. Three options were considered:
 - **Option One** - Do nothing;
 - **Option Two** - Lift the bollards in Korikori Green occasionally; and
 - **Option Three** - Declare a section of Korikori Green a Pedestrian Mall. This was recommended by staff and further detail is provided in paragraph 23 below.
9. Public consultation occurred between 26 January 2021 and 28 February 2021, which received 154 submissions, 73% of the respondents agreed with Council's proposal to declare a section of Korikori Green a pedestrian mall (**Option Three**).
10. A copy of the responses received can be viewed [here](#).
11. Four submitters presented to the [24 March 2021](#) Hearings and Engagement Committee meeting.
12. The key issues raised in the submissions against the Pedestrian Mall proposal related to the congestion that occurs in this area especially related to the activities of the four schools in the immediate vicinity. Staff were requested to provide additional information on the barriers to mode-shift and opportunities for travel planning with the schools to assist in congestion relief. Further data on traffic flows on Korikori Green were also requested.
13. Staff recommend the approval and declaration of a section of Korikori Green as a Pedestrian Mall.
14. Staff consider that the recommendations comply with Council's legal and policy requirements including specifically Local Government Act 1974 section 336 and Local Government Act 2002 section 83.

Background - *Koorero whaimaarama*

15. Korikori Green was constructed in Rototuna in conjunction with Korikori Park and provides access and parking to the park. It also provides a link between the Rototuna Village and Rototuna High School and surrounds to the north east of the village and was officially opened in February 2020.

16. The structure plan for Rototuna and subsequent planning associated with the design and construction of Korikori Green, anticipated this area to be a 'park lane' to service the park and was not expected to be a well-used through route connecting Kimbrae Drive with the Rototuna Village.
17. In early November 2020, a 30km/h speed limit was introduced on this section of road, along with Fergy Place and Micah Place. This was in accordance with the principles of the Speed Management Plan and reflected the high 'place' value of this area and the high numbers of pedestrians and cyclists that move through this area already, with the expectation that this will grow as Rototuna Village develops.
18. A raised pedestrian platform with electronic bollards was formed midway along Korikori Green to provide a link between two cul-de-sacs which enables vehicles to turn around if the bollards are raised as shown in Figure 1 below:



Figure 1: Korikori Green – cul-de-sac areas adjacent to raised pedestrian platform to allow vehicles to turn around

19. It was planned to generally have the bollards raised and to only lower them when Korikori Park is being used for events.
20. In order to operate the bollards and have them up to create 'temporary road closure' it is recommended that the section of Korikori Green at the raised pedestrian platform is declared a Pedestrian Mall under Section 336 of the Local Government Act 1974.
21. The 27 August 2020 Infrastructure Operations Committee considered a [report](#) on the proposal to declare part of Korikori Green a Pedestrian Mall (Item 12). The minutes of the meeting can be viewed [here](#).
22. The 19 November 2020 Infrastructure Operations Committee meeting considered a further [report](#) which set out the three options that staff assessed for the Infrastructure Operations Committee to consider. The minutes of the meeting can be viewed [here](#).

23. The three options proposed were:

Option One - Do nothing.	<ul style="list-style-type: none"> This option will allow vehicles to have unrestricted access along the full length of Korikori Green between North City Road and Kimbrae Drive.
Option Two - Lift the bollards In Korikori Green occasionally.	<ul style="list-style-type: none"> This option will result in Korikori Green being closed to through traffic occasionally – with limits on length of closure periods and frequency. Temporary closures could be completed under the provisions of the Transport (Vehicular Traffic Road Closures) Regulations 1965 or Local Government Act 1974.
Option Three - Declare a section of Korikori Green a Pedestrian Mall. (Preferred)	<ul style="list-style-type: none"> This will enable Korikori Green to generally be closed to through vehicles. The bollards would be able to be lowered to enable through traffic when there are key events on in the surrounding area that have large vehicles (eg buses) that are unable to turn in the turning areas provided adjacent to the bollards. Appropriate signage and electronic mapping systems would show Korikori Green as No Exit.

24. A Statement of Proposal document was prepared for use in the consultation process between Tuesday 26 January 2021 and Sunday 28 February 2021 and is included in this report as **Attachment 1**.

25. This report summarises the submissions received and considered at the 24 March 2021 Hearing and Engagement Committee and responds to the key questions asked by Elected Members at that meeting.

Discussion – *Matapaki*

Submissions

26. The Council received 154 submissions through 'Have Your Say', of which two were hard copy submissions. A copy of the responses received can be viewed [here](#).
27. A summary and analysis of submissions, including details of the public engagement process and key themes from the feedback is outlined in **Attachment 2**.
28. From the responses through 'Have your Say', 73% of the respondents agreed with Council's proposal to declare a section of Korikori Green a pedestrian mall (**Option Three**).
29. Further detail is provided in the [24 March 2021 Hearings and Engagement Committee](#) report.

Hearings

30. Twelve submitters had indicated that they wished to provide a verbal presentation to support their written submissions but only three attended and presented to 24 March 2021 Hearings and Engagement Committee meeting.
31. Two of the verbal submissions were against the proposal to declare a Pedestrian Mall in Korikori Green and one was in support.

32. The presenters against the proposal were primarily due to the congestion in the area and the desire to have Korikori Green available to relieve the congestion issues. It was noted that key times before and after school that the traffic in the area is stationary and having Korikori Green closed midway by the bollards meant that it was not fulfilling its function as a road in this area.
33. The presenter in support of the proposal noted that there was an improvement to road safety for pedestrians and cyclists crossing the road. It was noted with the bollards currently being down that there were increased number of vehicles not complying with the 30km/h speed limit and at night cars do circuits of the area.
34. Based on the presentations and discussions, Members requested the following points be addressed in this deliberations report:
 - i. barriers to mode-shift;
 - ii. travel plan for congestion mitigation; and
 - iii. traffic data.

Barriers to mode-shift

35. Without detailed investigation it is not possible to definitively state what the barriers to mode-shift in this community are, but the following are possible contributors:
 - The size of the school zone and therefore the distances that students have to travel to get to school and the number of arterial roads that need to be crossed;
 - Availability of bus services within walking distance of homes e.g. one submitter noted that the gully system in their neighbourhood means that there is a 20 minute walk required to get to the nearest bus stop that links through to the school;
 - The availability of safe facilities for walking, cycling and scooting;
 - The before and after school activities that students are involved in which are not able to be reached by existing bus services.

Travel Plan for congestion mitigation

36. Waka Kotahi NZ Transport Agency (Waka Kotahi) have guidelines for the development of Safe School Travel Plans for schools which can be viewed [here](#). It is recognised that one key reason that parents do not allow children to walk, cycle or scoot is safety of routes.
37. The development of school travel plans varies across the country – some are managed by the school community and some are supported by staff members employed by regional or local councils.
38. A safe school travel plan provides an opportunity for parents, caregivers, schools and the community to work together to improve safety. Considering safety at every stage is a fundamental priority of all successful safe school travel plans.
39. There are currently four schools (Te Totara Primary School, Rototuna High Schools (Junior and Senior) and Hamilton Christian School) in the immediate area of the Rototuna Village and Korikori Green and a fifth future school is currently being planned for in the area.
40. It is estimated that the following resourcing would be needed to develop and support the implementation of a successful Safe School Travel Plan for these schools:
 - i. Approximately \$150,000 for the initial detailed surveys and investigations to understand where students from the four schools are travelling from, the issues that they are experiencing which mean that walking, biking or scooting are not considered safe or achievable and what would be needed to have a change to use of more active modes or public transport;

- ii. \$150,000pa for staff resourcing (\$80,000) to support the development and implementation of the Safe School Travel Plan and to undertake supporting campaigns etc (\$70,000). Physical works on the network would be considered from existing budgets.
41. While there is currently funding within the City Transportation operational budgets for safety and mode shift work education with schools, it is very limited with one School Travel Coordinator looking after all the schools (61) within the city.
 42. The creation of a Safe School Travel Plan is new work that has not been budgeted in the City Transportation planning for the 2021-31 Long Term Plan and therefore would require additional funding to be allocated for it to be completed.
 43. Opportunities for working with the Ministry of Education, Ministry of Transport, Waikato Regional Council and Waka Kotahi NZ Transport Agency would also be investigated to try and secure funding assistance.

Traffic Data.

44. Traffic counts on Korikori Green have been undertaken in response to this request. At the time of writing the report the data had not been received, but will be made available at the 27 April 2021 Infrastructure Operations Committee meeting.

Next Steps

45. Based on the submissions received and the general support for the introduction of a section of Pedestrian Mall in Korikori Green staff are recommending that approval be given for the proposal and a declaration is made by Council.
46. It is proposed that:

The portion of Korikori Green mapped below be designated as a Pedestrian Mall. This means that driving, riding or parking any vehicle, excluding an emergency vehicle, a powered or unpowered transport device, cycles or e-bikes, or a vehicle with prior permission from Council, will be prohibited on all of the mapped Pedestrian Mall area.

These restrictions and prohibitions will remain in place 24 hours a day, 365 days a year, except where prior permission from Council has been given to open Korikori Green to vehicles in relation to a particular event.



47. If the recommendations to the 27 April 2021 Infrastructure Operations Committee are supported and resolved, they will be considered at the 29 April 2021 Council meeting to approve the proposal to declare a section of Korikori Green a Pedestrian Mall.
48. It is noted that under section 336(3) of the Local Government Act 1974, any person may, within one month after making of a declaration of the pedestrian mall, or within such further time as the Environment Court may allow, appeal to the Environment Court against the declaration. Therefore, if the recommendation is approved at the 29 April 2021 meeting, a public notice of the declaration will be issued to inform the public of this decision as set out in Attachment 3 to this report.
49. If no appeals are received or upheld (ie any appeals are dismissed) the information on the new Korikori Green Pedestrian Mall (included in Attachment 4) will be added to the Hamilton Traffic Bylaw 2015 Pedestrian Mall register.

Financial Considerations - *Whaiwhakaaro Puutea*

50. The key costs associated with this project have been consultation materials and staff time managing the consultation process and completing committee reports. The costs incurred to date are within the previously estimated \$2,000 - \$4,000 budget. Some additional signage is also proposed at an estimated cost of \$1,000. These costs have been accommodated within existing City Transportation Unit 2020/21 operational budgets.
51. If the Pedestrian Mall is declared for a section of Korikori Green the future costs will be the bollard maintenance and operational costs which are estimated at \$2,500 pa. These costs are included within the City Parks operations budget.

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

52. Staff confirm that recommendations comply with the Council's legal and policy requirements and those of the Local Government Act 1974 section 336 and Local Government Act 2002 section 82.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

53. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
54. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
55. The recommendations set out in this report are consistent with that purpose.

Social

56. Having the ability to close Korikori Green to through traffic as needed enables the community to best access the recreational and social opportunities of Korikori Park along with the associated walking and biking facilities in the area.

Economic

57. There are no known economic considerations associated with this matter.

Environmental

58. Limiting the volumes of through traffic in Korikori Green enables the walking and biking facilities to be better utilised thereby reducing the vehicle emissions in this area.

Cultural

59. There are no known cultural considerations associated with this matter.

Risks - *Tuuraru*

60. There is a risk of public and stakeholder concern and dissatisfaction if the Council is not seen to respond to the feedback received as a result of the consultation completed for the proposal to declare part of Korikori Green a Pedestrian Mall.
61. There are no known legal or policy risks associated with the decisions required for this matter in this report.
62. If following the public consultation process Council did decide to proceed with the proposed declaration of a section of Korikori Green as a Pedestrian Mall there is a risk that the decision could be appealed in the Environment Court. There is no budget available should this occur.
63. This risk has been minimised by ensuring that there was a robust Special Consultative Procedure undertaken which has enabled Council to hear the public's views and to be able make a decision that aligns with them.
64. The risk associated with not approving the recommendations in this report is that Korikori Green will become a short cut route between the Rototuna Village and Rototuna High School and surrounds and the benefits of Korikori Park will not be able to be fully realised.

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

Significance

65. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of the matter(s) in this report.

Engagement

66. There is a statutory requirement to consult as per legislation outlined below.
67. Special Consultative Procedures are required to be followed before a council can declare a road or section of road to be a Pedestrian Mall and these are set out in Section 83 of the Local Government Act 2002.
68. Staff invited the public and stakeholders to provide formal feedback through the public consultation from 26 January 2021 to 28 February 2021 so that their views could be captured on the proposal to declare a section of Korikori Green a Pedestrian Mall.
69. Submitters were given an opportunity to present their views in a spoken form at the Hearings and Engagement Committee for 24 March 2021.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Statement of Proposal for Korikori Green Pedestrian Mall

Attachment 2 - Korikori Green Pedestrian Mall proposal submissions analysis report

Attachment 3 - draft Public Notice declaring a section of Korikori Green a Pedestrian Mall

Attachment 4 - Korikori Green Pedestrian Mall information for inclusion in Hamilton Traffic Bylaw

PROPOSAL TO DECLARE A SECTION OF KORIKORI GREEN A PEDESTRIAN MALL

STATEMENT OF PROPOSAL

26 JANUARY TO 28 FEBRUARY 2021

Hamilton City Council (Council) is seeking community feedback on a proposal to declare a section of Korikori Green a Pedestrian Mall to limit through vehicle access between North City Road and Kimbrae Drive, except when there are events in Korikori Park or the immediately surrounding area.

WHY ARE WE DOING THIS?

Korikori Green is a road that was constructed in conjunction with Korikori Park and provides access and parking to the park. It also provides a link between the Rototuna Village and Rototuna High School and the surrounds to the north east of the village.

The structure plan for Rototuna and subsequent planning associated with the design and construction of Korikori Green anticipated this to be a 'park lane' to service the park and is not expected to operate as a key link in the road network.

A 30km/h speed limit was introduced on this section of road in early November 2020, along with Fergy Place and Micah Place - to reflect the high 'place' value of this area and the high numbers of pedestrians and cyclists that move through this area already, with the expectation that this will grow as the Rototuna Village develops.

A raised pedestrian platform with electronic bollards has been formed midway along Korikori Green to provide a link between two cul-de-sacs, which enable vehicles to turn around if the bollards are raised.

It was planned to generally have the bollards raised and to only lower them when Korikori Park is being used for events. There is still a need to formalise the ability to 'close' Korikori Green for a large portion of the day by having the bollards raised, so currently the bollards are sitting in the 'down' position, meaning that vehicles can drive freely through. This is contrary to the planned use of Korikori Green.

Temporary road closures (as opposed to a permanent road closure) are generally dealt with under the provisions of either two pieces of legislation:


- The Transport (Vehicular Traffic Road Closures) Regulations 1965.
- Local Government Act 1974, Schedule 10, Clause 11(e).

Both of these legislative provisions are aimed at short-term temporary road closures for events.

FURTHER INFORMATION

Hamilton City Council
Garden Place, Private Bag 3010, Hamilton

 haveyoursay@hamilton.govt.nz

 07 838 6699

 hamilton.govt.nz/haveyoursay

 [/hamiltoncitycouncil](https://www.facebook.com/hamiltoncitycouncil)

In order to 'close' Korikori Green to through traffic for a longer period, Council is therefore considering declaring a section of Korikori Green as a Pedestrian Mall under the Local Government Act 1974, section 336. The location is shown in Figures 1 and 2 below:



Figure 1: Proposed section of Korikori Green to be declared a Pedestrian Mall.



Figure 2: Proposed section of Pedestrian Mall on Korikori Green.

If declared a Pedestrian Mall under the Local Government Act 1974, Council can:

'Prohibit or restrict the driving, riding, or parking of any vehicle, or the riding of any animal, on all or any portion of the pedestrian mall either -

- i. generally; or*
- ii. during particular hours.'*

Council is seeking feedback on the proposal from people in the community who may be affected by, or have an interest, in the proposed change.

PROPOSAL

Council are proposing to declare a section of Korikori Green a Pedestrian Mall to enable the bollards to remain up and limit through access for vehicles for extended periods of time.

It is proposed that:

The portion of Korikori Green mapped below be designated as a Pedestrian Mall. This means that driving, riding or parking any vehicle, excluding an emergency vehicle, a powered or unpowered transport device, cycles or e-bikes, or a vehicle with prior permission from Council, will be prohibited on all of the mapped Pedestrian Mall area.

These restrictions and prohibitions will remain in place 24 hours a day, 365 days a year, except where prior permission from Council has been given to open Korikori Green to vehicles in relation to a particular event.



REASONS FOR THE PROPOSAL

The key reasons for the proposal are so that Korikori Green:

- Is able to operate as a road that primarily services the adjacent Korikori Park and the associated activities in this area.
- Does not become a de-facto through route and short cut between the Rototuna Village and Kimbrae Drive for traffic.
- Will be able to be safely used by pedestrians and cyclists for all movements and the bollards will only be lowered at the times that events are being held at the adjacent Korikori Park or surrounding area that require larger vehicles to move along Korikori Green e.g. buses for competing sports teams.

REASONS FOR THE PROPOSAL

The following options have been identified as a means of achieving temporary road closures on Korikori Green. An analysis of the advantages and disadvantages of each option is provided below.

Option description	Advantages	Disadvantages
Option One - Do nothing.		
<ul style="list-style-type: none"> • This option will allow vehicles to have unrestricted access along the full length of Korikori Green between North City Road and Kimbrae Drive. 	<ul style="list-style-type: none"> • No cost to implement. 	<ul style="list-style-type: none"> • Likely to have a lot of through traffic using Korikori Green as a short cut. • Does not support the intended use of Korikori Green as a safe and enjoyable place for people to walk or bike. • There is potential for increased speeds along the route at times when there are not vehicles parked in Korikori Green.
Option Two - Lift the bollards in Korikori Green occasionally.		
<ul style="list-style-type: none"> • This option will result in Korikori Green being closed to through traffic occasionally - with limits on length of closure periods and frequency. • Temporary closures could be completed under the provisions of the Transport (Vehicular Traffic Road Closures) Regulations 1965 or Local Government Act 1974. 	<ul style="list-style-type: none"> • Low cost process to enable Council to legally close Korikori Green for short periods of time. 	<ul style="list-style-type: none"> • Unable to close Korikori Green to through traffic for extended periods of time. • Could cause confusion for people not familiar with the area who won't easily know if Korikori Green is open to through traffic or not. • Would need to have signage in place to detour traffic times when Korikori Green is temporarily closed. • Would require formal application and public notification as per the Transport (Vehicular Traffic Road Closures) Regulations 1965 or Local Government Act 1974 requirements.

Option description	Advantages	Disadvantages
Option Three - Declare a section of Korikori Green a Pedestrian Mall. (Preferred).		
<ul style="list-style-type: none"> This will enable Korikori Green to generally be closed to through vehicles. The bollards would be able to be lowered to enable through traffic when there are key events on in the surrounding area that have large vehicles (e.g. buses) that are unable to turn in the turning areas provided adjacent to the bollards. Appropriate signage and electronic mapping systems would show Korikori Green as No Exit. 	<ul style="list-style-type: none"> Provides flexibility for when Korikori Green is open or closed to through traffic. Enables people walking and biking in the area, and along the link path from Hector Drive, to cross the Korikori Green safely and easily. Creates an expectation that the Korikori Green is generally closed to through traffic and is therefore less confusing. 	<ul style="list-style-type: none"> Pedestrian Mall declaration process is subject to Right of Appeal in Environment Court which could add time and cost to the process if an appeal to this process is made.

TELL US YOUR THOUGHTS ON THE PROPOSAL

Before making any final decisions, we'd like to have your input. You can give us feedback from 26 January to 28 February 2021.

HOW TO GIVE FEEDBACK:

- Fill out a feedback form online at hamilton.govt.nz/haveyoursay
- Fill out the feedback form included in this Statement of Proposal and send to: Hamilton City Council, Communication and Engagement team, **Korikori Green**, Private Bag 3010, Hamilton, 3240.
- Fill out the feedback form and deliver to the Municipal Building Reception or any branch of Hamilton City Libraries.

Feedback forms and this Statement of Proposal are available from all Hamilton City Libraries, and from the Ground Floor reception of the Council's Municipal Building in Civic Square.

For any queries please ring 07 838 6699 or email: haveyoursay@hcc.govt.nz

NEXT STEPS

Council staff will collect and analyse all feedback at the close of the submission period.

The analysis of this feedback will be presented to the 24 March 2021 meeting of the Hearings and Engagement Committee. At this meeting, submitters who want to speak to their written submission will be able to do so.

The Council will then consider all the views and make a decision.

RIGHT OF APPEAL

Under section 336(3) of the Local Government Act 1974, any person may, within one month after the making of a declaration of the pedestrian mall, or within such further time as the Environment Court may allow, appeal to the Environment Court against the declaration.

FEEDBACK FORM

PROPOSAL TO DECLARE A SECTION OF KORIKORI GREEN A PEDESTRIAN MALL

Consultation dates: 26 January to 28 February 2021.

HAMILTON CITY COUNCIL IS PROPOSING TO DECLARE A SECTION OF KORIKORI GREEN A PEDESTRIAN MALL.

FEEDBACK FORMS CAN BE:

- Completed online at hamilton.govt.nz/haveyoursay
- Posted to: Freepost 172189, Hamilton City Council, Communication and Engagement team, Korikori Green, Private Bag 3010, Hamilton, 3240.
- Emailed to: haveyoursay@hcc.govt.nz

Privacy statement:

The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation will be published with your submission and made available in a report to elected members and to the public. Other personal information supplied will be used for administration and reporting purposes only. Please refer to Council's Privacy Statement at hamilton.govt.nz for further information.

YOUR FEEDBACK: (please print clearly)

DO YOU AGREE WITH THE COUNCIL'S PROPOSAL TO DECLARE A SECTION OF KORIKORI GREEN A PEDESTRIAN MALL (OPTION THREE)?

☐ Yes ☐ No

CAN YOU PLEASE EXPLAIN WHY/WHY NOT? (please print clearly)

IF YOU DON'T SUPPORT THE DECLARATION OF A PEDESTRIAN MALL, PLEASE LET US KNOW IF YOU PREFER ONE OF THE ALTERNATIVE OPTIONS.

☐ Option One ☐ Option Two

CAN YOU PLEASE EXPLAIN WHY YOU PREFER THIS OPTION? (please print clearly)

Ran out of room? Feel free to attach additional pages.

WOULD YOU LIKE THE OPPORTUNITY TO TALK TO US ABOUT YOUR SUBMISSION IN PERSON?

☐

Yes

☐

No

Verbal submissions will take place in late March 2021 and we will contact you to arrange a time.
Please give us your contact details in the next section.

ABOUT YOU:

This section tells us a bit more about you. By capturing this information, we will be able to better understand who is, and isn't, providing feedback.

WHERE DO YOU LIVE?

I live in Hamilton, my suburb is: _____

I live outside Hamilton:

☐ Waipa ☐ Waikato ☐ Elsewhere in New Zealand ☐ Overseas

CONTACT DETAILS (please print clearly)

We will use this to get in touch with you if you would like the opportunity to talk to us about your submission in person.

Name: _____

Organisation (if responding on behalf of) _____

Phone: (day) _____ (evening) _____

Email: _____

WHAT IS YOUR AGE GROUP? (at your last birthday)

☐ Under 16 ☐ 16-19 ☐ 20-24 ☐ 25-29 ☐ 30-34
☐ 35-39 ☐ 40-44 ☐ 45-49 ☐ 50-54 ☐ 55-59
☐ 60-64 ☐ 65-69 ☐ 70-74 ☐ 75-79 ☐ 80+

WHICH ETHNIC GROUP DO YOU IDENTIFY AS? (select all that apply)

☐ NZ European ☐ Maaori ☐ Indian ☐ Chinese ☐ Samoan
☐ British ☐ Filipino ☐ Tongan ☐ South African ☐ Cook Island Maaori
☐ Other _____

WHICH LANGUAGE(S) DO YOU PREFER TO COMMUNICATE IN? (select all that apply)

☐ English ☐ Te Reo Maaori ☐ Hindi ☐ Sinitic ☐ North Chinese
☐ Tagalog ☐ French ☐ Afrikaans ☐ Yue ☐ Punjabi
☐ Samoan ☐ Spanish ☐ Other _____

WHICH OF THE FOLLOWING BEST DESCRIBES YOUR HOUSEHOLD SITUATION?

☐ Living alone ☐ Living with others that are not family
☐ Family or couple with dependants (children or other family) ☐ Family or couple with no dependants

Please get your feedback to us by 28 February 2021.



KORIKORI GREEN PEDESTRIAN MALL: ENGAGEMENT TACTICS AND SUBMISSIONS INSIGHTS

Report prepared by:

Preeta Chitre, Research and Insights Analyst

Rebecca Robinson, Communication and Engagement Advisor

March 2021.

Report reviewed by:

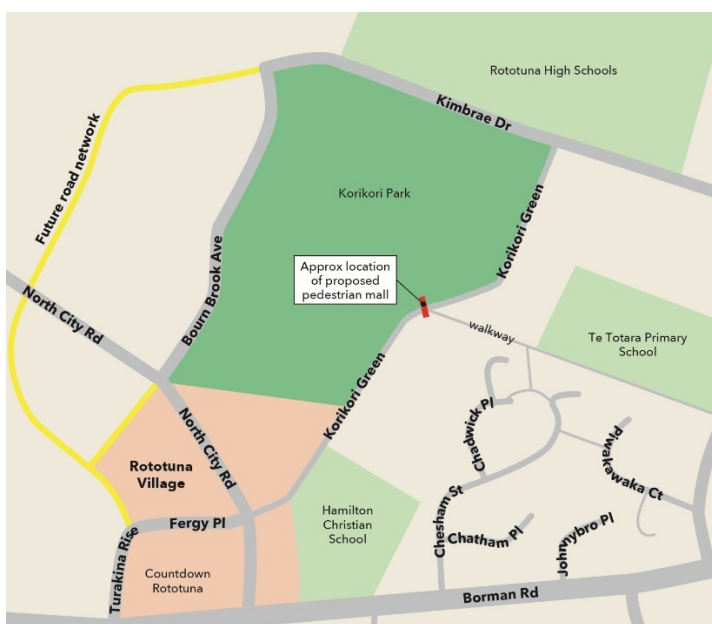
Nicole Nooyen, Team Leader – Best in Business, Communication and Engagement

Julie Clausen, Unit Manager, Strategy and Corporate Planning

March 2021.

EXECUTIVE SUMMARY

Hamilton City Council (Council) asked for community feedback on a proposal to declare a section of Korikori Green in Rototuna a pedestrian mall to limit through vehicle access between North City Road and Kimbrae Drive, except when there are events in Korikori Park or the immediately surrounding area. For those that did not agree with Council's proposal, they were asked if they preferred any of the alternative options – do nothing or lift the bollards in Korikori Green occasionally.



Community engagement took place from 26 January to 28 February 2021. We reached 36,783 people through social media and 2342 of those engaged with our posts across Facebook and Instagram (liked, commented, shared). We received 154 submissions through our online Have Your Say platform and two hard copy submissions. The survey was promoted through a range of channels including social media, media release, press advert, digital billboard, signage on Korikori Green and posters at local schools and businesses.

Majority of the respondents were from East Area 1 and East Area 2 (Flagstaff, Callum Brae, Huntington, Rototuna, Rototuna North) which are the surrounding suburbs. There was a good representation across a wide age range e.g. 30 to over 80-year olds, which is perhaps reflective of the different types of users of Korikori Green, such as those whose children attend the school or residents of nearby retirement villages.

From the responses received, 73% of the respondents agreed with Council's proposal to declare a section of Korikori Green a pedestrian mall. Of these who gave a reason for their choice, the key themes that came through were around safety, preventing traffic issues and promoting walking and cycling. Majority of the remaining 27% of the respondents who did not agree with Council's proposal, noted option one (do nothing) as their preferred alternative option. The key theme that came through their responses highlighted that allowing unrestricted access of Korikori Green relieves congestion for majority of users in the area.

It's important to note that in response to safety concerns being expressed by pedestrians and cyclists about vehicles failing to slow at the crossing point on Korikori Green late last year, safety fencing was installed. This temporarily blocked vehicle access along Korikori Green at the location

of the proposed pedestrian mall. This may have had some effect on the number of submissions received, given people may have already assumed Korikori Green was closed to through traffic.

ENGAGEMENT TACTICS

GOAL

The community and all road users of this area (Rototuna) feel well informed of what a pedestrian mall is and have had the opportunity to have their say on the proposed change.

OBJECTIVES

- To educate the community on what a pedestrian mall is and how this aligns with other developments in the Rototuna area (i.e. the Rototuna Village developments).
- To meet the legislative requirements for the special consultative process of declaring a pedestrian mall.
- To involve key stakeholders and the community in the decision-making.

ENGAGEMENT OUTCOME

Engagement is varied and wide with numerous audiences (internal, key stakeholders, businesses, residents). People feel involved in the decision-making process and have had ample opportunity to have their say. Results are to be presented at a Council Hearings and Engagement Committee in March 2021, before a decision is made.

ENGAGEMENT CAMPAIGN REVIEW

The engagement campaign was largely targeted at the north-east of the city, in particular the Rototuna area and those who use Korikori Green as part of their daily commute. Some city-wide tactics were also included though to ensure wider exposure. All tactics had the call to action of providing feedback online via Have your Say.

Face-to-face engagement with key stakeholders (for example the schools in the area, retirement village and sports groups who use Korikori Park) was carried out prior to the public consultation taking place. Follow up emails were also done to key stakeholder groups during the public consultation time. This was to ensure these key groups were involved right from the beginning, and continued to be involved, in the decision-making process.

The public consultation tactics included:

- Online survey
- **Printed copies of the survey** were made available in our city libraries and Council building foyer
- **Temporary signage** installed on Korikori Green (signs aimed at both motorists and pedestrians/cyclists)
- **Press advert** in local paper Hamilton Press (27 January 2021)
- **Large digital billboard advert** on Pukete Road (ran from 8 February – 14 February 2021)
- **Digital adverts** running across Facebook and Instagram
- **Media release/Our Hamilton story** informing readers about the consultation and educating them on what a pedestrian mall is
- **Posters** made available to the schools and some of the local businesses in the area to put on display (follow up also done with schools to include notices in their school newsletters)
- **eDM** distributed to a Rototuna and north-east community database

- **Internally (within Council)** the consultation was shared with elected members, customer services and all staff via internal communication channels such as Moorena Mail and posters onsite.

Examples of the consultation artwork:



ENGAGEMENT RESULTS

SUBMISSION FORM (ONLINE & PAPER COPY)

A total of 154 submissions were received – 152 through Have Your Say and 2 hardcopy feedback forms. 152 people provided their names and 154 people provided their email address. Detailed results and further analysis are provided from page 6 onwards.

The online survey page was visited by 3,014 users, translating to a conversion rate of 5%. The top sources of traffic were Facebook (1,414), direct by typing the URL hamilton.govt.nz/haveyoursay (177), Our Hamilton (53) and organic search (43).

SOCIAL MEDIA

We reached 36,783 people through social media and 2342 of those engaged with our posts across Facebook and Instagram e.g. liked, commented, shared. A paid advertising campaign through Facebook and Instagram reached more than 24,000 people alone, driving 721 unique users to our Have your Say website.

Date/Post	Reach	Engagement	Comments	Reactions	Shares	Post Clicks
Campaign – Facebook and Instagram	24980		42	45	4	721
27 Jan – Facebook post	11803	2342	40	39	3	909
TOTAL	36783	2342	82	84	7	1630

Some additional points to note from the social media campaign:

- This was a small-scale campaign running across Facebook, Facebook Messenger, Audience Network, Instagram Feed and Instagram Stories.
- The campaign reached 24,980 users over the four-week period. It was specifically targeted to the location of Rototuna and surrounds and performed well in reach, engagement and click through measure compared to other similar size campaigns.
- The campaign was most popular with women aged 35-44 on Facebook, this is representative of the most engaged demographic across social media platforms. It was also delivered across Instagram reaching 1500 users and resulting in 39 post clicks.

WEBSITE

There were **1,159 views** (between 27 January and 28 February 2021) of the Our Hamilton story, published 27 January 2021:

<https://ourhamilton.co.nz/on-the-move/should-we-make-korikori-green-a-street-for-people/>

There were **3,014 views** (between 26 January and 28 February 2021) of the Have your Say webpage and 154 submissions:

<https://haveyoursay.hamilton.govt.nz/city-transportation/korikori-green/>

EMAILS/LETTERS

We did not receive any feedback on this consultation through emails or letters.

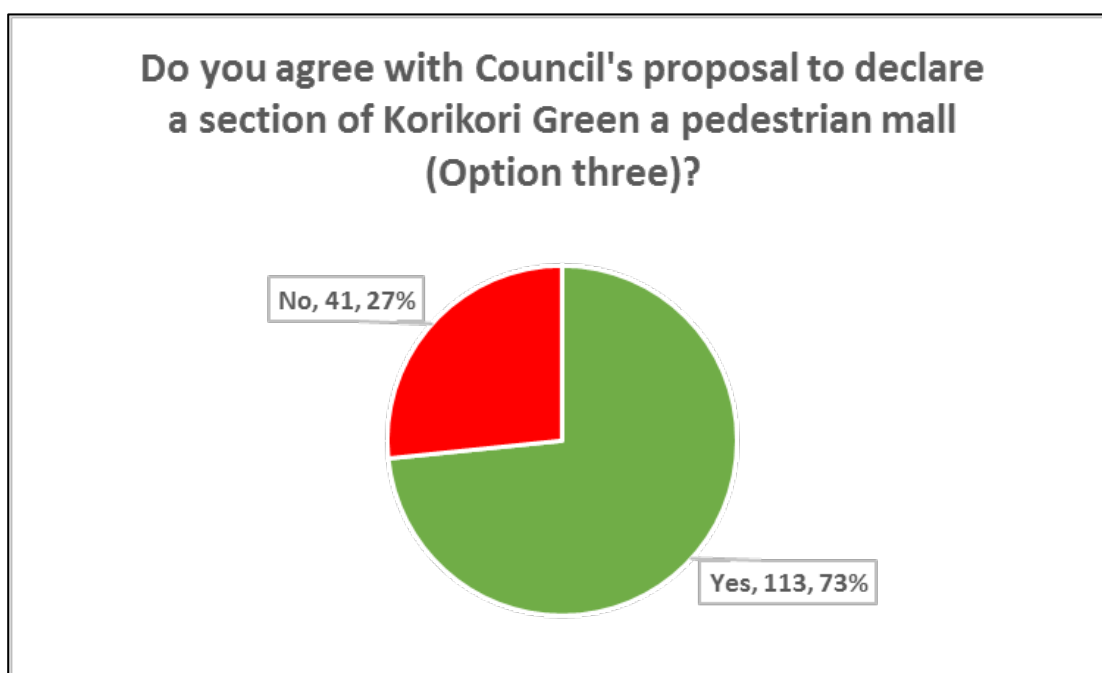
SUBMISSIONS INSIGHTS

FEEDBACK THROUGH SUBMISSION FORMS (ONLINE & PAPER COPY)

This was an opt-in survey and promoted through social media, online media release, newspaper, digital advertisements, direct mailers, signage on Korikori Green, and posters in local schools and businesses in the area, particularly aimed at those who live in the area and are regular users of Korikori Green.

Quantitative analysis of the data from responses has been shown below to note number of responses where people could select options to note their choice. Thematic analysis of people's verbatim responses has been done and the top themes have been noted below.

1. We received a total of 154 submissions through Have Your Say.
2. We received 2 hardcopy submission forms.
3. Of the 154 submissions, 152 were submissions from individuals and 2 were on behalf of organisations.
4. Of the 154 submissions, 73% agree with Council's proposal to declare a section of Korikori Green a pedestrian mall (option three).



5. 95 (84%) of the 113 people who agreed with Council's proposal gave a reason for their choice.
6. The top themes from their verbatim responses are listed below:
 - a. 64 (67%) people's comments were reflected that this proposal will make it safer for everyone.
 - b. 22 (23%) people's comments highlighted that this proposal will prevent traffic issues such as speeding, those who use it as a short cut and when they result in traffic jams.

- c. 17 (18%) people's comments highlighted that this proposal will prevent cars using it to race at present.
 - d. 16 (17%) people's comments reflected that this proposal will promote walking and cycling.
7. Of the 41 submitters, who disagreed with Council's proposal:
- a. 30 (73%) preferred Option one i.e. keeping the section of Korikori Green as is /do nothing. 24 of these gave a reason for their choice. The top themes from their verbatim responses are listed below:
 - i. 12 comments highlighted that allowing unrestricted access of Korikori Green relieves congestion for majority of users in the area e.g. school traffic
 - ii. 6 comments showed they were happy with how it is at present.
 - iii. 5 comments highlighted that closing a section of Korikori Green will increase traffic on surrounding roads.
 - b. 9 (22%) preferred Option two i.e. lift the bollards in Korikori Green occasionally. 7 of these gave a reason for their choice. The top theme from their verbatim response was from 4 people where their comments highlighted that allowing unrestricted access of Korikori Green relieves congestion for majority of users in the area e.g. school traffic.
 - c. 2 did not answer the question to note their preferred alternative option (i.e. Option 1/Option 2).
8. The below table shows details of responses submitted on behalf of organisations.

Response ID	Name of organisation	Name of respondent	Their response
ANON-G8CC-NEYE-P	North East Community Hub (NECH)	Katy King	<ul style="list-style-type: none"> Agree with Council's proposal to declare a section of Korikori Green a pedestrian mall. Comments: The original purpose of this road was for access to the park, and not as a through-route. It makes sense to have the barriers present by default and removed only when there is a specific need (for particular events, for example). If the land needs to be re-designated as a Pedestrian Mall in order for the barriers to be in use the majority of the time, then please go ahead and declare this section a pedestrian mall. This shouldn't be a through route; having access from both ends, but not through the middle, allows access to the park and facilities and car parking, but prevents the road being used as a 'rat run' through the park.
ANON-G8CC-NEY4-5	Beca Ltd. on behalf of the Ministry of Education	Danielle Rogers	<ul style="list-style-type: none"> Agree with Council's proposal to declare a section of Korikori Green a pedestrian mall. Comments: The Ministry of Education is in support of declaring a section of Korikori Green a Pedestrian Mall as it will support the intended use of Korikori Green as a safe and

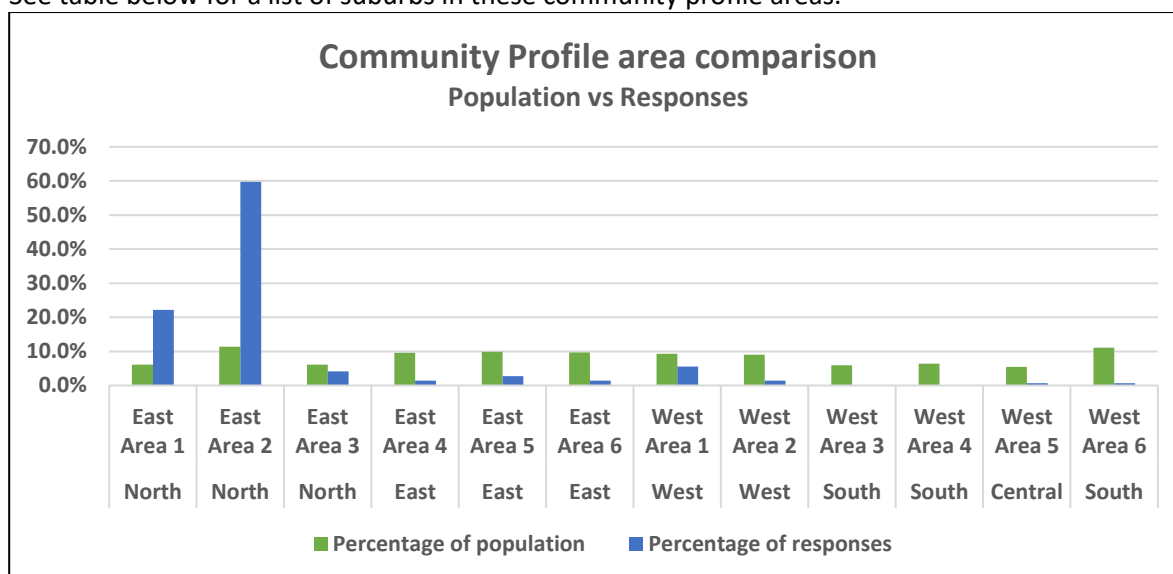
			<p>enjoyable place for people, particularly students of the surrounding schools (Te Totara Primary School, Barnardos Early Learning Centre Te Totara, Rototuna Junior high School, Rototuna Senior high School and Hamilton Christian School) to walk or bike. The closure of Korikori Green to through traffic will enable safe pedestrian and cycle crossing of the Green to the Reserve and reduce the potential for increased speeds along the route thus improving the safety of students and other people using this network.</p>
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DEMOGRAPHIC COMPARISON

RESPONDENTS VS HAMILTON CITY PROFILE*-LOCATION

We had a high representation from East Area 1 and East Area 2, which meets the objective of the consultation as Korikori Green is in this part of the city.

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



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

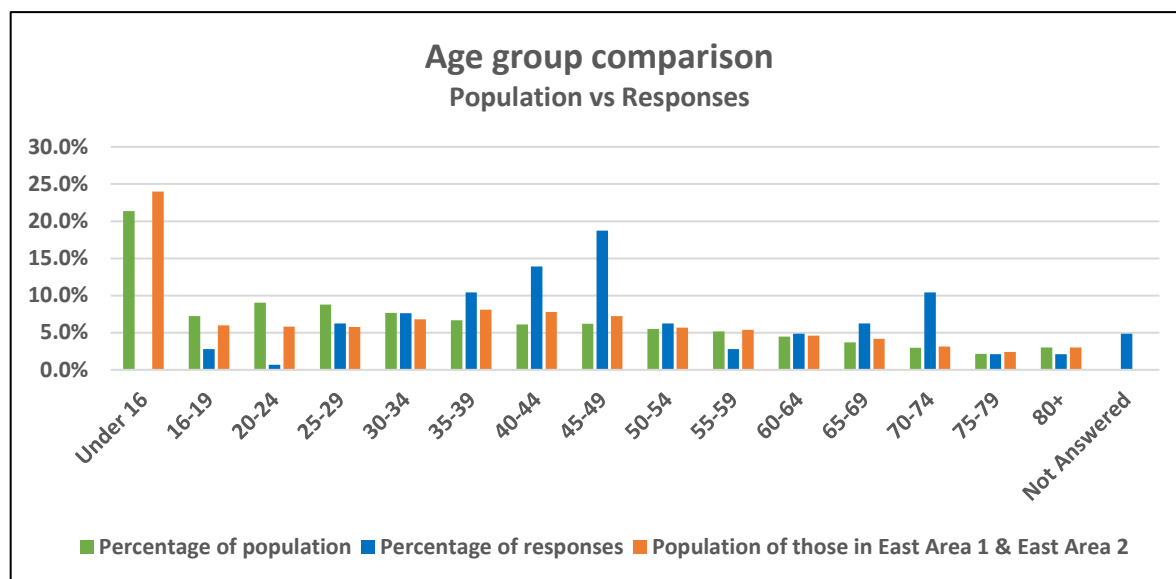
Community Profile Area	List of suburbs
East Area 1	Flagstaff
East Area 2	Callum Brae, Huntington, Rototuna, Rototuna North
East Area 3	Chartwell, Chedworth, Harrowfield, Queenwood
East Area 4	Enderley, Fairfield, Fairview Downs
East Area 5	Claudlands, Hamilton East, Peachgrove
East Area 6	Hillcrest,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

West Area 5	Hamilton Central, Hamilton Lake, Hospital, Whitiara
West Area 6	Bader, Deanwell, Fitzroy, Glenview, Melville, Peacocke

RESPONDENTS VS HAMILTON CITY PROFILE*-AGE GROUP

We had a low representation from under 24 year olds. There was a good representation across a wide age range i.e. 30 to over 80-year olds, which is perhaps reflective of the different types of users of Korikori Green, such as those whose children attend the school or residents of nearby retirement villages.

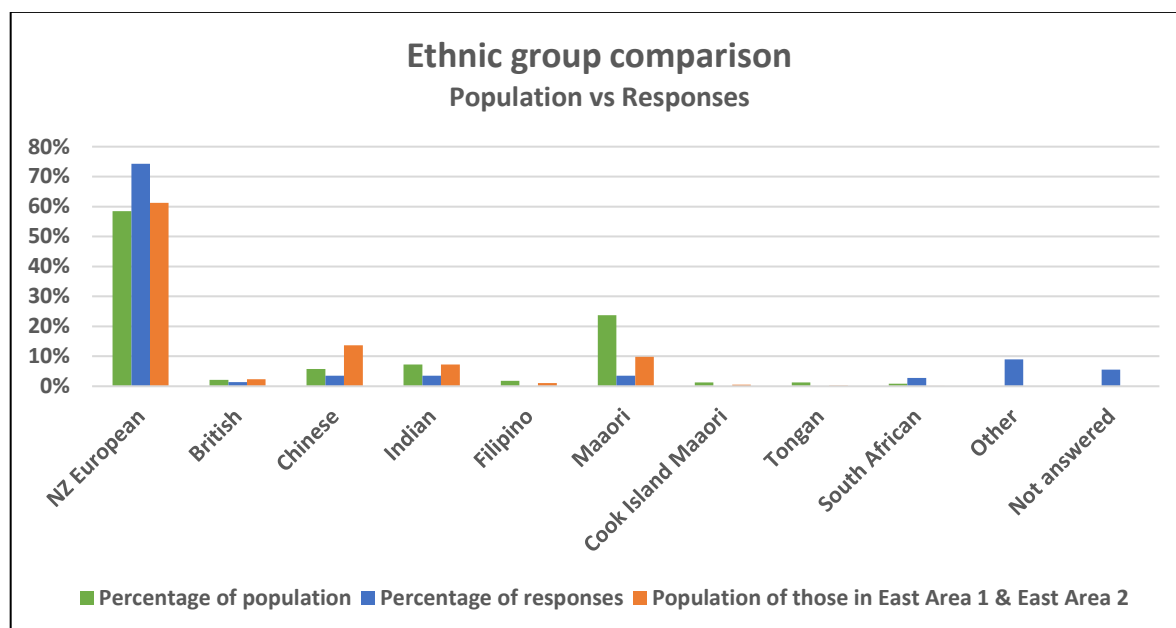
The orange bars represent percentage of population of those from East Area 1 and East Area 2 split by the below age groups, as these are the people it will impact.



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

RESPONDENTS VS HAMILTON CITY PROFILE*-ETHNIC GROUP

We had a high representation from NZ European and South African ethnic groups. The orange bars represent percentage of population of those from East Area 1 and East Area 2 split by the below ethnic groups, as these are the people it will impact.



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

FEEDBACK FROM SOCIAL MEDIA

We received 41 comments (including replies to comments) on social media posts on Facebook.

- 11 of these comments were related to Korikori Green.
- 4 of the comments showed preference for Option 3.
- A couple of the comments noted that for the past few weeks traffic couldn't go through Korikori Green due to the temporary fencing. We recognise this was in response to safety concerns being expressed by pedestrians and cyclists about vehicles failing to slow at the crossing point on Korikori Green, as noted in the executive summary.

WHAT'S NEXT

Results are to be presented to a Council Hearings and Engagement Committee on 24 March 2021, before a decision is made.

Korikori Green – Pedestrian Mall declaration

Proposed public notice:

Hamilton City Council Pedestrian Mall Declaration

Declaration of a section of Korikori Green as a Pedestrian Mall

On 29 April 2021 Hamilton City Council declared that a section of Korikori Green be designated as a Pedestrian Mall.

This means that driving, riding or parking any vehicle, excluding an emergency vehicle, a powered or unpowered transport device, cycles or e-bikes, or a vehicle with prior permission from Council, will be prohibited on all of the mapped Pedestrian Mall area.

These restrictions and prohibitions will remain in place 24 hours a day, 365 days a year, except where prior permission from Council has been given to open Korikori Green to vehicles in relation to a particular event.

This declaration has been made following consultation and in line with Section 336 of the Local Government Act 1974. Any person may, within 1 month after the making of this declaration, or within such further time as the Environment Court may allow, appeal to the Environment Court against the declaration.

The appeal must be made and determined by the Environment Court in accordance with the Resource Management Act 1991 and any regulations made under that Act.

The Pedestrian Mall declaration will come into force once the appeal time has lapsed and any appeals have been determined.

A copy of the declaration is available from www.hamilton.co.nz
www.hamilton.co.nz

Richard Briggs, Chief Executive, Private Bag 3010, Hamilton, 3240

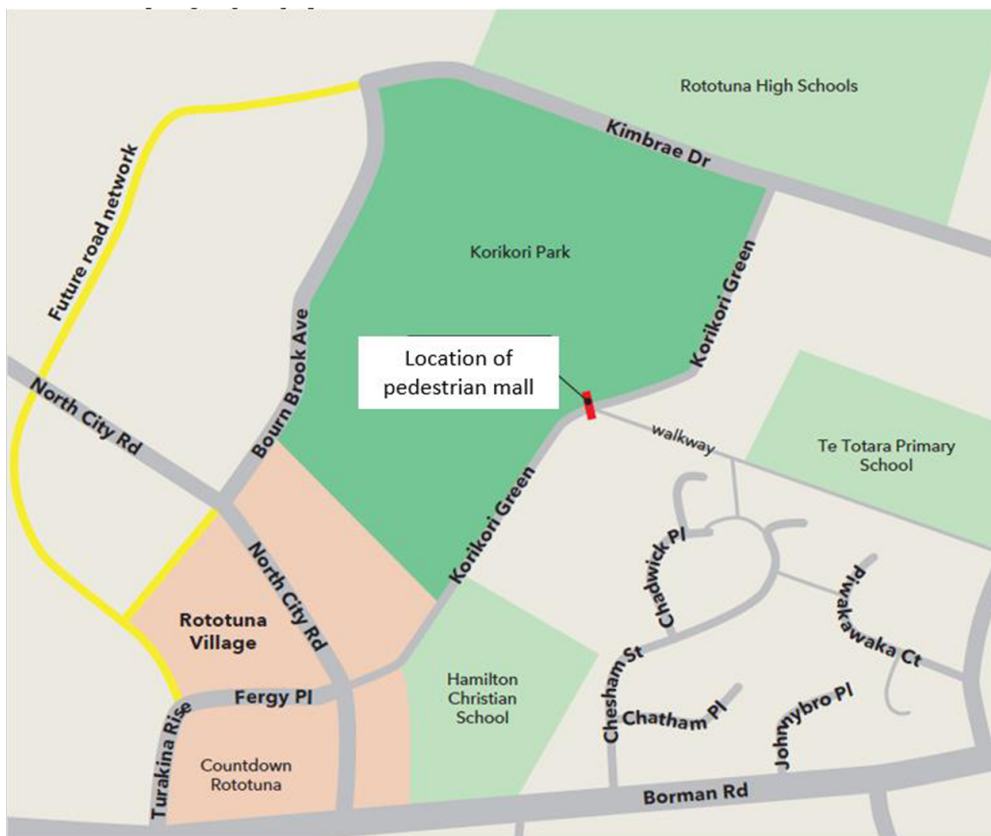
Proposed Declaration:

Korikori Green Pedestrian Mall

On 29 April 2021 Hamilton City Council declared:

The section of Korikori Green mapped below be designated as a Pedestrian Mall. This means that driving, riding or parking any vehicle, excluding an emergency vehicle, a powered or unpowered transport device, cycles or e-bikes, or a vehicle with prior permission from Council, will be prohibited on all of the mapped Pedestrian Mall area.

These restrictions and prohibitions will remain in place 24 hours a day, 365 days a year, except where prior permission from Council has been given to open Korikori Green to vehicles in relation to a particular event.



Council Report

Item 15

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Raewyn Simpson

Authoriser: Eeva-Liisa Wright

Position: Senior Planner

Position: General Manager
Infrastructure Operations

Report Name: Hamilton Stormwater Bylaw Review - Deliberations Report

Report Status	Open
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee of the review of the Hamilton Stormwater Bylaw 2015 and to seek a recommendation to the Council for the adoption of the revised Hamilton Stormwater Bylaw 2021.

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

2. That the Infrastructure Operations Committee receives the report.
3. That the Infrastructure Operations Committee recommends that the Council:
 - a) notes that, as part of this review, Council determined on **30 April 2020** that a Stormwater Bylaw is the most appropriate mechanism for addressing issues relating to stormwater management in Hamilton;
 - b) notes that the Hamilton Stormwater Bylaw 2015 has been reviewed and consulted on as per the requirements of the Local Government Act 2002;
 - c) notes that the revised Stormwater Bylaw 2021 is the most appropriate form of the bylaw, having regard to the issues identified in the review and consultation feedback;
 - d) notes that the revised Hamilton Stormwater Bylaw 2021 does not give rise to any implications under the New Zealand Bill of Rights Act 1990; and adopts the revised Stormwater Bylaw 2021 effective from 1 October 2021.

Executive Summary - *Whakaraapopototanga matua*

4. The purpose of the Hamilton Stormwater Bylaw 2015 is to help protect our city's streams and the Waikato River by setting out responsibilities regarding the management of stormwater. The Hamilton Stormwater Bylaw 2015 was first adopted by Council on [28 May 2015](#) and is required to be reviewed after five years to meet its legislative requirements under the Local Government Act 2002 (s159, the LGA).
5. [On 30 April 2020](#), the Council resolved that a Stormwater Bylaw was still the most appropriate mechanism for addressing stormwater issues in Hamilton and approved the preparation of a Statement of Proposal for a reviewed Bylaw.

6. Staff worked with internal stakeholders, iwi, and sub-regional partners to review the Hamilton Stormwater Bylaw 2015 and proposed amendments to address seven key issues.
7. [On 22 October 2020](#), the Council approved the progression of consultation on the revised Hamilton Stormwater Bylaw 2021 and Statement of Proposal under Section 83 of the Local Government Act 2002.
8. Public consultation occurred for five weeks from 2 November 2020 to 9 December 2020, resulting in a total of 18 submissions from the public, industry, stream care groups, a community group, Waikato Regional Council, and the general public. Two submitters spoke at the [Hearings and Engagement Committee](#) meeting on the 3 March 2021.
9. Key themes that emerged from engagement and hearings included contaminant control, erosion, ecological protection, responsibility, costs and practicality, and the need for further education.
10. A summary of submitters comments received, and staff responses is in **Attachment 1 (Deliberations Report Recommendations)** of this report.
11. The Hamilton Stormwater Bylaw 2015 has been revised to consider management of the issues identified from the hearings and emerging themes from the engagement. These amendments include:
 - i. better alignment with the current strategic context of freshwater management and new freshwater connections policy;
 - ii. new and strengthened provisions for contaminant controls;
 - iii. clarification to the public on their responsibilities; and
 - iv. an ability for Council to recover costs from the public in the event that private devices are found to be defective. See **Attachment 3** (Revised Hamilton Stormwater Bylaw 2021 – final draft for deliberations – tracked changes) and **Attachment 4** (Revised Hamilton Stormwater Bylaw 2021 – final Bylaw – clean version).
12. A legal review of the revised Hamilton Stormwater Bylaw 2021 has been completed by Tompkins Wake.
13. Of the three options considered, staff recommend **Option 1** – that the Infrastructure Operations Committee recommends to Council that the revised Hamilton Stormwater Bylaw 2021 is adopted, to take effect from 1 October 2021 to allow for staff to develop the necessary processes to implement the Bylaw.
14. If the revised Hamilton Stormwater Bylaw 2021 is not approved by Council, the existing Hamilton Stormwater Bylaw 2015 will remain in force until September 2022 and then it will be revoked under section 160a of the Local Government Act 2002. If revoked, this is likely to result in Council failing to meet its obligations for stormwater drainage.
15. Staff consider the decision in this report has low significance and that the recommendations comply with Council’s legal requirements.

Background - *Koorero whaimaarama*

16. Council has an existing Hamilton Stormwater Bylaw 2015 that was adopted by the Council on 28 May 2015.
17. The purpose of the Hamilton Stormwater Bylaw 2015 was to manage and protect land and structures associated with stormwater drainage, ensure waterways remained clear, manage the entry of contaminants, protect public health and safety, and protect Council’s assets.

18. The Hamilton Stormwater Bylaw assists Council to meet its role and obligations in relation to the Joint Management Agreement with Waikato Tainui, demonstrating compliance with Council's granted Waikato Regional Council Comprehensive Stormwater Discharge Consent (CSDC); and meet its legislative responsibilities under:
 - i. the Local Government Act 2002 (stormwater drainage),
 - ii. Waikato River Settlement Act 2010,
 - iii. Health Act 1956,
 - iv. Soil and River Conservation Act 1941,
 - v. Hazardous Substances and New Organisms Act (1996), and
 - vi. Resource Management Act 1991.
19. The Local Government Act 2002 requires all bylaws to be reviewed five years after the day they were first made.
20. A Communications and Engagement Plan was developed to ensure the revised Hamilton Stormwater Bylaw 2021 was reviewed following the principles of good engagement under the Local Government Act 2002.
21. On [30 April 2020](#), Council determined that a Stormwater Bylaw was still the most appropriate mechanism for addressing stormwater issues and approved the preparation of a Statement of Proposal for a reviewed Bylaw. Staff worked with internal stakeholders, iwi, and sub-regional partners to review the Hamilton Stormwater Bylaw and proposed amendments.
22. The proposed amendments included:
 - a) recognition of Te Ture Whaimana of te Awa o Waikato;
 - b) connection approval requiring alignment with policy and regulations;
 - c) contaminant controls on pool water discharges and direct reference to building site sediment controls;
 - d) private stormwater system maintenance responsibility;
 - e) provision to access private systems to assess effectiveness and recover costs;
 - f) requirement for consent to work close to public stormwater infrastructure; and
 - g) clarification of terms and requirements to make the revised Hamilton Stormwater Bylaw 2021 easier to understand.
23. On [22 October 2020](#), Council approved the progression of consultation on the Statement of Proposal and revised Hamilton Stormwater Bylaw 2021 under Section 83 of the Local Government Act 2002, and that the consultation period be from 2 November 2020 to 9 December 2020.
24. Through internal staff workshops, iwi collaboration (including Waikato Tainui and Te Haa o te Whenua Kirikiriroa), and discussions with subregional partners (including Waikato District Council, Waipaa District Council and Waikato Regional Council) issues to the revised Hamilton Stormwater Bylaw 2021 were identified.
25. Seven issues were outlined in the Statement of Proposal (SOP October 2020) and the public asked if they supported proposed amendments. The issues that were identified as needing to be addressed in the revised Hamilton Stormwater Bylaw 2021 review were:
 - i. Issue 1- Relationship of Waikato Tainui with the river and need to protect and restore the river;
 - ii. Issue 2- Connection approvals to manage effects on the network;

- iii. Issue 3- Swimming pool water contaminants and building sites;
- iv. Issue 4 - Responsibility for maintenance of private stormwater systems;
- v. Issue 5 – Effectiveness of private Stormwater Management Devices and cost recovery;
- vi. Issue 6 - Working near public stormwater infrastructure; and
- vii. Issue 7 - Making the revised Hamilton Stormwater Bylaw 2021 easier to understand for the public.

Discussion - *Matapaki*

Submissions

- 26. Eighteen responses were received during the consultation period 2 November 2020 to 9 December 2020. A full copy of the submissions is [available online](#).
- 27. Of the comments that were received 86% supported the Hamilton Stormwater Bylaw 2015 with amendments and 13% supported the continuation of the current Hamilton Stormwater Bylaw 2015 (without amendments).
- 28. **Attachment 1** (Table 1) provides a summary of responses received in relation to each identified issue in the Statement of Proposal, options to address the issue, the staff's recommendation and what sections of the Hamilton Stormwater Bylaw 2015 were revised.
- 29. Two verbal submitters were heard at the Hearings and Engagement Committee meeting on 3 March 2021.
- 30. The public were also asked to provide comments on what further education and information would be of value to increase understanding of stormwater. The following is a summary of feedback received:
 - i. requirements for new builds or additions for homes in an easy to digest format;
 - ii. how to properly care for private stormwater systems and drains;
 - iii. how Council maintains the stormwater system;
 - iv. what cannot go into our stormwater systems, and how to deal with pollutants;
 - v. what happens to stormwater when it goes down the drain and gutters and who is responsible;
 - vi. quality of stormwater discharges into the Waikato River in severe weather events;
 - vii. swimming pool discharges and means of managing large discharges; and
 - viii. ecological values of waterways and gullies.
- 31. This feedback will be used to inform the education strategy to implement the revised Hamilton Stormwater Bylaw 2021.

Final Proposed Amendments to the Hamilton Stormwater Bylaw 2015

- 32. In summary, the Hamilton Stormwater Bylaw 2015 has been revised to provide for:
 - a) further recognition of Te Ture Whaimana of te Awa o Waikato and sites of ecological and cultural significance through controls on contaminant discharges, private systems, and impervious surfaces;
 - b) alignment of connection approvals with water related policy, regulations, and consent requirements, allowing Council to impose consent conditions on an approval and process for addressing non-compliance;

- c) contaminant controls and advice on pool water discharges, and direct reference to building site sediment controls with sediment discharges from building activities as being a breach;
 - d) protecting the network from excessive loads and inappropriate building works;
 - e) defining private system maintenance responsibility, information requirements and allowing Council to direct what may be required for a private stormwater system and the timeframe that it must be done in;
 - f) access to private systems to assess effectiveness, give out Defect Notices and recover costs to fix;
 - g) stronger provisions to ensure that High Risk Facilities are managed for stormwater impacts including requirement to educate facility staff, display spill procedures, pollution control plan information requirements and review timeframes;
 - h) requirement for consent to work close to public stormwater infrastructure, recognise the Regional Infrastructure Technical Specifications and notify prior to building works; and
 - i) clarification of terms and requirements to make the revised Hamilton Stormwater Bylaw 2021 easier to understand including new and expanded definitions and a descriptive list of contaminants that cannot enter the network.
33. In addition to formal feedback, several comments were also captured during the consultation period and assessed for further amendments to the revised Hamilton Stormwater Bylaw 2021. The comments related to grey water use, sustainability, preservation of ecology, erosion, consent regulations and other issues. Some of these had already been addressed or were outside the scope of the Bylaw review. A summary of the comments received, and the staff responses can be found in **Attachment 1** (Table 2).
34. A tracked change copy of the revised Hamilton Stormwater Bylaw 2021 can be found in **Attachment 3**. A clean copy can be found in **Attachment 4**.

Options

35. Staff have assessed that there are three options for the Infrastructure Operations Committee to consider. This assessment reflects the issues to be managed and level of significance and wellbeing. The options are:

Option 1 (recommended)	Recommend to Council that the revised Hamilton Stormwater Bylaw 2021 be adopted.
Option 2	Continue with the current Hamilton Stormwater Bylaw 2015 until it is revoked in September 2022.
Option 3	Revoke the Hamilton Stormwater Bylaw 2015.

36. Staff recommend **Option 1** because:
- as the Council have determined that a Stormwater Bylaw is the most appropriate mechanism for addressing issues relating to stormwater management in Hamilton (as detailed in paragraph 4); and
 - staff consider the revised Hamilton Stormwater Bylaw 2021 to be the most appropriate form of the Bylaw to control and manage stormwater drainage in Hamilton.

37. If the revised Hamilton Stormwater Bylaw 2021 is not approved by Council, the existing Hamilton Stormwater Bylaw 2015 will remain in force until September 2022 and then it will be revoked under section 160a of the Local Government Act 2002.
38. If the Hamilton Stormwater Bylaw 2015 is revoked this is likely to result in Council failing to meet its obligations for stormwater drainage. There may also be issues with compliance with stormwater consents, and diminished ability to support Te Ture Whaimana o te Awa o Waikato, Te Mana o te Wai, biodiversity strategies, and damage to the network.
39. Revoking the Hamilton Stormwater Bylaw 2015 will also mean that Council will not be able to use the Bylaw as a framework for stormwater education and Council may not be able to give effect to its environmental principles.
40. The risk of not adopting the revised Hamilton Stormwater Bylaw 2021 will also mean it will be more difficult to support commitments to restoration of the Health and Wellbeing of the River committed to under Joint Management Agreements with iwi.
41. If the Hamilton Stormwater Bylaw 2015 is revoked there is a lost opportunity to align with emerging national and regional direction on freshwater management.
42. Adoption of the revised Hamilton Stormwater Bylaw 2021 will support the following Council strategic plans, principles and policies:
 - Three Waters Connections Policy (2019),
 - Nature in the City (Te Wao nui o Kirikiriroa 2020-2050),
 - He Pou Manawa Ora (He Pou Manawa Taio) (draft),
 - River Plan (Principle - Healthy river, Ka tauawhi i te awa me tona ora), and
 - Hamilton City Environmental Principles 2021.

Financial Considerations - *Whaiwhakaaro Puutea*

43. The financial implications of **Option 1** will be associated with developing education material to support the revised Hamilton Stormwater Bylaw 2021. Funding of up to \$50,000 is available in existing budgets to support three waters education through the 2018-28 Long Term Plan. Of this, it is estimated that \$10,000 will be needed for a stormwater education plan. Water Stimulus funding for a three waters education hub can also be leveraged.
44. The cost of developing the revised Hamilton Stormwater Bylaw 2021 is estimated to cost \$78,000. This includes the costs associated with Bylaw development, consultation, and legal fees. This is a budgeted item in the City Waters operational budgets.

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

45. Staff confirm that the staff recommendation of **Option 1** as outlined in paragraph 35, does not give rise to any implications under the New Zealand Bill of Rights Act 1990 and complies with Council's legal and policy requirements.
46. Staff have taken legal advice on the revised Hamilton Stormwater Bylaw 2021 and have made recommended changes including definition of nuisance, definition of Enforcement Officer, removal of a reference to the Land Drainage Act, provision to impose conditions, ability to amend the High Risk Facilities Register by Council Resolution, remove or alter work that is in breach of a bylaw and recover costs

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

47. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
48. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
49. The recommendations set out in this report are consistent with that purpose.

Social

50. The revised Hamilton Stormwater Bylaw 2021 has controls that considers how stormwater can be managed to ensure Hamilton continues to be a great place to play and be active and that its community remains safe and healthy.
51. The revised Hamilton Stormwater Bylaw 2021 is intended to provide guidance for staff, regulators, and the community on best practice stormwater management to create a safe and healthy environment within the city.

Economic

52. The revised Hamilton Stormwater Bylaw 2021 has controls that will contribute to water quality of the River. This will provide benefit to potential tourism operators. Controls will also contribute to minimising the potential for flooding that can have an impact on commercial and industrial activities.

Environmental

53. The revised Hamilton Stormwater Bylaw 2021 responds to Hamilton City Environmental Principles of restoring and protecting the health and wellbeing of our waterways; and building our resilience to climate change.
54. The revised Hamilton Stormwater Bylaw 2021 will provide environmental benefits by ensuring there are legally enforceable rules to assist in the management of stormwater drainage in the city and support the:
 - i. restoration and protection of the health and wellbeing of the Waikato River (and its tributaries);
 - ii. protection and enhancement of our natural taonga, green spaces and biodiversity; and
 - iii. response to the challenges of climate change.

Cultural

55. The Council committed to working collaboratively with Waikato-Tainui and Te Haa a Whenua Kirikiriroa for this Bylaw review on how to recognise and align with the following:
 - i. Ture Whaimana o te Awa o Waikato,
 - ii. Tai Tumu Tai Pao Tai Ao (Iwi Management Plan of Waikato Tainui),
 - iii. Te Rautaki Taamata Ao Turoa o Hauaa (Iwi Management Plan of Ngaati Hauaa),
 - iv. Amohia Ake (Waikato Tainui Resilience Plan), and
 - v. Te Ara Whakatupuranga 2050 (Five year blueprint including a focus of Taiao).
56. Amendments align with Te Ture Whaimana o Te Awa o Waikato and iwi management plans (Tai Tumu Tai Pari Tai Ao and Te Rautaki Taamata Ao Turoa o Hauaa) on the basis that the relationship with the awa is recognised.

57. Adoption of the revised Hamilton Stormwater Bylaw 2021 will support Council's commitment to its Joint Management Agreement by supporting the following strategies of Te Ture Whaimana o te Awa o Waikato:
 - actively promote and foster public knowledge and understanding of the health and wellbeing of the Waikato River among all sectors of the Waikato regional community.
58. Ensure that cumulative adverse effects on the Waikato River of activities are appropriately managed in statutory planning documents at the time of their review.
59. The revised Hamilton Stormwater Bylaw 2021 includes direct reference to the restoration and protection of the health and wellbeing of the Waikato River and provides further controls on stormwater connections and will align with He Pou Manawa Ora.
60. These Bylaw controls will assist Council to manage erosion, flooding, and contaminants. This in turn will provide for biodiversity, swimming and kai gathering, mahinga kai, protection of cultural sites, marae and papakainga. Assessments against objectives and policies of the plans have been carried out.

Risks - *Tuuraru*

61. The risks of not adopting the revised Hamilton Stormwater Bylaw 2021 are discussed in the options section of this report.

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

Significance

62. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of the matter(s) in this report.

Engagement

63. Community views and preferences are already known to the Council through public consultation under the Local Government Act Special Consultation Procedure and other engagement activities outlined in paragraphs above
64. The community engagement tactics and insights report can be found as **Attachment 2**.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Revised Hamilton Stormwater Bylaw Review - Deliberations Report recommendations

Attachment 2 - Hamilton Stormwater Bylaw review 2020 - Community engagement tactics and insights report

Attachment 3 - Revised Hamilton Stormwater Bylaw 2021 - final draft for deliberations - tracked changes

Attachment 4 - Revised Hamilton Stormwater Bylaw 2021 - final draft for deliberations - clean version

Attachment 3

Table 1 and 2 outline Council's recommendations as a result of the Bylaw review.

Table 1: Staff recommendations for amendments to the Stormwater Bylaw

Issue	Responses	Option
Issue 1: Recognition of the relationship of Waikato Tainui with the river and the need to protect and restore the river.	Of 16 responses received on this issue, 15 submitters supported further recognition of the relationship with the River and river restoration. There was no additional commentary on this matter.	<p>Option 1 - No change to bylaw</p> <p>Option 2 - Amend bylaw (Statement of Proposal October 2020).</p> <p>Option 3 – (Recommended) Amend bylaw (Statement of Proposal October 2020) to provide further recognition of relationship and Te Ture Whaimana o te Awa o Waikato; increased controls on contaminants and pollution control plans; add further controls to manage effects of damaged infrastructure, and non-consented impervious areas.</p> <p>Refer: Introduction, Purpose, 8.1, 8.3, Note 3, Note 5, 8.5, 8.6, 8.7.</p>
Issue 2: Connection approvals - stronger controls proposed to manage effects on the network and ensure compliance with Council's stormwater discharge consent.	<p>Of 17 responses received on this issue, 15 submitters supported the need for connections to be approved and to be aligned with Council's Policy, Plans, water impact assessments and city-wide stormwater consent requirements.</p> <p>Concern was raised about potential requirement to meet higher standards than a regional council discharge consent. Staff consider that Council is required to manage what goes into the network and may require an appropriate standard to meet its obligations under emerging legislation and Te Ture Whaimana o te Awa o Waikato.</p> <p>Effects of impermeable surfaces on waterways was raised as an issue. Staff have proposed an amendment to make non-consented imperviousness that connect and discharge to the stormwater system a breach of the bylaw.</p>	<p>Option 1 - No change to bylaw</p> <p>Option 2 - Amend bylaw (Statement of Proposal October 2020).</p> <p>Option 3 – (Recommended) Amend bylaw to provide stronger connection controls including connection approval, alignment with relevant policy, plans and consent requirements and how a breach of conditions of an approval would be addressed. Retain provision for higher standards when necessary. Make unconsented impervious areas a breach of the bylaw.</p> <p>Refer: clause 6.2, 8.1, 8.5, 8.6, 8.7, 11.4</p>
Issue 3: Contaminant controls on pool	Of 17 responses received on this issue, 15 submitters supported stronger controls on pool water and building sites.	<p>Option 1 - No change to bylaw. Partially manage through the Building</p>

Issue	Responses	Option
water and building sites.	<p>A submitter raised that additional controls beyond RMA were not needed. Staff consider Council is not able to rely on the RMA to meet all responsibilities.</p> <p>A concern was raised about pool charges. Staff note there are no pool charges for discharging pool water in the bylaw, and any costs associated with remedial action would be assessed on a case-by-case basis.</p> <p>A submitter noted the high cost of meeting bylaw pool plumbing requirements. Suggestions were made to exempt existing pools, set chlorine limits and discharge in high rainfall and to consider other Council's Guidelines. Staff have proposed amendments to align with other Council's direction that will achieve same objectives.</p> <p>A submitter noted that as well as sediment, any washing of material down catch pits should be prevented as these connect directly to streams (eg) cement, which can change pH and have adverse effects on aquatic life; and that environmental certification of builders in sensitive catchments could be considered. Staff note that cement is already captured in clause 8.1 (a). While certification has merit, all streams should be regarded as needing the same level of protection. Approach to certification through training schemes may be more efficient.</p>	<p>Code which only applies to bigger pools and does not provide clarity.</p> <p>Option 2 - Amend bylaw (Statement of Proposal October 2020).</p> <p>Option 3 – Amend bylaw to have pool and building site controls but exempt existing pools from bylaw provisions. Require certification of builders.</p> <p>Option 4 - (Recommended) Amend bylaw to clarify what cannot enter the stormwater system; specifically require building activities to have controls; require pool controls and retain clause that prohibits new pool connections to the stormwater network but require Council approval for an existing pool to discharge to the stormwater network. Council Approval would require certain conditions to be met (eg) chemical dissipation, and which would meet the intent of the controls.</p> <p>Refer: Clause 8.1 Note 1 and 3</p>
Issue 4: Responsibility for maintenance of private stormwater systems.	<p>Of 17 responses received on this issue, 15 submitters supported private owner responsibility for privately owned stormwater systems and their effectiveness.</p> <p>A submitter sought recognition of an industry specific guideline for consistency with the Regional Plan. Staff consider that the dated Ministry for the Environment (MfE) guidelines (23 years old) may not be best practice in the current environment. The guidelines are strongly focused on compliance responsibilities to Regional Councils and Unitary Authorities which may cause confusion. Approval of a</p>	<p>Option 1 - No change to bylaw</p> <p>Option 2 - Amend bylaw (Statement of Proposal October 2020).</p> <p>Option 3 – (Recommended) Amend bylaw (Statement of Proposal October 2020) to define Stormwater Management Device; require visual display of procedures in unmanned sites; provide clarity to property owners or occupiers on maintenance and education responsibilities; provide Council the ability to direct what is required within a timeframe.</p>

Issue	Responses	Option
	<p>connection using this guideline may not align with Council's District Plan and associated ICMP's, Connections Policy and commitment to Te Ture Whaimana o Te Awa o Waikato. Staff consider that assessment of site factors to determine risk to the network is best practice. Further to this, MfE do not propose a revision of this guideline document in the near future.</p> <p>A concern was raised about the impracticality of retaining pollution control plans on-site for unmanned sites. Staff have proposed amendments.</p> <p>A suggestion was made that some risk could be managed with a requirement to properly educate high risk facility staff on procedures and responsibilities (Elected member). Staff have proposed amendments.</p>	<p>Council will further develop an Education Strategy for Private Stormwater Devices to assist residents in understanding requirements and maximise compliance. Funding of \$50,000 is requested in the Long-Term Plan for a three waters education.</p> <p>Refer: Clause 6, 7, 8.6, 8.7, note 6</p>
<p>Issue 5:</p> <p>Authority to ensure Private Stormwater Management Devices remain effective and cost recovery</p>	<p>Of 16 responses received on this issue, 11 supported proposed changes to provide land access to assess device effectiveness and recover costs if device ineffectiveness was not resolved by the owner. Just over a quarter of respondents did not want the changes.</p> <p>Suggestions were made to subsidise maintenance costs from non-intentional damage with additional potential penalties for repeat offenders, or cover costs by rates. Staff consider that, like other home related property, stormwater management devices are part of the property footprint and therefore the responsibility of the property owner. Appropriate discretion can be applied in relation to penalties on a case-by-case basis.</p> <p>Another submission stated that, rather than allow access, private owners of devices should be required to demonstrate compliance and maintenance. Staff consider that ability to have access will ensure that maintenance can be checked and appropriate action can be taken if needed to maximise compliance with the City's stormwater consent.</p>	<p>Option 1 - No change to bylaw</p> <p>Option 2 - (Recommended) Amend bylaw as proposed in Statement of Proposal (October 2020) to provide access to assess device effectiveness and issue notice to fix if necessary and on a case-by-case basis.</p> <p>Option 3 - Amend Bylaw to provide for HCC to pay and or provide maintenance.</p> <p>Refer: Clause 8.6</p>
<p>Issue 6:</p>	<p>Of the 17 responses received, 14 submitters supported the need for an application to work close to public stormwater infrastructure. No</p>	<p>Option 1 - No change to bylaw</p>

Issue	Responses	Option
Working in close proximity to public stormwater infrastructure – requirement for application.	additional commentary was provided from the 3 opposing submitters.	Option 2 - (Recommended) Amend bylaw as proposed in Statement of Proposal (October 2020) to require an application to build within 5 metres of the public stormwater system and give notice to HCC 10 days prior to works beginning. Refer: Clause 8.4
Issue 7: Making the bylaw easier to understand for the public.	<p>Of the 15 responses received, all submitters supported changes proposed to make the bylaw easier to understand.</p> <p>A submitter was concerned about the definition of stormwater system which included multiple terms. Further controls were also sought to protect biodiversity in the stormwater system regardless of whether it is defined as drain, natural or modified watercourse. Staff have proposed amendments to clarify definitions and acknowledge biodiversity.</p> <p>Legal advice was that definitions of both Enforcement Officer and Authorised Officer should be provided to align with the Local Government Act.</p> <p>Legal advice was that the term 'Nuisance' should have some differentiation to that made under the Health Act 1956.</p> <p>Legal advice was that some superfluous or minor wording could be removed where clarity was already provided for.</p>	<p>Option 1 - No change to bylaw</p> <p>Option 2 - Amend bylaw as proposed in Statement of Proposal (October 2020).</p> <p>Option 3 – (Recommended) Amend the bylaw as proposed in Statement of Proposal (October 2020) with new definitions for Occupier, Defect Notice, Council Policy, and Stormwater Management Device; a descriptive list of contaminants that cannot enter the network; expanded definitions for Ecological Device, High-Risk Facility, Overland Flow Path, Pollution Control Plan, Stormwater System, Public Stormwater System and Private Stormwater System and Watercourse; Nuisance (now Nuisance material), and added Enforcement Officer definition; Introduction that clarifies powers and intent of the Bylaw.</p> <p>Refer: Definitions, Purpose, Introduction.</p>

Table 2: Matters raised outside scope of Bylaw review or already addressed.

Issue	Nature of submitters comments	Staff Response
Sustainability	<p>Encourage grey water systems in new builds to ease storm water.</p> <p>Consider how bylaw aligns with urban biodiversity strategy; and how it hinders or promotes on-site water storage to manage stormwater run-off and optimise use of region's water resources.</p> <p>Rainwater tanks are deemed to be a Stormwater Management Device under this bylaw and there should not be impediment to employ innovations regarding on-site water storage and smart water conservation techniques.</p>	<p>Staff note that Greywater systems are not related to stormwater management and outside scope of this bylaw.</p> <p>Staff consider that the Bylaw (with proposed changes) recognises biodiversity through added controls on discharges; reviewed Pollution Control Plans; and maintenance of devices; further controls to manage erosion; and clarity on what cannot go into the system.</p> <p>Bylaw does not preclude innovation in relation to on-site water storage and attenuation. The provision for rainwater tanks is managed under the District Plan.</p> <p>No further changes to Bylaw</p>
Framework for Preservation of Ecology	<p>Take a risk management approach to ensure stormwater conveyance can still be achieved while managing ecological values.</p> <p>Acknowledge the need sustain ecological values. Values can vary spatially so framework needed for (i) identifying and managing high value and sensitive sub-catchments, and (ii) implementing different stormwater designs to decrease the risk of damage to high value systems.</p>	<p>Staff consider that the bylaw revisions acknowledge biodiversity. This includes Note (5) to avoid adverse effects on biodiversity when maintaining watercourses; and removal of word "clear" to clarify intent is not always to clear a waterway where biodiversity value exists).</p> <p>Preservation of Ecology also be managed through Council's Stream Cleaning Guideline (endorsed by WRC), educational material, and strategic planning documents such as activity management plan, stormwater master plan, integrated catchment management plans and Regional Technical Specifications, District and Regional Plans.</p> <p>No further changes to Bylaw</p>
Fish passage	<p>Add specific point acknowledging requirements for fish passage to potential fish habitat- ie that the stormwater network should not impede fish passage as far as possible.</p>	<p>Staff respond that the bylaw can only protect (not damage) existing fish passage structures (clause 8.2). Provision for fish passage is managed through the Regional Plan and Regional Infrastructure Technical Specifications. Council is required through</p>

Issue	Nature of submitters comments	Staff Response
		<p>its comprehensive consent to evaluate fish passage and improvements are made through LTP on an ongoing basis.</p> <p>No further changes to Bylaw</p>
Erosion	<p>Incremental infill in gullies stormwater volumes and flowrate increases impact on ecology.</p> <p>Private discharges into the gully system not covered by consents often break which can lead to erosion.</p>	<p>Staff note that earthworks i.e., gully infill are managed through the District and Regional Plan.</p> <p>Private stormwater discharges are addressed in the bylaw (clause 8.6c)</p> <p>No further changes to Bylaw</p>
Consent Regulation	<p>WRC comments that both Council and WRC be enabled to ensure new developments do not have a detrimental impact on water quality and bylaw should specifically note Waikato Regional Plan (8.5c) and require demonstration that the connection complies with Consent Notice required under the Hamilton District Plan and/or the Waikato Regional Plan.</p>	<p>Staff response was that this Bylaw can only recognise Councils powers and that it is Regional Councils responsibility to monitor regional council consents. Waikato Regional Plan is already recognised through the purpose and provision that relate to compliance with Councils comprehensive stormwater discharge consent.</p> <p>No further changes to Bylaw</p>
Other issues	<p>Submitters comments:</p> <p>Concentrate on methods such as settlement ponding to address road contaminant loads and allow control of discharges to the river.</p> <p>Hard surfaces, roading and discharges from accidental sewage are the real issue and have not been addressed appropriately.</p> <p>Pop-up pools completely unregulated.</p>	<p>Methods are outside the scope of the Bylaw but are addressed through other policy and regulations.</p> <p>Putting stormwater into the wastewater network (which can cause wastewater overflows) is already a breach under the bylaw.</p> <p>Fencing regulations apply to pop-up pools of certain dimensions.</p> <p>No change to bylaw</p>



HAMILTON STORMWATER BYLAW CONSULTATION 2020

SUMMARY OF ENGAGEMENT TACTICS AND SUBMISSIONS INSIGHTS

Report prepared by:
Raewyn Simpson, Senior Planner, City Waters
February 2021

Report reviewed by:
Maire Porter – City Waters Unit Manager
February, 2021

D-3575442

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EXECUTIVE SUMMARY

Hamilton City Council's Stormwater Bylaw helps protect our city's streams and the Waikato River by setting out responsibilities regarding the management of stormwater. The bylaw also provides guidance on what can and cannot enter the stormwater system. Council was required to review its Stormwater Bylaw 2015 under the Local Government Act 2002. This provided an opportunity for Council to check in on how the bylaw was working, if the bylaw is still needed and request feedback from the community on any changes proposed.

Council wants to ensure that the bylaw:

- Effectively supports the Council to address issues associated with the management of stormwater that may have developed since 2015;
- Has adequate regard to the Local Government Act 2002, Waikato River Settlement Act 2010, Te Ture Whaimana o Te Awa o Waikato (the Vision and Strategy for the Waikato River);
- Has adequate regard to Iwi Management Plans, the Waikato Regional Policy Statement, Waikato Regional Plan and District Plan;
- Has adequate regard, and is consistent with, Hamilton's city-wide stormwater consent requirements.

On November 2, 2020, Council sought community feedback on seven issues and proposed changes to the bylaw to address those issues. The issues were identified through internal, iwi and neighbouring Council engagement (including with Waikato Regional Council). Two options were provided for each issue, which were to:

1. Amend the bylaw, or
2. Leave the bylaw unamended.

The community was asked which option they preferred and their reasons. The community was also asked to list any other topics or areas relating to stormwater that they would like a better understanding of.

ENGAGEMENT TACTICS

The purpose of the engagement was to provide maximum opportunity for collaboration and engagement and to ensure everyone is aware of their responsibilities in regard to stormwater discharge management.

The objective was to engage with all key stakeholders and the wider public on proposed changes to the bylaw, to ensure sound understanding of individual responsibilities for stormwater discharge and to ensure that the bylaw remains relevant and compliant with Waikato Regional Council stormwater receiving guidelines.

The engagement campaign included the following:

- **Executive Update** (for Hamilton City Council Councillors)
- **Moorena Mail** (for all Hamilton City Council staff)

- **Internal engagement via workshop and subsequent discussions** with those that interact with the operation and management of stormwater, including biodiversity strategy (as it related to their area of work) and the public on stormwater matters.
- **Engagement of an iwi facilitator and collaboration via meetings and emails** with iwi (Waikato Tainui and Te Haa a Whenua Kirikiriroa) to determine final draft bylaw.
- **Initial engagement** with Waipa District Council, Waikato District Council and Waikato Regional Council on the bylaw development.
- **Our Hamilton story/media release** on 4 November 2020 stating that Council was seeking feedback on the bylaw, what the bylaw managed, why it was important, what some common issues were, where feedback could be given and included a link to the Have Your Say page.
- **Social media promotion** of the proposed Stormwater Bylaw Have Your Say link via Facebook and Neighbourly.
- **Press adverts** in Hamilton Press and Waikato News promoting the Have Your Say link.
- **Letters to owners/occupiers of registered High-Risk Facilities** highlighting the changes to the bylaw and advising of the submission period.
- **Emails to** Waipa District Council, Waikato District Council and Waikato Regional Council advising of the submission period.
- **Emails to** registered stream care groups with Hamilton advising of the submission period.
- **Copies of the Statement of Proposal and the proposed reviewed bylaw were provided at** 260 Anglesea Street (Council offices) and Hamilton City Libraries and online at hamilton.govt.nz/haveyoursay.

The following instructions were provided:

HOW TO GIVE FEEDBACK:

- Fill out a feedback form online at hamilton.govt.nz/haveyoursay
- Fill out the feedback form included in this Statement of Proposal and send to: Hamilton City Council, Communication and Engagement team, Private Bag 3010, Hamilton, 3240.
- Fill out the feedback form and deliver to the Municipal Building Reception or any branch of Hamilton City Libraries.
- Feedback forms and the proposed Policy changes are available from all Hamilton City Libraries, and from the Ground Floor reception of the Council's Municipal Building in Civic Square.
- For any queries please ring 07 838 6699 or email haveyoursay@hcc.govt.nz

The public consultation ran from 02/11/2020 to 09/12/2020 and resulted in **18 responses** to the survey.

ENGAGEMENT RESULTS

We received **18 submissions through Have your say**. All the respondents provided their email address. Five of the submissions were from organisations such as:

- Streamcare Groups (Mangakotukutuku Streamcare group and Kukutaaruhe Education Trust)
- Oil Companies (Z Energy Ltd, BP Oil NZ Ltd, Mobil Oil)
- SEKA
- Waikato Regional Council

Some correspondence was via three written letters.

Social media stats:

Web stats – click through to this Our Hamilton story:

<https://ourhamilton.co.nz/community-environment/give-feedback-on-changes-to-hamiltons-stormwater-bylaw/>

There were **258 Views** and **79 click throughs** to have your say, from 4 November to 9 December.

The results for social media were:

Post	Reach	Engagements	Comments	Reactions	Post clicks
7 November - Facebook	4046	207	2	10	193
8 December - Facebook	2222	58	0	10	40
TOTAL	6268	265	2	20	133

There were 2 comments. Both comments were hidden due to inappropriate language. No comments relating to the stormwater bylaw review were made on these posts.

Stormwater Bylaw Review – Iwi Engagement

Engagement with Iwi on stormwater management began with engagement on Councils Three Waters Connection Policy in 2019 and 2020. A series of specific stormwater related exchanges then took place on issue identification, options, and bylaw drafting progress, Council outcomes, submissions and responses occurred between April 2020 and 2nd February 2021.

A minimum of 13 exchanges during the collaborative process has taken place. Opportunities for further exchanges will be sought.

Stormwater Bylaw Review – Industry Engagement

162 facilities classified as high risk for potential stormwater pollution received letters highlighting proposed changes to the bylaw that could have implications on their operations. Feedback was requested. No identifiable feedback from these industries were received.

High risk facilities include (but are not limited to) mechanical workshops, printers, spray paint, food processing, waste management sites, manufacturers, stock yards, concrete batching, car and truck wash facilities.

Stormwater Bylaw Review –Special Interest Group Engagement

14 special interest groups comprising environmental, streamcare and community groups, were contacted by email (and some by phone) to ensure they were aware of consultation on proposed bylaw changes and to provide an opportunity for engagement and submission.

Two written submissions were received after that engagement.

Artwork provided to the Public:



Press advert for the Public:

HARRAE HOPE

's no secret that bringing up a child is costly.

But hunting for discounted gear may have become more important than ever for many families in a cash-strapped, post-Covid environment.

With this need in mind and a passion for reselling rather than using new, Hamilton woman Rachel Ingila has invested \$20,000 in a new store selling preloved kids' items in Frankton.

"As a parent you just bleed money," said Ingila, who is a survived accountant.

"I have two kids of my own, and I was always on the hunt for bargains."

"But I feel like there's even more of a need now with more people needing products for new prices and also people who are financially hurting because of Covid needing to make some cash."

Little Spirit P is Hamilton's not sell-on-behalf store for kids' products with a retail space, another Hamilton well on behalf are available.

"I came up with the idea when I went down to Wellington with a sale in August for the rugby."

old Ingila.

"We went shopping in Recycle and it got me thinking. If you can resell your grown-up designer clothes, why aren't we doing this with kids' products, so that people can use them rather than buying new ones?"



Owner Rachel Ingila has set up Hamilton's first boutique kids' store.

"I'm surprised it hasn't been done already, because while there are places like Facebook marketplace and Trade Me, there aren't any Hamilton stores that sell secondhand kids' items on a regular basis."

"Finding discounted gear requires a lot of searching and luck."

"It's also a hassle selling stuff yourself and parents often don't have the time or motivation to do so."

The store on Keddell St, Frankton, accepts secondhand goods ranging from maternity items to 14-year-olds' clothing and toys.

People can also donate goods

where 30 per cent of the sale proceeds go to local Waikato charities that support families, such as Waikato Community Centre and Clothe Our Kids Waikato.

"They've got to be good quality. Not broken, there's also got to be a market for it, so clothes in particular have to be certain

DEBORAH CAMPBELL



Toys, especially Paw Patrol toys, baby blankets and costumes are going like hotcakes.

brands. We don't accept Wearhouse or Knorr brands, because there's no market for it, but if people are wanting to get rid of that we will take them and donate them to our chosen charities."

"The store has only been open two weeks, but it has already received a lot of interest, Ingila said."

Many people have also come in to offload "a enclosed full" of secondhand items that have been stored away in their garages for months.

Many people have called Ingila crazy for setting up a business during an economic downturn, but she believes it has the potential to be a success.

"If it's still going for six months I'll be shocked because it's done better than I anticipated."

A Professional Approach to Women's Health

Seeing a gynaecologist doesn't have to be stressful says Dr Tarek. Our focus is on caring for your health in a relaxed & friendly environment, helping you to know and putting you at ease.

Dr Tarek is one of the leading gynaecologists in New Zealand and along with his team will take care of you every step of the way. They offer you the highest gynaecological service from first contact through to the end of your care.

"We ensure that our patients are well informed and that treatment is tailored specifically to the individual. It is important to involve the patients actively in their care with an empathetic approach. We take time to help our patients understand their health issues," says Dr Tarek.

Dr Tarek takes a collaborative approach to helping women and has special interest in:

- the surgical and medical management of endometriosis as well as pelvic floor issues.
- Dr Tarek is the Unit Lead Gynaecological Endoscopy (laparoscopic surgery) at Waikato Hospital. His expertise includes advanced laparoscopic surgery and surgical treatment of pelvic organ prolapse.
- Dr Tarek has a passion for training and teaching, passing on his knowledge to trainee doctors as part of the ACOS programme, an advanced programme for junior surgeons to become advanced laparoscopic surgeons.
- Women's health problems can include heavy or abnormal menstruation, fibroids, ovarian cysts, polycystic ovary syndrome (PCOS), vaginal infections, endometriosis and prolapse to name a few. A full range of services are available on the website www.dr-tarek.co.nz

To book an appointment with Dr Tarek phone Sally on 021 624 810 19 or email: admin@alphacaregyna.co.nz. You can also be referred by your GP. Dr Tarek is a Southern Cross and NBT provider.

Alpha Care Gynaecology is located at South Blue Building, Anglesse Consultant Suites, 19 Knox Street, Hamilton.



Dr Tarek Saleh

Are you maintaining your property's stormwater system?

Are you discharging pool water correctly?

We're proposing some changes to the Hamilton Stormwater Bylaw and want your feedback.

Help protect our city's river and waterways by making sure you know what shouldn't go into our stormwater drains.

Go to hamilton.govt.nz/haveyoursay

Feedback closes 9 December 2020



SUBMISSIONS INSIGHTS

In general, proposed bylaw changes were supported. The following results and insights came through the survey.

Issue 1: Recognition of the relationship of Waikato Tainui with the river and the need to protect and restore the river.

Issue 1	Total
Option 1 (make proposed changes to the bylaw)	15
Option 2 (do not make changes to the bylaw)	1
Not Answered	2

Of the 16 responses received on this issue, 15 submitters supported further recognition of the relationship with the River. There was no additional commentary on this matter.

Issue 2: Connection approvals - stronger controls proposed to manage effects on the network and ensure compliance with Council's stormwater discharge consent.

Issue 2	Total
Option 1 (make proposed changes to the bylaw)	15
Option 2 (do not make changes to the bylaw)	2
Not Answered	1

Of the 17 responses received on this issue, 15 submitters supported the need for connections to be approved and to be aligned with Council's Policy, Plans, water impact assessments and city-wide stormwater consent requirements.

One submitter supported the requirement to comply with other relevant legislation but opposed the potential for the bylaw to require higher standards than a regional council discharge consent.

"support the requirement to comply with other Acts, Regulation or other Bylaws, but oppose section 6.3 in so much as it would enable Council to require discharges to achieve a higher standard than permitted by the Waikato Regional Plan or provided for under a regional discharge permit. Such an approach is inefficient and will potentially impose unnecessary requirements on discharges which are appropriately sanctioned in terms of water quality."

Issue 3: Contaminant controls on pool water and building sites.

Issue 3	Total
Option 1 (make proposed changes to the bylaw)	15
Option 2 (do not make changes to the bylaw)	2
Not Answered	1

Of the 17 responses received on this issue, 15 submitters supported stronger controls on pool water and building sites. There were three comments responding and/or questioning contaminant controls on pool water. There was one specific comment on controls of building sites and recognition of ecological values.

One submitter considered that there was enough control of stormwater under the Resource Management Act and was (incorrectly) concerned that the bylaw resulted in pool charges.

"Low income families cannot afford a pool water charge, the reason they are in the back yard is because they have no money to go to the beach. !!"

Another submitter supported the intent of the controls on pool water going to stormwater and the for discharges to be to sewage systems or land but did not want the proposed bylaw controls to be applied to 'existing' in-ground pool systems plumbed into the stormwater system. Their reasoning was that the issue would not exist for in place filtering and disinfection systems, and prohibitive cost of remedial works.

The submitter was concerned about the regulation of pop-up pools.

"In supporting proposed changes in principle, we submit that a distinction should be made between: a) existing in-ground or permanent pools with professionally set up and well-regulated filtration systems; b) consents for new permanent or in-ground pools; and c) pop up pools. There are benefits for the city in making changes to requirements for new consents. However, the cost to individual ratepayers to make changes existing in-ground pool systems may be prohibitive".

"The work we undertook just seven years ago to refurbish the pool, upgrade the pool fencing, house the new filter, and pave the general area cost \$70,000. If the current proposal were to go ahead significant plumbing and paving work would be required to divert a small amount of lightly chlorinated water from the stormwater network to the wastewater network. This is an unreasonable additional cost to take an action that could have been readily incorporated in 2013, had it been required, but would now cause considerable disruption and cost."

"Pop-up pools are of increasing size, appear to often have inadequate filter systems, consume significant amounts of water, meet no safety/fencing requirements, and be poorly managed. In short, they appear to be completely unregulated, and pose a problem within and beyond stormwater bylaws."

A third submitter fully supported the changes to the bylaw that managed pool water and building site contaminants to recognise ecological values of waterways.

"Swimming Pool discharges and means of mitigating/treating large discharges prior to entry to the SW system; minimising stormwater runoff from existing and/or hard/artificial surfaces and controlling silt discharges from works on private property that don't require consent. The ecological values of waterways in gullies including native fish and other wildlife (e.g. FW mussels, crayfish, macroinvertebrates)"

Issue 4: Responsibility for maintenance of private stormwater systems.

Issue 4	Total
Option 1 (make proposed changes to the bylaw)	15
Option 2 (do not make changes to the bylaw)	2
Not Answered	1

Of the 17 responses received on this issue, 15 submitters supported private owner responsibility for privately owned stormwater systems and their effectiveness.

One submitter was concerned about clarity for specific discharges that already had associated industry specific guidelines.

“The Oil Companies’ interests in the Bylaw relate primarily to how it addresses stormwater discharges from petroleum industry sites. The Oil Companies seek clarity regarding these matters to provide certainty to all parties while ensuring protection of the environment and Council’s infrastructure”.

The same submitter did not agree with retaining management plans on-site due to this being impracticable.

“support the principle of Pollution Control Plans for High Risk Facilities but oppose the requirement that they are retained on the premises as this is not practicable at unattended sites and may not be technically achieved at attended sites where such documentation is typically held electronically, reflecting these are standardised across the networks of the individual Oil Companies party to this submission. The Oil Companies would, however, support a requirement for emergency response procedures to be clearly displayed.”

Issue 5: Effectiveness of private stormwater management devices and ability to access land for inspection and cost recovery.

Issue 5	Total
Option 1 (make proposed changes to the bylaw)	11
Option 2 (do not make changes to the bylaw)	5
Not Answered	2

Of the 16 responses received on this issue, 11 supported the proposed changes to provide for land access to assess device effectiveness and recover costs if the matter of device ineffectiveness was not resolved by the owner. Just over a quarter of respondents did not want the changes.

Two themes of ‘homeowner cost’ and ‘equity’ emerged from 2 submissions that did not want a change to the bylaw.

“Why is cost to be shouldered by the homeowner if repair and maintenance of these stormwater systems? We pay very high council rates and I believe this should cover the cost for maintenance of these systems. This is unfair to the people whose properties have these systems built in them”.

“I agree with monitoring but disagree with cost recovery as newer developments are disproportionately impacted. A subsidy of the cost for maintenance of the system from nonintentional damage would be fairer, with addition potential penalties for repeat offenders”.

One submitter preferred ‘demonstration’ of compliance from private stormwater owners.

“private owners of stormwater devices should be required to demonstrate compliance and maintenance rather than a blanket access clause to all devices”

Issue 6: Working in close proximity to public stormwater infrastructure – requirement for application.

Issue 6	Total
Option 1 (make proposed changes to the bylaw)	14
Option 2 (do not make changes to the bylaw)	3
Not Answered	1

Of the 17 responses received, 14 submitters supported the need for an application to work close to public stormwater infrastructure. There was no additional commentary on this matter from the 3 opposing submitters.

Issue 7: Making the bylaw easier to understand for the public.

Issue 7	Total
Option 1 (make proposed changes to the bylaw)	15
Option 2 (do not make changes to the bylaw)	0
Not Answered	3

Of the 15 responses received, all submitters supported changes proposed to make the bylaw easier to understand. There was no additional commentary on this matter.

General comments

From general comments, there were the following supportive comments:

- *“Great opportunity to make things better”*
- *“Make things better for the environment”*
- *“Should result in improved conditions in stormwater receiving environments, therefore enhancing stream ecology and giving the council tools for enforcement”*
- *“I believe that in general terms the proposed changes are beneficial to the city as a whole”.*

However, some felt that further work was required in the areas of:

- Adopting an approach where habitat is not compromised for stormwater conveyance
- Recognition of ecological values and adoption of different stormwater management designs
- Enforcement of rules with potential certification of builders in sensitive catchments and monitoring
- Hard surface contaminants and sewage discharges not addressed appropriately; and
- Grey water systems.

Specific comments were:

"Although we recognise the need for stormwater conveyance, wood in streams can provide important habitat for native fish and does not need to be removed everywhere to still maintain conveyance functions. The Council needs to adopt a risk management approach to identify what wood should and should not be removed".

"Acknowledge the importance of the receiving environment and the need to manage stormwater in a way that sustains ecological values. These values can vary spatially so a framework is needed for (i) identifying and managing high value and sensitive sub-catchments, and (ii) implementing different stormwater designs to decrease the risk of damage to high value systems".

"As well as sediment, any washing of material down catch pits should be prevented as these connect directly to streams. This is particularly important for cement which can cause abrupt change to pH and adverse effects on aquatic life. Enforcement of such rules in critical - perhaps consider environmental certification of builders allowed to work in sensitive catchments. Maintenance is the key and needs to be monitored"

"I think this process will lessen the load on the river however one of the largest polluters are the roading network of Hamilton. I think the Council should concentrate on settlement ponding or something else to allow control of discharges to the river. The loading from hard surfaces and roading and discharges from accidental sewage are the real issue. I don't think we have addressed that appropriately"

"I do not think this goes far enough. HCC would do well to encourage grey water systems in new builds. This would ease storm water considerably. Need to be more innovative and provide more options for people to dispose of hazardous chemicals that often end up in storm water ie collection points in neighbourhoods that are sent to a central processing place."

Education and information

The survey included what further topics or education the community sought related to stormwater. There were 12 responses to this question. The following was requested by the community:

- a) Recommended inspections and timeframes for maintenance, and how to properly care for private stormwater systems/drains
- b) Dealing with water from car washing
- c) Responsibilities for pollution
- d) What happens to storm water when it goes down the drain and gutters and reasons why it should only be stormwater (e.g.) nappies and chemicals
- e) Quality of stormwater discharges into the Waikato in severe weather events
- f) Maintenance strategy for the current Council's stormwater system
- g) Requirements for new builds or additions for homes in an easy to digest format
- h) Swimming pool discharges and means of mitigating/treating large discharges prior to entry to the sw system; minimising stormwater runoff from existing and/or hard/artificial surfaces and controlling silt discharges from works on private property that don't require consent
- i) Ecological values of waterways in gullies including native fish and other wildlife (e.g. fresh water mussels, crayfish, macroinvertebrates)
- j) Reference to the city's indigenous biodiversity living in our waterways and an annual education programme to make the community aware of struggling biodiversity. Target properties whose stormwater flows into gullies
- k) Include not just what not to put into our storm water systems but where they can dispose safely of pollutants

- l) Requirement to comply with other Acts, Regulation or other Bylaws, including the Waikato Regional Plan and the MfE Environmental Guidelines for Water Discharges from Petroleum Industry Sites in New Zealand (Ministry for the Environment, 1998).

Opportunity to talk to Council about the submission

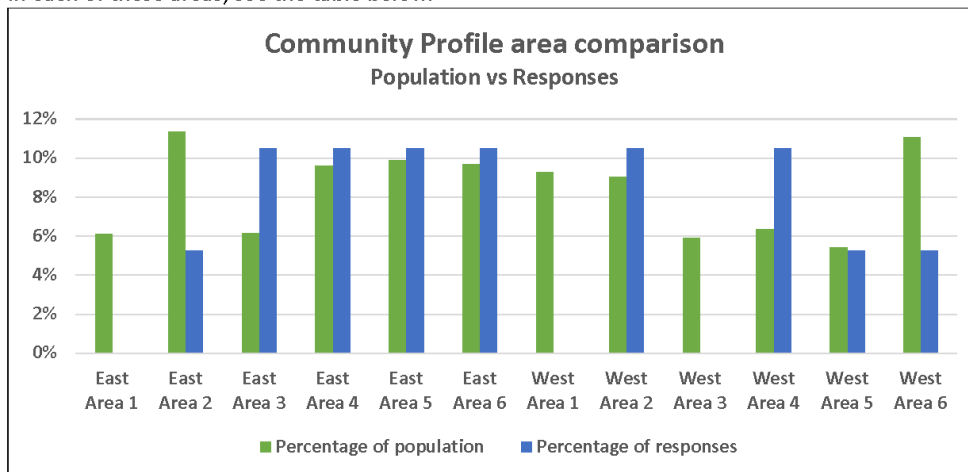
Opportunity to talk to the Council in person	Total	Percent
Yes	3	16.67%
No	15	83.33%
Not Answered	0	0.00%

The community was asked if they would like the opportunity to talk to us about their submission in person. Three of the 18 respondents replied that they would.

DEMOGRAPHIC COMPARISON

RESPONDENTS VS HAMILTON CITY PROFILE*-LOCATION

We had a high representation from East Areas 3, 4, 5, 6, and West Areas 2, 4. For a list of suburbs in each of these areas, see the table below.

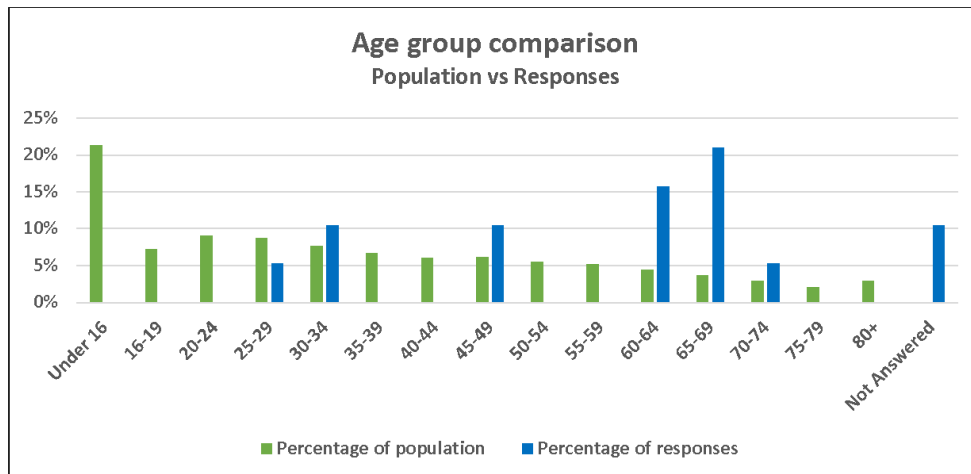


*Hamilton city profile statistics are from the 2018 Census published by Stats NZ.

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

RESPONDENTS VS HAMILTON CITY PROFILE*-AGE GROUP

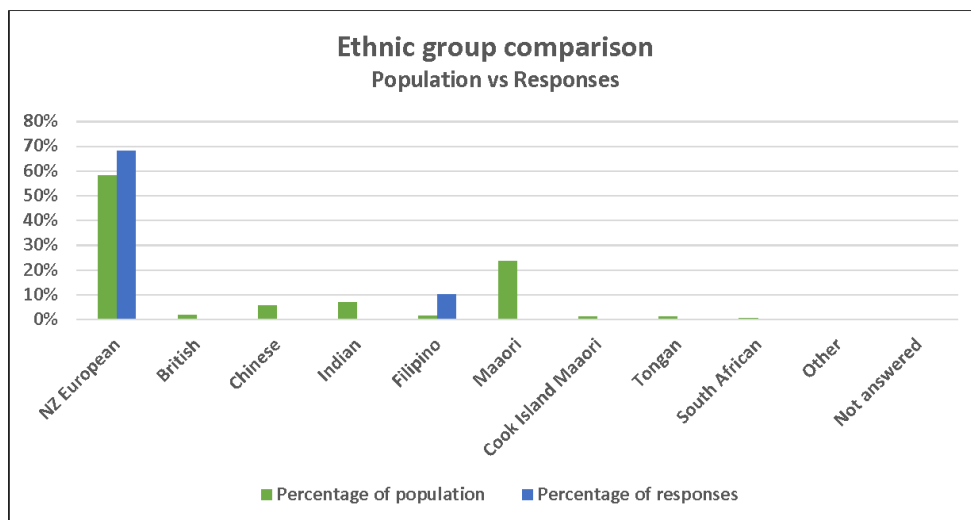
We had a low representation from under 29 year olds. 60-69 year olds were highly represented in the responses.



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

RESPONDENTS VS HAMILTON CITY PROFILE*-ETHNIC GROUP

We had a high representation from NZ European and Filipino ethnic groups.



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

WHAT'S NEXT

Staff have undertaken direct engagement (i.e. meetings) with some submitters to discuss the detail of submissions and further changes that are sought. This engagement was completed during January and February 2021.

The proposed bylaw changes, informed through engagement, are to go to the Hearings and Engagement Committee on 3 March 2021, then for decision at the Infrastructure Operations Council Committee 29 April 2021 for deliberations.

Attachment 1

Hamilton City Council BYLAW



Approved By: Hamilton City Council	Date Adopted:
Date In Force: 1 October 2021	Review Date: To be reviewed by

PROPOSED AMENDED HAMILTON STORMWATER BYLAW 2021

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Hamilton City Council BYLAW



Hamilton City Council, in exercise of its powers and authorities given to it under the Local Government Act 2002, ~~Land Drainage Act 1908~~, and the Health Act 1956 and any subsequent amendments to the Acts and all other relevant powers, makes the following bylaw.

1. INTRODUCTION

Hamilton City Council (the Council) has the power to make bylaws for ~~managing~~, regulating and protecting land drainage, ~~as well as powers to protect, promote and maintain public health and safety~~. In addition, the Council has a duty under ~~Section 5~~17 of the Waikato River Settlement Act 2010, to have ~~particular~~ regard ~~to Te Ture Whaimana o Te Awa o Waikato (the Vision and Strategy for the Waikato River)– where the vision is “for a future where a healthy Waikato River sustains abundant life and prosperous communities who, in turn, are all responsible for restoring and protecting the health and wellbeing of the Waikato River, and all it embraces, for generations to come”. which lists the degradation of the Waikato River and its catchment as a fundamental issue to be resolved. In this regard the Council recognises the special cultural, social, environmental and economic relationship of Waikato-Tainui with the Waikato River and the need to protect and restore the Waikato River.~~

Hamilton City Council’s Comprehensive City Wide Stormwater Discharge Resource Consent and Stormwater Management Plan aims to manage Stormwater discharge for quality and quantity and to avoid, remedy and mitigate any adverse effects on the environment.

~~The Bylaw is a means of complying with the Comprehensive City Wide Stormwater Discharge Resource Consent and Stormwater Management Plan.~~

~~The management of Stormwater~~The Bylaw ultimately aims to assist in achieving the Vision and Strategy for the Waikato River by helping to protect aquatic habitats, minimising scour, erosion and flooding and improving bathing water quality.

(Note: the above introduction does not form part of this bylaw and is intended to be read as an introductory note)

2. SHORT TITLE, COMMENCEMENT AND APPLICATION

2.1. The bylaw shall be known as the “Hamilton Stormwater Bylaw 20~~20~~21”.

2.2. The bylaw shall apply to the Hamilton City Council District.

2.3. The bylaw shall come into force on ~~(date)~~.

3. REVOCATION OF EXISTING BYLAW

3.1 The Hamilton Stormwater Bylaw 2015 is hereby revoked.

3.4. SCOPE

3.1.4.1. This bylaw shall apply to the district of Hamilton City pursuant to the Local Government Act 2002 ~~and any land, building, work, or property or catchment under the control of the Council although situated beyond the Council’s district.~~ This bylaw applies to both Public and Private Stormwater Systems and Watercourses.

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4.5. PURPOSE

4.1.5.1. The purposes of this bylaw are to enable Council to:

- a) Protect the public from Nuisance
- a)b) Protect, promote, and maintain public health and safety.
- c) Manage-Prevent or minimise the entry of contaminants into the Stormwater System
- b)d) Meet compliance requirements of the Council's Stormwater discharge consents.
- e) Assist in meeting Council's duty under s 17 of the Waikato River Settlement Act 2010 to have particular regard to the Vision and Strategy for the Waikato River by contributingContribute to the protection and restoration of the health and wellbeing of the Waikato River, including sites of ecological and cultural significance.
- e)f) Manage the land, structure or infrastructure associated with Stormwater drainage within its control.
- d)g) Protect and regulate against damage, misuse, or loss of the land, structures, or infrastructure related to Stormwater drainage.
- e)h) Prevent the unauthorised use of the land, structures or infrastructure related to Stormwater drainage.
- f)i) Ensure waterwaysWatercourses, that form part of the Council's Stormwater Systems, remain clear and unobstructed.

5.6. COMPLIANCE WITH OTHER ACTS AND CODES

5.1.6.1. This Bylaw has been developed in accordance with all relevant legislation, Council Policy relating to Stormwater and guidance.

6.2. Compliance with the requirements of this bylaw does not remove the need to comply with the requirements of any Act, Regulation, other bylaw or other relevant Codes and Standards.

~~Nothing in this bylaw shall override any conditions of a resource consent granted by the Waikato Regional Council or Permitted Activities under the Waikato Regional Plan which specifically addresses discharges into the Stormwater System except where this bylaw requires a higher standard than the Waikato Regional Plan or resource consent.~~

6.7. DEFINITIONS

6.1.7.1. For the purposes of implementing this bylaw the following definitions shall apply:

Approval Means approved in writing by the Council, either by resolution of the Council or by any Authorised Officer of the Council.

Authorised Officer An employee or contractor of the Council authorised to carry out general or specific duties in relation to stormwater.

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Council Means Hamilton City Council or an employee or contractor of the Council appointed to carry out duties relating to Stormwater management.

Council Policy ~~Means Hamilton City Council Policy either directly or indirectly related to Stormwater that has been established through the Local Government Act, Resource Management Act or the Council Adoption process.~~

Defect Notice Means a Notice that requires a person to remedy any part of ~~the~~ Private Stormwater System.

Ecological device Means ~~a device~~ including, such as but not limited to, fish ramps and constructed fish protection structures designed to preserve or enhance aquatic ~~habitat ecosystems and/or fish passage.~~

Enforcement Authorised Officer Means an employee or contractor of the Council warranted under the Local Government Act 2002, authorised to carry out general or specific duties in relation to Stormwater including enforcement arising from any of the provisions of this act and this bylaw.

High-Risk Facility Means a facility carrying out or intended to carry out any of the activities listed in the High Risk Facilities Register, Schedule One of this Bylaw, ~~and which may result in the discharge of environmentally hazardous substances associated with that activity onto or into Stormwater and includes the land and buildings of the site. The Council may, by resolution, specify any activity to be included in or removed from the High Risk Facilities Register.~~

Occupier The person or legal entity having a legal right to occupy, and use all or part of the premises, and includes a tenant, lessee, licensee, manager, foreperson or any other person acting in the general management of the premises.

Prohibited Materials Nuisance Material In the context of stormwater means anything that is not Stormwater, including but not limited to material, by reason of its nature or volume, substances that;

- (a) Causes ~~a~~ breach of any Stormwater discharge consent condition binding the Council
- (b) Cause adverse loss of riparian vegetation
- (c) Cause a negative effect on the efficient operation of a Stormwater System
- (d) Cause damage to property
- (e) Cause damage to any part of a Stormwater System
- (f) Cause erosion or subsidence of land

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- (g) Cause flooding of any building floor or sub-floor, or public roadway
- (h) Cause long or short-term adverse effects on the environment
- (i) Cause wastewater overflow to land or water
- (j) Pose a danger to life; ~~and/or~~
- (k) Pose a danger to public health; ~~and.~~

Open Drain ~~Means any system that collects and transports Stormwater or groundwater through a series of open channels or ditches but may include culverts and pipes in areas of vehicle or road crossings.~~

Overland Flow Path ~~A low point in the terrain, excluding a permanent Watercourse, where surface water will flow over the ground surface. Means the route along which Stormwater flows.~~ A subset of Overland Flow Path is called "secondary flow path". These routes carry water which cannot flow through the primary Stormwater System (usually piped) because the water flow has exceeded the capacity of that network.

Pollution Control Plan Means a plan ~~for a High-Risk Facility held on-site which includes appropriate policies and procedures, and a mechanism for review timetable that to guide appropriate management of any material (either held onsite or intended or likely to be onsite) that may cause entry of Nuisance materials into the Stormwater System or any other breach of this bylaw.~~

Stormwater Surface water runoff ~~resulting from rainfall~~ that:

- (a) Enters or may enter the Stormwater System as a result of a rain event and;
- (b) Contains any substance where the type and concentration of the substance is consistent with the contributing catchments ~~land use(s)~~ and that of the receiving environment.

Stormwater Management Device ~~Means a device or facility used to reduce Stormwater runoff volume, flow and/or intercept or treat contaminant loads prior to discharge to the Public Stormwater System. Including, but not limited to:~~

- ~~green roofs~~
- ~~infiltration trenches~~
- ~~ponds~~
- ~~porous paving~~
- ~~propriety devices~~
- ~~interception systems~~

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- [rain gardens](#)
- [rain water tanks](#)
- [sand filters](#)
- [soakage system](#)
- [swales](#)
- [constructed wetlands](#)

Stormwater System ~~Includes any land, structure or infrastructure associated with Stormwater drainage, including a Private Stormwater System, a Public Stormwater System, and a Watercourse as follows: Includes any land, structure or infrastructure associated with Stormwater drainage, including:~~

- (a) **Private Stormwater System** - Means all privately owned components of a Stormwater System, ~~including, —pipes, roof spouting, gutters, downpipes, catchpits,~~ Stormwater Management Devices, ~~and interception systems~~ that are located on private property ~~whether residential, commercial or industrial,~~ up to the point of discharge into the Public Stormwater System or a Watercourse.
- (b) **Public Stormwater System** - Means all components of the Stormwater System owned ~~or managed~~ by the Council, including, ~~pipes, open~~ drains, kerb and channel, catch pits, ~~pipes,~~ manholes, ~~and~~ lateral connections, ~~—and~~ Stormwater Management Devices ~~that are used for the treatment, detention or conveyance of carry-away~~ Stormwater, whether or not any part of the system passes through private property ~~or is subject to any easement.~~
- (c) **Watercourse** - Means a channel, ~~whether natural or not, that conveys water regardless of whether it passes through private property. This includes channels where, due to seasonal variations, water does not flow.~~

Watercourse ~~Means a natural natural channel that conveys water regardless of whether it passes through private property. This includes channels where, due to seasonal variations, water does not flow.~~

Wastewater System Includes all pipes, fittings, manholes, pumps, pump stations; and any land, buildings, treatment works which are under the control of the Council for the purpose of providing a wastewater service.

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8. STORMWATER SYSTEMS REQUIREMENTS

8.1. Protection of the Stormwater System

- a) A person must not, without the prior Approval of the Council, discharge or allow to be discharged any material including, chemicals, (including pool water, chlorine and, detergents), tradewaste, wastewater, rubbish, litter, sediment, concrete, cement slurry, effluent, solvents, fungicide, insecticide, green waste or other substance that causes or is likely to cause a Nuisance, into the ~~Public~~ Stormwater System.
- b) All new connections for the discharge of swimming pool or spa pool water or backwash filter water shall be to the wastewater system except with the Approval of Council ~~or salt WS~~
- c) The Council may impose conditions on an Approval for the discharge of swimming pool or spa pool water.
- a)d) Swimming or spa pool water arising from emptying or backwashing, and which does not have Council Approval, may not be discharged into the Public Stormwater System or any Watercourse. Disposal of such water should be to the Wastewater System as provided for in the Hamilton Tradewaste and Wastewater Bylaw or may be discharged to land in a controlled manner in such a way that it can soak into a vegetated area and cannot reach the reticulated public Stormwater System or any Watercourse
- b)e) A Person must take all practicable steps to store, handle, transport and use materials in a way that prevents protects entering the Stormwater System from Nuisance.
- e)f) A Person undertaking earthworks or building activities must ensure that controls are in place to prevent sediments entering the Stormwater System.
- d)g) Any person who knows of the entry or imminent entry of materials causing prohibited Nuisance to the Stormwater System must immediately:
 - i. Take all practicable steps to stop the imminent entry or further entry of any materials causing Nuisance to the Stormwater System; and
 - ii. Inform an Authorised Officer /the Council as soon as reasonably practicable.

Note 1 (This note does not form part of the bylaw) –for further information on sediment control refer to The Council's "A Guide to Sediment Control on Building Sites' and Waikato Regional Council's "Erosion and Sediment Control: Guidelines for Soil Disturbing Activities, 2009".

Note 2: (This note does not form part of the bylaw) – This Bylaw prohibits the discharge of materials causing Nuisance to the Stormwater System. Materials causing Nuisance* may be able to be discharged to the wastewater system in accordance with the current Trade Waste and Wastewater Bylaw and any Trade Waste Consent which may be required. In accordance with the current Hamilton Tradewaste Bylaw, where materials causing Nuisance are not managed to the satisfaction of the Council, then Council may require the owner/occupier to divert the nuisance material to wastewater and apply for a trade waste consent.*

Note 3: (This note does not form part of the bylaw) – Trade waste and wastewater must be discharged in accordance with the Hamilton Trade Waste and Wastewater Bylaw.

Note 34: (This note does not form part of the bylaw) The conditions imposed by Council under 8.1(c) may include a period of non-chlorination, a period of being left uncovered, and a temperature requirement. ~~For the avoidance of doubt, swimming or spa pool water arising from emptying or backwashing Approval may not be discharged into the Stormwater network. Disposal of such water is to the wastewater network as~~

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~~provided for in the Hamilton City Tradewaste and Wastewater Bylaw or may be discharged to land in a controlled manner in such a way that it can soak into a vegetated area and cannot reach a reticulated public Stormwater network or Watercourse. In accordance with 8(b) Council may require conditions such as requiring a pool to be unchlorinated for a period of at least 2 weeks prior to discharge to the Public Stormwater System if a discharge is approved. All chlorinated pools should be left uncovered for at least 7 days before discharge to land to allow chlorine levels to reduce to safe levels. All heated pools should be allowed to cool for several days before discharge to land.~~

6.2.8.2. Damage to the Public Stormwater System

- (a) No person shall cause or allow to be caused any damage to, or destroy any part of the Public Stormwater System, including any:
- i. Dam
 - ii. Weir
 - iii. Stormwater Management Device
 - iv. Swale
 - v. Stopbank
 - vi. Headworks
 - vii. Building; or, treatment device
 - viii. Drainage reserve land
 - ix. Ecological device
 - x. Erosion and scour control structures
 - xi. Stormwater inlet ~~and or~~ outlet structures
 - xii. Stormwater pipes
 - ~~xii-xiii.~~ Stormwater pump system; or
 - ~~xiii.~~ Other installation connected with the Stormwater System and under control of the Council
- (b) No person shall modify, interfere with or remove items listed in Clause 8.2 (a) without the prior Approval of the Council.
- (c) Every person excavating or working around the Public Stormwater System must take due care to ensure that the excavation or work is carried out in a manner that does not damage and/or compromise the integrity of the Stormwater System.
- ~~(e)~~(d) No person shall cause a temporary or permanently sustained excessive load on the piped ~~Public Stormwater System~~ network that is likely to result in damage to the network.
- ~~(d)~~(e) Any person who knows of damage to the Public a Stormwater System must report it to Council or an Authorised Officer immediately.

6.3.8.3. Obstructions and Capacity of the Stormwater System

- (a) A person must not, without the prior Approval of the Council:
- i. Do anything that directly or indirectly obstructs, alters, or impedes the natural flow of the Stormwater System;

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- ii. Obstruct or hinder any part of any Public or Private Stormwater System in a manner that is likely to cause Nuisance;
 - iii. Erect any structure or stop bank, grow any vegetation, deposit any waste or carry out any activity that is likely to cause Nuisance to the Public Stormwater System during a storm event;
 - iv. Obstruct or alter any Overland Flow Paths identified in a consent notice, or District Plan of the Council or other documents made available to the public by Council resolution;
 - v. Pump or divert water into any Watercourse or Public Stormwater System; or
 - vi. Cause water to flow into a Watercourse or Public Stormwater System from outside the catchment area where, in the opinion of the Authorised Officer, the water will overload the capacity or will otherwise interfere with the proper functioning of the Watercourse or Public Stormwater System.
- (b) A person must not, without the prior Approval of the Council:
- i. Stop, modify, divert or deepen any Open Drain or;
 - ii. Divert any Open Drain or otherwise cause Stormwater to flow into the Wastewater System.
- c) Owners and Occupiers are responsible for ensuring the maintenance of any Watercourse on their premises, including the removal of any obstruction that impedes or is likely to impede the free flow of water.

Note 45: (This note does not form part of the bylaw) – Obstructions to the flow of water include but are not limited to earth bunds, buildings, fences, retaining walls, rock gardens, earth, stone, timber, trees, plants, weeds and growths of all kinds that will impede the free flow of water.

Note 5: (This note does not form part of the bylaw) To avoid adverse effects on ecological biodiversity, any removal of vegetation to ensure free flow of water must be in accordance with Waikato Regional Plan and Hamilton City District Plan rules. Where trees and plants are obstructing stormwater flow, but may have ecological value, owners and occupiers shall seek advice from Council prior to removal.

8.4. Building works in Proximity to the Stormwater System

- a) A person must ensure that any new building works over or within five metres of in proximity to the Public Stormwater System complies with the requirements of the Regional Technical Infrastructure Specifications.
- b) A person intending to do new building works over or within five metres of the Public Stormwater System must make an application to Council and must not proceed with the works unless Approval is granted.
- a)c) If Approval is granted under clause 8.4(b), Tthe owner or Occupier must notify Council 10 working days prior to the approved new building works being undertaken commencement of the works.

8.5. Connecting to the Stormwater System

- a) No person may, without tThe Council's Approval, connect in to the Public Stormwater System.;

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b) Any Person wishing to connect to, disconnect from, or work on the Public Stormwater System, must write to the Council for Approval and provide any information specified by the Council.

c) Prior to any authorisation the Council may require:

- i. Demonstration that the connection complies with requirements of any Integrated Catchment Management Plan or Water Impact Assessment or Consent Notice required under the Hamilton District Plan.
- ii. Demonstration from the owner or Occupier of a site that a discharge of Stormwater to the network ~~will comply with not cause Council to breach the Council's Comprehensive Citywide Stormwater Resource Consent (Consent 105279 clause 3).~~
- iii. The Council may impose conditions on a connection Approval.

8.6. Private Stormwater System Requirements

a) An owner must ensure that stormwater is not discharged to the Public Stormwater System from a premises with an impervious area greater than that permitted in the Hamilton District Plan or an operative resource consent.

b) No person shall allow Stormwater to enter the Wastewater System without prior Approval from the Council.

c) An owner must not allow the condition of the ~~P~~private ~~S~~stormwater infrastructure system within ~~their~~any premises to deteriorate to the point where damage to a ~~W~~water-course occurs or is likely to occur.

d) If an Enforcement Officer believes on reasonable grounds that a breach of the Bylaw has occurred, they ~~An Authorised Officer may~~ require the owner or Occupier of a property to implement management options, treatment or works to prevent the discharge of materials causing Nuisance into the Public Stormwater System or otherwise protect the system from damage or alteration.

e) Any management options, treatment or works required by the Authorised Officer shall be implemented in a timeframe stipulated by the Council and shall be undertaken and maintained at the owner or Occupier's expense.

~~An owner or Occupier must take all reasonable steps to ensure that a Stormwater Management Device in a Private Stormwater System does not allow materials causing Nuisance to enter the Public Stormwater System.~~

f) An owner or Occupier must ensure that a Stormwater Management Device in a Private Stormwater System is adequately maintained to perform the intended function/design, including, but not limited to:

- i. the removal of any obstruction or material that impedes or is likely to impede the free flow or draining of water; and
- ii. the repair or replacement of any part of the Stormwater Management Device that prevents or impedes the full functioning of the device;

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g) Owners and Occupiers of premises with Private Stormwater Management Devices must, on request by the Council:

- i. provide such information to demonstrate that the device is operated and maintained to the standard specified and approved by the Council. Where no standard is specified by the Council then the manufacturers specifications and maintenance recommendations shall apply.
- ii. submit copies of the as-built drawings for the sStormwater Management Ddevice to the Council for inclusion in the Council's property file for the premises within 2 months of installation.

h) Where an operations and maintenance manual or procedure is required for the Stormwater Management Device, the Owner or Occupier of the premises must keep a copy on the premises and produce a copy of such manual or procedure upon request by the Council, except for High Risk Facilities, where clauses 8.7a-h apply.

g) Where it is identified that a Private Stormwater System is not operating effectively, the Council may issue a Defect Notice to require an owner/ Occupier to fix or upgrade a Private Stormwater System, including Stormwater Management Devices, at the owner's cost, to meet original design specifications.

h) No owner or Occupier may, without the Council's written Approval, remove a Private Stormwater System or do anything which reduces its effectiveness.

~~g) No person shall allow Stormwater to enter the Wastewater System without prior Approval from the Council.~~

8.7. High-Risk Register and High Risk Facilities

a) The Council may, by resolution, specify any activity to be included in or removed from the High Risk Facilities Register.

b) Any owner or Occupier of a High-Risk Facility must install and maintain at their own cost an appropriate private interception system Stormwater interception system to avoid eliminate as far as practicable and otherwise minimise the risk of Nuisance Mmaterials causing Nuisance entering the Public Stormwater System.

~~a)c) An owner or Occupier who manages or controls a High-Risk Facility must ensure, so far as is reasonably practicable, that employees and contractors are made aware of the site procedures to manage stormwater pollution~~
Pollution Control Plan.

d) Any owner or Occupier of a High-Risk Facility must develop, maintain and keep available for inspection a Pollution Control Plan on-on the premises which eliminates as far as is practicable and otherwise minimises the risk of breach of this bylaw.

e) Spill response procedures must be visually displayed at each High-Risk Facility, including unstaffed unmanned-facilitiesites.

~~b)f) Any owner or Occupier of a High-Risk Facility must have a provide-the Pollution Control Plan available for inspection to Council within one month of commencing the land use activity.~~
The Council may require the Pollution Control Plan to be submitted for Approval.

g) The Pollution Control Plan must include:

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- i. a suitably scaled drawing showing the site layout, boundaries, all aspects of the Private Stormwater System and wastewater drainage including the point of connection to the public networks, relevant buildings and outdoor spaces (including their use);
 - ii. a site assessment identifying all actual and potential sources of Stormwater contamination (including Prohibited Materials);
 - iii. methods in place to eliminate as far as is practicable and otherwise minimise the risk of materials causing Nuisance entering the Public Stormwater System including but not limited to; site design and management, training requirements and procedures; and
 - iv. a description of the maintenance procedures for the Stormwater interception system in place and proposed; and
 - v. spill prevention and spill response procedures.
- h) The owner or Occupier of a High-Risk Facility must review the Pollution Control Plan every three years.
- e)j) The owner, Occupier and all persons on the site of a High-Risk Facility must comply with the requirements of the Pollution Control Plan.
- j) The Council may require that any Pollution Control Plan be revised at any time where there have been significant changes in the High-Risk Facility concerned or its operational procedures. The owner or Occupier must submit the revised Pollution Control Plan to Council for Approval within one month of receiving notice that it is required.
- k) If an Authorised Officer determines that the Pollution Control Plan will not eliminate as far as practicable and otherwise mitigates the risk of breach of the Bylaw-preventmanage contaminants and other Nuisance materials from entering to the network, the Authorised Officer may requirerequest a revised Pollution Control Plan within one month of notice in writing to address any deficiency.
- l) A failure to submit an initial or revised Pollution Control Plan is a breach of the Bylaw.
- m) Where an Authorised Officer has reasonable grounds to suspect that any discharge is in breach of this bylaw, or there has been a failure to comply with the Pollution Control Plan, the Council may monitor, sample and analyse Stormwater discharges and the receiving environment to detect breaches ofensure compliance with this bylaw.

Note 67: (This note does not form part of the bylaw) – Stormwater Management Devices, including stormwater interception systems, must be fit for purpose to manage the effects of the discharge. Stormwater interception devices must be specific to the contaminant requiring control.

7.9. ACCESS

7.1.9.1. In accordance with section 171 of the Local Government Act 2002, an Authorised Officer may enter and inspect any land or building (other than a dwelling house):

- (a) for routine inspection or monitoring or for post breach monitoring. The Authorised Officer must give at least 24 hours' notice of the intended entry.
- (b) of a High-Risk Facility for routine inspection and monitoring. The Authorised Officer must give at least 24 hours' notice of the intended entry.

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~~7.2.9.2.~~ In accordance with section 172 of the Local Government Act 2002, an Authorised Officer may enter and inspect any land for the purpose of detecting a breach of this bylaw if the Authorised Officer has reasonable grounds for suspecting that a breach has occurred or is occurring on the land. The Authorised Officer must give reasonable notice unless the giving of notice would defeat the purpose of entry.

~~7.3.9.3.~~ In accordance with section 173 of the Local Government Act 2002, in the event of a sudden emergency causing or likely to cause damage to property or the environment or where there is danger to any works or adjoining property, an Authorised Officer may enter occupied land or buildings. Notice is not required.

8.10. FEES & CHARGES

~~8.1.10.1.~~ In accordance with Sections 150 of the Local Government Act 2002, the Council may charge a fee for any ~~a~~Approval, inspection or re-inspection ~~or remedial work~~ carried out under this bylaw. ~~Approval, inspection and re-inspection fees will be set by Council resolution.~~

9.11. BREACHES

~~9.1.11.1.~~ It is a breach of this bylaw to:

- (a) Fail to comply with any requirement of this bylaw;
- (b) Fail to comply with any Defect Notice issued by an Authorised Officer pursuant to this bylaw;
- (c) Obstruct an Authorised Officer in the performance of their function under this bylaw.

~~11.2.~~ The Authorised Officer ~~may~~ ~~may will~~ report ~~serious~~ breaches or imminent breaches to Waikato Regional Council and the Environment Protection Authority for further enforcement.

~~Council may enforce penalties for any breaches of this bylaw, including cost recovery for remedial works.~~

~~9.2.11.3.~~ A person is not in breach of this Bylaw if that person proves that the act or omission complained of was:

- (a) Necessary:
 - i. To save or protect life or health or prevent injury; or
 - ii. To comply with the Council's obligations under the Health Act 1956 and any subsequent amendments
 - iii. To prevent serious damage to property; or
- (b) To avoid actual or likely damage to the environment; and
 - i. The conduct of the ~~defendant person~~ was reasonable in the circumstances; and
 - ii. The effects of the act or omission were adequately remedied or mitigated by the defendant after the offence occurred.

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11.4. Where a person does not comply with the terms and conditions of an Approval granted by the Council, the Council will take a staged approach through the following steps:

- a) Issue a written warning to the person, which may be considered as evidence of a prior breach of a condition of the Approval during any subsequent review of the Approval;
- b) Undertake a review of the Approval, which may result in:
 - i. amendment of the Approval; or
 - ii. suspension of the Approval;
- c) Following further non-compliance with terms and conditions of an Approval, after the above steps have been taken, Council will consider withdrawal of the Approval, taking into account the seriousness and effects of that non-compliance.
- a)d) Notwithstanding the process above, Council retains full discretion to use the range of enforcement options available to it.

10.12. REMEDIAL WORK COSTS OF REMEDYING DAMAGE ARISING FROM BREACH OF BYLAW

10.1.12.1. In accordance with section 186 of the Local Government Act 2002, if an Authorised Officer serves a notice on the owner or Occupier requiring works to be carried out or materials to be provided in connection with the premises, ~~t~~The Council or an Authorised Officer may carry out the work or provide the materials where the owner or Occupier fails to comply with the notice, either:

- (a) within the time specified in the notice, or
- (b) within 24 hours if notice certifies that the work is urgent, or
- (c) if the owner or Occupier fails to proceed with the work with all reasonable speed.

12.2. In accordance with section 187 of the Local Government Act 2002, if an Authorised Officer serves a notice on any person under this bylaw, and the person fails to take the steps within the time specified, and the Council or any Authorised Officer takes the steps set out in the notice then Council may recover the cost of doing the work, together with reasonable administrative and supervision charges.

10.2.12.3. In accordance with section 163 of the Local Government Act 2002, Council may remove or alter any work or thing that has been constructed in breach of a bylaw and may recover the costs of removal or alteration from the person who committed the breach.

10.3.12.4. In accordance with section 176 of the Local Government Act 2002, a person who has been convicted of any offence against this bylaw is liable to pay to the Council the costs of remedying any damage caused in the course of committing the offence. The costs must be assessed by a District Court Judge and are recoverable summarily as if they were a fine.

Note 75: (This note does not form part of the bylaw) Costs recoverable under this clause are in addition to any other penalty under other legislation for which the person who committed the offence is liable.

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11.13. OFFENCES AND PENALTIES

11.1.13.1. A person who breaches this bylaw and is convicted of an offence is liable to a penalty not exceeding \$20,000 pursuant to Section 242(4) under the Local Government Act 2002.

final draft for deliberations

**Hamilton City Council
BYLAW**



The foregoing bylaw was made by the HAMILTON CITY COUNCIL by Special Consultative Procedure and confirmed at a meeting of the Council held on the (date). This bylaw becomes operative on the (date)

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STORMWATER BYLAW

Stormwater High Risk Facilities Register

Schedule One

High Risk Facilities Register

Approved By:	Date Adopted:
Date in Force	
Data Amended:	Amendments recorded:

The following is a list of high risk facilities:

Activity	Reason for High Risk Classification
Mechanical workshops and service stations	These sites use and handle large volumes of oils and other petroleum products. Spillages of these substances are not uncommon, hence the greater risk of stormwater discharges to the environment.
Printers	Relatively large quantities of dyes and paints are handled at these sites. The risk of spillages is relatively high.
Spray painting facilities	Paints can not only be spilt at these sites but can enter stormwater as a consequence of drift from spray painting operations.
Meat, fish and shellfish processing industries	Wastes from these industries can typically have a high BOD. This can cause significant adverse effects.
Dairy products processing	Wastes from these industries can typically have a high Biological Oxygen Demand (BOD). This can cause significant adverse effects.
Waste management sites (transfer stations, compost sites, landfills etc.)	Litter, hazardous substances and high BOD wastes can all enter stormwater systems from these sites.
Truck wash facilities	The activity of truck washing can generate hazardous contaminants from trucks as well as sediments and wastes from spillages on site.
Unenclosed manufacturing and bulk storage of fertiliser	Fertilisers can give rise to high levels of nutrient in stormwater discharges. Where fertilisers are manufactured or stored in such a way that fertilisers can enter stormwater the risk of adverse effects is unacceptably high.
Textile fibre and textile processing industries where dyeing and washing of fabric occurs	Large quantities of dye and high BOD wastes (from wool scourers for instance) are handled on these site. The risk of spillages that could enter stormwater is high.
Tanneries and leather finishing	Large quantities of dye and high BOD wastes are handled on these sites. The risk of spillages that could enter stormwater is high.
Footwear manufacture	Large quantities of dye and high BOD wastes are handled on these sites. The risk of spillages

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	that could enter stormwater is higher.
Manufacture of paper and paper products	Hazardous substances such as chlorine based bleaches and dyes are regularly handled on these sites. The risk of spillages etc. entering stormwater can be high.
Manufacture or processing of chemicals, and of petroleum, coal, rubber and plastic products	The risk of spillages associated with hazardous substances used in these industries can be high.
Manufacture of clay, glass, plaster, masonry, asbestos and related mineral products	The risk of spillages associated with hazardous substances used in these industries can be high.
Manufacture of fabricated metal products, machinery and equipment	The risk of spillages associated with hazardous substances used in these industries can be high.
Electroplaters, Foundries, galvanizers and metal surfacing	The risk of spillages associated with hazardous substances used in these industries can be high.
Concrete batching plants and, asphalt manufacturing plants	The risk of spillages associated with hazardous substances used in these industries can be high.
Stock saleyards	High BOD run-off can be associated with these sites.
Bakeries	Outside washing of trays, dishes and pans can result in high BOD, fats, greases and detergents entering stormwater systems.
Car wash and valet services	High oil, solvent and solid discharges can occur from these activities.
Commercial laundries (excluding self-service laundrettes and Laundromats)	The risk of spillages associated with detergents, alkalis and salts used in this industry can be high.
Furniture/wood manufacturing and refinishing industries	Some of these industries work outside extensively, usually with no stormwater treatment. Contaminants such as sawdust, glues and alkali stripper solution in the stormwater coming out of these sites can include high solids, BOD and high pH.
Timber preservation, treatment and storage sites where chemically treated timber is sorted	A range of hazardous substances are used on these sites (e.g. Copper Chrome, Arsenic, Boron and copper-quinoline compounds). In addition, timber treatment chemicals have been shown to be able to leach from treated wood in storage.
Stockpiled tyres	Large quantities of tyres when ignited can produce hazardous air emissions and toxic effluent run-off which have adverse health and environmental implications.

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Approved By: Hamilton City Council	Date Adopted:
Date In Force: 1 October 2021	Review Date: To be reviewed by

PROPOSED AMENDED HAMILTON STORMWATER BYLAW 2021

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Hamilton City Council, in exercise of its powers and authorities given to it under the Local Government Act 2002 and the Health Act 1956 and any subsequent amendments to the Acts and all other relevant powers, makes the following bylaw.

1. INTRODUCTION

Hamilton City Council (the Council) has the power to make bylaws for managing, regulating, and protecting land drainage, as well as powers to protect, promote and maintain public health and safety). In addition, the Council has a duty under Section 17 of the Waikato River Settlement Act 2010, to have particular regard to Te Ture Whaimana o Te Awa o Waikato (the Vision and Strategy for the Waikato River) where the vision is “*for a future where a healthy Waikato River sustains abundant life and prosperous communities who, in turn, are all responsible for restoring and protecting the health and wellbeing of the Waikato River, and all it embraces, for generations to come*”. In this regard the Council recognises the special cultural, social, environmental, and economic relationship of Waikato-Tainui with the Waikato River and the need to protect and restore the Waikato River.

Hamilton City Council’s Comprehensive City-Wide Stormwater Discharge Resource Consent and Stormwater Management Plan aims to manage Stormwater discharge for quality and quantity and to avoid, remedy and mitigate any adverse effects on the environment.

The Bylaw is a means of complying with the Comprehensive City-Wide Stormwater Discharge Resource Consent and Stormwater Management Plan.

The Bylaw ultimately aims to assist in achieving the Vision and Strategy for the Waikato River by helping to protect aquatic habitats, minimising scour, erosion, and flooding and improving bathing water quality.

(Note: the above introduction does not form part of this bylaw and is intended to be read as an introductory note)

2. SHORT TITLE, COMMENCEMENT AND APPLICATION

- 2.1. The bylaw shall be known as the “Hamilton Stormwater Bylaw 2021”.
- 2.2. The bylaw shall apply to the Hamilton City Council District.
- 2.3. The bylaw shall come into force on (date)

3. REVOCATION OF EXISTING BYLAW

- 3.1 The Hamilton Stormwater Bylaw 2015 is hereby revoked.

4. SCOPE

- 4.1. This bylaw shall apply to the district of Hamilton City pursuant to the Local Government Act 2002. This bylaw applies to both Public and Private Stormwater Systems and Watercourses.

5. PURPOSE

- 5.1. The purposes of this bylaw are to enable Council to:

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- a) Protect the public from Nuisance
- b) Protect, promote, and maintain public health and safety.
- c) Prevent or minimise the entry of contaminants into the Stormwater System
- d) Meet compliance requirements of the Council's Stormwater discharge consents.
- e) Assist in meeting Council's duty under s 17 of the Waikato River Settlement Act 2010 to have regard to the Vision and Strategy for the Waikato River by contributing to the protection and restoration of the health and wellbeing of the Waikato River, including sites of ecological and cultural significance.
- f) Manage the land, structure or infrastructure associated with Stormwater drainage within its control.
- g) Protect and regulate against damage, misuse, or loss of the land, structures, or infrastructure related to Stormwater drainage.
- h) Prevent the unauthorised use of the land, structures or infrastructure related to Stormwater drainage.
- i) Ensure Watercourses, that form part of the Council's Stormwater Systems, remain unobstructed.

6. COMPLIANCE WITH OTHER ACTS AND CODES

- 6.1. This Bylaw has been developed in accordance with all relevant legislation Council Policy relating to Stormwater and guidance.
- 6.2. Compliance with the requirements of this bylaw does not remove the need to comply with the requirements of any Act, Regulation, other bylaw or other relevant Codes and Standards.

7. DEFINITIONS

- 7.1. For the purposes of implementing this bylaw the following definitions shall apply:

Approval	Means approved in writing by the Council, either by resolution of the Council or by any Authorised Officer of the Council.
Authorised Officer	An employee or contractor of the Council authorised to carry out general or specific duties in relation to stormwater.
Council	Means Hamilton City Council or an employee or contractor of the Council appointed to carry out duties relating to Stormwater management.
Defect Notice	Means a Notice that requires a person to remedy any part of a Private Stormwater System.
Ecological device	Means devices including, but not limited to, fish ramps and constructed fish protection structures designed to preserve or enhance aquatic ecosystems and/or fish passage.

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Enforcement Officer	Means an employee or contractor of the Council warranted under the Local Government Act 2002, authorised to carry out general or specific duties in relation to Stormwater including enforcement arising from any of the provisions of this act and this bylaw.
High-Risk Facility	Means a facility carrying out or intended to carry out any of the activities listed in the High-Risk Facilities Register, Schedule One of this Bylaw, and includes the land and buildings of the site.
Occupier	The person or legal entity having a legal right to occupy, and use all or part of the premises, and includes a tenant, lessee, licensee, manager, foreperson, or any other person acting in the general management of the premises.
Nuisance Material	<p>In the context of stormwater means anything that is not Stormwater, including but not limited to material, by reason of its nature or volume, that;</p> <ul style="list-style-type: none">(a) Cause a breach of any Stormwater discharge consent condition binding the Council(b) Cause adverse loss of riparian vegetation(c) Cause a negative effect on the efficient operation of a Stormwater System(d) Cause damage to property(e) Cause damage to any part of a Stormwater System(f) Cause erosion or subsidence of land(g) Cause flooding of any building floor or sub-floor, or public roadway(h) Cause long or short-term adverse effects on the environment(i) Cause wastewater overflow to land or water(j) Pose a danger to life; or(k) Pose a danger to public health.
Overland Flow Path	A low point in the terrain, excluding a permanent Watercourse, where surface water will flow over the ground surface. A subset of Overland Flow Path is called "secondary flow path". These routes carry water which cannot flow through the primary Stormwater System (usually piped) because the water flow has exceeded the capacity of that network.
Pollution Control Plan	Means a plan for a High-Risk Facility held on-site which includes appropriate policies and procedures, and a mechanism for review to guide appropriate management of any material (either held onsite or intended or likely to be onsite) that may cause entry of Nuisance materials into the Stormwater System or any other breach of this bylaw.

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Stormwater Surface water runoff that:

- (a) Enters or may enter the Stormwater System as a result of a rain event and;
- (b) Contains any substance where the type and concentration of the substance is consistent with the contributing catchment land use(s) and that of the receiving environment.

Stormwater Management Device Means a device or facility used to reduce Stormwater runoff volume, flow and/or intercept or treat contaminant loads prior to discharge to the Public Stormwater System. Including, but not limited to:

- green roofs
- infiltration trenches
- ponds
- porous paving
- propriety devices
- interception systems
- rain gardens
- rainwater tanks
- sand filters
- soakage system
- swales
- constructed wetlands

Stormwater System Includes any land, structure or infrastructure associated with Stormwater drainage, including a Private Stormwater System, a Public Stormwater System, and a Watercourse as follows:

- (a) **Private Stormwater System** - Means all privately owned components of a Stormwater System, including, pipes, roof spouting, gutters, downpipes, catchpits, Stormwater Management Devices, and interception systems that are located on private property whether residential, commercial, or industrial, up to the point of discharge into the Public Stormwater System or a Watercourse.
- (b) **Public Stormwater System** - Means all components of the Stormwater System owned by the Council, including, pipes, open drains, kerb, and channel, catch pits, manholes, lateral connections, and Stormwater Management Devices that are used for the treatment, detention or conveyance of Stormwater, whether or not any part of the system passes through private property or is subject to any easement.
- (c) **Watercourse** - Means a channel, whether natural or not, that conveys water regardless of whether it

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passes through private property. This includes channels where, due to seasonal variations, water does not flow.

Wastewater System Includes all pipes, fittings, manholes, pumps, pump stations; and any land, buildings, treatment works which are under the control of the Council for the purpose of providing a wastewater service.

8. STORMWATER SYSTEMS REQUIREMENTS

8.1. Protection of the Stormwater System

- a) A person must not, without the prior Approval of the Council, discharge or allow to be discharged any material including chemicals, detergents, tradewaste, wastewater, rubbish, litter, sediment, concrete, cement slurry, effluent, solvents, fungicide, insecticide, green waste, or other substance that causes or is likely to cause a Nuisance, into the Stormwater System.
- b) All new connections for the discharge of swimming pool or spa pool water or backwash filter water shall be to the wastewater system except with the Approval of Council
- c) The Council may impose conditions on an Approval for the discharge of swimming pool or spa pool water.
- d) Swimming or spa pool water arising from emptying or backwashing, and which does not have Council Approval, may not be discharged into the Public Stormwater System or any Watercourse. Disposal of such water should be to the Wastewater System as provided for in the Hamilton Tradewaste and Wastewater Bylaw or may be discharged to land in a controlled manner in such a way that it can soak into a vegetated area and cannot reach the reticulated public Stormwater System or any Watercourse
- e) A Person must take all practicable steps to store, handle, transport and use materials in a way that protects the Stormwater System from Nuisance.
- f) A Person undertaking earthworks or building activities must ensure that controls are in place to prevent sediments entering the Stormwater System.
- g) Any person who knows of the entry or imminent entry of materials causing Nuisance to the Stormwater System must immediately:
 - i. Take all practicable steps to stop the imminent entry or further entry of any materials causing Nuisance to the Stormwater System; and
 - ii. Inform an Authorised Officer /the Council as soon as reasonably practicable.

Note 1 (This note does not form part of the bylaw) –for further information on sediment control refer to The Council's 'A Guide to Sediment Control on Building Sites' and Waikato Regional Council's 'Erosion and Sediment Control: Guidelines for Soil Disturbing Activities, 2009'.

Note 2: (This note does not form part of the bylaw) – This Bylaw prohibits the discharge of materials causing Nuisance to the Stormwater System. Materials causing Nuisance* may be able to be discharged to the wastewater system in accordance with the current Trade Waste and Wastewater Bylaw and any Trade Waste Consent which may be required.*

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Note 3: (This note does not form part of the bylaw) The conditions imposed by Council under 8.1(c) may include a period of non-chlorination, a period of being left uncovered, and a temperature requirement.

8.2. Damage to the Public Stormwater System

- (a) No person shall cause or allow to be caused any damage to, or destroy any part of the Public Stormwater System, including any:
 - i. Dam
 - ii. Weir
 - iii. Stormwater Management Device
 - iv. Swale
 - v. Stopbank
 - vi. Headworks
 - vii. Building; or, treatment device
 - viii. Drainage reserve land
 - ix. Ecological device
 - x. Erosion and scour control structure
 - xi. Stormwater inlet or outlet structure
 - xii. Stormwater pipe
 - xiii. Stormwater pump system; or
- (b) No person shall modify, interfere with, or remove items listed in Clause 8.2 (a) without the prior Approval of the Council.
- (c) Every person excavating or working around the Public Stormwater System must take due care to ensure that the excavation or work is carried out in a manner that does not damage and/or compromise the integrity of the Stormwater System.
- (d) No person shall cause a temporary or permanently sustained excessive load on the piped Public Stormwater System that is likely to result in damage to the network.
- (e) Any person who knows of damage to the Public Stormwater System must report it to Council or an Authorised Officer immediately.

8.3. Obstructions and Capacity of the Stormwater System

- (a) A person must not, without the prior Approval of the Council:
 - i. Do anything that directly or indirectly obstructs, alters or impedes the natural flow of the Stormwater System;
 - ii. Obstruct or hinder any part of any Public or Private Stormwater System in a manner that is likely to cause Nuisance;
 - iii. Erect any structure or stop bank, grow any vegetation, deposit any waste, or carry out any activity that is likely to cause Nuisance to the Public Stormwater System;
 - iv. Obstruct or alter any Overland Flow Paths identified in a consent notice, or District Plan of the Council or other documents made available to the public by Council resolution;
 - v. Pump or divert water into any Watercourse or Public Stormwater System; or

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- vi. Cause water to flow into a Watercourse or Public Stormwater System from outside the catchment area where, in the opinion of the Authorised Officer, the water will overload the capacity or will otherwise interfere with the proper functioning of the Watercourse or Public Stormwater System.
- (b) A person must not, without the prior Approval of the Council:
 - i. Stop, modify, divert, or deepen any open drain or;
 - ii. Divert any open drain or otherwise cause Stormwater to flow into the Wastewater System.
- c) Owners and Occupiers are responsible for ensuring the maintenance of any Watercourse on their premises, including the removal of any obstruction that impedes or is likely to impede the free flow of water.

Note 4: (This note does not form part of the bylaw) – Obstructions to the flow of water include but are not limited to earth bunds, buildings, fences, retaining walls, rock gardens, earth, stone, timber, trees, plants, weeds and growths of all kinds that will impede the free flow of water.

Note 5: (This note does not form part of the bylaw) To avoid adverse effects on ecological biodiversity, any removal of vegetation to ensure free flow of water must be in accordance with Waikato Regional Plan and Hamilton City District Plan rules. Where trees and plants are obstructing stormwater flow, but may have ecological value, owners and occupiers shall seek advice from Council prior to removal.

8.4. Building works in Proximity to the Stormwater System

- a) A person must ensure that any new building works over or within five metres of the Public Stormwater System complies with the requirements of the Regional Technical Infrastructure Specifications.
- b) A person intending to do new building works over or within five metres of the Public Stormwater System must make an application to Council and must not proceed with the works unless Approval is granted.
- c) If Approval is granted under clause 8.4(b), the owner or Occupier must notify Council 10 working days prior to commencement of the works.

8.5. Connecting to the Stormwater System

- a) No person may, without the Council's Approval, connect to the Public Stormwater System.
- b) Any Person wishing to connect to, disconnect from, or work on the Public Stormwater System, must write to the Council for Approval and provide any information specified by the Council.
- c) Prior to any authorisation the Council may require:
 - i. Demonstration that the connection complies with requirements of any Integrated Catchment Management Plan or Water Impact Assessment, or Consent Notice required under the Hamilton District Plan.
 - ii. Demonstration from the owner or Occupier of a site that a discharge of Stormwater to the network does not cause Council to breach the Council's Comprehensive Citywide Stormwater Resource Consent (Consent 105279 clause 3).

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- iii. The Council may impose conditions on a connection Approval.

8.6. Private Stormwater System Requirements

- a) An owner must ensure that stormwater is not discharged to the Public Stormwater System from a premise with an impervious area greater than that permitted in the Hamilton District Plan or an operative resource consent.
- b) No person shall allow Stormwater to enter the Wastewater System without prior Approval from the Council.
- c) An owner must not allow the condition of the Private Stormwater system within their premises to deteriorate to the point where damage to a Watercourse occurs or is likely to occur.
- d) If an Enforcement Officer believes on reasonable grounds that a breach of the Bylaw has occurred, they require the owner or Occupier of a property to implement management options, treatment or works to prevent the discharge of materials causing Nuisance into the Public Stormwater System or otherwise protect the system from damage or alteration.
- e) Any management options, treatment or works required by the Authorised Officer shall be implemented in a timeframe stipulated by the Council and shall be undertaken and maintained at the owner or Occupier's expense.
- f) An owner or Occupier must ensure that a Stormwater Management Device in a Private Stormwater System is adequately maintained to perform the intended function/design including, but not limited to:
 - i. the removal of any obstruction or material that impedes or is likely to impede the free flow or draining of water; and
 - ii. the repair or replacement of any part of the Stormwater Management Device that prevents or impedes the full functioning of the device;
- g) Owners and Occupiers of premises with Private Stormwater Management Devices must, on request by the Council:
 - i. provide such information to demonstrate that the device is operated and maintained to the standard specified and approved by the Council. Where no standard is specified by the Council then the manufacturers specifications and maintenance recommendations shall apply.
 - ii. submit copies of the as-built drawings for the Stormwater Management Device to the Council for inclusion in the Council's property file for the premises within 2 months of installation.
- h) Where an operations and maintenance manual or procedure is required for the Stormwater Management Device, the Owner or Occupier of the premises must keep a copy on the premises and produce a copy of such manual or procedure upon request by the Council, except for High-Risk Facilities, where clauses 8.7a-h apply.
- g) Where it is identified that a Stormwater System is not operating effectively, the Council may issue a Defect Notice to require an owner/ Occupier to fix a Private Stormwater System,

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including Stormwater Management Devices, at the owner's cost, to meet original design specifications.

- h) No owner or Occupier may, without the Council's written Approval, remove a Private Stormwater System or do anything which reduces its effectiveness.

8.7. High-Risk Register and High-Risk Facilities

- a) The Council may, by resolution, specify any activity to be included in or removed from the High-Risk Facilities Register.
- b) Any owner or Occupier of a High-Risk Facility must install and maintain at their own cost an appropriate private interception system to avoid as far as practicable and otherwise minimise the risk of Nuisance Material entering the Public Stormwater System.
- c) An owner or Occupier who manages or controls a High-Risk Facility must ensure, so far as is reasonably practicable, that employees and contractors are made aware of the Pollution Control Plan.
- d) Any owner or Occupier of a High-Risk Facility must develop, maintain, and keep available for inspection a Pollution Control Plan on the premises which eliminates as far as is practicable and otherwise minimises the risk of breach of this bylaw.
- e) Spill response procedures must be visually displayed at each High-Risk Facility, including unstaffed facilities.
- f) Any owner or Occupier of a High-Risk Facility must have a Pollution Control Plan available for inspection within one month of commencing the land use activity. The Council may require the Pollution Control Plan to be submitted for Approval.
- g) The Pollution Control Plan must include:
 - i. a suitably scaled drawing showing the site layout, boundaries, all aspects of the Private Stormwater System and wastewater drainage including the point of connection to the public networks, relevant buildings, and outdoor spaces (including their use); and
 - ii. a site assessment identifying all actual and potential sources of Stormwater contamination (including Prohibited Materials); and
 - iii. methods in place to eliminate as far as is practicable and otherwise minimise the risk of materials causing Nuisance entering the Public Stormwater System including but not limited to; site design and management, training requirements and procedures; and
 - iv. a description of the maintenance procedures for the Stormwater interception system in place and proposed; and
 - v. spill prevention and spill response procedures.
- h) The owner or Occupier of a High-Risk Facility must review the Pollution Control Plan every three years.
- i) The owner, Occupier, and all persons on the site of a High-Risk Facility must comply with the requirements of the Pollution Control Plan.
- j) The Council may require that any Pollution Control Plan be revised at any time where there have been significant changes in the High-Risk Facility concerned or its operational

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procedures. The owner or Occupier must submit the revised Pollution Control Plan to Council for Approval within one month of receiving notice that it is required.

- k) If an Authorised Officer determines that the Pollution Control Plan will not eliminate as far as practicable and otherwise mitigates the risk of breach of the Bylaw, the Authorised Officer may require a revised Pollution Control Plan within one month of notice in writing to address any deficiency.
- l) A failure to submit an initial or revised Pollution Control Plan is a breach of the Bylaw.
- m) Where an Authorised Officer has reasonable grounds to suspect that any discharge is in breach of this bylaw, or there has been a failure to comply with the Pollution Control Plan, the Council may monitor, sample and analyse Stormwater discharges and the receiving environment to detect breaches of this bylaw.

Note 6: (This note does not form part of the bylaw) – Stormwater Management Devices, must be fit for purpose to manage the effects of the discharge. Stormwater interception devices must be specific to the contaminant requiring control.

9. ACCESS

- 9.1. In accordance with section 171 of the Local Government Act 2002, an Authorised Officer may enter and inspect any land or building (other than a dwelling house):
 - (a) for routine inspection or monitoring or for post breach monitoring. The Authorised Officer must give at least 24 hours' notice of the intended entry.
 - (b) of a High-Risk Facility for routine inspection and monitoring. The Authorised Officer must give at least 24 hours' notice of the intended entry.
- 9.2. In accordance with section 172 of the Local Government Act 2002, an Authorised Officer may enter and inspect any land for the purpose of detecting a breach of this bylaw if the Authorised Officer has reasonable grounds for suspecting that a breach has occurred or is occurring on the land. The Authorised Officer must give reasonable notice unless the giving of notice would defeat the purpose of entry.
- 9.3. In accordance with section 173 of the Local Government Act 2002, in the event of a sudden emergency causing or likely to cause damage to property or the environment or where there is danger to any works or adjoining property, an Authorised Officer may enter occupied land or buildings. Notice is not required.

10. FEES & CHARGES

- 10.1. In accordance with Section 150 of the Local Government Act 2002, the Council may charge a fee for any approval, inspection or re-inspection carried out under this bylaw. Approval, inspection, and re-inspection fees will be set by Council resolution.

11. BREACHES

- 11.1. It is a breach of this bylaw to:
 - (a) Fail to comply with any requirement of this bylaw;

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- (b) Fail to comply with any Defect Notice issued by an Authorised Officer pursuant to this bylaw;
 - (c) Obstruct an Authorised Officer in the performance of their function under this bylaw.
- 11.2. The Authorised Officer may report breaches or imminent breaches to Waikato Regional Council and the Environment Protection Authority for further enforcement.
- 11.3. A person is not in breach of this Bylaw if that person proves that the act or omission complained of was:
- (a) Necessary:
 - i. To save or protect life or health or prevent injury; or
 - ii. To comply with the Council's obligations under the Health Act 1956 and any subsequent amendments
 - iii. To prevent serious damage to property; or
 - (b) To avoid actual or likely damage to the environment; and
 - i. The conduct of the person was reasonable in the circumstances; and
 - ii. The effects of the act or omission were adequately remedied or mitigated by the defendant after the offence occurred.
- 11.4. Where a person does not comply with the terms and conditions of an Approval granted by the Council, the Council will take a staged approach through the following steps:
- a) Issue a written warning to the person, which may be considered as evidence of a prior breach of a condition of the Approval during any subsequent review of the Approval;
 - b) Undertake a review of the Approval, which may result in:
 - i. amendment of the Approval; or
 - ii. suspension of the Approval;
 - c) Following further non-compliance with terms and conditions of an Approval, after the above steps have been taken, Council will consider withdrawal of the Approval, taking into account the seriousness and effects of that non-compliance.
 - d) Notwithstanding the process above, Council retains full discretion to use the range of enforcement options available to it.
- 12. REMEDIAL WORK COSTS OF REMEDYING DAMAGE ARISING FROM BREACH OF BYLAW**
- 12.1. In accordance with section 186 of the Local Government Act 2002, if an Authorised Officer serves a notice on the owner or Occupier requiring works to be carried out or materials to be provided in connection with the premises, the Council or an Authorised Officer may carry out the work or provide the materials where the owner or Occupier fails to comply with the notice, either:
- (a) within the time specified in the notice, or
 - (b) within 24 hours if notice certifies that the work is urgent, or
 - (c) if the owner or Occupier fails to proceed with the work with all reasonable speed.

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- 12.2. In accordance with section 187 of the Local Government Act 2002, if an Authorised Officer serves a notice on any person under this bylaw, and the person fails to take the steps within the time specified, and the Council or any Authorised Officer takes the steps set out in the notice then Council may recover the cost of doing the work, together with reasonable administrative and supervision charges.
- 12.3. In accordance with section 163 of the Local Government Act 2002, Council may remove or alter any work or thing that has been constructed in breach of a bylaw and may recover the costs of removal or alteration from the person who committed the breach.
- 12.4. In accordance with section 176 of the Local Government Act 2002, a person who has been convicted of any offence against this bylaw is liable to pay to the Council the costs of remedying any damage caused in the course of committing the offence. The costs must be assessed by a District Court Judge and are recoverable summarily as if they were a fine.

Note 7: (This note does not form part of the bylaw) Costs recoverable under this clause are in addition to any other penalty under other legislation for which the person who committed the offence is liable.

13. OFFENCES AND PENALTIES

- 13.1. A person who breaches this bylaw and is convicted of an offence is liable to a penalty not exceeding \$20,000 pursuant to Section 242(4) under the Local Government Act 2002.

Hamilton City Council BYLAW



The foregoing bylaw was made by the **HAMILTON CITY COUNCIL** by Special Consultative Procedure and confirmed at a meeting of the Council held on the (date). This bylaw becomes operative on the (date)

Revised Bylaw for Deliberations

Hamilton City Council

STORMWATER BYLAW

Stormwater High Risk Facilities Register

Schedule One

High Risk Facilities Register

Approved By:	Date Adopted:
Date in Force	
Data Amended:	Amendments recorded:

The following is a list of high risk facilities:

Activity	Reason for High Risk Classification
Mechanical workshops and service stations	These sites use and handle large volumes of oils and other petroleum products. Spillages of these substances are not uncommon, hence the greater risk of stormwater discharges to the environment.
Printers	Relatively large quantities of dyes and paints are handled at these sites. The risk of spillages is relatively high.
Spray painting facilities	Paints can not only be spilt at these sites but can enter stormwater as a consequence of drift from spray painting operations.
Meat, fish and shellfish processing industries	Wastes from these industries can typically have a high BOD. This can cause significant adverse effects.
Dairy products processing	Wastes from these industries can typically have a high Biological Oxygen Demand (BOD). This can cause significant adverse effects.
Waste management sites (transfer stations, compost sites, landfills etc.)	Litter, hazardous substances and high BOD wastes can all enter stormwater systems from these sites.
Truck wash facilities	The activity of truck washing can generate hazardous contaminants from trucks as well as sediments and wastes from spillages on site.
Unenclosed manufacturing and bulk storage of fertiliser	Fertilisers can give rise to high levels of nutrient in stormwater discharges. Where fertilisers are manufactured or stored in such a way that fertilisers can enter stormwater the risk of adverse effects is unacceptably high.
Textile fibre and textile processing industries where dyeing and washing of fabric occurs	Large quantities of dye and high BOD wastes (from wool scourers for instance) are handled on these site. The risk of spillages that could enter stormwater is high.
Tanneries and leather finishing	Large quantities of dye and high BOD wastes are handled on these sites. The risk of spillages that could enter stormwater is high.
Footwear manufacture	Large quantities of dye and high BOD wastes are handled on these sites. The risk of spillages

Hamilton City Council
STORMWATER BYLAW
Stormwater High Risk Facilities Register
Schedule One

	that could enter stormwater is higher.
Manufacture of paper and paper products	Hazardous substances such as chlorine based bleaches and dyes are regularly handled on these sites. The risk of spillages etc. entering stormwater can be high.
Manufacture or processing of chemicals, and of petroleum, coal, rubber and plastic products	The risk of spillages associated with hazardous substances used in these industries can be high.
Manufacture of clay, glass, plaster, masonry, asbestos and related mineral products	The risk of spillages associated with hazardous substances used in these industries can be high.
Manufacture of fabricated metal products, machinery and equipment	The risk of spillages associated with hazardous substances used in these industries can be high.
Electroplaters, Foundries, galvanizers and metal surfacing	The risk of spillages associated with hazardous substances used in these industries can be high.
Concrete batching plants and, asphalt manufacturing plants	The risk of spillages associated with hazardous substances used in these industries can be high.
Stock saleyards	High BOD run-off can be associated with these sites.
Bakeries	Outside washing of trays, dishes and pans can result in high BOD, fats, greases and detergents entering stormwater systems.
Car wash and valet services	High oil, solvent and solid discharges can occur from these activities.
Commercial laundries (excluding self-service laundrettes and Laundromats)	The risk of spillages associated with detergents, alkalis and salts used in this industry can be high.
Furniture/wood manufacturing and refinishing industries	Some of these industries work outside extensively, usually with no stormwater treatment. Contaminants such as sawdust, glues and alkali stripper solution in the stormwater coming out of these sites can include high solids, BOD and high pH.
Timber preservation, treatment and storage sites where chemically treated timber is sorted	A range of hazardous substances are used on these sites (e.g. Copper Chrome, Arsenic, Boron and copper-quinoline compounds). In addition, timber treatment chemicals have been shown to be able to leach from treated wood in storage.
Stockpiled tyres	Large quantities of tyres when ignited can produce hazardous air emissions and toxic effluent run-off which have adverse health and environmental implications.

Council Report

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Nick Murphy

Authoriser: Chris Allen

Position: Capital Projects Manager

Position: General Manager Development

Report Name: Gordonton Road Intersection Upgrades

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek approval from the Infrastructure Operations Committee of the macroscope for the Puketaha/Gordonton intersection upgrade.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report; and
 - b) approves the macroscope for the Puketaha/Gordonton intersection as set out in the staff report and in **Attachment 2**.

Executive Summary - *Whakaraapopototanga matua*

3. At the 8 October 2020 Infrastructure Operations Committee meeting, staff provided an update on the Waka Kotahi NZTA Gordonton Road Corridor Single Stage Business Case, outlining projects completed to date and work to be progressed further.
4. The Infrastructure Operations Committee approved the following:
 - **Option 2** for the Darjon/Gordonton intersection to progress the roundabout design this financial year (2020/21) with construction as part of the 2021-31 Long Term Plan (dependent on Waka Kotahi NZTA funding); and
 - **Option 4** for the Puketaha/Gordonton intersection to progress design for an interim three-leg roundabout this financial year (2020/21) with construction as part of the proposed 2021-31 Long Term Plan.
5. Staff were requested to report back to the Infrastructure Operations Committee with designs and costings for Gordonton/Puketaha and Gordonton/Darjon intersection improvements, together with a funding plan for construction and relative priorities in respect of both intersections from a safety perspective.

6. This report confirms that the highest priority is the completion of improvements at the intersection of Darjon Drive and Gordonton Road at an expected cost of \$2.0m followed by improvements at the intersection of Puketaha Road and Gordonton Road with an expected cost of \$3.0m.
7. Existing 2020/21 funding is being used to progress the design and land purchase (for Puketaha/Gordonton intersection) and allowance has been made in the 2021-31 Long Term Plan to complete the construction of both intersection improvements in 2021/22.
8. Council has included an option in the 2021-31 Long Term Plan consultation to defer the Puketaha/Gordonton intersection to beyond 10 years.
9. Staff consider the matters in this report have medium significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

10. Gordonton Road is currently a semi-rural road which runs along the Hamilton City/Waikato District boundary in the Huntington, St James and Rototuna areas from Waikato Expressway/New Borman Road to Crosby Road/Wairere Drive.
11. Over recent years the Gordonton Road Corridor has been under pressure from increasing traffic volumes, which has resulted in safety issues and crash problems along the corridor.
12. A traffic volume reduction is expected once the Waikato Expressway opens but the corridor will return to current volumes within seven years. There may be an opportunity to divert traffic on a new arterial route through the growth area known as R2 (outside Hamilton City), but this is unlikely to happen in the short term.
13. A Waka Kotahi NZ Transport Agency (NZTA) Single Stage Business Case for the Gordonton Road Corridor has been developed and consists of transport improvements along the corridor in line with the safety and growth strategies as part of the Access Hamilton Programme. A copy of the Business Case can be found [here](#).
14. In August 2019, the Growth and Infrastructure Committee approved the macroscope of the Business Case, including the upgrade of the Puketaha/Gordonton intersection and Pedestrian/Cycleway Network improvements.
15. Following the completion of the Thomas/Gordonton intersection upgrade in 2019, Waka Kotahi NZTA indicated that any residual safety improvement works on the corridor, and most specifically an intersection improvement at Gordonton/Puketaha intersection, are unlikely to have a priority that would result in subsidy.
16. The focus turned to interim intersection and route upgrades including at the intersections of Daron Drive and Puketaha Road with Gordonton Road.
17. At the 8 October 2020 Infrastructure Operations Committee meeting, staff provided an update on the Waka Kotahi NZTA Gordonton Road Corridor Single Stage Business Case, outlining projects completed to date and work to be progressed further. A copy of the report can be found [here](#).

18. The Infrastructure Operations Committee resolved the following;
- a) receives the report;*
 - b) notes the following in relation to the previously approved Gordonton Road Corridor Single Business Case:*
 - i. the completion of the Thomas/Gordonton Intersection Upgrade*
 - ii. the progression of the Pedestrian/Cycleway improvements*
 - iii. the funding to purchase land required for the upgrade of the Puketaha/Gordonton intersection has not yet been approved by Waka Kotahi NZTA;*
 - c) approves the design of the Darjon/Gordonton intersection **Option 2** as set out in this report, which will be funded from the current Gordonton Rd corridor project in the 2018-28 10 year plan budget (paragraph 39 of the staff report);*
 - d) approves the design of the Puketaha/Gordonton intersection **Option 4** as set out in this report, which will be funded from the current Gordonton Rd corridor project in the 2018-28 10 year plan budget (paragraph 50 of the staff report);*
 - e) requests staff report back to the Infrastructure Operations Committee at the first of this committee's 2021 meetings with detailed costings for both intersection improvements together with a funding plan for construction and the relative priorities in respect of both intersections from a safety perspective;*
 - f) delegates the Chief Executive authority to purchase land required for the future long-term upgrade of the Puketaha/Gordonton intersection which will be fully funded by council and is budgeted for in the 2020/21 Annual Plan; and*
 - g) invites the Regional Director of Waka Kotahi NZTA to discuss with elected members their approach to monitoring and funding this corridor at the earliest opportunity.*
19. At the 23 February 2021 Infrastructure Operations Committee meeting an update was provided in the Infrastructure Operations General Managers report on work to date on investigation, designs, and costings for both intersections.
20. Due to several risks, such as paving rehabilitation, lighting and working under high voltage lines; additional work was required to quantify these risks and work with external stakeholders to provide more accurate costings.
21. The committee approved the deferral of the report to the 27 April 2021 committee meeting once detailed costings and design was finalised.

Discussion - Matapaki

Pedestrian/cycleway Improvements

22. Community consultation and safety audits for the pedestrian/cycleway improvements and safer speed area projects in the Huntington and St James area are now complete and updated designs are being finalised. Physical works are to begin at the end of April and will be completed by end of June 2021.
23. The footbridge across the Mangaiti Gully has been installed and construction of the approaches and off-road path through Mangaiti Park has begun. This work is expected to be finished by end of May 2021.
24. Once completed this will provide a safe connection for pedestrians and cyclists between St James Drive and Darjon Drive.



Figure 1. Mangaiti Gully footbridge

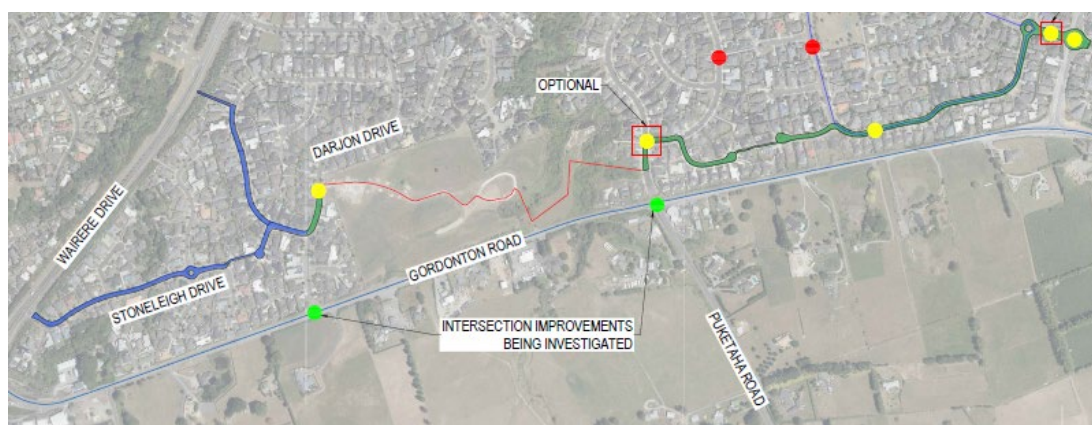


Figure 2. Finalised pedestrian/cycleway improvements – Wairere Drive to Thomas/Barrington roundabout

Darjon/Gordonton Intersection

25. Committee has already approved the design (at a macro-scope level) of the Darjon/Gordonton Intersection at its 8 October 2020 meeting but asked for a report back on detailed costings together with a funding plan for construction and the relative priority in respect of this intersection and the Puketaha Intersection (refer Attachment 1 for the approved design).
26. Staff have further progressed investigation, designs, and costings for a mini roundabout at the Darjon/Gordonton intersection to improve vehicle safety and reduce speeds through the implementation of raised safety platforms.
27. The current proposed design includes raised safety platforms on all approaches to the intersection and on the Darjon Drive exit to cater for pedestrian crossing movements, and a central concrete island.

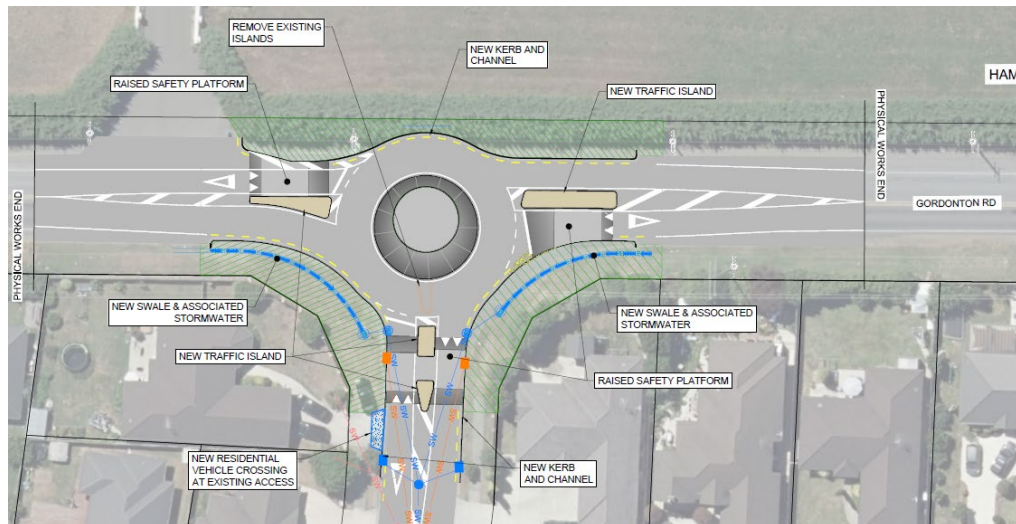


Figure 3: Darjon/Gordonton Intersection – General Layout Plan – Scope of Works

28. Due to the small diameter of the mini roundabout the design incorporates the use of raised safety platforms to lower approach speeds to no more than 30km/h entering the roundabout (and exiting on to Darjon Drive).
29. A concrete island is preferred as it mitigates health and safety risks associated with maintenance for a planted island.
30. To provide sufficient clearance from the Transpower overhead services, lighting is provided on the eastern side of Gordonton Road. This requires the WEL Networks overhead services to be undergrounded.
31. In the 8 October 2020 report it was indicated that the design of this intersection would be funded as part of the Corridor 2020/21 funding, with construction being funded in Year 1 (2021/22) of the 2021-2031 Long Term Plan as part of the Low Cost/Low Risk safety programme with good prospects to attract a Waka Kotahi NZTA subsidy.
32. This project is currently identified under the Low Cost/Low Risk Road to Zero programme as part of the draft 2021-31 Long Term Plan with 51% co-investment through the Waka Kotahi NZTA Low Cost/Low Risk Road to Zero activity.
33. The most recent project cost estimate developed as part of the concept design work forecasts a total project cost of \$2.0m (expected estimate) – noting an associated 95th percentile estimate of \$2.15m including additional funding risk contingency. This estimate includes costs incurred to date.
34. A general contingency of 20% is used to allow for risk (variations in quantities, rates, and unforeseen costs) and a 50% contingency is applied to the service relocations due to the unknown environment and undergrounding of the WEL Networks 11kV and 0.4kV lines.
35. After the completion of the Thomas/Gordonton intersection upgrade, the Darjon/Gordonton intersection was highlighted as the most high-risk site along the corridor using Waka Kotahi NZTA's High Risk Intersection Guide and death and serious injuries (DSI) equivalents and should be prioritised.
36. Using data collected from 2015-2020 there were four recorded crashes at the site, including 1 serious and 3 minor. The crash types are a mixture of turning, overtaking and lost control.
37. Staff still consider that this intersection is a higher priority than the Puketaha/Gordonton Road intersection.

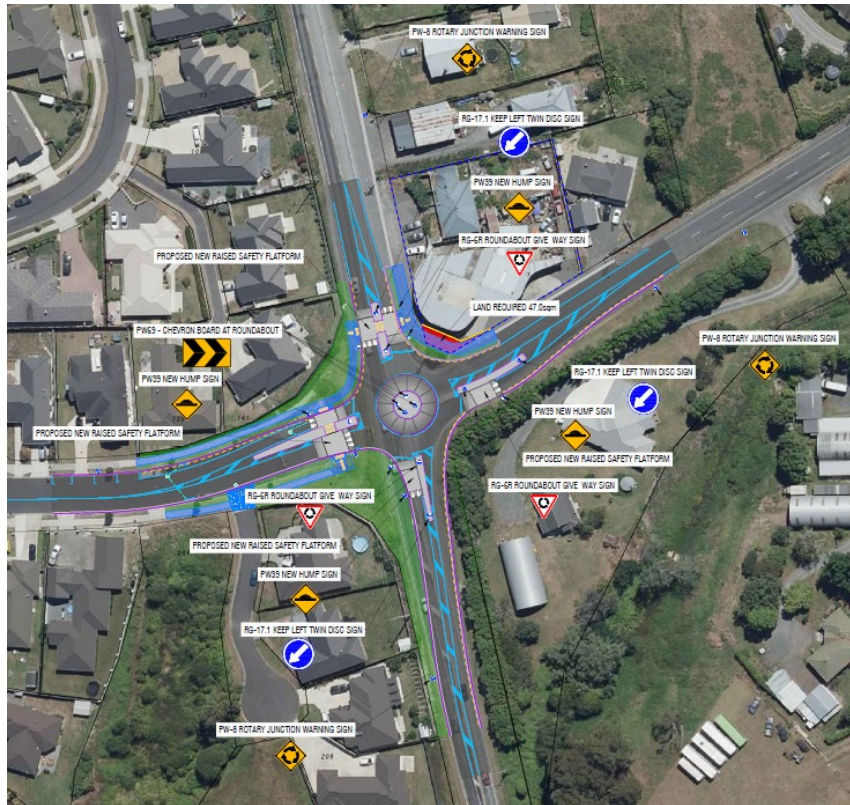


Figure 5: Puketaha/Gordonton Intersection – General Layout Plan – Mini Roundabout Option 4 Legs

40. Concepts for a signalised intersection option have not been progressed due to:
 - the larger required property take;
 - concerns around providing traffic signal poles near the Transpower 110kV lines; and
 - the potential for longer wait times leading to a reduced level of service.
41. There is a significant level difference between Gordonton Road and St James Drive that will need to be built up on the St James approach to Gordonton Road.
42. If a staged approach is taken the concept estimate has assumed that the section of St James closest to Gordonton Road will be constructed initially along with the three-leg roundabout (Stage 1) to minimise the impact on the operation of the intersection when the St James approach is added in the future.
43. Overhead services at the intersection are similar to those at the Darjon/Gordonton intersection. A clearance assessment has not yet been undertaken, however, based on the assessment at the Darjon/Gordonton intersection, the WEL Networks services will need to be undergrounded to provide lighting at the intersection so that there is sufficient clearance from the Transpower 110kV lines.

44. Current expected estimates for implementation of the mini roundabout are tabled below.

Option	Estimate
<u>Four-leg roundabout built initially</u>	\$4.0m
<i>Total project expected estimate</i>	\$4.0m
<u>Staged approach</u>	
Stage 1: Three-leg roundabout	\$3.0m
Stage 2: Additional St James leg	\$1.0m
<i>Total project expected estimate</i>	\$4.0m

45. A recent project cost estimate developed as part of the concept design work forecast a total project cost of \$3.0m (expected estimate) to construct the three-leg roundabout – noting an associated 95th percentile estimate of \$3.8m including additional funding risk contingency.
46. This project cost estimate includes costs incurred to date but does not include the purchase of land. Land purchase funding was indicated to be available from 2020/21 Corridor funding.
47. Both the three-leg and four-leg options require the purchase of property of approximately 47m² from the corner of the 126 Gordonton Road property. This does not impact on the building at the property. Staff are currently liaising with the property owner and progressing with a land valuation.
48. Funding of \$3.0m has been identified in Year 1 (2021/22) of the draft 2021-31 Long Term Plan to undertake the construction of this project. The consultation on the Long Term Plan has identified construction of this project in 2021/22 as Council's preferred option but identified an alternative option to delay the project until later and beyond the Long Term Plan period.
49. The consultation document confirms that Council does not expect to attract a Waka Kotahi NZTA funding subsidy.
50. Staff confirm their view that the relative priority is to undertake the Darjon/Gordonton intersection upgrade as the highest priority.

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

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

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

52. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
53. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
54. The recommendations set out in this report are consistent with that purpose.

Social

55. Community safety has been enhanced through the installation of traffic signals and raised safety platforms at the Gordonton/Thomas intersection which will help to reduce death and serious injuries.

56. Intersection upgrades to include mini roundabouts with raised safety platforms at both intersections will provide a safer and slower intersections for all users, which will help OCouncil achieve our Vision Zero target.

Economic

57. During construction there are significant economic benefits to the local construction industry and supply chain through investment.

Environmental

58. Connecting St James Drive to Gordonton Road and upgrading both intersections will provide more efficient routes for vehicles, reducing the overall carbon emissions.

Cultural

59. Mana whenua have been involved in development of the Gordonton Road Corridor Business Case, and through subsequent project phases of design and implementation further consultation and engagement will be undertaken via THaWK and Waikato-Tainui.

Risks - *Tuuraru*

60. The relocation of known and unknown existing utilities services and the installation of new utilities services poses the risk of extended contract duration and additional costs. This was encountered at the Thomas-Gordonton Intersection and resulted in significant delays and additional costs.
- Service providers have been contacted through the concept design stage to ask about potential relocations and we are still waiting on responses from several service providers.
 - 30-50% contingency has been added to the estimates for service relocations, above the general contingency of 20% used to allow for risk (variations in quantities, rates, and unforeseen costs).
61. As in the case of the Thomas-Gordonton Intersection, there could be unsuitable material under the existing road pavement layers resulting in extended contract durations and costs to remove and replace this.
- Pavement testing to date indicates that the underlying pavement will be suitable, however, testing has only been undertaken at distinct locations and there is a risk that there are areas of unsuitable pavement that were not tested.
 - The suitability of the underlying pavement will not be known until it is opened during construction, and therefore appropriate contingency has been added to mitigate this.
62. There are 110kV Transpower electrical transmission lines which run through both intersections. Approval will be required from Transpower to undertake works within the transmission line envelope and this could lead to time delays and additional costs for a change in the construction methodology.
63. Land purchase negotiations are focused on obtaining just the land required for the intersection improvement but as in any land purchase the risk remains that the landowner will want purchase of the entire property.

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

Significance

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

Engagement

65. Community views and preferences are already known to the Council through consultation of the 2018-28 10-Year Plan and formal public consultation on the proposed Gordonton Road speed limit change.
66. Further community views and preferences will be known to the Council through the 2021-31 Long Term Plan consultation process, in particular the Puketaha/Gordonton intersection upgrade.
67. Public consultation will be ongoing as per the Communication Plan.
68. There will be ongoing engagement with the Waikato-Tainui.
69. Given the medium level of significance determined, the engagement level is medium. Engagement is required.

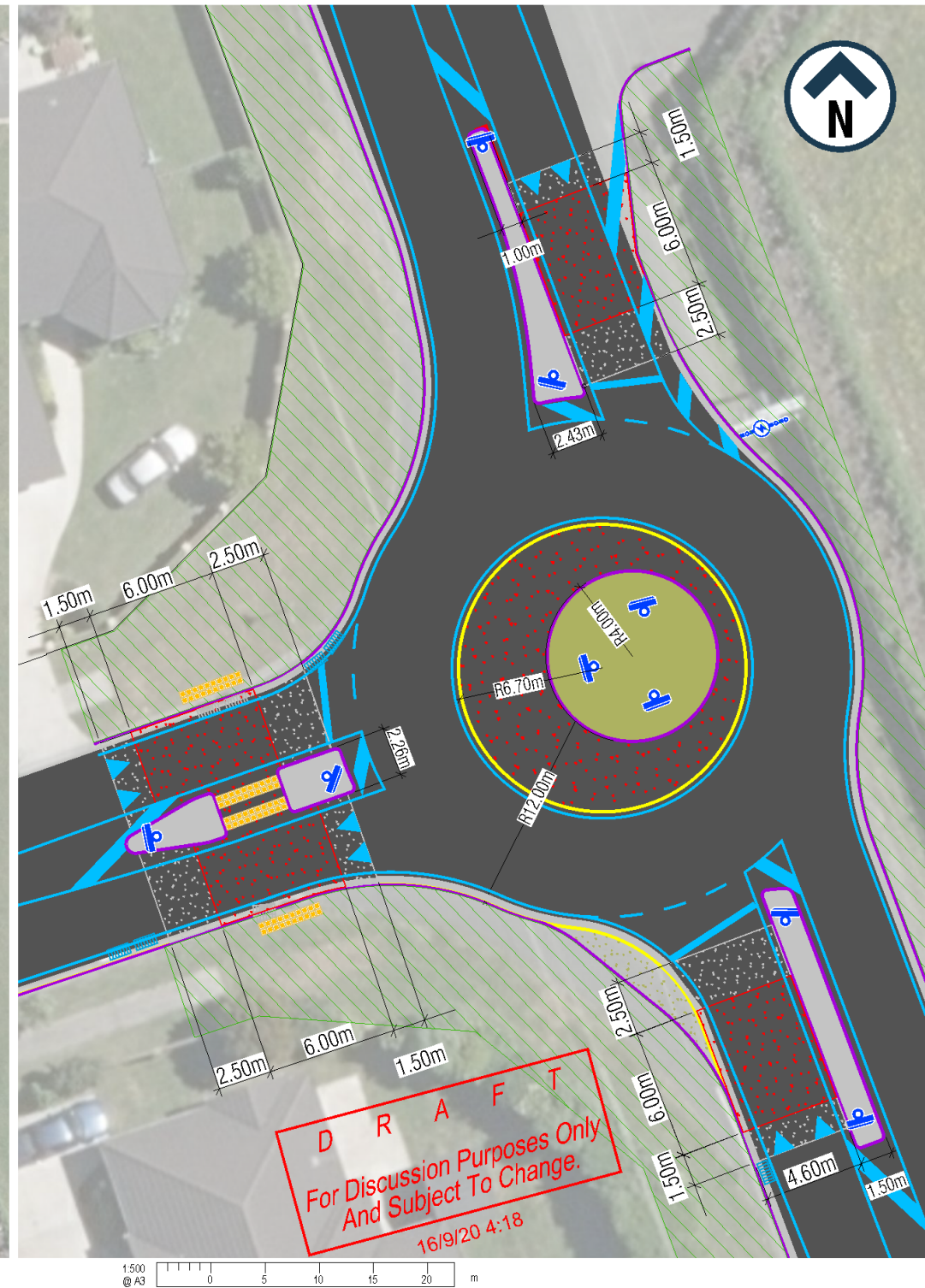
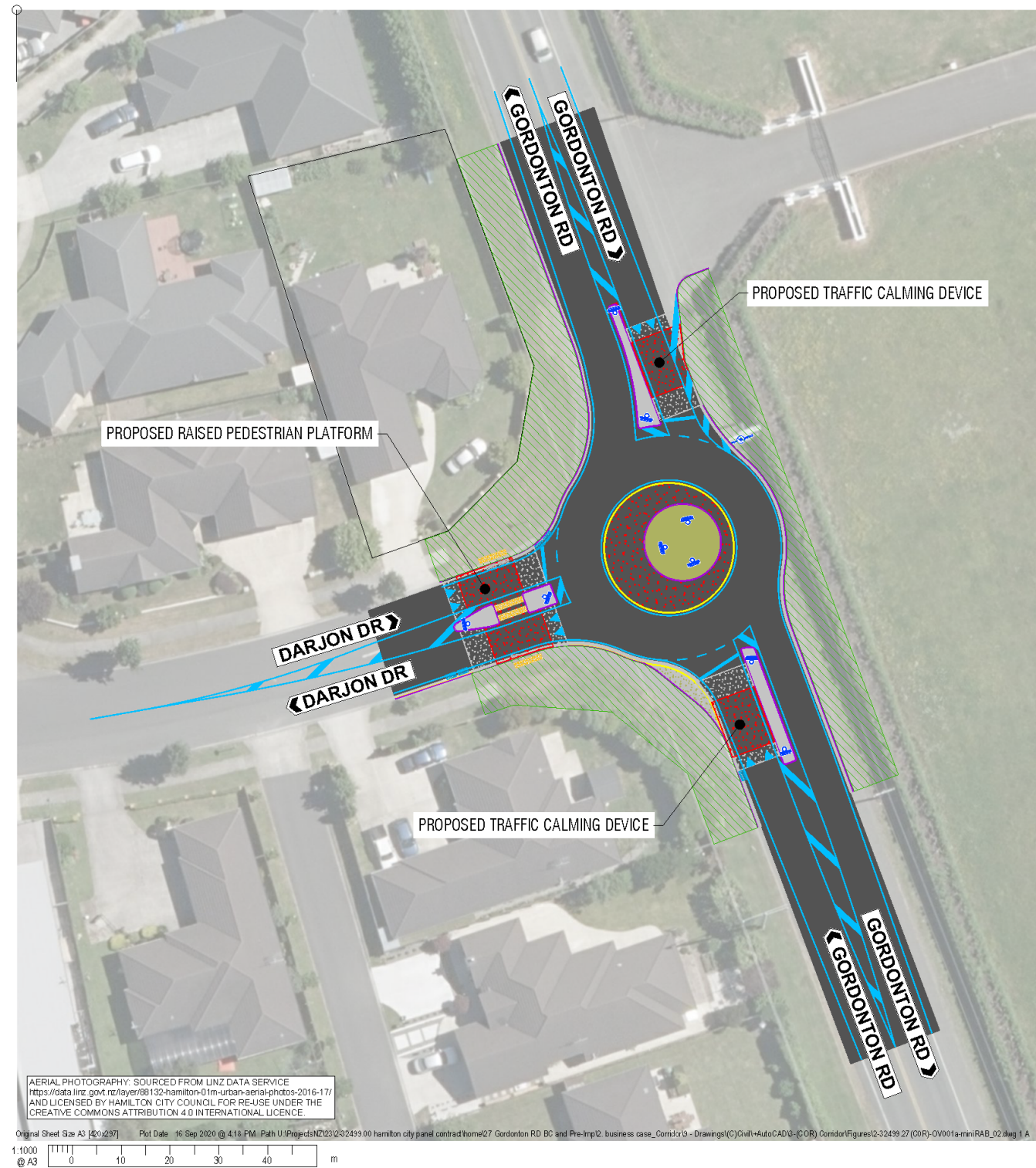
Attachments - *Ngaa taapirihanga*

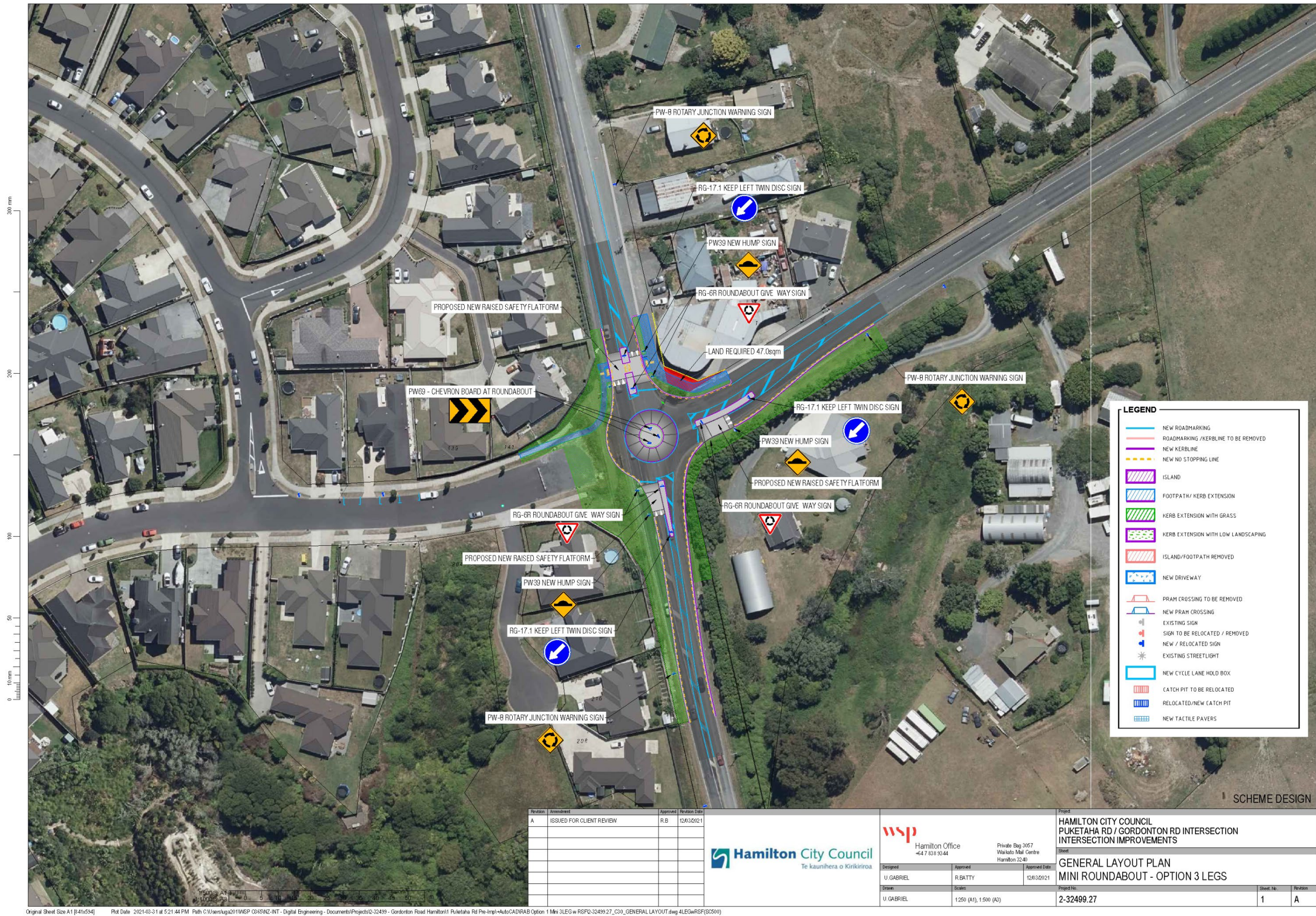
Attachment 1 - Proposed Darjon-Gordonton Mini Roundabout concept - October 2020

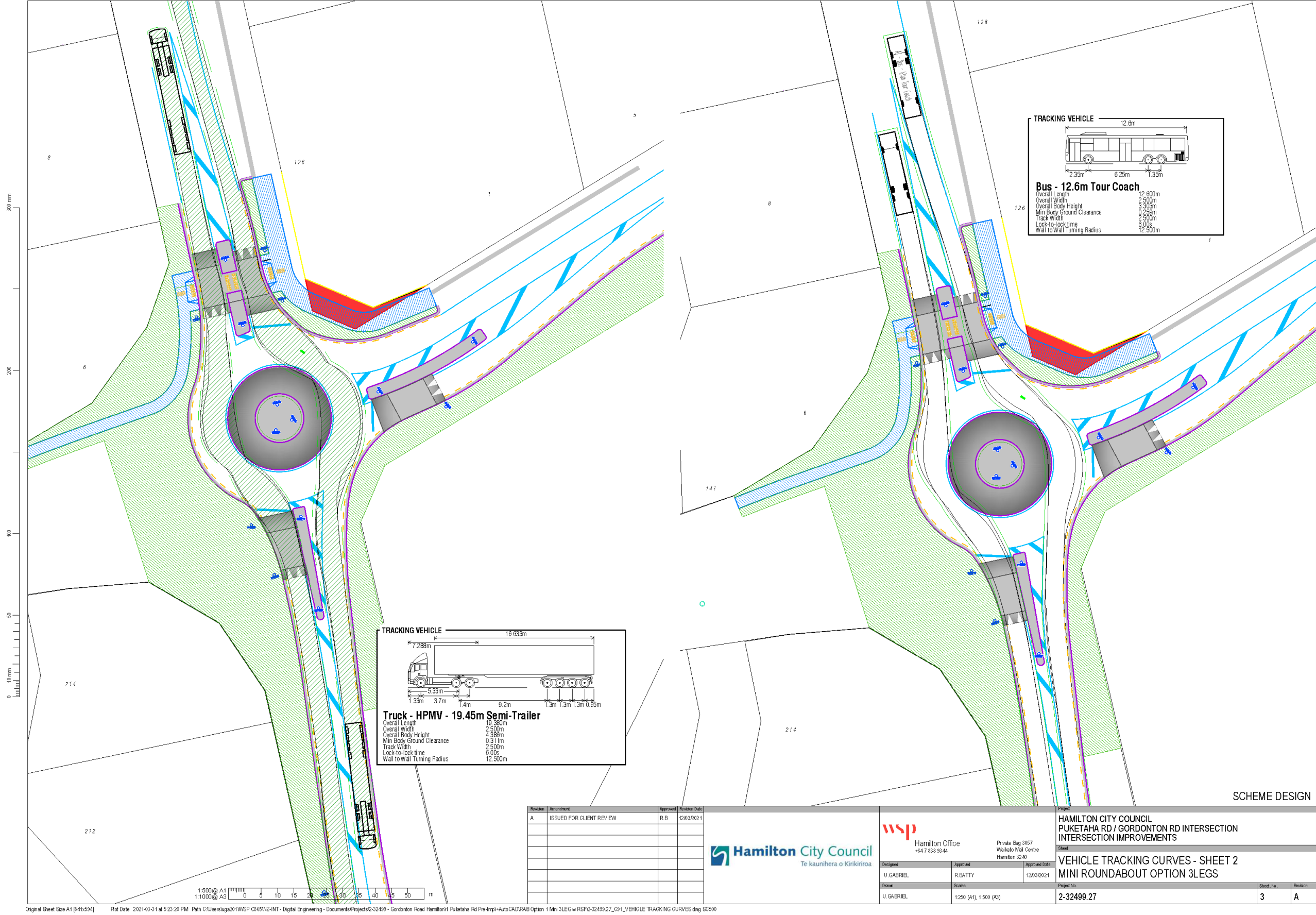
Attachment 2 - Proposed Puketaha-Gordonton Intersection – General Layout Plan – Mini Roundabout Option 3 Legs

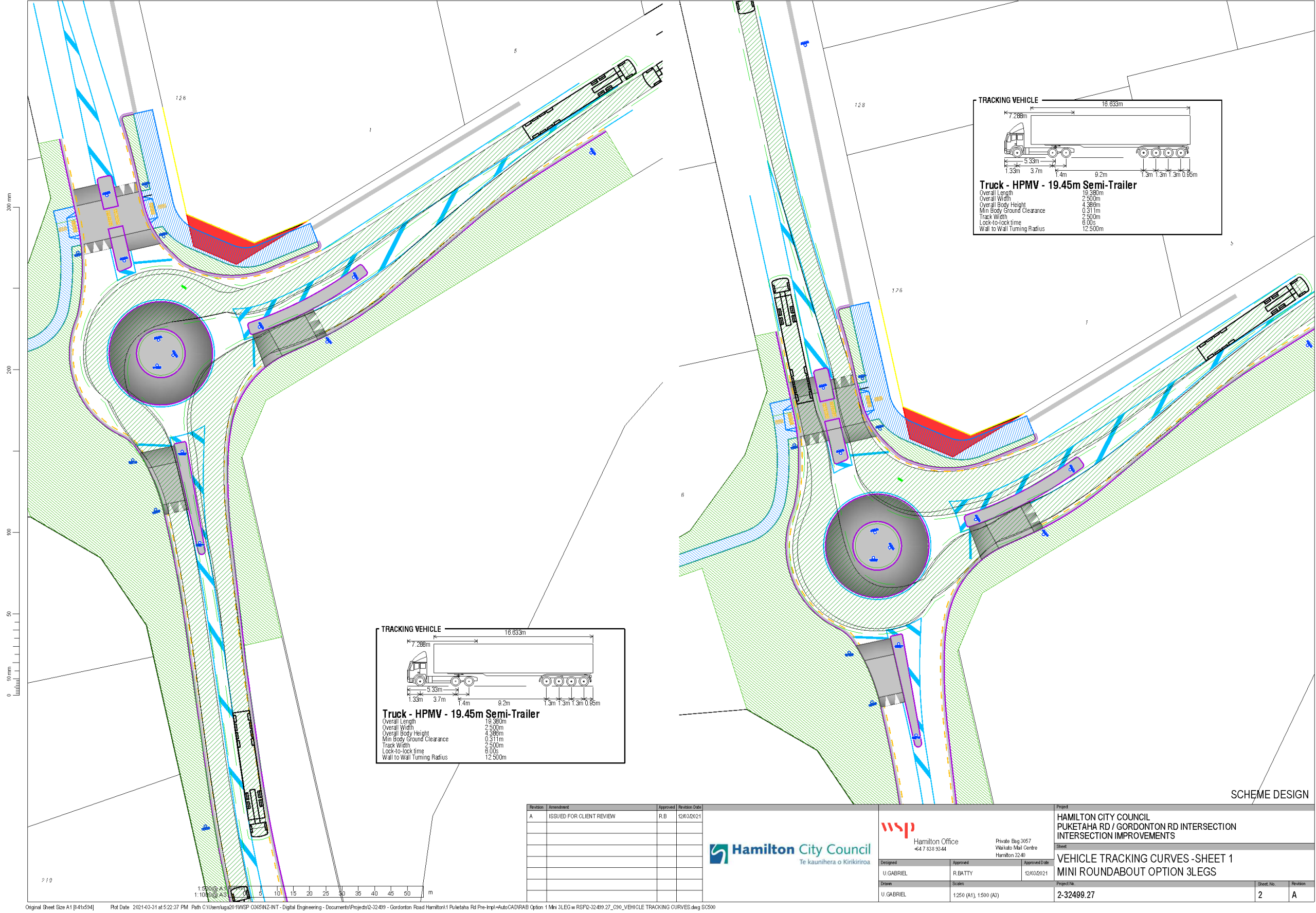
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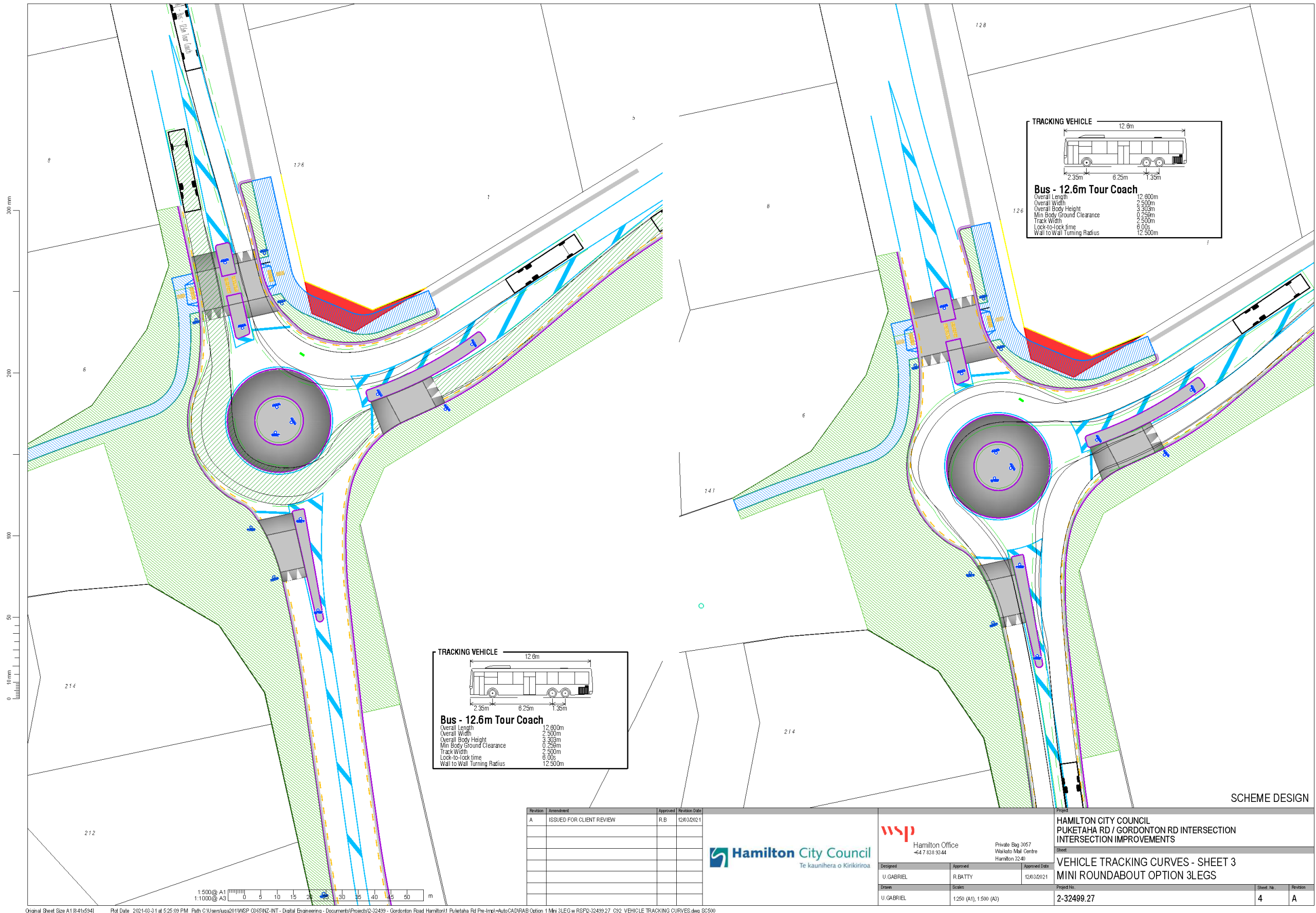
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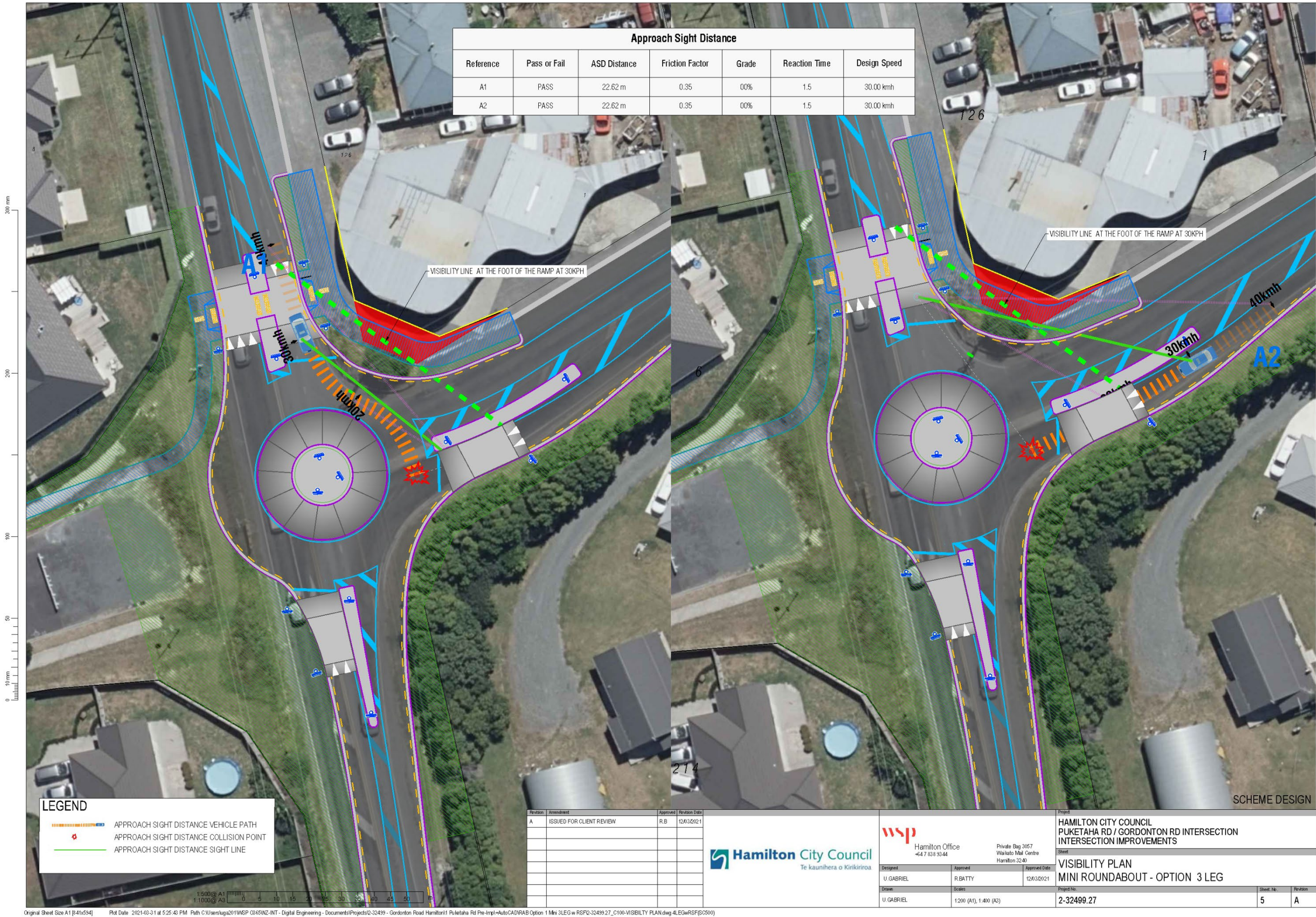


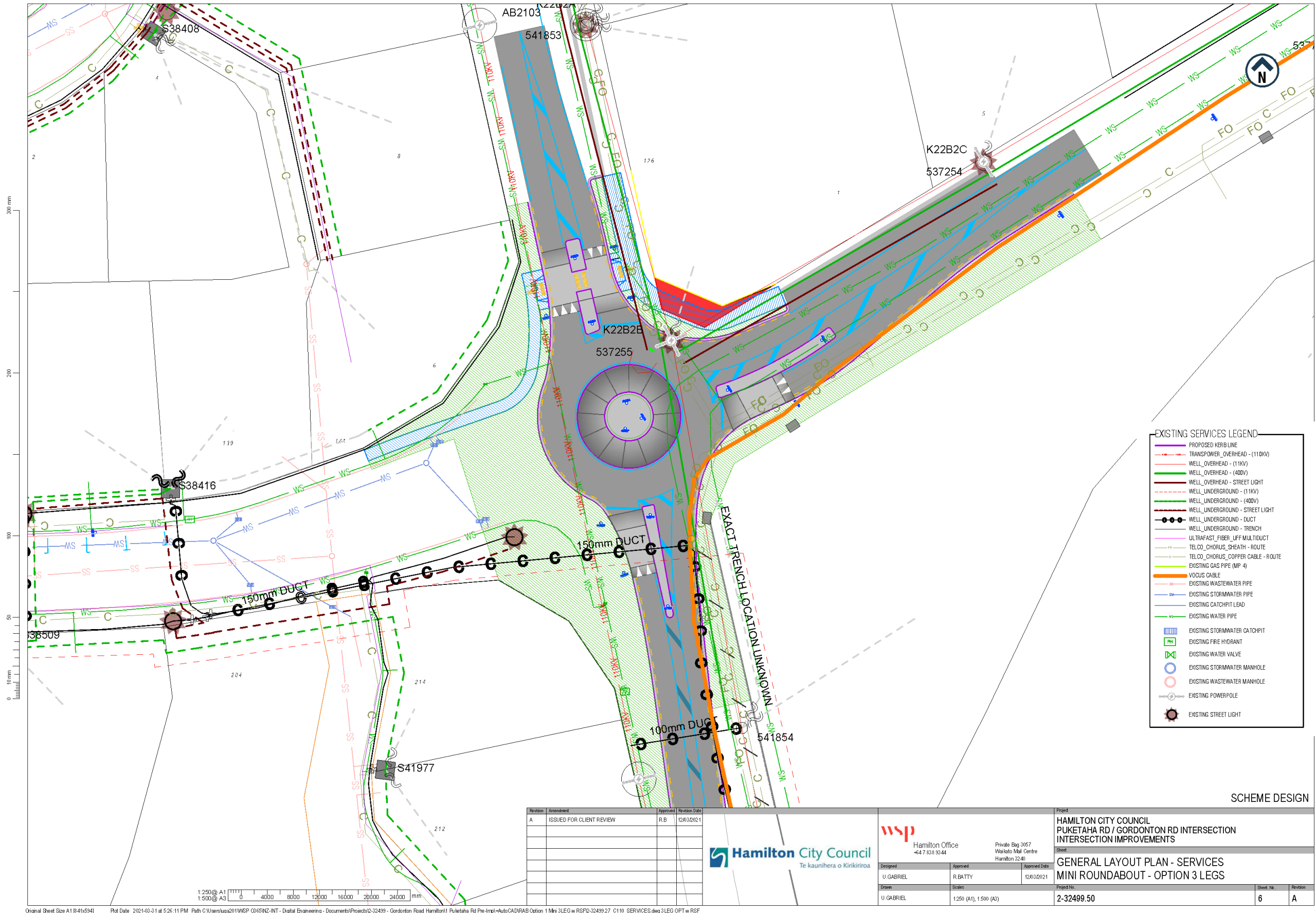












Council Report

Item 17

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Andrew Parsons

Authoriser: Chris Allen

Position: Executive Director Strategic Infrastructure

Position: General Manager Development

Report Name: Road Stopping – Southern Links

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek the Infrastructure Operations Committee's approval for the following two proposed road stoppings:
 - a) part of Westbrook Place; and
 - b) designated land acquired for road, but able to be reduced by agreement following construction of the road.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) approves the road stopping of approximately 170m² of Westbrook Place shown in **Attachment 1** of the staff report and for it to be transferred to Mithrandir Enterprises Ltd for \$1, subject to:
 - i. the compensation agreement (in the public excluded section of this meeting) being signed by all parties;
 - ii. a Land Information NZ approved survey plan for the proposed stopped road area; and
 - iii. amalgamation of the stopped road area with the adjacent property owned by Mithrandir Enterprises Ltd, Legal description: Section 31 SO 538898 (Record of Title 943453), if the road stopping is successful;
 - b) approves the road stopping of designated land acquired from Mithrandir Enterprises Ltd that is not required for roading, or segregation strip purposes, for it to be transferred, together with Section 30 SO 538898, to Mithrandir Enterprises Ltd for \$1 subject to:
 - i. the compensation agreement being signed by all parties;
 - ii. road construction being completed, and a segregation strip being created;
 - iii. a Land Information NZ approved Survey plan for the proposed stopped road area and segregation strip; and

- iv. amalgamation of the stopped road area and Section 30 SO 538898 with the adjacent property owned by Mithrandir Enterprises Ltd, Legal description Section 31 SO 538898 (Record of Title 943453), if the road stopping is successful; and
- c) delegates authority to the Chief Executive to sign all documentation to give effect to the resolution/s in this report.

Executive Summary - *Whakaraapopototanga matua*

- 3. Council acquired land by proclamation in April 2020 from Mithrandir Enterprises Ltd (Mithrandir), in terms of the Public Works Act 1981 (PWA), for the Southern Links Roothing network.
- 4. Since April 2020 ongoing discussions have now resulted in a compensation agreement being prepared by Tompkins Wake, which includes the two proposed road stoppings in this report that require approval. The compensation agreement is attached to a report included in the public excluded section of this meeting.
- 5. It is intended to complete the road stoppings by the PWA road stopping process.
- 6. Should the road stopping be unsuccessful then negotiations with Mithrandir will need to continue to reach a settlement for the land acquired by proclamation.
- 7. Staff consider the decisions in this report have low significance and that the recommendations comply with Council's legal requirements.

Background - *Koorero whaimaarama*

- 8. The Southern Links Roothing Designation affects part of the property owned by Mithrandir, which is situated between Peacockes Rd and Westbrook Place. The Directors and Shareholders of Mithrandir are Scott Robinson and Catherina Chang.
- 9. The designated area of the Mithrandir property (approx. 3687m²) was acquired by Council in April 2020 by proclamation, in terms of the PWA. This area is indicated on **Attachment 1** in black, orange and purple.
- 10. The designated area is now vested in Council as road and allows for operation and construction of the road.
- 11. Under the compensation agreement, any land not required for roading purposes, or a segregation strip, will be surveyed off after construction of the new road and creation of a segregation strip.
- 12. Since April 2020 various discussions have been had with Mithrandir in good faith to reach a settlement for the land acquired by Council. These discussions have resulted in the compensation agreement, which was prepared by Tompkins Wake, attached to the report "Road Stopping – Mithrandir Enterprises Ltd Agreement" in the public excluded section of this meeting.
- 13. Included in the compensation agreement, are clauses that require a Council resolution for the road stopping for the designated land not required for road, or a segregation strip, and for a portion of Westbrook Place. **Attachment 1** indicates the proposed road stopping areas in blue (Westbrook Place) and orange (designated land).
- 14. Staff intend to use the PWA road stopping process for both road stopping proposals, at the appropriate time.
- 15. If the road stopping is successful, it is intended to amalgamate the road stopping areas to the title of Mithrandir's adjoining property (section 31 SO 538898).

16. The Mithrandir and Council negotiations will be successfully concluded upon the signing of the compensation agreement by all parties and the road stoppings being successful.

Discussion - *Matapaki*

Designated Land Acquired – Road Stopping

17. Council acquired the designated land by proclamation in April 2020 for roading purposes, in terms of the PWA, and created a segregation strip at that time (Section 30 SO 538898).
18. A new segregation strip will be created, within the designated land acquired, to stop vehicles accessing the new road to be constructed to/from the land not required for road should the road stopping be successful.
19. From discussions held since April 2020 a compensation agreement has been prepared by Tompkins Wake, which is included in the public excluded section of this meeting. This includes transferring land not required for road, or a segregation strip, back to Mithrandir.
20. Under the PWA any land not required for the purpose it was purchased, or another public work, can be offered back to the people it was originally purchased from, at either market value (PWA, section 40(2)(c)) or at a lesser value (PWA, section 40(2)(d)).
21. In this instance it is proposed that any of the acquired designated land not permanently required for road, or a segregation strip, is transferred back to Mithrandir for \$1 following the completion of physical construction. The area not required for road, or a segregation strip, is indicated in orange on **Attachment 1**.
22. It is estimated that the designated area not required for road will be in the shape of a rectangle and have an area of between 815m² - 1175m².
23. Should the proposed road stopping be successful it will be amalgamated with Mithrandir's existing Title for the adjoining property (Section 31 SO 538898), as there will be no vehicle access available to it, together with Section 30 SO 538898.

Westbrook Place – Road Stopping

24. Included in the compensation agreement is an area of Westbrook Place, which is adjacent to Mithrandir's property (Section 31 SO 538898), being transferred to them for \$1. This area is shown in blue on **Attachment 1**.
25. It is estimated that the area of road proposed to be stopped, which does not adjoin any other landowner, is approximately 170m².
26. With the proposed road stopping area being at the end of Westbrook Place, which is a cul-de-sac, it does not affect vehicle access to other properties. The remaining of the road adjacent to the proposed road stopping area will be approximately 10m wide and 17m in length, with the balance of Westbrook Place remaining 20m wide.
27. Should the proposed road stopping be successful it will be amalgamated with Mithrandir's adjoining property, legal description Section 31 SO 538898 due to its size and shape, making it unsuitable for any other purpose.
28. Council has no plans for Westbrook Place to be extended, or for it to connect with another road (existing or proposed).

General

29. The recommendations in this report support the Council's 2018 Long Term Plan (LTP) and draft 2021 LTP including the approved Peacocke Business Case and Council's obligations under the Housing Infrastructure Facility (HIF) agreement with government.

Options

30. No options are available for Council to consider in relation to the road stopping.
31. If the proposed road stopping is not approved then negotiations will need to continue with Mithrandir on compensation for the designated road land or, be referred to the Land Valuation Tribunal for determination.

Financial Considerations - *Whaiwhakaaro Puutea*

32. The total cost to complete the road stoppings is provided for within the overall HIF project budget for land acquisition in Peacocke.
33. The Peacocke financials are regularly reported to the Finance Committee as part of the Capital programme reporting and, the Strategic Growth Committee as part of and contract award or procurement decisions.
34. The financial implication of not proceeding with the road stoppings include the cost of continuing negotiations, including Hamilton City Council's obligation to meet Mithrandir's reasonable costs, and the cost of going to the Land Valuation Tribunal if negotiations are unsuccessful.

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

35. Staff confirm that the staff recommendations comply with Council's legal and policy requirements. The proposed road stoppings will be completed in terms of the PWA.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

36. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
37. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.

There are no known social, economic, environmental or cultural considerations associated with the recommendations of this report.

Risks - *Tuuraru*

38. If the proposed road stoppings are not successful, the compensation negotiations will need to continue with Mithrandir on settlement for the acquired designated land or be referred to the Land Valuation tribunal for determination.

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

Significance

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

Engagement

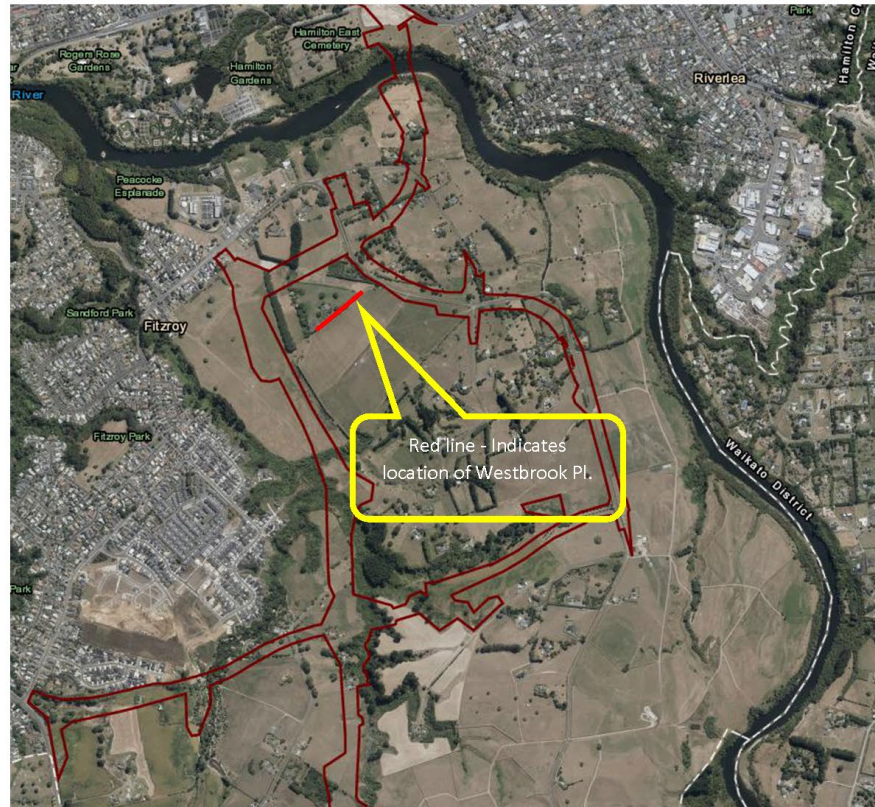
40. There is a statutory requirement to consult as required by the PWA road stopping process.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Plan showing proposed road stopping re Mithrandir Enterprises Ltd.

Overview of Southern Links Roading Designation

(Dark Red outline)



Page 1 of 2

Dark Red outline – indicates Southern Links Rooding Designation

Green lines – indicates Westbrook Place boundary

Light Red outline – indicates Mithrandir land remaining after designated land aquired.



Council Report

Item 18

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Tania Hermann

Authoriser: Eeva-Liisa Wright

Position: Group Business Manager

Position: General Manager
Infrastructure Operations

Report Name: Waste Management and Minimisation Bylaw 2019

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek a recommendation from the Infrastructure Operations Committee that the Council approves the minor correctionsto the Waste Management and Minimisation Bylaw 2019.

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

2. That the Infrastructure Operations Committee
 - a) receives the report; and
 - b) recommends that the Council:
 - i. t approves the update minor changes to clause 9.2 of the Waste Management and Minimisation Bylaw 2019 ; and
 - ii. notes that section 156(2)(a) of the Local Government Act 2002 enables errors in a bylaw to be corrected by a publicly notified resolution.

Executive Summary - *Whakaraapopototanga matua*

3. The [Waste Management and Minimisation Bylaw 2019](#) (the Bylaw) was adopted by the Council on [28 November 2019](#).
4. In a recent peer review of the Bylaw, a minor error that references the incorrect legislation has been identified and is required to be formally corrected through the Council's delegation.
5. The error identified in the Bylaw is clause 9.2 (Fees and Charges) and references s56(3) of the Local Government Act 2002 which relates to consultation on the formation of Council Controlled Organisations. The correct reference should be [s56\(3\) of the Waste Minimisation Act 2008](#) which relates to Bylaws, specifically the licensing of persons who carry out the collections and transportation of waste.
6. There are no other changes or amendments being sought to the Bylaw.
7. Staff consider the decision in this report has low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

8. The [Waste Management and Minimisation Bylaw 2019](#) (the Bylaw) was adopted by the Council on [28 November 2019](#) and came into force on 29 November 2019.
9. The purpose of the Bylaw is to support the management and minimisation of waste by:
 - a) promoting and delivering effective and efficient waste management and minimisation in Hamilton City as required under the Waste Minimisation Act 2008;
 - b) supporting the implementation of the Council's Waste Management and Minimisation Plan;
 - c) upholding the purpose of the Waste Minimisation Act and the goals in the New Zealand Waste Strategy;
 - d) regulating the deposit, removal, collection, transport, and processing of waste;
 - e) enabling fees and charges for use of waste management and minimisation services and facilities provided, owned, or operated by the territorial authority;
 - f) protecting the health and safety of waste collectors, waste operators and the public; and
 - g) enabling the management of litter and nuisance in public places.

Discussion - *Matapaki*

10. In a recent peer review of [the Bylaw](#), a minor error that references the incorrect legislation has been identified.
11. The part identified as an error is Page 20, clause 9.2 of the Bylaw (Fees and Charges) and references the Local Government Act 2002:

Waste Management and Minimisation Bylaw 2019

9. Fees and Charges

9.1 The Council may charge fees for licences or Waste Plans, including fees to process an application or carry out inspections as part of any waste collection or facility operator licence; or Waste Plan.

9.2 The Council may require waste collection and facility operators to provide a bond pursuant to [s56\(3\) of the Local Government Act 2002](#).

9.3 The Council may recover costs associated with enforcement of this Bylaw in accordance with the Local Government Act 2002 or other legislation.

12. Section 56 of the Local Government Act 2002 relates to consultation on the formation of Council Controlled Organisations – we expect that this should refer to section [56\(3\)](#) of the ***Waste Minimisation Act 2008***.

13. Section 56(3) of the Waste Minimisation Act 2008 relates to Bylaws, specifically:

Waste Minimisation Act 2009

56. Bylaws

- (3)** *Bylaws made under subsection (1)(b) may provide for the licensing of persons who carry out the collection and transportation of waste, and the conditions specified in the bylaws as conditions of the licences may include conditions requiring each licensee—*
- (a) to provide a performance bond or security, or both, for the performance of the work licensed:*

- (b) *to provide to the territorial authority, at times or periods specified in the bylaws, reports setting out the quantity, composition, and destination of waste collected and transported by the licensee (for example, household waste to a disposal facility).*
- 14. The error requires amendment by resolution of the Council that is publicly notified, however this error correction does not require public consultation as per [Local Government Act section 156\(2\)](#).
- 15. Staff are not recommending any further review or changes to the Bylaw.

Financial Considerations - *Whaiwhakaaro Puutea*

- 16. This is a regular operating activity funded through the Long-Term Plan. The cost associated with making this change will be the cost of a public notice which is in the vicinity of \$200-\$300, which will be funded through the Rubbish and Recycling 2020/21 operating budgets.

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

- 17. Despite the strict consultation requirements for amending bylaws that are prescribed by the Local Government Act 2002, the Act also provides a straightforward process for correcting errors in a bylaw.
- 18. Under section 156(2) of the Local Government Act 2002, Council may correct errors in a bylaw by resolution publicly notified if the changes do not affect:
 - i. an existing right, interest, title, immunity, or duty of any person to whom the bylaw applies; or*
 - ii. an existing status or capacity of any person to whom the bylaw applies.*
- 19. Staff are satisfied that the requirements of section 156(2) are met and therefore consultation is not required.
- 20. Staff confirm that the minor amendment to clause 9.2 of the Bylaw complies with the Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

- 21. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
- 22. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
- 23. The recommendations set out in this report are consistent with that purpose.
- 24. There are no known social, economic, environmental, or cultural considerations associated with the recommendations of this report.

Risks – *Tuuraru*

- 25. If the recommendation is not approved, and the error not corrected, staff will be unable to apply the relevant fees and charges for any possible bond relating to waste collection and facility operators.

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

Significance

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

Engagement

27. Community views and preferences are already known to the Council through the consultation and hearings and engagement process as part of the adoption of the Bylaw.
28. Following Council approval of the correction of the error in the Bylaw, staff will prepare a Public Notice to inform the community, as required by the Local Government Act 2002.

Attachments - *Ngaa taapirihanga*

Attachment 1 - FINAL_Waste Management and Minimisation Bylaw 2019 - as adopted 28Nov2019 - tracked changes April 2021

Attachment 2 - FINAL_Waste Management and Minimisation Bylaw 2019 - as adopted 28Nov2019 - Clean version - April 2021

Approved By: Council	Date Adopted : 28 November 2019
Date In Force: 29 November 2019	Review Date: November 2029

HAMILTON CITY WASTE MANAGEMENT AND MINIMISATION BYLAW 2019

This Bylaw is made by the Hamilton City Council under the powers given to it by the Waste Minimisation Act 2008, Local Government Act 2002, Heath Act 1956, and the Litter Act 1979.

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1. PURPOSE

- 1.1. The purpose of this Bylaw is to support the management and minimisation of waste by:
- a) promoting and delivering effective and efficient waste management and minimisation in Hamilton City as required under the Waste Minimisation Act 2008;
 - b) supporting the implementation of the Council's Waste Management and Minimisation Plan;
 - c) upholding the purpose of the Waste Minimisation Act and the goals in the New Zealand Waste Strategy;
 - d) regulating the deposit, removal, collection, transport, and processing of waste;
 - e) enabling fees and charges for use of waste management and minimisation services and facilities provided, owned, or operated by the territorial authority;
 - f) protecting the health and safety of waste collectors, waste operators and the public; and
 - g) enabling the management of litter and nuisance in public places.

2. APPLICATION

- 2.1. This Bylaw applies to the City of the Hamilton Council.

3. DEFINITIONS

- 3.1. The following definitions apply to this Bylaw, except where inconsistent with the context:

Term -	means:
Approved	Written authorisation from the Council
Approved container	Any container (including bags) that has been approved by the Council for the collection of any type of waste, with approval based on the following criteria: the prevention of nuisance, the protection of the health and safety of waste collectors and the public, and the achievement of effective waste management and minimisation.
Authorised Council officer	A person appointed by Hamilton City Council for the purposes of ensuring compliance with the Bylaw, as defined as an Enforcement Officer in the Waste Minimisation Act 2008 section 76, Local Government Act 2002 section 177 and as defined as Litter control officers under the Litter Act 1979 section 5.
Building work	means work— (a) for, or in connection with, the construction, alteration, demolition, or removal of a building; and (b) on an allotment that is likely to affect the extent to which an existing building on that allotment complies with the building code; and (c) includes sitework.
Bylaw	This Solid Waste Bylaw

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Class 1-5 landfills	Class	Common Name	Accepted Waste Material	Material Source
	1	Municipal Solid Waste Landfill	Non-hazardous waste. Typically, mixed waste from multiple sources and containing a high content of organic material; may include waste cited for classes 2, 3, 4 and 5. May be developed for specific industrial wastes (for example, monofills or residual waste sites)	Households, industry, institutions, construction sites, contaminated sites
	2	C&D Landfill	Unsorted/uncontrolled construction and demolition material. May be developed for specific industrial wastes (for example, monofills or residual waste sites)	Construction sites, demolition material, soil from areas with significantly different chemical properties
	3	Managed Fill	Inert material (e.g. selected inert construction or demolition material) or soils with specified maximum contaminant concentrations greater than applicable local background concentrations.	Selected materials from construction and demolition sites, earthworks and site remediation
	4	Controlled Fill	Inert material (e.g. selected inert construction or demolition material) or soils with trace element concentrations greater than applicable regional background concentrations	Selected materials from construction sites and demolition sites and earthworks
	5	Clean Fill	<p>Virgin excavated natural materials (VENM) such as clay, soil and rock that are free of:</p> <ul style="list-style-type: none"> combustible, putrescible, degradable or leachable components; hazardous substances or materials (such as municipal solid waste) likely to create leachate by means of biological breakdown; products or materials derived from hazardous waste treatment, stabilisation or disposal practices; materials such as medical and veterinary waste, asbestos, or radioactive substances that may present a risk to human health if excavated; contaminated soil and other contaminated materials; and liquid waste. <p>When discharged to the environment, clean fill material will not have a detectable effect relative to the background.</p>	Slips/road clearance, construction site clearance, earthworks surplus
Council	The Hamilton City Council or any person delegated or authorised to act on its behalf			
Council collection points	Places or containers approved by Council where approved containers may be left for collection or waste may be deposited if collection from a public place is unfeasible or impractical			
Cover material	Means material specified by the Council under clause 4.1.f as suitable for use as cover material at a class 1-4 landfill site			

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Deposit	To cast, place, throw, drop or allow to escape any waste or diverted material <i>depositing</i> , in relation to litter, includes— (a) casting, placing, throwing, or dropping litter; and (b) allowing litter to be cast, thrown, dropped, or to escape, from any motor vehicle or trailer
Disposal	As defined in the Waste Minimisation Act 2008
Donation collection point	A place approved by Council where reusable or recyclable types of waste may be deposited for the purposes of raising funds from the waste items
Event	An activity that is irregular or infrequent and does not require the construction of a permanent building, the installation of permanent infrastructure or services, or works such as vegetation clearing or other operational work. Events involve large groups of people either as participants or spectators and include carnivals, parades, concerts, markets, craft or trade fairs, field days, open days, displays and the like. This definition applies only where the activity is not covered by another definition/activity in the District Plan
Home composting	The activity of creating decaying organic matter from domestic green waste and/or food waste into compost
Illegal Dumping	Means the same as Litter
Licence	A licence, consent, permit or approval to do something under this Bylaw and includes any conditions to which the licence is subject
Litter	Any refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth or waste matter or any other thing of a like nature deposited in a public place
Litter receptacle	A receptacle provided for the collection of litter
Manager	A person who controls or manages any premises, activity, or event, regardless of whether that person has a proprietary interest in those premises or that activity or event. Includes a Body Corporate
Multi - Unit Development	A property comprising three or more separately occupied residential units or business units, whether in the same building or in separate buildings, and held either in common ownership or in separate ownership
MUD	Multi - Unit Development
Nuisance	A nuisance in terms of the Health Act 1956
Occupier	The inhabitant occupier of any property; and in relation to any land (including any premises and any coastal marine area), includes any agent, employee, or other person acting or apparently acting in the general management or control of the land, or any plant or machinery on that land
Packaging	Materials used to wrap or protect goods

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Person	An individual, a corporation sole, a body corporate, and an unincorporated body
Premises	A building or buildings and the land belonging to it or them
Public place	<p>As defined in the Litter Act 1979</p> <p>Includes—</p> <p>(a) every motorway, road, street, private street, footpath, access way, service lane, court, mall, and thoroughfare;</p> <p>(b) any public reserve within the meaning of section 2 of the Reserves Act 1977 to which the public generally has access, whether with or without payment of any fee, and any reserve under that Act classified as a nature reserve or a scientific reserve;</p> <p>(c) any park, garden, or other place of public recreation to which the public has access, whether with or without payment of any fee;</p> <p>(d) any beach or foreshore, or the bank of any river or stream, or the margin of any lake, to which the public traditionally has access, whether with or without payment of any fee;</p> <p>(e) any waters to which the public traditionally has access, whether with or without payment of any fee, for bathing or other recreational purposes;</p> <p>(f) every wharf, pier, or jetty (whether under the control of a harbour board or not) to which the public has access;</p> <p>(g) any conservation area within the meaning of the Conservation Act 1987;</p> <p>(h) any airport within the meaning of section 2 of the Airport Authorities Act 1966;</p> <p>(i) any cemetery within the meaning of section 2 of the Burial and Cremation Act 1964;</p> <p>(j) any land vested in or controlled by any local authority (within the meaning of section 5(1) of the Local Government Act 2002) or the Crown, being land that is not occupied pursuant to any lease, licence, or other authority by any private person;</p> <p>(k) any national park constituted under the National Parks Act 1980;</p> <p>(l) any other place whether public or private in the open air, including any walkway within the meaning of section 4 of the Walking Access Act 2008, to which the public has access, whether with or without payment of any fee,—but does not include any site for the disposal of litter, or any receptacle installed in any such public place pursuant to this Act or any other Act</p>
Public Notice	<p>To:</p> <p>(a) publish on an Internet site to which the public has free access a notice that—</p> <p>(i) includes all the information that is required to be publicly notified; and</p> <p>(ii) is in the prescribed form (if any); and</p> <p>(b) publish a short summary of the notice, along with details of the Internet site where the notice can be accessed, in 1 or more newspapers circulating in the entire area likely to be affected by the matter to which the notice relates. The notice and the short summary of the notice must be worded in a way that is clear and concise</p>
Recovery	The extraction of materials or energy from waste or diverted material for further use or processing; and includes making waste or diverted material into compost
Retail	The use of land or buildings where goods and services are offered or exposed to the general public for sale, hire or use, but excludes restaurants, licenced premises, offices or drive-through services
Solid Waste Storage Area	An on-site storage area for refuse, recyclable material and organic matter that is accessible for waste collection services
Treatment	Means subjecting waste to any physical, biological, or chemical process to change its volume or character so that it may be disposed of with no or reduced adverse effect on the environment; but does not include dilution of waste

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Waste

(a) means any thing disposed of or discarded; and
(b) includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); and
(c) to avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded

Waste categories:

Related to the source of the waste	Related to the composition of waste	Related to restrictions applied to waste
Domestic Waste Commercial Waste Construction and Demolition Waste	Food Waste Green Waste Hazardous Waste Inorganic Material Recyclable Material Refuse Reusable Material Special Waste	Diverted Material Prohibited Waste

Category	Definition
Commercial waste	Waste that results from a commercial enterprise and includes waste generated by the carrying on of any business, manufacture, process, trade, market, or other undertaking
Construction and demolition waste	Waste generated from any building construction or demolition works; and includes any concrete, plasterboard, wood, steel, brick, cardboard, metals, plastic or glass
Diverted material	Any thing that is no longer required for its original purpose and, but for commercial or other waste minimisation activities, would be disposed of or discarded
Domestic waste	Waste consisting of refuse, recyclable material or organic matter (food waste and/or green waste) originating from any household or from the cafeteria, lunchroom or canteen of any commercial enterprise, but does not include commercial waste nor prohibited waste.
Food waste	Waste that is derived from any item of food and is organic in origin and includes fruit and vegetable scraps, meat, fish and bone discards, and any other similar food waste
Green waste	Compostable plant material
Hazardous waste	Waste that is reasonably likely to be or contain a substance that meets 1 or more of the classification criteria for substances with explosive, flammable, oxidising, toxic, corrosive or ecotoxic properties under the Hazardous Substances (Classification) Notice 2017
Inorganic material	Waste consisting of household equipment, furniture, appliances and material of a similar type that due to its nature or size cannot be collected as domestic waste in an approved container, and that is specified by the Council as suitable for: a) collection from a public place by the Council; b) collection from any premises by the Council; or c) delivery to a resource recovery facility

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	Litter	Any refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth or waste matter or any other thing of a like nature deposited in a public place. For clarity, litter includes illegal dumping.
	Organic matter	Food waste and/or green waste that is specified by the Council under clause 5.15a4.1.a as organic matter
	Prohibited waste	<p>Waste containing-</p> <ul style="list-style-type: none"> any material capable of causing injury to any person or animal unless the material is sufficiently contained to prevent injury; any material capable of causing damage to the approved container or likely to shatter in the course of collection material unless the material is sufficiently contained to prevent damage to the approved container or to prevent injury; any material that may endanger any person, animal or vehicle which may come in to contact with it prior to, during or following collection, transportation or disposal; any radioactive wastes, but excluding domestic smoke detectors; any used oil and lead-acid batteries; any hazardous waste; medical waste; any other material publicly notified as prohibited by the Council under clause 5.15h
	Recyclable material	Waste specified by the Council under clause 5.15a as suitable for recycling
	Recycling	The reprocessing of waste or diverted material to produce new materials
	Refuse	<p>Waste which</p> <p>(a) subject to (b), is not organic matter, recyclable material, prohibited waste, construction and demolition waste or inorganic material;</p> <p>(b) may include organic matter and/or recyclable material that does not exceed the maximum allowable limits specified by the Council under clause 5.15 of this Bylaw</p>
	Reusable material	<p>Waste or diverted material that is further used in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose</p> <p><i>reuse</i> means the further use of waste or diverted material in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose</p>
	Special Waste	Any waste whether from a commercial premise or any other source which is hazardous, toxic or by its nature requires special disposal because of environmental considerations or landfill operational requirements. Examples of such are: asbestos, inflammable, explosive or corrosive substances and radioactive substances
Waste collector	A person who collects or transports waste and includes commercial and non-commercial collectors and transporters of waste (for example, community groups and not-for-profit organisations); but does not include individuals who collect and transport waste for personal reasons (for example, a person taking household garden waste to a landfill)	
Waste management facility	A facility which primarily provides waste management and disposal services or waste remediation and materials recovery services, in relation to solid waste	

D-3143831

HAMILTON CITY WASTE MANAGEMENT AND MINIMISATION BYLAW 2019

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Hamilton City Council BYLAWS

Waste management facility operator	A person who owns or manages a waste management facility
Waste management and minimisation plan	A waste management and minimisation plan adopted by a territorial authority under section 43 of the Waste Minimisation Act 2008
Waste Plan	A plan, required by the Council under this Bylaw, that sets out how waste is managed at a Multi – unit Development, Event or Site where building works are carried out
Waste operator	A person who is a waste collector or operates a waste management facility
Waste remediation and materials recovery services	The remediation and clean-up of contaminated buildings and mine sites, mine reclamation activities, removal of hazardous material and abatement of asbestos, lead paint and other toxic material. This also includes recovery, sorting, and/or storage services in relation to waste
Waste treatment and disposal services	The treatment or disposal of waste (including hazardous waste), including the operation of landfills, combustors, incinerators, compost dumps and other treatment facilities (except sewage treatment facilities), and waste transfer stations

4. CONTROLS

- 4.1. Any control specified by the Council under s 151(2) of the Local Government Act 2002 to support the implementation of this Bylaw:
- a. must be made by a resolution and public notice; and
 - b. may:
 - i. prohibit, restrict, or control any matter or thing generally, for any specific category or case, or in a particular case;
 - ii. apply to all waste or to any specified category of waste; and
 - iii. apply to the City or to a specified part of the City; and
 - iv. apply at all times or at any specified time or period of time

5. COLLECTION, TRANSPORTATION, PROCESSING, AND DISPOSAL OF WASTE

GENERAL RESPONSIBILITIES

- 5.1. The occupier and the manager of a premises must ensure that the domestic waste from the premises is separated into waste types as determined by the Council, and deposited for collection in the correct approved container.
- 5.2. No person may deposit in a container material that is not approved for that type of container.
- 5.3. The owner and/or the manager of any premises must ensure that approved containers are provided to tenants.
- 5.4. The owner, occupier and the manager of any premises must ensure that:

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- a. reasonable steps are taken to prevent the waste escaping from any waste container;
- b. waste from the premises has no more than a minimal adverse effect on neighbouring occupiers;
- c. any waste container is regularly emptied when it is full;
- d. the contents of any waste container, excluding containers for green waste, are protected from rain or ingress or egress of flies and animals;
- e. all dwellings contain a practical means and route of safe access and egress to any solid waste storage area for both residents and waste operators (where applicable); and
- f. steps are taken to ensure that no waste is deposited in or about any building or its surrounding area (including kerbside) except in accordance with this Bylaw;

5.5. The occupier and the manager of any premises who is in control of an approved container must ensure that:

- a. the container is kept in a safe location, hygienic, in good repair, and without any modifications or alterations to its appearance;
- b. if required, waste is deposited in the container in a manner that allows the whole of the contents to fall out easily and cleanly when the container is emptied;
- c. the container is placed for collection in an upright position off the road, in front of the premises from which the waste originated and as close to the kerbside as possible;
- d. reasonable steps are taken to prevent the container disrupting or obstructing pedestrian and vehicular traffic and to preserve access to the premises.

5.6. No person may:

- a. put waste into an approved container which has been provided to any other person, without that other person's consent;
- b. remove waste from, or interfere with any waste deposited in an approved container, except the Council, a licenced waste collector or the person who deposited the waste;
- c. remove or interfere with any mode of identification of any approved container, including electronic devices attached to the container;
- d. remove a container provided by the Council from the premises to which it has been allocated, except with the prior written approval of the Council.

5.7. The occupier and the manager of any premises is responsible for any waste generated on the premises until it has been collected.

LICENSING OF WASTE COLLECTION AND WASTE MANAGEMENT FACILITY OPERATORS

5.8. The following waste operators must have a waste operator licence issued by the Council and must not collect waste if they do not hold such a licence:

- a. Any waste collector who collects and/or transports waste from land in the City:
 - i. in a quantity of at least 40 tonnes of waste in any twelve-month period; and / or
 - ii. at least 40 times in any twelve-month period
- b. Waste management facility operators with a facility in the City which handles more than 40 tonnes of waste in any twelve-month period.

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- 5.9. An application for a waste operator licence must be made on the application form which is available from the Council, and must be accompanied by any application fee and the information required by the Council to process the application.
- 5.10. The holder of an existing licence may apply to the Council for a renewal of that licence.
- 5.11. A licence is personal to the holder and is not transferable.
- 5.12. A licence may be granted or refused at the discretion of the Council, and if granted may be on such terms and conditions as the Council deems appropriate.
- 5.13. When considering a licence application, the Council may take into account the following non-exhaustive list of factors:
- a. The extent to which the licenced activities will promote public health and safety;
 - b. The extent to which the licenced activities support achievement of the Council's waste management and minimisation plan, including goals and initiatives within that plan;
 - c. The quantity and type of waste to be handled;
 - d. The methods employed for the handling of the waste;
 - e. The frequency and location of the waste collection, removal and transportation services;
 - f. The specifications of the vehicles, equipment, and containers to be used for the handling of waste;
 - g. The applicant's experience, reputation, and track record in the waste and diverted material industry; and
 - h. The terms and conditions under which any disposal of waste is permitted and the existence of, or need for, any statutory approvals, authorisations, or consents required to be held or complied with in respect of such disposal.
- 5.14. A licenced waste operator must comply with all terms and conditions of the licence. These conditions may include, but are not limited to, the following matters:
- a. Term – a licence may be granted for a term of up to 5 years;
 - b. Licence fee – the licensee must pay an annual licence fee in an amount determined by the Council's annual fee and charges;
 - c. Bond – the Council may, on a case by case basis, require a licence holder to post a bank-guaranteed bond;
 - d. Compliance with standards – the licence holder must comply with any standards or policies the Council has set for waste handling such as:
 - i. Provision of waste collection services within reasonable times specified by the Council;
 - ii. The collection of any litter within a specified distance of an approved container awaiting collection and any litter spillage from the licence holder's vehicle during the collection, transportation or disposal process; and
 - e. Kerbside collections – restrictions on the timing and/or location of collections; and
 - f. Provision of information – the licence holder must provide data relating to waste they have handled to the Council during the term of their licence, in the form and at the times determined by the Council, which may include:

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- i. the quantities of various waste categories that have been handled by the waste operator during a period of time;
- ii. waste log books for each vehicle operated in accordance with the licence recording the quantity, composition and destination of each waste type and the point in time when such data was recorded during the waste collection, transportation or disposal process;
- iii. weighbridge receipts;
- iv. gate records of waste tonnage.

GENERAL CONTROLS ON THE COLLECTION, TRANSPORTATION AND DISPOSAL OF WASTE

- 5.15. The Council may specify controls for the following matters in relation to the collection, transportation or disposal of waste from any property:
- a. types of domestic waste that may be treated for all purposes (including deposit, collection, transportation, and disposal) as recyclable material, organic matter or refuse;
 - b. maximum allowable limits of a specified waste type that may be collected or transported from a public place in an approved container for refuse and that subsequently may be disposed of;
 - c. maximum allowable limits of a waste type that may be placed in a container approved for another waste type;
 - d. the maximum number of hours prior to or following the collection period that a container may be placed in a public place; and
 - e. the maximum weight of waste put in individual containers; and
 - f. types of waste that may be handled at any class 1 – 4 landfill and material that may be used as cover material at any such site;
 - g. materials that may be used as natural or other hardfill material at a Class 5 landfill;
 - h. types of waste that are prohibited; and
 - i. the locations where collections from a public place may occur;
 - j. the types of waste that may be collected from a public place.
- 5.16. General controls on the collection, transportation and disposal of waste must be accordance with clause 4.
- 5.17. Any waste operator who collects or transports waste must:
- a. make available to the owner, occupier or manager of a premises one or more approved containers to enable separate collection of each of the waste types required to be separately collected from the premises; and
 - b. not collect for disposal any domestic waste which has not been separated into refuse, recyclable material and organic matter and exceeds the maximum allowable limits specified by the Council under clause 5.15c; and
 - c. not dispose to a class 1 – 4 landfills any waste type that could be reused or recycled.

COLLECTIONS FROM A PUBLIC PLACE

- 5.18. Any person providing or using a waste collection service in or from a public place must comply with this Bylaw.

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- 5.19. Waste may not be placed on a public place for collection unless it is:
- a. domestic waste;
 - b. green waste;
 - c. any other type of waste determined by the Council in clause 5.15 as able to be placed on a public place for collection.
- 5.20. Prohibited waste, diverted material, construction and demolition waste or commercial waste may not be placed in a public place for collection unless authorised by the Council under this Bylaw.
- 5.21. Any waste operator who collects or transports waste from a public place must ensure waste containers provided clearly differentiate the waste operators' containers from the containers of other operators.
- 5.22. The Council may specify controls for the following matters in relation to the collection or transportation of waste from a public place:
- a. the area to which the control applies;
 - b. the type, size, colour, and construction of containers that may be used for the storage and collection of waste;
 - c. the types of waste that may be collected in various types of container;
 - d. the categories of waste that may be deposited at or collected from a public place;
 - e. the conditions applicable to any collection service from a public place;
 - f. the placement and retrieval of approved containers for collection, collection days and times, and restrictions on the number and weight of approved containers;
 - g. requirements to ensure the correct separation of categories of wastes into approved containers;
 - h. the locations, access times and conditions of use of Council collection points;
 - i. any other operational matter required for the safe and efficient operation of a collection service from a public place.
- 5.23. No person may deposit waste at a Council or donation collection point other than in accordance with clauses 5.25 to 5.27.
- 5.24. Controls in relation to the collection or transportation of waste from a public place must be accordance with clause 4.

COUNCIL COLLECTION POINTS

- 5.25. The Council may specify:
- a. any place, or receptacle in a public place, as a Council collection point for the collection of domestic waste; and
 - b. controls relating to the deposit of waste at the Council collection point.
- 5.26. Controls in relation to Council collection points must be accordance with clause 4.

DONATION COLLECTION POINTS

- 5.27. Anyone intending to provide a donation collection point must obtain Council approval in advance and must operate the donation collection point in compliance with any requirements the Council specifies including, but not limited to:

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- a. the location;
- b. vehicle access;
- c. the type of waste which may be deposited;
- d. the use of approved containers;
- e. the removal of deposited waste from the collection point; and
- f. a requirement to clean up or remove any litter or graffiti.

INORGANIC MATERIAL

- 5.28. The Council may specify controls for the following matters in relation to the collection of inorganic material from a public place:
- a. the weight, size and nature of inorganic material that may be deposited for collection;
 - b. the categories of inorganic material that may be deposited for collection;
 - c. the times, locations and conditions applicable to the collection of inorganic material;
 - d. the methods by which the inorganic material may be collected;
 - e. any other operational matters required for the safe and efficient collection of inorganic material from a public place.
- 5.29. Any person who deposits inorganic material for collection on, or collects or transport inorganic material from, a public place must comply with the controls made by the Council.
- 5.30. Controls in relation to the collection of inorganic material from a public place must be accordance with clause 4.

NUISANCE AND LITTER

- 5.31. No person may:
- a. allow any accumulation of waste or diverted material on or around any premises they own, occupy or manage to become offensive, a nuisance or likely to be injurious to health;
 - b. use an approved container in a manner that creates a nuisance, is offensive or is likely to be injurious to health.
- 5.32. Except as provided for under any Council Bylaw, no person may:
- a. burn or allow to be burnt on any property they own, occupy or manage any waste except organic matter;
 - b. bury or allow to be buried on any property they own, occupy or manage any waste except:
 - i. organic material;
 - ii. dead companion animals and nuisance pests; or
 - iii. for the purposes of home composting.
 - c. dispose of any waste on any premises except at:
 - i. a class 1-4 landfill, or
 - ii. any premises they own, occupy or manage, for the purposes of home composting.

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- 5.33. No person may:
- a. deposit any waste arising from that person's household or that person's business activities in any litter receptacle provided by the Council in any public place;
 - b. remove any waste from any litter receptacle provided by the Council in any public place, where this results in any waste being deposited outside the receptacle, unless authorised by the Council to do so;
 - c. deposit or attempt to deposit any waste in any receptacle provided by the Council in any public place if:
 - i. the receptacle is full; or
 - ii. the waste is likely to escape.
 - d. affix any item to any litter receptacle provided by the Council in any public place; or
 - e. damage any litter receptacle provided by the Council in any public place.
- 5.34. The owner, occupier or manager of any premises on which any item is affixed or displayed that is likely to become litter, must take all steps to the satisfaction of the Council to prevent it becoming litter, and to promptly remove it in the event that it does become litter.
- 5.35. The occupier of a retail premises must provide appropriate facilities so that customers can choose to remove packaging associated with products that they have purchased and leave that packaging at the retail premises at the point of purchase. For the purposes of this Bylaw, such packaging is the responsibility of the occupier of the retail premises unless and until it is removed from the premises by a purchaser.

PROVISION OF MULTI-UNIT DEVELOPMENT WASTE PLANS

- 5.36. Any person who owns, occupies or manages a MUD must comply with any approved MUD Waste Plan required under this Bylaw.
- 5.37. From the date of adoption of this Bylaw, any person intending to construct a MUD must submit a MUD Waste Plan at the same time as the resource consent application for that MUD.
- 5.38. Any MUD Waste Plan must comply with 5.39 and 5.40 of this Bylaw and be approved by the Council.
- 5.39. A MUD Waste Plan must include, but is not limited to, the following:
- a. identification of an adequate area on the premises for the storage of containers that is readily accessible to the occupiers of units and to a licenced waste operator (where applicable) to enable separate collection and transportation of refuse, recyclable material and/or organic matter;
 - b. the methods to be used to minimise noise and odour and to keep the area hygienic, free from vermin or other infestations and protected from theft and vandalism;
 - c. identification of the practical means and route of safe access and egress to the solid waste storage area for both residents and waste operators (where applicable);
 - d. an estimate of the volumes of refuse, recyclable material and organic matter that will be generated;
 - e. how waste generated by the MUD is to be minimised;
 - f. how the collection and use of recyclables and reusable material will be maximised;

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- g. a statement that:
 - i. the MUD is able to be serviced via the notified standard Council-provided waste service; or
 - ii. the MUD requires a waste service which cannot be serviced via the notified standard Council-provided waste service. This statement must also include detail of the non-standard service requirements and whether the occupier will be expected to pay any servicing costs.
 - h. the steps which will be taken to ensure that no waste is deposited in or about the MUD or its precincts (including kerbside) in breach of this Bylaw; and
 - i. any other matter required by the Council to ensure MUD waste is managed in accordance with the Council Waste Management and Minimisation Plan.
- 5.40. The Council may specify controls for the following matters in relation to the collection or transportation of waste from MUD:
- a. the categories of recyclable material, organic matter and refuse that may be deposited at or collected from a Multi-unit Development;
 - b. the times, locations and conditions applicable to any collection service from a MUD, including the placement and retrieval of containers for collection, collection times and restrictions on the number and weight of approved containers;
 - c. requirements to ensure the correct separation of refuse, organic matter and recyclable materials into approved containers;
 - d. any other operational matter required for the safe and efficient operation of a collection service from a MUD.
- 5.41. Any person who manages a MUD or owns or occupies a unit in a MUD must comply with any controls for the deposit, collection, transportation and management of waste in the MUD made by the Council.
- 5.42. Controls on the collection or transportation of waste from MUDs must be accordance with clause 4.
- 5.43. The Council may, on application, grant a written exemption from compliance with all or any the requirements of this clause if:
- a. in the opinion of the Council, the costs of full compliance would be disproportionate to any resulting waste management and minimisation benefits; or
 - b. the manager or owner demonstrates to the satisfaction of the Council that refuse, recyclable material and organic matter are collected separately; and regularly.

PROVISION OF EVENTS WASTE PLANS

- 5.44. Any organiser of any event must obtain prior approval from the Council for an Event Waste Plan for the event.
- 5.45. The Council may require an Event Waste Plan to meet requirements set out by the Council Event guidelines which may include:
- a. an estimate of the types and volumes of waste to be generated by the event;
 - b. how waste generated by the event is to be minimised;

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- c. the steps to be taken to maximise the collection and re-use of recyclable material and reusable material;
- d. the equipment to be provided for the storage, collection and transportation of waste and diverted material;
- e. the method of and person responsible for the collection and disposal of waste generated by the event;
- f. the provision of litter minimisation, collection, and removal from within the event site and its immediate surrounds; and
- g. any other matters relating to event waste management and minimisation that may be specified by the Council.

5.46. The organiser of an event must comply with the approved Event Waste Plan.

5.47. On completion of the event, the organiser must provide the Council with a report on the implementation of the Event Waste Plan, including:

- a. a waste analysis which sets out the predicted and actual types and amounts of waste generated by the event; and
- b. the waste management facilities used to recover, recycle, treat or dispose of waste generated by the event.

PROVISION OF SITE WASTE PLANS FOR BUILDING WORK

5.48. Any person applying for a building consent must also submit a Site Waste Plan to the Council for approval.

5.49. A Site Waste Plan must comply with the Council guidelines which may include:

- a. the name of the client, principal contractor, and person who prepared the Site Waste Plan; and
- b. the location of the site;
- c. the estimated total cost of the building work;
- d. a description of each type of waste expected to be produced;
- e. an estimate of the quantity of each type of waste; and
- f. the proposed method of waste management for each type of waste (e.g. recovery, recycling, disposal).

5.50. While the building work is being carried out, the principal contractor must:

- a. ensure that
 - i. reasonable steps are taken to prevent waste escaping from any waste container;
 - ii. waste from the site has no more than a minimal adverse effect on neighbouring occupiers;
 - iii. any waste container is regularly emptied when it is full;
- b. review the Site Waste Plan as necessary;
- c. record quantities and types of waste produced; and
- d. record the types and quantities of waste that have been:

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- i. reused (on or off site)
- ii. recycled (on or off site)
- iii. sent to other forms of recovery (on or off site)
- iv. sent to landfill
- v. otherwise disposed of.

- 5.51. Within 90 days of completion of the building work the principal contractor must provide an updated Site Waste Plan to the Council that includes:
- a. confirmation that the plan has been monitored and updated;
 - b. a comparison of estimated quantities of each type of waste generated against the actual quantities of each waste type; and
 - c. an explanation of any deviation from the plan
- 5.52. The principal contractor must ensure that a copy of the plan is kept on site, and that every contractor knows where it can be found. It must be available to any contractor carrying out any work described in the plan.

6. GENERAL PENALTIES AND POWERS

- 6.1. Any person who acts in breach of this Bylaw commits an offence and is liable upon summary conviction to a fine, as provided for under the Local Government Act 2002 (which specifies a fine not exceeding \$20,000), and may also be liable to penalties under other legislation.

7. OTHER ENFORCEMENT POWERS

GENERAL RESPONSIBILITIES

- 7.1. Where an owner, occupier or manager of a premises does not comply with any of clauses 5.1 to 5.7, the Council may:
- a. Notify the occupier, owner or manager that they have failed to comply with the Bylaw; and
 - b. Provide details of the failure to comply and information on how to comply; and
 - c. Inform the occupier, owner or manager:
 - i. that the breach shall be recorded against their property; and
 - ii. if the property receives three recorded breaches within a three-month period their waste service may be withdrawn; and
 - iii. specify the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.
- 7.2. Any final notice of withdrawal of service shall also be sent to the postal address of the ratepayer for the property and shall specify:
- a. the date of service withdrawal; and
 - b. the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.

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LICENCED WASTE OPERATORS

- 7.3. Where a licence holder does not comply with the terms and conditions of a waste operator licence, the Council may:
- a. issue a written warning to the licence holder, which may be treated as evidence of a prior breach of a licence condition during any subsequent review of the licence;
 - b. review the licence, which may result in:
 - i. amendment of the licence; or
 - ii. suspension of the licence; or
 - iii. withdrawal of the licence.
 - c. have recourse to any bond where the Council has incurred any cost as a result of the breach of the licence condition. This includes where the Council has itself performed or arranged for the performance of any licenced activity on the default of the licence holder;
 - d. review the amount and nature of the bond, which may result in an increase of the amount of the bond;
 - e. enforce any offence that may have been committed under the Litter Act 1979; and
 - f. enforce any breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

COLLECTIONS FROM A PUBLIC PLACE OR COLLECTION POINT

- 7.4. The Council may:
- a. remove the contents of any approved container left out for collection from a public place, where the contents or placement of the container do not comply with any aspect of clause 5.18 to 5.24;
 - b. suspend the use of any Council collection point service, where any aspect of clauses 5.25 or 5.27 have not been complied with;
 - c. withdraw approval for provision of a donation collection point, where any aspect of clause 5.27 has not been complied with;
 - d. enforce any offence that may have been committed under the Litter Act 1979;
 - e. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

INORGANIC MATERIAL

- 7.5. Where a person does not comply with a control made by the Council under clauses 5.28 and 5.29, the Council (or a licenced waste operator where applicable) may:
- a. reject (i.e. not collect) the inorganic material, if the inorganic material or placement if any aspect of clauses 5.28 and 5.29, have not been complied with;
 - b. remove the inorganic material, where the inorganic material or placement if any aspect of clauses 5.28 and 5.29, have not been complied with;
 - c. enforce any offence that may have been committed under the Litter Act 1979; and
 - d. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

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- 7.6. Where a person does not comply with a control made by the Council under clause 5.31 to 5.35, the Council may:
- a. issue a notice requiring corrective action within a specified time period;
 - b. recover costs as set out in 9.3;
 - c. enforce any offence that may have been committed under the Litter Act 1979; and
 - d. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation

WASTE MANAGEMENT AND MINIMISATION PLANS

- 7.7. Where a person does not comply with any Waste Plan required under this Bylaw for a MUD, Event or Building Work, the Council may:
- a. revoke the applicable Waste Plan and require a new Waste Plan to be submitted for approval, which may require a new application fee to be paid; and
 - b. impose a higher fee for Waste Plan applications following revocation, in accordance with the Local Government Act 2002; and
 - c. enforce any offence that may have been committed under the Litter Act 1979; and
 - d. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

WASTE PLANS FOR MULTI-UNIT DEVELOPMENTS

- 7.8. Where a person does not comply with any of clauses 5.36 to 5.41, the Council may:
- a. issue a notice requiring corrective action within a specified time period; and
 - b. recover costs as set out in 9.3.
- 7.9. Where an owner, occupier or manager of a MUD does not comply with any of clauses 5.36 to 5.41, the Council may:
- a. notify the occupier, owner or manager that they have failed to comply with the Bylaw;
 - b. provide details of the failure to comply and information on how to comply; and
 - c. inform the occupier, owner or manager
 - i. that the breach shall be recorded against their property; and
 - ii. if the property receives three recorded breaches within a three-month period their waste service may be withdrawn; and
 - iii. specify the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.
- 7.10. Any final notice of withdrawal of service shall also be sent to the postal address of the ratepayer for the address and shall specify:
- a. the date of service withdrawal; and
 - b. the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.

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WASTE PLANS FOR EVENTS

7.11. Where an applicant does not comply with any of clauses 5.44 to 5.47, the Council may:

- a. withhold or revoke consent for any event;
- b. issue a notice requiring corrective action within a specified time period; and
- c. recover costs as set out in 9.3.

WASTE PLANS FOR BUILDING WORK

7.12. Where a person does not comply with any of clauses 5.48 to 5.52, the Council may:

- a. issue a notice requiring corrective action within a specified time period; and
- b. recover costs as set out in 9.3.

8. EXCEPTIONS AND SAVING PROVISIONS

8.1. A person is not in breach of this Bylaw if that person proves that the act or omission was in compliance with the directions of an authorised Council officer.

9. FEES AND CHARGES

9.1. The Council may charge fees for licences or Waste Plans, including fees to process an application or carry out inspections as part of any waste collection or facility operator licence; or Waste Plan.

9.2. The Council may require waste collection and facility operators to provide a bond pursuant to [s56\(3\) of the Waste Minimisation Act 2008](#). ~~s56(3) of the Local Government Act 2002.~~

9.3. The Council may recover costs associated with enforcement of this Bylaw in accordance with the Local Government Act 2002 or other legislation.

The COMMON SEAL of the HAMILTON CITY COUNCIL
was hereunto affixed in the presence of:

Councillor:

Councillor:

Chief Executive:

EXPLANATORY NOTE

This note is for information purposes and does not form part of this Bylaw [Insert if required].

Approved By: Council	Date Adopted : 28 November 2019
Date In Force: 29 November 2019	Review Date: November 2029

HAMILTON CITY WASTE MANAGEMENT AND MINIMISATION BYLAW 2019

This Bylaw is made by the Hamilton City Council under the powers given to it by the Waste Minimisation Act 2008, Local Government Act 2002, Heath Act 1956, and the Litter Act 1979.

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1. PURPOSE

- 1.1. The purpose of this Bylaw is to support the management and minimisation of waste by:
- a) promoting and delivering effective and efficient waste management and minimisation in Hamilton City as required under the Waste Minimisation Act 2008;
 - b) supporting the implementation of the Council's Waste Management and Minimisation Plan;
 - c) upholding the purpose of the Waste Minimisation Act and the goals in the New Zealand Waste Strategy;
 - d) regulating the deposit, removal, collection, transport, and processing of waste;
 - e) enabling fees and charges for use of waste management and minimisation services and facilities provided, owned, or operated by the territorial authority;
 - f) protecting the health and safety of waste collectors, waste operators and the public; and
 - g) enabling the management of litter and nuisance in public places.

2. APPLICATION

- 2.1. This Bylaw applies to the City of the Hamilton Council.

3. DEFINITIONS

- 3.1. The following definitions apply to this Bylaw, except where inconsistent with the context:

Term -	means:
Approved	Written authorisation from the Council
Approved container	Any container (including bags) that has been approved by the Council for the collection of any type of waste, with approval based on the following criteria: the prevention of nuisance, the protection of the health and safety of waste collectors and the public, and the achievement of effective waste management and minimisation.
Authorised Council officer	A person appointed by Hamilton City Council for the purposes of ensuring compliance with the Bylaw, as defined as an Enforcement Officer in the Waste Minimisation Act 2008 section 76, Local Government Act 2002 section 177 and as defined as Litter control officers under the Litter Act 1979 section 5.
Building work	means work— (a) for, or in connection with, the construction, alteration, demolition, or removal of a building; and (b) on an allotment that is likely to affect the extent to which an existing building on that allotment complies with the building code; and (c) includes sitework.
Bylaw	This Solid Waste Bylaw

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Class 1-5 landfills	Class	Common Name	Accepted Waste Material	Material Source
	1	Municipal Solid Waste Landfill	Non-hazardous waste. Typically, mixed waste from multiple sources and containing a high content of organic material; may include waste cited for classes 2, 3, 4 and 5. May be developed for specific industrial wastes (for example, monofills or residual waste sites)	Households, industry, institutions, construction sites, contaminated sites
	2	C&D Landfill	Unsorted/uncontrolled construction and demolition material. May be developed for specific industrial wastes (for example, monofills or residual waste sites)	Construction sites, demolition material, soil from areas with significantly different chemical properties
	3	Managed Fill	Inert material (e.g. selected inert construction or demolition material) or soils with specified maximum contaminant concentrations greater than applicable local background concentrations.	Selected materials from construction and demolition sites, earthworks and site remediation
	4	Controlled Fill	Inert material (e.g. selected inert construction or demolition material) or soils with trace element concentrations greater than applicable regional background concentrations	Selected materials from construction sites and demolition sites and earthworks
	5	Clean Fill	Virgin excavated natural materials (VENM) such as clay, soil and rock that are free of: <ul style="list-style-type: none"> combustible, putrescible, degradable or leachable components; hazardous substances or materials (such as municipal solid waste) likely to create leachate by means of biological breakdown; products or materials derived from hazardous waste treatment, stabilisation or disposal practices; materials such as medical and veterinary waste, asbestos, or radioactive substances that may present a risk to human health if excavated; contaminated soil and other contaminated materials; and liquid waste. <p>When discharged to the environment, clean fill material will not have a detectable effect relative to the background.</p>	Slips/road clearance, construction site clearance, earthworks surplus
Council	The Hamilton City Council or any person delegated or authorised to act on its behalf			
Council collection points	Places or containers approved by Council where approved containers may be left for collection or waste may be deposited if collection from a public place is unfeasible or impractical			
Cover material	Means material specified by the Council under clause 4.1.f as suitable for use as cover material at a class 1-4 landfill site			

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Deposit	To cast, place, throw, drop or allow to escape any waste or diverted material <i>depositing</i> , in relation to litter, includes— (a) casting, placing, throwing, or dropping litter; and (b) allowing litter to be cast, thrown, dropped, or to escape, from any motor vehicle or trailer
Disposal	As defined in the Waste Minimisation Act 2008
Donation collection point	A place approved by Council where reusable or recyclable types of waste may be deposited for the purposes of raising funds from the waste items
Event	An activity that is irregular or infrequent and does not require the construction of a permanent building, the installation of permanent infrastructure or services, or works such as vegetation clearing or other operational work. Events involve large groups of people either as participants or spectators and include carnivals, parades, concerts, markets, craft or trade fairs, field days, open days, displays and the like. This definition applies only where the activity is not covered by another definition/activity in the District Plan
Home composting	The activity of creating decaying organic matter from domestic green waste and/or food waste into compost
Illegal Dumping	Means the same as Litter
Licence	A licence, consent, permit or approval to do something under this Bylaw and includes any conditions to which the licence is subject
Litter	Any refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth or waste matter or any other thing of a like nature deposited in a public place
Litter receptacle	A receptacle provided for the collection of litter
Manager	A person who controls or manages any premises, activity, or event, regardless of whether that person has a proprietary interest in those premises or that activity or event. Includes a Body Corporate
Multi - Unit Development	A property comprising three or more separately occupied residential units or business units, whether in the same building or in separate buildings, and held either in common ownership or in separate ownership
MUD	Multi - Unit Development
Nuisance	A nuisance in terms of the Health Act 1956
Occupier	The inhabitant occupier of any property; and in relation to any land (including any premises and any coastal marine area), includes any agent, employee, or other person acting or apparently acting in the general management or control of the land, or any plant or machinery on that land
Packaging	Materials used to wrap or protect goods

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Person	An individual, a corporation sole, a body corporate, and an unincorporated body
Premises	A building or buildings and the land belonging to it or them
Public place	<p>As defined in the Litter Act 1979</p> <p>Includes—</p> <p>(a) every motorway, road, street, private street, footpath, access way, service lane, court, mall, and thoroughfare;</p> <p>(b) any public reserve within the meaning of section 2 of the Reserves Act 1977 to which the public generally has access, whether with or without payment of any fee, and any reserve under that Act classified as a nature reserve or a scientific reserve;</p> <p>(c) any park, garden, or other place of public recreation to which the public has access, whether with or without payment of any fee;</p> <p>(d) any beach or foreshore, or the bank of any river or stream, or the margin of any lake, to which the public traditionally has access, whether with or without payment of any fee;</p> <p>(e) any waters to which the public traditionally has access, whether with or without payment of any fee, for bathing or other recreational purposes;</p> <p>(f) every wharf, pier, or jetty (whether under the control of a harbour board or not) to which the public has access;</p> <p>(g) any conservation area within the meaning of the Conservation Act 1987;</p> <p>(h) any airport within the meaning of section 2 of the Airport Authorities Act 1966;</p> <p>(i) any cemetery within the meaning of section 2 of the Burial and Cremation Act 1964;</p> <p>(j) any land vested in or controlled by any local authority (within the meaning of section 5(1) of the Local Government Act 2002) or the Crown, being land that is not occupied pursuant to any lease, licence, or other authority by any private person;</p> <p>(k) any national park constituted under the National Parks Act 1980;</p> <p>(l) any other place whether public or private in the open air, including any walkway within the meaning of section 4 of the Walking Access Act 2008, to which the public has access, whether with or without payment of any fee,—but does not include any site for the disposal of litter, or any receptacle installed in any such public place pursuant to this Act or any other Act</p>
Public Notice	<p>To:</p> <p>(a) publish on an Internet site to which the public has free access a notice that—</p> <p>(i) includes all the information that is required to be publicly notified; and</p> <p>(ii) is in the prescribed form (if any); and</p> <p>(b) publish a short summary of the notice, along with details of the Internet site where the notice can be accessed, in 1 or more newspapers circulating in the entire area likely to be affected by the matter to which the notice relates. The notice and the short summary of the notice must be worded in a way that is clear and concise</p>
Recovery	The extraction of materials or energy from waste or diverted material for further use or processing; and includes making waste or diverted material into compost
Retail	The use of land or buildings where goods and services are offered or exposed to the general public for sale, hire or use, but excludes restaurants, licenced premises, offices or drive-through services
Solid Waste Storage Area	An on-site storage area for refuse, recyclable material and organic matter that is accessible for waste collection services
Treatment	Means subjecting waste to any physical, biological, or chemical process to change its volume or character so that it may be disposed of with no or reduced adverse effect on the environment; but does not include dilution of waste

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Waste

(a) means any thing disposed of or discarded; and
(b) includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); and
(c) to avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded

Waste categories:

Related to the source of the waste	Related to the composition of waste	Related to restrictions applied to waste
Domestic Waste Commercial Waste Construction and Demolition Waste	Food Waste Green Waste Hazardous Waste Inorganic Material Recyclable Material Refuse Reusable Material Special Waste	Diverted Material Prohibited Waste

Category	Definition
Commercial waste	Waste that results from a commercial enterprise and includes waste generated by the carrying on of any business, manufacture, process, trade, market, or other undertaking
Construction and demolition waste	Waste generated from any building construction or demolition works; and includes any concrete, plasterboard, wood, steel, brick, cardboard, metals, plastic or glass
Diverted material	Any thing that is no longer required for its original purpose and, but for commercial or other waste minimisation activities, would be disposed of or discarded
Domestic waste	Waste consisting of refuse, recyclable material or organic matter (food waste and/or green waste) originating from any household or from the cafeteria, lunchroom or canteen of any commercial enterprise, but does not include commercial waste nor prohibited waste.
Food waste	Waste that is derived from any item of food and is organic in origin and includes fruit and vegetable scraps, meat, fish and bone discards, and any other similar food waste
Green waste	Compostable plant material
Hazardous waste	Waste that is reasonably likely to be or contain a substance that meets 1 or more of the classification criteria for substances with explosive, flammable, oxidising, toxic, corrosive or ecotoxic properties under the Hazardous Substances (Classification) Notice 2017
Inorganic material	Waste consisting of household equipment, furniture, appliances and material of a similar type that due to its nature or size cannot be collected as domestic waste in an approved container, and that is specified by the Council as suitable for: a) collection from a public place by the Council; b) collection from any premises by the Council; or c) delivery to a resource recovery facility

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	Litter	Any refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth or waste matter or any other thing of a like nature deposited in a public place. For clarity, litter includes illegal dumping.
	Organic matter	Food waste and/or green waste that is specified by the Council under clause 5.15a4.1.a as organic matter
	Prohibited waste	<p>Waste containing-</p> <ul style="list-style-type: none"> any material capable of causing injury to any person or animal unless the material is sufficiently contained to prevent injury; any material capable of causing damage to the approved container or likely to shatter in the course of collection material unless the material is sufficiently contained to prevent damage to the approved container or to prevent injury; any material that may endanger any person, animal or vehicle which may come in to contact with it prior to, during or following collection, transportation or disposal; any radioactive wastes, but excluding domestic smoke detectors; any used oil and lead-acid batteries; any hazardous waste; medical waste; any other material publicly notified as prohibited by the Council under clause 5.15h
	Recyclable material	Waste specified by the Council under clause 5.15a as suitable for recycling
	Recycling	The reprocessing of waste or diverted material to produce new materials
	Refuse	<p>Waste which</p> <p>(a) subject to (b), is not organic matter, recyclable material, prohibited waste, construction and demolition waste or inorganic material;</p> <p>(b) may include organic matter and/or recyclable material that does not exceed the maximum allowable limits specified by the Council under clause 5.15 of this Bylaw</p>
	Reusable material	<p>Waste or diverted material that is further used in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose</p> <p><i>reuse</i> means the further use of waste or diverted material in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose</p>
	Special Waste	Any waste whether from a commercial premise or any other source which is hazardous, toxic or by its nature requires special disposal because of environmental considerations or landfill operational requirements. Examples of such are: asbestos, inflammable, explosive or corrosive substances and radioactive substances
Waste collector	A person who collects or transports waste and includes commercial and non-commercial collectors and transporters of waste (for example, community groups and not-for-profit organisations); but does not include individuals who collect and transport waste for personal reasons (for example, a person taking household garden waste to a landfill)	
Waste management facility	A facility which primarily provides waste management and disposal services or waste remediation and materials recovery services, in relation to solid waste	

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Waste management facility operator	A person who owns or manages a waste management facility
Waste management and minimisation plan	A waste management and minimisation plan adopted by a territorial authority under section 43 of the Waste Minimisation Act 2008
Waste Plan	A plan, required by the Council under this Bylaw, that sets out how waste is managed at a Multi – unit Development, Event or Site where building works are carried out
Waste operator	A person who is a waste collector or operates a waste management facility
Waste remediation and materials recovery services	The remediation and clean-up of contaminated buildings and mine sites, mine reclamation activities, removal of hazardous material and abatement of asbestos, lead paint and other toxic material. This also includes recovery, sorting, and/or storage services in relation to waste
Waste treatment and disposal services	The treatment or disposal of waste (including hazardous waste), including the operation of landfills, combustors, incinerators, compost dumps and other treatment facilities (except sewage treatment facilities), and waste transfer stations

4. CONTROLS

- 4.1. Any control specified by the Council under s 151(2) of the Local Government Act 2002 to support the implementation of this Bylaw:
- a. must be made by a resolution and public notice; and
 - b. may:
 - i. prohibit, restrict, or control any matter or thing generally, for any specific category or case, or in a particular case;
 - ii. apply to all waste or to any specified category of waste; and
 - iii. apply to the City or to a specified part of the City; and
 - iv. apply at all times or at any specified time or period of time

5. COLLECTION, TRANSPORTATION, PROCESSING, AND DISPOSAL OF WASTE

GENERAL RESPONSIBILITIES

- 5.1. The occupier and the manager of a premises must ensure that the domestic waste from the premises is separated into waste types as determined by the Council, and deposited for collection in the correct approved container.
- 5.2. No person may deposit in a container material that is not approved for that type of container.
- 5.3. The owner and/or the manager of any premises must ensure that approved containers are provided to tenants.
- 5.4. The owner, occupier and the manager of any premises must ensure that:

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- a. reasonable steps are taken to prevent the waste escaping from any waste container;
- b. waste from the premises has no more than a minimal adverse effect on neighbouring occupiers;
- c. any waste container is regularly emptied when it is full;
- d. the contents of any waste container, excluding containers for green waste, are protected from rain or ingress or egress of flies and animals;
- e. all dwellings contain a practical means and route of safe access and egress to any solid waste storage area for both residents and waste operators (where applicable); and
- f. steps are taken to ensure that no waste is deposited in or about any building or its surrounding area (including kerbside) except in accordance with this Bylaw;

5.5. The occupier and the manager of any premises who is in control of an approved container must ensure that:

- a. the container is kept in a safe location, hygienic, in good repair, and without any modifications or alterations to its appearance;
- b. if required, waste is deposited in the container in a manner that allows the whole of the contents to fall out easily and cleanly when the container is emptied;
- c. the container is placed for collection in an upright position off the road, in front of the premises from which the waste originated and as close to the kerbside as possible;
- d. reasonable steps are taken to prevent the container disrupting or obstructing pedestrian and vehicular traffic and to preserve access to the premises.

5.6. No person may:

- a. put waste into an approved container which has been provided to any other person, without that other person's consent;
- b. remove waste from, or interfere with any waste deposited in an approved container, except the Council, a licenced waste collector or the person who deposited the waste;
- c. remove or interfere with any mode of identification of any approved container, including electronic devices attached to the container;
- d. remove a container provided by the Council from the premises to which it has been allocated, except with the prior written approval of the Council.

5.7. The occupier and the manager of any premises is responsible for any waste generated on the premises until it has been collected.

LICENSING OF WASTE COLLECTION AND WASTE MANAGEMENT FACILITY OPERATORS

5.8. The following waste operators must have a waste operator licence issued by the Council and must not collect waste if they do not hold such a licence:

- a. Any waste collector who collects and/or transports waste from land in the City:
 - i. in a quantity of at least 40 tonnes of waste in any twelve-month period; and / or
 - ii. at least 40 times in any twelve-month period
- b. Waste management facility operators with a facility in the City which handles more than 40 tonnes of waste in any twelve-month period.

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- 5.9. An application for a waste operator licence must be made on the application form which is available from the Council, and must be accompanied by any application fee and the information required by the Council to process the application.
- 5.10. The holder of an existing licence may apply to the Council for a renewal of that licence.
- 5.11. A licence is personal to the holder and is not transferable.
- 5.12. A licence may be granted or refused at the discretion of the Council, and if granted may be on such terms and conditions as the Council deems appropriate.
- 5.13. When considering a licence application, the Council may take into account the following non-exhaustive list of factors:
- a. The extent to which the licenced activities will promote public health and safety;
 - b. The extent to which the licenced activities support achievement of the Council's waste management and minimisation plan, including goals and initiatives within that plan;
 - c. The quantity and type of waste to be handled;
 - d. The methods employed for the handling of the waste;
 - e. The frequency and location of the waste collection, removal and transportation services;
 - f. The specifications of the vehicles, equipment, and containers to be used for the handling of waste;
 - g. The applicant's experience, reputation, and track record in the waste and diverted material industry; and
 - h. The terms and conditions under which any disposal of waste is permitted and the existence of, or need for, any statutory approvals, authorisations, or consents required to be held or complied with in respect of such disposal.
- 5.14. A licenced waste operator must comply with all terms and conditions of the licence. These conditions may include, but are not limited to, the following matters:
- a. Term – a licence may be granted for a term of up to 5 years;
 - b. Licence fee – the licensee must pay an annual licence fee in an amount determined by the Council's annual fee and charges;
 - c. Bond – the Council may, on a case by case basis, require a licence holder to post a bank-guaranteed bond;
 - d. Compliance with standards – the licence holder must comply with any standards or policies the Council has set for waste handling such as:
 - i. Provision of waste collection services within reasonable times specified by the Council;
 - ii. The collection of any litter within a specified distance of an approved container awaiting collection and any litter spillage from the licence holder's vehicle during the collection, transportation or disposal process; and
 - e. Kerbside collections – restrictions on the timing and/or location of collections; and
 - f. Provision of information – the licence holder must provide data relating to waste they have handled to the Council during the term of their licence, in the form and at the times determined by the Council, which may include:

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- i. the quantities of various waste categories that have been handled by the waste operator during a period of time;
- ii. waste log books for each vehicle operated in accordance with the licence recording the quantity, composition and destination of each waste type and the point in time when such data was recorded during the waste collection, transportation or disposal process;
- iii. weighbridge receipts;
- iv. gate records of waste tonnage.

GENERAL CONTROLS ON THE COLLECTION, TRANSPORTATION AND DISPOSAL OF WASTE

- 5.15. The Council may specify controls for the following matters in relation to the collection, transportation or disposal of waste from any property:
- a. types of domestic waste that may be treated for all purposes (including deposit, collection, transportation, and disposal) as recyclable material, organic matter or refuse;
 - b. maximum allowable limits of a specified waste type that may be collected or transported from a public place in an approved container for refuse and that subsequently may be disposed of;
 - c. maximum allowable limits of a waste type that may be placed in a container approved for another waste type;
 - d. the maximum number of hours prior to or following the collection period that a container may be placed in a public place; and
 - e. the maximum weight of waste put in individual containers; and
 - f. types of waste that may be handled at any class 1 – 4 landfill and material that may be used as cover material at any such site;
 - g. materials that may be used as natural or other hardfill material at a Class 5 landfill;
 - h. types of waste that are prohibited; and
 - i. the locations where collections from a public place may occur;
 - j. the types of waste that may be collected from a public place.
- 5.16. General controls on the collection, transportation and disposal of waste must be accordance with clause 4.
- 5.17. Any waste operator who collects or transports waste must:
- a. make available to the owner, occupier or manager of a premises one or more approved containers to enable separate collection of each of the waste types required to be separately collected from the premises; and
 - b. not collect for disposal any domestic waste which has not been separated into refuse, recyclable material and organic matter and exceeds the maximum allowable limits specified by the Council under clause 5.15c; and
 - c. not dispose to a class 1 – 4 landfills any waste type that could be reused or recycled.

COLLECTIONS FROM A PUBLIC PLACE

- 5.18. Any person providing or using a waste collection service in or from a public place must comply with this Bylaw.

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- 5.19. Waste may not be placed on a public place for collection unless it is:
- domestic waste;
 - green waste;
 - any other type of waste determined by the Council in clause 5.15 as able to be placed on a public place for collection.
- 5.20. Prohibited waste, diverted material, construction and demolition waste or commercial waste may not be placed in a public place for collection unless authorised by the Council under this Bylaw.
- 5.21. Any waste operator who collects or transports waste from a public place must ensure waste containers provided clearly differentiate the waste operators' containers from the containers of other operators.
- 5.22. The Council may specify controls for the following matters in relation to the collection or transportation of waste from a public place:
- the area to which the control applies;
 - the type, size, colour, and construction of containers that may be used for the storage and collection of waste;
 - the types of waste that may be collected in various types of container;
 - the categories of waste that may be deposited at or collected from a public place;
 - the conditions applicable to any collection service from a public place;
 - the placement and retrieval of approved containers for collection, collection days and times, and restrictions on the number and weight of approved containers;
 - requirements to ensure the correct separation of categories of wastes into approved containers;
 - the locations, access times and conditions of use of Council collection points;
 - any other operational matter required for the safe and efficient operation of a collection service from a public place.
- 5.23. No person may deposit waste at a Council or donation collection point other than in accordance with clauses 5.25 to 5.27.
- 5.24. Controls in relation to the collection or transportation of waste from a public place must be accordance with clause 4.

COUNCIL COLLECTION POINTS

- 5.25. The Council may specify:
- any place, or receptacle in a public place, as a Council collection point for the collection of domestic waste; and
 - controls relating to the deposit of waste at the Council collection point.
- 5.26. Controls in relation to Council collection points must be accordance with clause 4.

DONATION COLLECTION POINTS

- 5.27. Anyone intending to provide a donation collection point must obtain Council approval in advance and must operate the donation collection point in compliance with any requirements the Council specifies including, but not limited to:

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- a. the location;
- b. vehicle access;
- c. the type of waste which may be deposited;
- d. the use of approved containers;
- e. the removal of deposited waste from the collection point; and
- f. a requirement to clean up or remove any litter or graffiti.

INORGANIC MATERIAL

- 5.28. The Council may specify controls for the following matters in relation to the collection of inorganic material from a public place:
- a. the weight, size and nature of inorganic material that may be deposited for collection;
 - b. the categories of inorganic material that may be deposited for collection;
 - c. the times, locations and conditions applicable to the collection of inorganic material;
 - d. the methods by which the inorganic material may be collected;
 - e. any other operational matters required for the safe and efficient collection of inorganic material from a public place.
- 5.29. Any person who deposits inorganic material for collection on, or collects or transport inorganic material from, a public place must comply with the controls made by the Council.
- 5.30. Controls in relation to the collection of inorganic material from a public place must be accordance with clause 4.

NUISANCE AND LITTER

- 5.31. No person may:
- a. allow any accumulation of waste or diverted material on or around any premises they own, occupy or manage to become offensive, a nuisance or likely to be injurious to health;
 - b. use an approved container in a manner that creates a nuisance, is offensive or is likely to be injurious to health.
- 5.32. Except as provided for under any Council Bylaw, no person may:
- a. burn or allow to be burnt on any property they own, occupy or manage any waste except organic matter;
 - b. bury or allow to be buried on any property they own, occupy or manage any waste except:
 - i. organic material;
 - ii. dead companion animals and nuisance pests; or
 - iii. for the purposes of home composting.
 - c. dispose of any waste on any premises except at:
 - i. a class 1-4 landfill, or
 - ii. any premises they own, occupy or manage, for the purposes of home composting.

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- 5.33. No person may:
- a. deposit any waste arising from that person's household or that person's business activities in any litter receptacle provided by the Council in any public place;
 - b. remove any waste from any litter receptacle provided by the Council in any public place, where this results in any waste being deposited outside the receptacle, unless authorised by the Council to do so;
 - c. deposit or attempt to deposit any waste in any receptacle provided by the Council in any public place if:
 - i. the receptacle is full; or
 - ii. the waste is likely to escape.
 - d. affix any item to any litter receptacle provided by the Council in any public place; or
 - e. damage any litter receptacle provided by the Council in any public place.
- 5.34. The owner, occupier or manager of any premises on which any item is affixed or displayed that is likely to become litter, must take all steps to the satisfaction of the Council to prevent it becoming litter, and to promptly remove it in the event that it does become litter.
- 5.35. The occupier of a retail premises must provide appropriate facilities so that customers can choose to remove packaging associated with products that they have purchased and leave that packaging at the retail premises at the point of purchase. For the purposes of this Bylaw, such packaging is the responsibility of the occupier of the retail premises unless and until it is removed from the premises by a purchaser.

PROVISION OF MULTI-UNIT DEVELOPMENT WASTE PLANS

- 5.36. Any person who owns, occupies or manages a MUD must comply with any approved MUD Waste Plan required under this Bylaw.
- 5.37. From the date of adoption of this Bylaw, any person intending to construct a MUD must submit a MUD Waste Plan at the same time as the resource consent application for that MUD.
- 5.38. Any MUD Waste Plan must comply with 5.39 and 5.40 of this Bylaw and be approved by the Council.
- 5.39. A MUD Waste Plan must include, but is not limited to, the following:
- a. identification of an adequate area on the premises for the storage of containers that is readily accessible to the occupiers of units and to a licenced waste operator (where applicable) to enable separate collection and transportation of refuse, recyclable material and/or organic matter;
 - b. the methods to be used to minimise noise and odour and to keep the area hygienic, free from vermin or other infestations and protected from theft and vandalism;
 - c. identification of the practical means and route of safe access and egress to the solid waste storage area for both residents and waste operators (where applicable);
 - d. an estimate of the volumes of refuse, recyclable material and organic matter that will be generated;
 - e. how waste generated by the MUD is to be minimised;
 - f. how the collection and use of recyclables and reusable material will be maximised;

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- g. a statement that:
 - i. the MUD is able to be serviced via the notified standard Council-provided waste service; or
 - ii. the MUD requires a waste service which cannot be serviced via the notified standard Council-provided waste service. This statement must also include detail of the non-standard service requirements and whether the occupier will be expected to pay any servicing costs.
 - h. the steps which will be taken to ensure that no waste is deposited in or about the MUD or its precincts (including kerbside) in breach of this Bylaw; and
 - i. any other matter required by the Council to ensure MUD waste is managed in accordance with the Council Waste Management and Minimisation Plan.
- 5.40. The Council may specify controls for the following matters in relation to the collection or transportation of waste from MUD:
- a. the categories of recyclable material, organic matter and refuse that may be deposited at or collected from a Multi-unit Development;
 - b. the times, locations and conditions applicable to any collection service from a MUD, including the placement and retrieval of containers for collection, collection times and restrictions on the number and weight of approved containers;
 - c. requirements to ensure the correct separation of refuse, organic matter and recyclable materials into approved containers;
 - d. any other operational matter required for the safe and efficient operation of a collection service from a MUD.
- 5.41. Any person who manages a MUD or owns or occupies a unit in a MUD must comply with any controls for the deposit, collection, transportation and management of waste in the MUD made by the Council.
- 5.42. Controls on the collection or transportation of waste from MUDs must be accordance with clause 4.
- 5.43. The Council may, on application, grant a written exemption from compliance with all or any the requirements of this clause if:
- a. in the opinion of the Council, the costs of full compliance would be disproportionate to any resulting waste management and minimisation benefits; or
 - b. the manager or owner demonstrates to the satisfaction of the Council that refuse, recyclable material and organic matter are collected separately; and regularly.

PROVISION OF EVENTS WASTE PLANS

- 5.44. Any organiser of any event must obtain prior approval from the Council for an Event Waste Plan for the event.
- 5.45. The Council may require an Event Waste Plan to meet requirements set out by the Council Event guidelines which may include:
- a. an estimate of the types and volumes of waste to be generated by the event;
 - b. how waste generated by the event is to be minimised;

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- c. the steps to be taken to maximise the collection and re-use of recyclable material and reusable material;
 - d. the equipment to be provided for the storage, collection and transportation of waste and diverted material;
 - e. the method of and person responsible for the collection and disposal of waste generated by the event;
 - f. the provision of litter minimisation, collection, and removal from within the event site and its immediate surrounds; and
 - g. any other matters relating to event waste management and minimisation that may be specified by the Council.
- 5.46. The organiser of an event must comply with the approved Event Waste Plan.
- 5.47. On completion of the event, the organiser must provide the Council with a report on the implementation of the Event Waste Plan, including:
- a. a waste analysis which sets out the predicted and actual types and amounts of waste generated by the event; and
 - b. the waste management facilities used to recover, recycle, treat or dispose of waste generated by the event.

PROVISION OF SITE WASTE PLANS FOR BUILDING WORK

- 5.48. Any person applying for a building consent must also submit a Site Waste Plan to the Council for approval.
- 5.49. A Site Waste Plan must comply with the Council guidelines which may include:
- a. the name of the client, principal contractor, and person who prepared the Site Waste Plan; and
 - b. the location of the site;
 - c. the estimated total cost of the building work;
 - d. a description of each type of waste expected to be produced;
 - e. an estimate of the quantity of each type of waste; and
 - f. the proposed method of waste management for each type of waste (e.g. recovery, recycling, disposal).
- 5.50. While the building work is being carried out, the principal contractor must:
- a. ensure that
 - i. reasonable steps are taken to prevent waste escaping from any waste container;
 - ii. waste from the site has no more than a minimal adverse effect on neighbouring occupiers;
 - iii. any waste container is regularly emptied when it is full;
 - b. review the Site Waste Plan as necessary;
 - c. record quantities and types of waste produced; and
 - d. record the types and quantities of waste that have been:

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- i. reused (on or off site)
- ii. recycled (on or off site)
- iii. sent to other forms of recovery (on or off site)
- iv. sent to landfill
- v. otherwise disposed of.

- 5.51. Within 90 days of completion of the building work the principal contractor must provide an updated Site Waste Plan to the Council that includes:
- a. confirmation that the plan has been monitored and updated;
 - b. a comparison of estimated quantities of each type of waste generated against the actual quantities of each waste type; and
 - c. an explanation of any deviation from the plan
- 5.52. The principal contractor must ensure that a copy of the plan is kept on site, and that every contractor knows where it can be found. It must be available to any contractor carrying out any work described in the plan.

6. GENERAL PENALTIES AND POWERS

- 6.1. Any person who acts in breach of this Bylaw commits an offence and is liable upon summary conviction to a fine, as provided for under the Local Government Act 2002 (which specifies a fine not exceeding \$20,000), and may also be liable to penalties under other legislation.

7. OTHER ENFORCEMENT POWERS

GENERAL RESPONSIBILITIES

- 7.1. Where an owner, occupier or manager of a premises does not comply with any of clauses 5.1 to 5.7, the Council may:
- a. Notify the occupier, owner or manager that they have failed to comply with the Bylaw; and
 - b. Provide details of the failure to comply and information on how to comply; and
 - c. Inform the occupier, owner or manager:
 - i. that the breach shall be recorded against their property; and
 - ii. if the property receives three recorded breaches within a three-month period their waste service may be withdrawn; and
 - iii. specify the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.
- 7.2. Any final notice of withdrawal of service shall also be sent to the postal address of the ratepayer for the property and shall specify:
- a. the date of service withdrawal; and
 - b. the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.

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LICENCED WASTE OPERATORS

- 7.3. Where a licence holder does not comply with the terms and conditions of a waste operator licence, the Council may:
- a. issue a written warning to the licence holder, which may be treated as evidence of a prior breach of a licence condition during any subsequent review of the licence;
 - b. review the licence, which may result in:
 - i. amendment of the licence; or
 - ii. suspension of the licence; or
 - iii. withdrawal of the licence.
 - c. have recourse to any bond where the Council has incurred any cost as a result of the breach of the licence condition. This includes where the Council has itself performed or arranged for the performance of any licenced activity on the default of the licence holder;
 - d. review the amount and nature of the bond, which may result in an increase of the amount of the bond;
 - e. enforce any offence that may have been committed under the Litter Act 1979; and
 - f. enforce any breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

COLLECTIONS FROM A PUBLIC PLACE OR COLLECTION POINT

- 7.4. The Council may:
- a. remove the contents of any approved container left out for collection from a public place, where the contents or placement of the container do not comply with any aspect of clause 5.18 to 5.24;
 - b. suspend the use of any Council collection point service, where any aspect of clauses 5.25 or 5.27 have not been complied with;
 - c. withdraw approval for provision of a donation collection point, where any aspect of clause 5.27 has not been complied with;
 - d. enforce any offence that may have been committed under the Litter Act 1979;
 - e. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

INORGANIC MATERIAL

- 7.5. Where a person does not comply with a control made by the Council under clauses 5.28 and 5.29, the Council (or a licenced waste operator where applicable) may:
- a. reject (i.e. not collect) the inorganic material, if the inorganic material or placement if any aspect of clauses 5.28 and 5.29, have not been complied with;
 - b. remove the inorganic material, where the inorganic material or placement if any aspect of clauses 5.28 and 5.29, have not been complied with;
 - c. enforce any offence that may have been committed under the Litter Act 1979; and
 - d. enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

Hamilton City Council BYLAWS

Item 18

Attachment 2

NUISANCE AND LITTER

- 7.6. Where a person does not comply with a control made by the Council under clause 5.31 to 5.35, the Council may:
- issue a notice requiring corrective action within a specified time period;
 - recover costs as set out in 9.3;
 - enforce any offence that may have been committed under the Litter Act 1979; and
 - enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation

WASTE MANAGEMENT AND MINIMISATION PLANS

- 7.7. Where a person does not comply with any Waste Plan required under this Bylaw for a MUD, Event or Building Work, the Council may:
- revoke the applicable Waste Plan and require a new Waste Plan to be submitted for approval, which may require a new application fee to be paid; and
 - impose a higher fee for Waste Plan applications following revocation, in accordance with the Local Government Act 2002; and
 - enforce any offence that may have been committed under the Litter Act 1979; and
 - enforce breach of this Bylaw, as provided for in the Local Government Act 2002 or other legislation.

WASTE PLANS FOR MULTI-UNIT DEVELOPMENTS

- 7.8. Where a person does not comply with any of clauses 5.36 to 5.41, the Council may:
- issue a notice requiring corrective action within a specified time period; and
 - recover costs as set out in 9.3.
- 7.9. Where an owner, occupier or manager of a MUD does not comply with any of clauses 5.36 to 5.41, the Council may:
- notify the occupier, owner or manager that they have failed to comply with the Bylaw;
 - provide details of the failure to comply and information on how to comply; and
 - inform the occupier, owner or manager
 - that the breach shall be recorded against their property; and
 - if the property receives three recorded breaches within a three-month period their waste service may be withdrawn; and
 - specify the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.
- 7.10. Any final notice of withdrawal of service shall also be sent to the postal address of the ratepayer for the address and shall specify:
- the date of service withdrawal; and
 - the steps which the owner or manager will need to follow in order to appeal the decision or reinstate the service.

Hamilton City Council BYLAWS

WASTE PLANS FOR EVENTS

7.11. Where an applicant does not comply with any of clauses 5.44 to 5.47, the Council may:

- a. withhold or revoke consent for any event;
- b. issue a notice requiring corrective action within a specified time period; and
- c. recover costs as set out in 9.3.

WASTE PLANS FOR BUILDING WORK

7.12. Where a person does not comply with any of clauses 5.48 to 5.52, the Council may:

- a. issue a notice requiring corrective action within a specified time period; and
- b. recover costs as set out in 9.3.

8. EXCEPTIONS AND SAVING PROVISIONS

8.1. A person is not in breach of this Bylaw if that person proves that the act or omission was in compliance with the directions of an authorised Council officer.

9. FEES AND CHARGES

- 9.1. The Council may charge fees for licences or Waste Plans, including fees to process an application or carry out inspections as part of any waste collection or facility operator licence; or Waste Plan.
- 9.2. The Council may require waste collection and facility operators to provide a bond pursuant to s56(3) of the Waste Minimisation Act 2008.
- 9.3. The Council may recover costs associated with enforcement of this Bylaw in accordance with the Local Government Act 2002 or other legislation.

The COMMON SEAL of the HAMILTON CITY COUNCIL
was hereunto affixed in the presence of:

Councillor:

Councillor:

Chief Executive:

EXPLANATORY NOTE

This note is for information purposes and does not form part of this Bylaw [Insert if required].

Council Report

Item 19

Committee: Infrastructure Operations Committee
Date: 27 April 2021
Author: Robyn Denton
Authoriser: Eeva-Liisa Wright
Position: Network Operations and Use Leader
Position: General Manager Infrastructure Operations
Report Name: Waikato Regional Council - Public Transport Update

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee about Waikato Regional Council (WRC) Public Transport activities in the greater Hamilton area via a verbal update from WRC staff.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the verbal report; and
 - b) thanks Waikato Regional Council for their update.

Attachments

There are no attachments for this report.

Council Report

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Maire Porter

Authoriser: Eeva-Liisa Wright

Position: City Waters Manager

Position: General Manager
Infrastructure Operations

Report Name: Water Stimulus Delivery Update

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee on delivery of the programme of central government funded waters activity works and seek approval to award contracts for delivery.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee:
 - a) receives the report;
 - b) approves, the City Waters Manager as Hamilton City Council's nominated Recipients Representative in the existing Water Stimulus Funding Agreement and Lead Contact in the Water Stimulus Delivery Plan with the Department of Internal Affairs;
 - c) approves award of Contract 810/2021 for landscaping activities within the Stormwater Gully Improvements project with Ngati Haua Mahi Trust, with an Approved Contract Sum of \$900,000;
 - d) approves to vary existing Contract 16431 with Waipa Civil Ltd. to deliver an additional \$1,000,000 of watermain renewals, increasing the Approved Contract Sum from \$16,500,000 to \$17,500,000 and extending the contract completion date from 30 June 2021 to 31 March 2022;
 - e) approves to vary existing Contract 17160 with HEB Construction Ltd. to deliver an additional \$500,000 of wastewater reticulation renewals, increasing the Approved Contract Sum from \$25,000,000 to \$25,500,000 and extending the contract completion date from 30 June 2021 to 31 March 2022;
 - f) approves award of a contract for asset data information management system improvements within the Asset Data Information Improvements project with a maximum Approved Contract Sum of \$650,000;
 - g) delegates authority to the Chief Executive to approve Direct Appointment contracts for delivery of the Water Stimulus programme up to a maximum contract value of \$3,000,000 in accordance with existing delegated authority to award tendered contracts - subject to works being fully funded within the approved Water Stimulus Programme; and

- h) notes the re-allocation of central government funding between projects within the Delivery Plan, noting that the overall programme budget remains \$17.46m as approved by Council and the Department of Internal Affairs.

Executive Summary - *Whakaraapopototanga matua*

3. In conjunction with the current reform programme for Three Waters (drinking water, wastewater and stormwater) being undertaken by the New Zealand Government, the Government is investing in water service delivery to both improve waters network systems and support economic recovery from the COVID-19 pandemic through job creation and supply chain investment.
4. Hamilton City Council have entered into a Funding Agreement with the Government to complete a programme of waters works delivery to a total value of \$17.46m by 31 March 2022 – fully funded by Government.
5. The delivery programme is comprised of 19 projects. Since confirmation of funding in late 2020 staff have been establishing and setting up the programme and projects, including confirmation of project scopes, milestone programmes and procurement strategies as well as establishment of internal project governance and reporting structures.
6. As a result of more detailed project planning, some re-allocation of funding between approved projects is required, however the expected cost to deliver all agreed projects remains \$17.46m.
7. Initiation, establishment and delivery of the programme of works to date is on track.
8. Staff consider the matters and decisions in this report have low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

9. Hamilton City Council entered into a funding agreement in October 2020 with the Department of Internal Affairs (DIA), who in conjunction with Crown Infrastructure Partners are administering the three waters reform and waters stimulus delivery programmes on behalf of the New Zealand Government.
10. Elected Members endorsed the programme Delivery Plan in September 2020 and this was subsequently approved by DIA in November 2020.
11. Within the Delivery Plan, six packages of works and 19 projects were identified. The work packages focus on strategic priorities, renewals, asset information, asset conditions, resilience, demand management, environmental compliance and preparing for the Three Waters reform, and includes a combination of capital and operational projects.
12. Programme reporting to DIA is to be completed on a quarterly basis as per their reporting template. The first report was submitted in January 2021 with the second report submitted on 16 April 2021 (**Attachment 1**).
13. It is noted that this report is focussed on delivery of the stimulus investment programme, and further updates will be provided separate to this report on progress of the Three Waters reform.

Discussion - *Matapaki*

Programme Update

14. Since confirmation of funding in late 2020 staff have progressed with setting up the programme and projects, including confirmation of project scopes, milestone programmes and procurement strategies as well as establishment of internal project governance and reporting structures.
15. As resolved at the at the [17 September 2020 Council meeting](#) and approved in the Water Stimulus Delivery Plan, Council have adopted a programme approach to delivery of the stimulus projects to enable flexibility across the programme and manage trade-offs or “overs and unders” associated with the projects within the programme – noting that elected members are to be consulted as part of the change approval process.
16. Staff recommend that this regular report to the Infrastructure Operations committee will be the mechanism to communicate and seek endorsement of changes.
17. Recent works have allowed more accurate budget forecasting and cashflows to be developed for each of the projects which has resulted in forecast variations in funding allocations for some projects – as outlined in the table below:

Project	Forecast Cost	Status
<u>Strategic Planning</u>		
Futureproof Growth Partnership Three Waters Detailed Business Case	\$750,000 (HCC Share)	This sub-regional project is on track for delivery.
Hamilton – Waikato Metropolitan Spatial Plan Wastewater Business Case	\$1,450,000 (HCC Share)	This project is progressing well – with the Southern Business Case now substantively complete and the Northern Business Case scheduled to commence in the coming months.
Te Wetini Dr Crossing and Rotokauri Rise (via Private Development Agreement)	\$2,245,000	Construction works are underway. <u>Funding reallocation</u> - this project was originally budgeted at \$2,850,000, reduced as a result of updated cost forecasts. There is potential for further reduction to forecast cost– additional funding reprioritisation opportunities will be further investigated.
Rotokauri Swale Designations Conditions implementation	\$700,000	Professional Service contracts to complete this project are in place and works are underway. <u>Funding reallocation</u> - this project was originally budgeted at \$950,000, reduced as a result of updated cost forecasts.
Rotokauri Wastewater Upsizing for Unconnected Communities	\$800,000	Investigation and design is underway. <u>Funding reallocation</u> - this project was originally budgeted at \$285,000, which has increased as a result of further investigation and updated cost estimations. Offset by forecast underspend on other projects.

<u>Renewals and Asset Information</u>		
Invest in Additional Asset Renewals	\$1,500,000	Additional \$1m of water and \$500k of wastewater works have been scoped and are planned to be delivered leveraging existing renewals delivery contracts.
Asset Data Information Management and Three Waters Data Collection Technology	\$1,825,000	Works are underway and on-track.
<u>Asset condition assessment and resilience</u>		
Three Waters City Wide Asset Resilience Study	\$712,500	Professional Service contracts to complete this project are in place and works are underway.
Undertake a Trial Set Up and Operation of the Low River Contingency Infrastructure	\$190,000	Works are underway with planned completion in May 2021.
<u>Demand Management</u>		
Water Sustainability Strategy	\$200,000	Professional Service contracts to complete this project are in place and planning works are underway. <i>Funding reallocation</i> - this project was originally budgeted at \$95,000, which has increased as a result of further scope definition and cost forecasts.
Scoping and Benchmarking of incentives Rainwater Storage Tanks Incentivisation Study	\$70,000	Professional Service contracts to complete this project are in place and planning works are underway. <i>Funding reallocation</i> - this project was originally budgeted at \$95,000, which has reduced as a result of further scope definition and cost forecasts.
Citywide Inflow and Infiltration Investigation	\$950,000	Works underway and on track with investigations and repair work currently being completed in the Temple View area.
Expansion of the Water Leak Detection Programme	\$475,000	Works underway and on track with investigations and repair work currently being completed in the Temple View area.
Education Hub Three Waters	\$294,500	Works underway and on track.
<u>3 Water operational upgrades and environmental compliance</u>		
Water Infrastructure Security Measures	\$950,000	Works underway and on track.
Upgrade of the Bore Supply at Taitua Arboretum	\$142,500	Works well advanced and nearing completion.
Ecological Improvements for	\$2,375,000	Initial investigation for Managiti Gully complete with

Erosion, water quality, Stormwater Control, Gully Network Improvements and Retrofitting of Older Stormwater Attenuation Devices			design and procurement underway.
Urban Stormwater Quality Management Investigation	\$250,000		HCC contribution to regional initiative. Scope confirmed and on track.
Installation of Dedicated Water Sampling Points around the City	\$95,000		Works are on track with design and procurement underway.
<u>Preparation for Waters Reform</u>			
Preparation and Participation in Three Waters Reform Programme	\$760,000		Underway including response to DIA Request for Information. Further updates will be provided separate to this report on progress of the Three Waters reform. <i><u>Funding reallocation</u></i> - this project was originally budgeted at \$500,000, which has been updated as a result of further understanding of water reform inputs including an additional DIA approved \$60,000 to respond to their RFI.
<u>Programme Management</u>			
Water Reform Programme Management	\$725,500		Underway, programme management structure established and resources engaged.
Total	\$17,460,000		

18. It is noted that additional 'contingency projects' were identified in the Delivery Plan. At this stage no contingency projects are proposed to be progressed; however, this will be further assessed throughout programme delivery.

Contract Approvals

Stormwater Gully Improvements – Landscaping Supply and Installation

19. As part of the planned works in the Mangaiti gully significant landscaping is required to improve erosion control, water quality and ecology.
20. To deliver landscaping in the required timeframes, Council has an opportunity to partner with Ngati Haua Mahi Trust (NHMT) to complete site clearance, weed control, planting and landscape maintenance activities.
21. NHMT is a community organisation with a focus of providing sustainable training opportunities to grow the skills and knowledge of the community & marae, provide employment opportunities to cultivate a thriving community and provide opportunities to enrich the well-being of the environment for a healthy community, with a commitment to the restoration, re-vitalization and enhancement of rivers, streams, drains and lakes within their tribal boundary.
22. Council has an existing Memorandum of Understanding with Ngati Haua Mahi Trust for implementing a Local Indigenous Biodiversity Strategy which aligns with this project.

23. The opportunity for Council to partner with NHMT provides significant benefits for both parties including opportunities to generate local employment outcomes and capability development whilst minimising delivery risks in regard to plant installation timeframes and quality.

Additional Asset Renewals

24. To deliver the planned additional programmes of asset renewals as funded via the water stimulus programme, it is recommended to deliver these as a variation of existing contracts we already have in place to deliver our existing programmes of water and wastewater network renewals.
25. Council have existing contracts with Waipa Civil Ltd. (Contract 16431) to deliver the 2018-21 programme of water reticulation renewals, and with HEB Construction Ltd. (Contract 17160) to deliver the 2018-21 programme of wastewater and stormwater reticulation renewals.
26. Extending these existing contracts enables utilisation of existing tendered rates as well as leveraging the skills and knowledge of experienced Contractors to deliver additional scope.
27. If the recommended variations to the existing Contracts are not approved, additional renewals will need to be separately procured via a public request for tender process, which could result in delays and risk to works completion within the programme timeframes.

Asset Data Information Management

28. To deliver the planned programme of improvements to our asset data information management systems, engage of an asset management system provider is required.
29. It is recommended to directly engage Infor for this project, who are the current product owner of our corporate asset management system and are a current recognised industry leader in three waters asset management.
30. It is recommended that award of a contract with Infor is approved - up to a maximum Approved Contract Sum of \$650,000.

Further Contract Approvals

31. Due to the challenging timeframes for delivery of this programme and noting that works are fully funded by Central Government, it is recommended to delegate authority to award contracts via direct appointment to the Chief Executive up to a maximum value of \$3,000,000 – in alignment with the Chief Executives existing delegated authority to award competitively tendered contracts.
32. These contract award decisions will be subject to works being fully funded within the approved Water Stimulus Programme – and if exercised direct appointment contract award decisions will be subsequently reported to the next Infrastructure Operations Committee meeting.
33. This approach would assist with mitigating potential time/delay risks if further contract decisions are required which exceed existing delegated authority limits.

Delivery Plan Implementation Visit

34. John Mackie, from Crown Infrastructure Partners undertook visits to all Waikato Councils on behalf of DIA in March 2020 to observe and validate progress made to date with the completion of the stimulus delivery plans.
35. During the visit, updates on each of the projects were discussed and a site visit to Taitua Arboretum was undertaken to see the physical works completed as part of the upgrade to the bore water supply at that site.
36. Feedback from the visit was that Mr Mackie found it helpful and informative, noting that all the processes had been set up at both a governance and project level, scoping was nearing completion and that some of the projects had commenced. However during the visit he

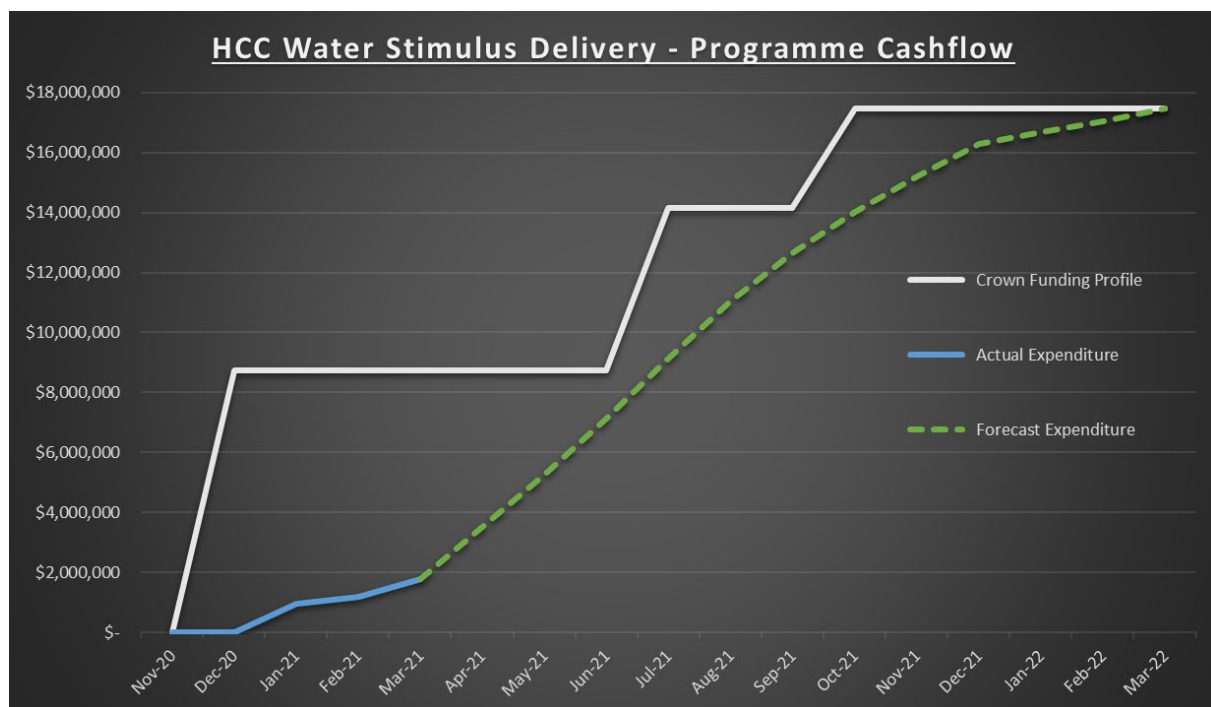
acknowledged the risk of deliverability of the programme within the timeframes and indicated that the level of expenditure will need to significantly increase in the coming months.

Delivery Plan Communication with DIA

37. At the [17 September 2020 Council meeting](#), Andrew Parsons was delegated as The Recipients Representative in relation to the funding Agreement and the HCC lead contact with DIA for the Delivery Plan.
- *‘delegates the Strategic Development Manager (Andrew Parsons) as The Recipients Representative in the Funding Agreement and, the HCC Lead Contact in the Delivery Plan;’*
38. As the involvement of the Strategic Development Manager (Andrew Parsons) in the delivery plan projects has reduced, staff propose that the responsibility for the lead contact for DIA in relation to the Delivery Plan is transferred.
39. As this role was delegated under a resolution of Council, the transfer of this responsibility needs to be approved by resolution.
40. The recommendation in this report proposes that this lead contact role for the Water Stimulus Delivery Plan programme of works is transferred to Maire Porter, City Waters Manager.

Financial Considerations - *Whaiwhakaaro Puutea*

41. The total budget to complete the programme is \$17,460,000, which is fully funded by the NZ Government in accordance with the existing Funding Agreement.
42. The programme cashflow profile is shown below:



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

43. Staff confirm that matters and recommendations in this report comply with Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

44. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
45. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
46. The recommendations set out in this report are consistent with that purpose.

Social

47. Throughout delivery of this programme, opportunities to leverage and implement social procurement initiatives will be explored including supporting supply chain diversity and potential targeted employment initiatives to support social enterprises and employment opportunities for priority social groups.

Economic

48. A key investment objective of this programme is to support economic recovery from the COVID-19 pandemic through job creation and supply chain investment.
49. As outlined in the quarter 1 programme report to DIA, metrics in terms of employment outcomes from this investment are being monitored and reported.

Environmental

50. A number of projects within this programme have a specific focus on developing infrastructure and/or the natural environment to support, in a sustainable way, three waters operational activities.
51. As projects are further scoped, designed and procured opportunities for use of sustainable energy, alternative material options and waste minimisation will be further explored.

Cultural

52. As projects are further scoped and defined further engagement will be undertaken with Maaori via Te Haa o te Whenua o Kirikiriroa (THaWK) to ensure projects take into account and align with the culture and traditions of water, ancestral land, sites, waahi tapu, valued flora and fauna, and other taonga as well as optimise opportunities to support communities and Maaori to share their heritage, language and stories.

Risks - *Tuuraru*

53. Delivery of this programme is still at a relatively early stage. The programme is comprised of a large number of challenging and complex projects and is required to be complete by March 2022.
54. Key risks to programme delivery are outlined in the report to DIA (**Attachment 1**), with the key risks being securing capacity and capability of professional service and construction resources to deliver.
55. Given the requirement to deliver this programme by March 2022, expediency of procurement is critical, and any delays to contract award or variation approvals could result in risk to works completion within the required timeframes. This risk will be substantially mitigated if contract award, variation and delegated authority recommendations as outlined in this report are approved.

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

Significance

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

Engagement

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

Attachments - *Ngaa taapirihanga*

Attachment 1 - HCC Water Stimulus Delivery - Q2 Report to DIA - April 2021

Memo

Notice to DIA No. 02 Water Reform Stimulus – Report No. 02

To: John Mackie
 From: Andrew Parsons
 Subject: Hamilton City Council Water Reform Stimulus Report No. 02
 Date: 16 April 2021 File: D-3696552

Good afternoon John

RE – Q2 DIA - Water stimulus report

Please find attached the following:

- Q2 Report
- Q2 Project Substitution Request form

Since the submission of the Q1 report, HCC have completed all the internal project management documentation for all 19 projects. The projects have been scoped, project and procurement plans developed and approved, and expenditure cash flowed. Project progress is reported monthly and monitored by HCC internal project management system PSoda. Many of the projects have procured both professional and contracting services to deliver the projects.

The programme includes two sub-regional projects which involve HCC, Waikato District Council (WaiDC) and Waipa District Council (WDC). HCC will be taking the lead on reporting for the sub-regional projects particularly the project matrices. WaiDC and WDC will still need to report on their specific spend/cashflow for these projects as it pertains to their share of the total project budget. All other aspects will be reported via HCC's report. However, it is important to note that as HCC are managing the projects on behalf of the other parties, it has been agreed that the WaiDC and WDC portion of funding will be expended first with HCC funds being spent toward the end of the projects, hence the proportional spend against the HCC budget does not reflect the progress of the project which will be captured via % complete.

As outlined in the HCC delivery plan the programme will be managed via an 'overs and unders' approach. No projects are proposed to be substituted at this stage, however a Project Substitution Request form has been attached in order to document the funding transfer between the projects included in the programme. To actively manage the cashflow and the request for the second instalment of DIA funding, we have prepared a cashflow profile sheet in the Q2 report. This indicates that additional

Sensitivity: General

funding will not be required until Q3; a Payment Request form will therefore be submitted with the Q3 report.

The spend to date is \$1.78 million which represents 10% of the total funds; this level of expenditure reflects the effort and time that has been incurred getting the programme and project processes and approvals in place to deliver the programme. As indicated in the cashflow profile submitted with the report, HCC are expecting the level of expenditure to significantly increase over the next quarter. HCC are confident that processes are in place to expend the total budget by March 2022.

As outlined earlier, Maire Porter will be replacing me in the lead contact for HCC, this will formally occur when the Infrastructure and Operations Committee passes a resolution to this effect in the April 2021 meeting.

Kind regards



Andrew Parsons

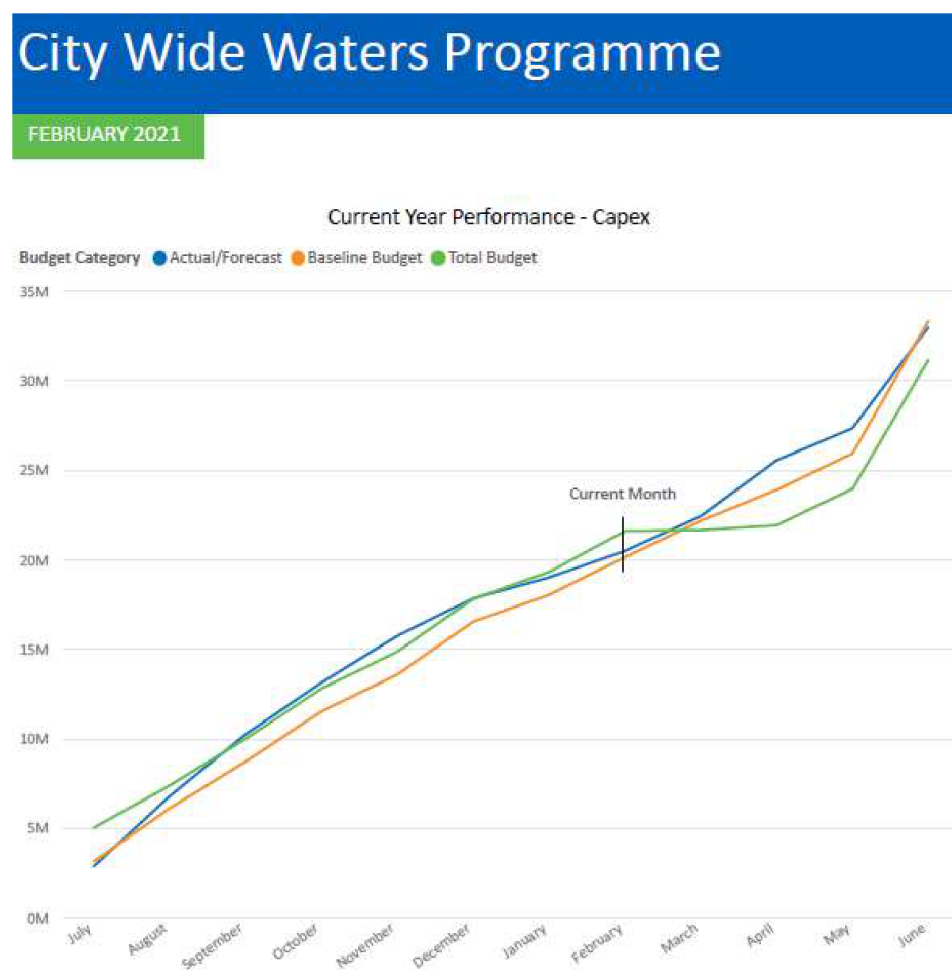
Executive Director – Strategic Infrastructure

Appendix A – LTP Commentary

Separate and additional to delivery of the stimulus programme, delivery against the planned and budgeted Hamilton City Council 2020/21 capital works programme for 3-waters activities (as per 2018-28 LTP and 2020-21 Annual Plan) is progressing well.

Major Improvements and Growth

Delivery of our major improvements programme (excluding greenfield growth areas) is progressing well as shown below - \$22.8m has been spent to date (to March) of the total \$28.8m programme.



Key components of this programme include:

- Substantially completed major \$32m multi-year capacity upgrade of the City's only Wastewater Treatment Plant in Pukete in early 2021 – including new chemical storage facility, bioreactor and clarifier.
- Underway with major \$32m multi-year capacity upgrade of the City's only Water Treatment Plant in Peacocke – with construction and delivery contracts now in place.
- Nearing completion of \$21m strategic wastewater reticulation upgrade on Western Interceptor
- Contract recently awarded for delivery of \$14m strategic water reticulation network upgrade in the Newcastle/Dinsdale area.

Additionally, significant investment is continuing in new and upgraded infrastructure to service the City's greenfield growth areas:

- Completion in late 2020 of a new water reservoir and associated pump station in the Ruakura growth area - \$17m multi-year project
- Installation of 7.5km of new wastewater pressure pipelines to connect the Peacocke growth area to the city's existing wastewater network is underway - \$14.6m spend to date
- Completion of a \$1.5m programme of watermain installation over 2019/20 and 2020/21 in the Rototuna growth area

Renewals and Minor Improvements

In delivery of the renewals and minor improvement programme - \$13m has been spent to date (to March) of the total \$26m programme. Key components of this programme include:

- \$4m of watermain reticulation renewals complete (of total \$4.3m programme)
- \$2.4m of wastewater reticulation renewals complete (of total \$4.7m programme)
- \$3.2m of wastewater treatment plant renewals and minor improvements (total \$5.3m programme)
- \$1.4m of water treatment plant renewals and minor improvements (total \$3.6m programme)
- Substantive completion of works to remediate Eastern Bulkmain (\$520k)

Attachment 1

Document Classification: KPMG Confidential

Document Classification: KPMG Confidential

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Document Classification: KPMG Confidential

Sensitivity: General

Crown funding required	\$NZ'm									0.36								0.36
Cofunding required	\$NZ'm																	-
Final payment portion	\$NZ'm																	-
Total project funding	\$NZ'm	0.36	-	-	-	-	-	-	-	0.36	-	-	-	-	-	-	-	0.7125
Cash position																		
Opening cash position	\$NZ'm	-	0.36	0.36	0.36	0.36	0.32	0.26	0.21	0.15	0.42	0.36	0.30	0.24	0.18	0.12	0.07	0.02
Project spend	\$NZ'm	-	-	-	(0.00)	(0.04)	(0.06)	(0.05)	(0.06)	(0.08)	(0.06)	(0.06)	(0.06)	(0.06)	(0.06)	(0.05)	(0.05)	-
Project funding	\$NZ'm	0.36	-	-	-	-	-	-	-	0.36	-	-	-	-	-	-	-	-
Closing cash position	\$NZ'm	0.36	0.36	0.36	0.36	0.32	0.26	0.21	0.15	0.42	0.36	0.30	0.24	0.18	0.12	0.07	0.02	0.02
Worker hours	Hours				105.25	253.00	300.00	250.00	300.00	415.00	315.00	315.00	315.00	315.00	315.00	265.00	238.73	
% complete	# or %				0%	6%	8%	7%	8%	12%	9%	9%	9%	9%	9%	7%	7%	
N/A	# or %																	-
N/A	# or %																	-
8 Project Name	Upgrade of the bore supply at Taitua Arboretum																	
Project Type	WATER - Bore upgrades																	
Start date	Dec-20																	
End date	Apr-21																	
Total upfront payment	0.07125																	
Total final payment																		
Total project spend	0.1425																	
Total project funding	0.1425																	
Check	-																	
Project Spend																		
Spend from Crown funding	\$NZ'm		0.0002	0.0080	0.0507	0.0253	0.0582											0.1425
Spend from cofunding	\$NZ'm																	-
Total project spend	\$NZ'm	-	0.0002	0.0080	0.0507	0.0253	0.0582	-	-	-	-	-	-	-	-	-	-	0.1425
Project Funding																		
Upfront payment portion	\$NZ'm		0.0713															0.07
Crown funding required	\$NZ'm									0.07								0.07
Cofunding required	\$NZ'm																	-
Final payment portion	\$NZ'm																	-
Total project funding	\$NZ'm	0.07	-	-	-	-	-	-	-	0.07	-	-	-	-	-	-	-	0.14
Cash position																		
Opening cash position	\$NZ'm	-	0.07	0.07	0.06	0.01	(0.02)	(0.08)	(0.08)	(0.08)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)
Project spend	\$NZ'm	-	(0.00)	(0.01)	(0.05)	(0.03)	(0.06)	-	-	-	-	-	-	-	-	-	-	-
Project funding	\$NZ'm	0.07	-	-	-	-	-	-	-	0.07	-	-	-	-	-	-	-	-
Closing cash position	\$NZ'm	0.07	0.07	0.06	0.01	(0.02)	(0.08)	(0.08)	(0.08)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)	(0.01)
Worker hours	Hours		1.13	40.22	253.36	126.65	291.10											
Number of bore upgrades #	# or %		-	-	-	-	1.00											
Physical works % complete	# or %		0%	0%	6%	36%	41%											
N/A	# or %																	-
9 Project Name	Undertake a trial set up and operation of the low river contingency infrastructure, with a																	
Project Type	WATER - Pump station upgrades																	
Start date	Nov-20																	
End date	Oct-21																	
Total upfront payment	0.0950																	
Total final payment																		
Total project spend	0.1900																	
Total project funding	0.1900																	
Check	-																	
Project Spend																		
Spend from Crown funding	\$NZ'm					0.0001	0.1104	0.0800										0.1905
Spend from cofunding	\$NZ'm																	-
Total project spend	\$NZ'm	-	-	-	-	0.0001	0.1104	0.0800	-	-	-	-	-	-	-	-	-	0.1905
Project Funding																		
Upfront payment portion	\$NZ'm		0.0950															0.0950
Crown funding required	\$NZ'm									0.10								0.0950
Cofunding required	\$NZ'm																	-
Final payment portion	\$NZ'm																	-
Total project funding	\$NZ'm	0.10	-	-	-	-	-	-	-	0.10	-	-	-	-	-	-	-	0.1900
Cash position																		
Opening cash position	\$NZ'm	-	0.10	0.10	0.10	0.10	0.10	(0.01)	(0.09)	(0.09)	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01
Project spend	\$NZ'm	-	-	-	-	(0.00)	(0.11)	(0.08)	-	-	-	-	-	-	-	-	-	-
Project funding	\$NZ'm	0.10	-	-	-	-	-	-	-	0.10	-	-	-	-	-	-	-	-
Closing cash position	\$NZ'm	0.10	0.10	0.10	0.10	0.10	(0.01)	(0.09)	(0.09)	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01

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Worker hours	Hours					17.00	40.00	40.00											97
Number of PS upgrades #	# or %																		1.00
Physical works % complete	# or %					0%	58%	42%											100%
N/A	# or %																		-

10	Project Name	Scoping & benchmarking of incentives for Rainwater Storage Tanks for household inst																	
	Project Type	OTHER - Strategy Study or Report																	
	Start date	Feb-21																	
	End date	Jul-21																	
	Total upfront payment	0.0475																	
	Total final payment																		
	Total project spend	0.0700																	
	Total project funding	0.0700																	
	Check	-																	
	Project Spend																		
	Spend from Crown funding	\$NZ'm						0.0003	0.0005	0.0200	0.0250	0.0150	0.0092						0.0700
	Spend from cofunding	\$NZ'm																	-
	Total project spend	\$NZ'm						0.0003	0.0005	0.0200	0.0250	0.0150	0.0092	-	-	-	-	-	0.0700
	Project Funding																		
	Upfront payment portion	\$NZ'm						0.05											0.05
	Crown funding required	\$NZ'm											0.02						0.02
	Cofunding required	\$NZ'm																	-
	Final payment portion	\$NZ'm																	-
	Total project funding	\$NZ'm						0.05	-	-	-	-	0.02	-	-	-	-	-	0.0700
	Cash position																		
	Opening cash position	\$NZ'm						-	0.05	0.05	0.05	0.05	0.03	0.01	(0.01)	-	-	-	-
	Project spend	\$NZ'm						-	-	(0.00)	(0.00)	(0.02)	(0.03)	(0.02)	(0.01)	-	-	-	-
	Project funding	\$NZ'm						0.05	-	-	-	-	-	-	0.02	-	-	-	-
	Closing cash position	\$NZ'm						0.05	0.05	0.05	0.05	0.03	0.01	(0.01)	-	-	-	-	Warning
	Worker hours	Hours	Hourly Rate:	200.00						17.25	34.75	100.00	125.00	75.00	45.98				398
	% complete	# or %								0%	1%	29%	36%	21%	13%				100%
	N/A	# or %																	-
	N/A	# or %																	-

11	Project Name	Citywide I&I investigation (smoke testing) and programme of funding the repair of any p																	
	Project Type	WASTE - Wastewater pipe inspections																	
	Start date	Feb-21																	
	End date	Dec-21																	
	Total upfront payment	0.4750																	
	Total final payment																		
	Total project spend	0.9500																	
	Total project funding	0.9500																	
	Check	-																	
	Project Spend																		
	Spend from Crown funding	\$NZ'm								0.0064	0.0082	0.0950	0.0950	0.0950	0.0950	0.0950	0.0950	0.0950	0.9500
	Spend from cofunding	\$NZ'm																	-
	Total project spend	\$NZ'm								0.0064	0.0082	0.0950	0.0950	0.0950	0.0950	0.0950	0.0950	0.0950	0.9500
	Project Funding																		
	Upfront payment portion	\$NZ'm								0.4750									0.48
	Crown funding required	\$NZ'm												0.4750					0.48
	Cofunding required	\$NZ'm																	-
	Final payment portion	\$NZ'm																	-
	Total project funding	\$NZ'm								0.48	-	-	-	-	0.48	-	-	-	0.95
	Cash position																		
	Opening cash position	\$NZ'm								-	0.48	0.48	0.48	0.47	0.46	0.37	0.28	0.19	0.57
	Project spend	\$NZ'm									-	-	(0.01)	(0.01)	(0.10)	(0.10)	(0.10)	(0.10)	(0.10)
	Project funding	\$NZ'm								0.48	-	-	-	-	-	-	0.48	-	-
	Closing cash position	\$NZ'm								0.48	0.48	0.48	0.47	0.46	0.37	0.28	0.19	0.57	Ok
	Worker hours	Hours	Hourly Rate:	200.00								56.75	57.00	475.00	475.00	475.00	475.00	475.00	4,791
	Length (metres)	# or %												11,400.00	11,400.00	11,400.00	11,400.00	114,000	
	N/A	# or %																	-
	N/A	# or %																	-

12	Project Name	Te Wetini Dr S/W Crossing and Rotokauri Rise - bulkwater																	
	Project Type	WATER - Potable water mains / pipes upgraded / renewed or new																	
	Start date	Feb-21																	
	End date	Dec-21																	
	Total upfront payment	1.4250																	
	Capex																		2.2450
	Opex																		
	N/A																		

Sensitivity: General

Total final payment		Check	Ok
Total project spend	2.2450		
Total project funding	2.2450		
Check	-		

Project Spend																				
Spend from Crown funding	\$NZ'm				0.0001	0.0053	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488				2.2450
Spend from cofunding	\$NZ'm																			-
Total project spend	\$NZ'm				0.0001	0.0053	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488	0.2488				2.2450

Project Funding	\$NZ'm																			
Upfront payment portion	\$NZ'm																			1.43
Crown funding required	\$NZ'm	1.4250									0.8200									0.82
Cofunding required	\$NZ'm																			-
Final payment portion	\$NZ'm																			-
Total project funding	\$NZ'm	1.43									0.82									2.25

Cash position	\$NZ'm																			
Opening cash position	\$NZ'm	-	1.43	1.43	1.43	1.43	1.42	1.17	0.92	0.67	1.24	0.99	0.74	0.49	0.24	(0.01)	(0.01)	(0.01)		
Project spend	\$NZ'm	-	-	-	-	(0.00)	(0.01)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	-	-	-		
Project funding	\$NZ'm	1.43	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Closing cash position	\$NZ'm	1.43	1.43	1.43	1.43	1.42	1.17	0.92	0.67	1.24	0.99	0.74	0.49	0.24	(0.01)	(0.01)	(0.01)	(0.01)		Warning

Worker hours	Hours	Hourly Rate:	200.00				0.50	29.50	1,244.24	1,244.24	1,244.24	1,244.24	1,244.24	1,244.24	1,244.24	1,244.24				11,228
Length (metres)	# or %																			90
N/A	# or %																			-
N/A	# or %																			-

12a	Project Name	Te Wetini Dr S/W Crossing and Rotokauri Rise - bulk wastewater	
	Project Type	WASTE - Wastewater pipes upgraded / renewed or new	

Start date	Feb-21	Capex	
End date	Dec-21	Opex	
Total upfront payment		N/A	
Total final payment		Check	Ok
Total project spend	-		
Total project funding	-		
Check	-		

Project Spend																				
Spend from Crown funding	\$NZ'm																			-
Spend from cofunding	\$NZ'm																			-
Total project spend	\$NZ'm																			-

Project Funding	\$NZ'm																			
Upfront payment portion	\$NZ'm																			-
Crown funding required	\$NZ'm																			-
Cofunding required	\$NZ'm																			-
Final payment portion	\$NZ'm																			-
Total project funding	\$NZ'm																			-

Cash position	\$NZ'm																			
Opening cash position	\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Project spend	\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Project funding	\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Closing cash position	\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Ok

Worker hours	Hours																			-
Length (metres)	# or %															193.00				193.00
N/A	# or %																			-
N/A	# or %																			-

12b	Project Name	Te Wetini Dr S/W Crossing and Rotokauri Rise - stormwater swale works	
	Project Type	STORM - Stormwater pipes upgraded / renewed or new	

Start date	Feb-21	Capex	
End date	Dec-21	Opex	
Total upfront payment		N/A	
Total final payment		Check	Ok
Total project spend	-		
Total project funding	-		
Check	-		

Project Spend																				
Spend from Crown funding	\$NZ'm																			-
Spend from cofunding	\$NZ'm																			-
Total project spend	\$NZ'm																			-

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Project Funding		\$NZ'm																		-					
Upfront payment portion		\$NZ'm																		-					
Crown funding required		\$NZ'm																		-					
Cofunding required		\$NZ'm																		-					
Final payment portion		\$NZ'm																		-					
Total project funding		\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
Cash position																									
Opening cash position		\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
Project spend		\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
Project funding		\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
Closing cash position		\$NZ'm	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Ok					
Worker hours		Hours																		-					
Length (metres)		# or %																		216.00					
N/A		# or %																		-					
N/A		# or %																		-					
13 Project Name			Ecological improvements for erosion, water quality, SW control, gully network improvement																						
Project Type			STORM - Stormwater treatment																						
Start date		Feb-21	Capex		1.1875																				
End date		Mar-22	Opex		1.1875																				
Total upfront payment		1.1875	N/A																						
Total final payment			Check		Ok																				
Total project spend		2.3750																							
Total project funding		2.3750																							
Check		-																							
Project Spend																									
Spend from Crown funding		\$NZ'm				0.0053	0.0341	0.1000	0.2500	0.3000	0.3000	0.2500	0.2500	0.2500	0.2000	0.2000	0.1000	0.1000	0.0356	2.3750					
Spend from cofunding		\$NZ'm																		-					
Total project spend		\$NZ'm	-	-	-	0.0053	0.0341	0.1000	0.2500	0.3000	0.3000	0.2500	0.2500	0.2500	0.2000	0.2000	0.1000	0.1000	0.0356	2.3750					
Project Funding		\$NZ'm																							
Upfront payment portion		\$NZ'm	1.1875																	1.19					
Crown funding required		\$NZ'm																		1.19					
Cofunding required		\$NZ'm																		-					
Final payment portion		\$NZ'm																		-					
Total project funding		\$NZ'm	1.19	-	-	-	-	-	-	-	1.19	-	-	-	-	-	-	-	-	2.38					
Cash position																									
Opening cash position		\$NZ'm	-	1.19	1.19	1.19	1.18	1.15	1.05	0.80	0.50	1.39	1.14	0.89	0.64	0.44	0.24	0.14	0.04						
Project spend		\$NZ'm	-	-	-	(0.01)	(0.03)	(0.10)	(0.25)	(0.30)	(0.30)	(0.25)	(0.25)	(0.25)	(0.20)	(0.20)	(0.10)	(0.10)	(0.04)						
Project funding		\$NZ'm	1.19	-	-	-	-	-	-	-	1.19	-	-	-	-	-	-	-	-						
Closing cash position		\$NZ'm	1.19	1.19	1.19	1.18	1.15	1.05	0.80	0.50	1.39	1.14	0.89	0.64	0.44	0.24	0.14	0.04	-	Ok					
Worker hours		Hours	Hourly Rate:		100.00																				
Number of SW treatment project		# or %					34.00	41.00	1,000.00	2,500.00	3,000.00	3,000.00	2,500.00	2,500.00	2,500.00	2,000.00	2,000.00	1,000.00	1,000.00	356.00					
Physicals works % complete		# or %					N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	-					
N/A		# or %					0%	1%	4%	11%	13%	13%	11%	11%	11%	8%	8%	4%	4%	1%					
N/A		# or %																		-					
14 Project Name							Investigations into Urban Stormwater Quality Management approaches																		
Project Type							OTHER - Strategy Study or Report																		
Start date		Feb-21	Capex																						
End date		Dec-21	Opex		0.2500																				
Total upfront payment		0.1250	N/A																						
Total final payment			Check		Ok																				
Total project spend		0.2500																							
Total project funding		0.2500																							
Check		-																							
Project Spend																									
Spend from Crown funding		\$NZ'm				0.00010		0.06240		0.06250			0.06250			0.06250				0.2500					
Spend from cofunding		\$NZ'm																		-					
Total project spend		\$NZ'm	-	-	-	0.00010	-	0.06240	-	0.06250	-	-	0.06250	-	-	0.06250	-	-	-	0.2500					
Project Funding		\$NZ'm																							
Upfront payment portion		\$NZ'm	0.1250																	0.13					
Crown funding required		\$NZ'm																		0.13					
Cofunding required		\$NZ'm																		-					
Final payment portion		\$NZ'm																		-					
Total project funding		\$NZ'm	0.13	-	-	-	-	-	-	-	-	-	-	0.13	-	-	-	-	-	0.25					
Cash position																									
Opening cash position		\$NZ'm	-	0.13	0.13	0.13	0.13	0.13	0.07	0.07	0.01	0.01	0.01	(0.05)	0.08	0.08	0.02	0.02	0.02						
Project spend		\$NZ'm	-	-	-	(0.00)	-	(0.06)	-	(0.06)	-	-	(0.06)	-	-	(0.06)	-	-	-						
Project funding		\$NZ'm	0.13	-	-	-	-	-	-	-	-	-	-	0.13	-	-	-	-	-						

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Closing cash position		\$NZ'm	0.13	0.13	0.13	0.13	0.13	0.07	0.07	0.01	0.01	0.01	(0.05)	0.08	0.08	0.02	0.02	0.02	0.02	Warning
Worker hours	Hours	Hourly Rate:	200.00				0.50	139	139	139	139	139	139	139	139	139				1,251
% complete	# or %					9%	9%	9%	9%	9%	9%	9%	9%	9%	9%	9%				100%
N/A	# or %																			-
N/A	# or %																			-
15 Project Name		Rotokauri Swale Designation conditions implementation																		
Project Type		OTHER - Strategy Study or Report																		
Start date	Feb-21	Capex																		
End date	Dec-21	Opex	0.7000																	
Total upfront payment	0.4750	N/A																		
Total final payment		Check	Ok																	
Total project spend	0.7000																			
Total project funding	0.7000																			
Check	-																			
Project Spend																				
Spend from Crown funding	\$NZ'm					0.0139	0.2055	0.0500	0.0500	0.0500	0.1000	0.0500	0.0500	0.0500	0.0500	0.0306				0.7000
Spend from cofunding	\$NZ'm																			-
Total project spend	\$NZ'm					0.0139	0.2055	0.0500	0.0500	0.0500	0.1000	0.0500	0.0500	0.0500	0.0500	0.0306				0.7000
Project Funding																				
Upfront payment portion	\$NZ'm		0.4750																	0.48
Crown funding required	\$NZ'm										0.2250									0.23
Cofunding required	\$NZ'm																			-
Final payment portion	\$NZ'm																			-
Total project funding	\$NZ'm		0.48								0.23									0.70
Cash position																				
Opening cash position	\$NZ'm		-	0.48	0.48	0.48	0.47	0.26	0.21	0.16	0.11	0.24	0.19	0.14	0.09	0.04	0.01	0.01	0.01	
Project spend	\$NZ'm		-	-	-	(0.01)	(0.21)	(0.05)	(0.05)	(0.05)	(0.10)	(0.05)	(0.05)	(0.05)	(0.05)	(0.03)	-	-	-	
Project funding	\$NZ'm		0.48	-	-	-	-	-	-	-	0.23	-	-	-	-	-	-	-	-	
Closing cash position	\$NZ'm		0.48	0.48	0.48	0.47	0.26	0.21	0.16	0.11	0.24	0.19	0.14	0.09	0.04	0.01	0.01	0.01	0.01	Ok
Worker hours	Hours	Hourly Rate:	200.00				75.00	82.50	250.00	250.00	250.00	500.00	250.00	250.00	250.00	250.00	153.00			2,560.50
% complete	# or %								10%	10%	10%	21%	10%	10%	10%	10%	6%			100%
N/A	# or %																			-
N/A	# or %																			-
16 Project Name		Education Hub for Three Waters including videos/virtual reality educational tools and m																		
Project Type		OTHER - Strategy Study or Report																		
Start date	Feb-21	Capex	0.14725																	
End date	Dec-21	Opex	0.14725																	
Total upfront payment	0.14725	N/A																		
Total final payment		Check	Ok																	
Total project spend	0.2945																			
Total project funding	0.2945																			
Check	-																			
Project Spend																				
Spend from Crown funding	\$NZ'm					0.0012	0.0004	0.0100	0.0300	0.0300	0.0300	0.0300	0.0450	0.0450	0.0442	0.0288				0.2945
Spend from cofunding	\$NZ'm																			-
Total project spend	\$NZ'm					0.0012	0.0004	0.0100	0.0300	0.0300	0.0300	0.0300	0.0450	0.0450	0.0442	0.0288				0.2945
Project Funding																				
Upfront payment portion	\$NZ'm		0.14725																	0.15
Crown funding required	\$NZ'm													0.14725						0.15
Cofunding required	\$NZ'm																			-
Final payment portion	\$NZ'm																			-
Total project funding	\$NZ'm		0.15											0.15						0.29
Cash position																				
Opening cash position	\$NZ'm		-	0.15	0.15	0.15	0.15	0.15	0.14	0.11	0.08	0.05	0.02	(0.03)	0.07	0.03	-	-	-	
Project spend	\$NZ'm		-	-	-	(0.00)	(0.00)	(0.01)	(0.03)	(0.03)	(0.03)	(0.03)	(0.05)	(0.05)	(0.04)	(0.03)	-	-	-	
Project funding	\$NZ'm		0.15	-	-	-	-	-	-	-	-	-	-	0.15	-	-	-	-	-	
Closing cash position	\$NZ'm		0.15	0.15	0.15	0.15	0.15	0.14	0.11	0.08	0.05	0.02	(0.03)	0.07	0.03	-	-	-	-	Warning
Worker hours	Hours	Hourly Rate:	200.00				16.00	0.50	50.00	150.00	150.00	150.00	150.00	225.00	225.00	221.00	144.00			1,481.50
% complete	# or %						0%	0%	3%	10%	10%	10%	10%	15%	15%	15%	10%			100%
N/A	# or %																			-
N/A	# or %																			-
17 Project Name		Expansion of the water leak detection programme and repair of any private leaks identifi																		
Project Type		WATER - Water pipe inspections																		
Start date	Feb-21	Capex																		

Sensitivity: General

End date	Dec-21	Opex	0.4750
Total upfront payment	0.2375	N/A	
Total final payment		Check	Ok
Total project spend	0.4750		
Total project funding	0.4750		
Check	-		
Project Spend			
Spend from Crown funding	\$NZ'm		
Spend from cofunding	\$NZ'm		
Total project spend	\$NZ'm		
Project Funding			
Upfront payment portion	\$NZ'm		
Crown funding required	\$NZ'm		
Cofunding required	\$NZ'm		
Final payment portion	\$NZ'm		
Total project funding	\$NZ'm		
Cash position			
Opening cash position	\$NZ'm		
Project spend	\$NZ'm		
Project funding	\$NZ'm		
Closing cash position	\$NZ'm		
Worker hours	Hours	Hourly Rate:	200.00
Length (metres)	# or %		
N/A	# or %		
N/A	# or %		
18 Project Name			
Project Type			
Start date	Feb-21	Capex	0.0950
End date	Nov-21	Opex	
Total upfront payment	0.0475	N/A	
Total final payment		Check	Ok
Total project spend	0.0950		
Total project funding	0.0950		
Check	-		
Project Spend			
Spend from Crown funding	\$NZ'm		
Spend from cofunding	\$NZ'm		
Total project spend	\$NZ'm		
Project Funding			
Upfront payment portion	\$NZ'm		
Crown funding required	\$NZ'm		
Cofunding required	\$NZ'm		
Final payment portion	\$NZ'm		
Total project funding	\$NZ'm		
Cash position			
Opening cash position	\$NZ'm		
Project spend	\$NZ'm		
Project funding	\$NZ'm		
Closing cash position	\$NZ'm		
Worker hours	Hours	Hourly Rate:	200.00
Water supply meters installed #	# or %		
Physical works % complete	# or %		
N/A	# or %		
19 Project Name			
Project Type			
Start date	Feb-21	Capex	0.8000
End date	Nov-21	Opex	
Total upfront payment	0.1425	N/A	
Total final payment		Check	Ok
Total project spend	0.8000		
Total project funding	0.8000		
Check	-		
Project Spend			
Spend from Crown funding	\$NZ'm		
Spend from cofunding	\$NZ'm		
Total project spend	\$NZ'm		

Project Funding		\$NZ'm																																						
Upfront payment portion	\$NZ'm		0.1425																		0.14																			
Crown funding required	\$NZ'm												0.66								0.66																			
Cofunding required	\$NZ'm																				-																			
Final payment portion	\$NZ'm																				-																			
Total project funding	\$NZ'm		0.14	-	-	-	-	-	-	-	-	-	0.66	-	-	-	-	-	-	-	0.80																			
Cash position																																								
Opening cash position	\$NZ'm		-	0.14	0.14	0.14	0.14	0.14	0.14	0.10	-	(0.10)	(0.20)	(0.38)	0.10	-	-	-	-	-																				
Project spend	\$NZ'm		-	-	-	(0.00)	(0.00)	(0.01)	(0.04)	(0.10)	(0.10)	(0.10)	(0.18)	(0.18)	(0.10)	-	-	-	-	-																				
Project funding	\$NZ'm		0.14	-	-	-	-	-	-	-	-	-	-	0.66	-	-	-	-	-	-																				
Closing cash position	\$NZ'm		0.14	0.14	0.14	0.14	0.14	0.14	0.10	-	(0.10)	(0.20)	(0.38)	0.10	-	-	-	-	-	-	Warning																			
Worker hours		Hours	Hourly Rate:	200.00																																				
Length (metres)	# or %				0.50	19.00	25.00	200.00	500.00	500.00	500.00	875.00	875.00	508.50							4,003																			
N/A	# or %													90.00							90																			
N/A	# or %																				-																			
20 Project Name Programme Management/Delivery																																								
Project Type		PRGRM - Programme management																																						
Start date	Nov-20	N/A																																						
End date	Mar-22	N/A																																						
Total upfront payment	0.37525	Other/Reform	0.7255																																					
Total final payment		Check	OK																																					
Total project spend	0.72550																																							
Total project funding	0.72550																																							
Check	-																																							
Project Spend																																								
Spend from Crown funding	\$NZ'm				0.0500	0.0581	0.0397	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0400	0.0377		0.7255																			
Spend from cofunding	\$NZ'm																				-																			
Total project spend	\$NZ'm		-	-	0.0500	0.0581	0.0397	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0500	0.0400	0.0377		0.7255																			
Project Funding		\$NZ'm																																						
Upfront payment portion	\$NZ'm		0.38																		0.38																			
Crown funding required	\$NZ'm																				0.35																			
Cofunding required	\$NZ'm																				-																			
Final payment portion	\$NZ'm																				-																			
Total project funding	\$NZ'm		0.38	-	-	-	-	-	-	-	0.35	-	-	-	-	-	-	-	-	-	0.73																			
Cash position																																								
Opening cash position	\$NZ'm		-	0.38	0.38	0.33	0.27	0.23	0.18	0.13	0.08	0.38	0.33	0.28	0.23	0.18	0.13	0.08	0.04																					
Project spend	\$NZ'm		-	-	(0.05)	(0.06)	(0.04)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.05)	(0.04)	(0.04)																					
Project funding	\$NZ'm		0.38	-	-	-	-	-	-	-	0.35	-	-	-	-	-	-	-	-																					
Closing cash position	\$NZ'm		0.38	0.38	0.33	0.27	0.23	0.18	0.13	0.08	0.38	0.33	0.28	0.23	0.18	0.13	0.08	0.04	-		Ok																			
Worker hours		Hours	Hourly Rate:	200.00																																				
% complete	# or %				344	67	98	250	250	250	250	250	250	250	250	250	250	200	189		3,397																			
N/A	# or %				6%	6%	6%	6%	6%	6%	6%	6%	6%	6%	6%	6%	6%	6%	6%		100%																			
N/A	# or %																				-																			

Estimate of Abundance: 10-15 Cur/Mo

Sensitivity: General

Three Waters Stimulus Funding - LTP information collation				Actual LTP Spend																				
LTP information																								
		FY1920	FY2021	FY2022	Actual	Plan	Plan	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
Water Supply																								
Potable water mains / pipes upgraded / renewed or new	3M/2hr				6.13	7.12	4.32	1.44	0.12	0.67	0.27	1.17												
Water pipe inspections	3M/2hr																							
Leak detection	3M/2hr				0.09		0.10					0.01	0.01											
Water Treatment Plant upgrades	3M/2hr				4.39	7.12	15.71	0.54	0.51	0.20	-0.24	0.48												
Pump station upgrades	3M/2hr																							
Bore upgrades	3M/2hr																							
New water source added	3M/2hr																							
Raw water storage	3M/2hr																							
Treated water storage (retubished or new)	3M/2hr				9.96	2.49	0.06	-0.06	0.15	0.08	0.03	0.06												
Boundary backflow preventers	3M/2hr																							
Water meters installed	3M/2hr				0.34	2.10	0.70	0.00	0.00	0.01	0.00	0.00												
Water filling station	3M/2hr																							
Water security / fencing	3M/2hr											0.00	0.01											
Other	3M/2hr				1.96	2.37	12.61	0.98	0.23	0.03	0.13	0.13												
Total Water Supply					22.57	21.18	33.51	2.02	1.02	0.98	0.20	1.83												
Wastewater																								
Wastewater pipes upgraded / renewed or new	3M/2hr				17.51	45.54	23.99	2.26	1.54	4.29	1.22	2.90												
Wastewater pipe inspections	3M/2hr											0.01	0.01											
Sludge removal from ponds #	3M/2hr				1.51	1.72	1.74																	
Pump station upgrades	3M/2hr				1.52	2.28	2.37	0.07	0.02	0.06	0.06	0.03												
Wastewater Treatment Plant upgrades	3M/2hr				18.28	14.13	6.13	0.94	1.20	1.05	0.29	1.15												
Other	3M/2hr				2.73	4.06	0.31	0.31	0.15	0.01	0.36	0.36												
Total Wastewater					41.54	69.83	42.63	3.58	3.00	5.42	1.92	4.27												
Storm																								
Stormwater pipe inspections	3M/2hr					0.17	0.67																	
Stormwater pipes upgraded / renewed or new	3M/2hr				7.28	15.37	11.31	0.41	0.68	1.02	-3.19	0.47												
Stormwater treatment	3M/2hr							0.08	0.06	0.02	0.00	0.11												
Other	3M/2hr				1.28	2.20	6.23																	
Total Storm					8.54	17.74	18.22	0.47	0.73	1.04	-0.12	0.58												
Other																								
Asset data and GIS improvements/updates/maintenance	3M/2hr				0.36	1.87	0.84	0.04	0.08	0.02	0.03	0.18												
SCADA upgrades or new	3M/2hr				0.02	0.13	0.13																	
Hydraulic modelling of network	3M/2hr				0.06	1.20	0.20	0.01		0.01		0.00												
Waterloo Study or Report	3M/2hr				2.00	2.32	4.01	0.20	0.24	0.23	0.12	0.48												
Co-ordination initiatives undertaken	3M/2hr																							
Preparation for Reform	3M/2hr								0.02	0.07	0.04	0.01												
Programme management	3M/2hr											0.06	0.04											
Total Other					3.11	5.61	5.18	0.25	0.34	0.33	0.24	0.72												
Total	3M/2hr				75.76	114.05	99.43	6.32	5.09	7.78	2.24	7.41												

Document Classification: KPMG Confidential

Item 20

The chart displays the progression of COVID-19 cases in the Netherlands. The orange line (actual cases) shows a sharp increase in late 2020, followed by a period of relative stability until early 2021, after which it rises again to meet the grey line (predicted cases). The grey line shows a steady, exponential-like growth starting from late 2020, reaching a plateau around 17 cases by early 2022.

Date	Actual Cases (Orange)	Predicted Cases (Grey)
Nov-20	0	0
Dec-20	0	0
Jan-21	8.5	0.5
Feb-21	8.5	1.0
Mar-21	8.5	1.5
Apr-21	8.5	2.5
May-21	8.5	4.0
Jun-21	8.5	6.0
Jul-21	16.0	8.5
Aug-21	16.0	10.5
Sep-21	16.0	12.5
Oct-21	17.5	14.5
Nov-21	17.5	16.0
Dec-21	17.5	17.0
Jan-22	17.5	17.5
Feb-22	17.5	17.5
Mar-22	17.5	17.5



Appendix A: Three Waters Stimulus Grant Project Substitution Request Form

Instructions for completion: In accordance with the agreement described in paragraph 1 below (the **Agreement**), the Territorial Authority has provided DIA with a Delivery Plan which DIA has approved. This form is to be completed by the Territorial Authority if the Territorial Authority seeks to substitute a project (including contingency projects) included in the approved Delivery Plan, with a project not included in the Delivery Plan. Any proposed substitutions will be assessed to ensure there is a valid and realistic argument for substitution and that the substitution will have no negative effect on the Territorial Authority's ability to deliver on the other Delivery Plan Milestones which make up the full Expenditure Programme. The assessment principles are outlined in Appendix A.

A Substitution Request signed by an authorised official of the Territorial Authority must be submitted with the next quarterly report to threewaters@dia.govt.nz, with a copy to 3waters@crowinfrastructure.govt.nz. The Substitution Request will be assessed by the Department of Internal Affairs and Crown Infrastructure Partners Limited, who may elect to provide feedback and require further detail, additions or alterations. A Territorial Authority may be asked to resubmit a revised version of the Substitution Request, incorporating all agreed changes, before the substitution is approved. If the request is approved by the DIA's Executive Director, DIA will provide the Territorial Authority with a fully signed version of this form.

Any change to the Delivery Plan is not deemed to take effect until this form is signed by both the Territorial Authority and DIA. Until the Territorial Authority has received confirmation from DIA that the substitution has been approved the Territorial Authority should not redirect stimulus grant funding to the proposed project.

If the substitution is approved the Territorial Authority is expected to report on the amended Milestones with all upcoming quarterly reporting.

Other than the changes described in this form, all other parts of the Delivery Plan and terms of the Agreement remain unchanged.

Territorial Authority information

- | | |
|------------------------------------|---|
| 1. Agreement
Title and
Date: | Three Waters Stimulus Grant Delivery Plan 25.09.2020 |
| 2. Programme
Title: | Hamilton City Council Three Waters Stimulus Delivery Plan |

3. Territorial Authority:	Hamilton City Council
4. Date of request:	16 April 2021
5. Organisation Lead Contact:	
Name:	Maire Porter
Position:	City Waters Manager
Email:	maire.porter@hcc.govt.nz

Proposal for change

6. Please provide a brief description of the proposed project to be included in the Delivery Plan and the project it would replace:

No additional projects – this change request is to confirm the reallocation of budget between projects in the programme as per the ‘unders and overs’ approach in HCC’s Delivery Plan.

7. Detail how the proposed project aligns with the Three Waters Reform Objectives:

HCC’s original Delivery Plan demonstrates how the projects align with these objectives.

8. Detail the reasons for the substitution request and why the project was not initially included in the Delivery Plan:

The following budget reallocations are proposed as part of the ‘unders and overs’ approach, with changes shown in red:

	Project Name	Original Budget - HCC Delivery Plan	Proposed Budget - Q2 Report
	Strategic Planning		
1	WRS - 1 - Business Case Futureproof 3W DBC	\$ 712,500	\$ 750,000
2	WRS - 2 - Business Case Metrospatial WW DBC	\$ 1,377,500	\$ 1,450,000
12	WRS - 12 - Te Wetini Dr Crossing Upsize	\$ 2,850,000	\$ 2,245,000
15	WRS - 15 - Rotokauri Greenway Conditions	\$ 950,000	\$ 700,000
19	WRS - 19 - Rotokauri Rest Home Wastewater Upsize	\$ 285,000	\$ 800,000
	Renewals and Asset Information		
4a	WRS - 4a - Additional Asset Renewals	\$ 1,500,000	\$ 1,500,000
4b	WRS - 4b - Asset Data Information	\$ 1,825,000	\$ 1,825,000
	Asset condition assessment and resilience		
7	WRS - 7 - 3W Asset Resilience Study	\$ 712,500	\$ 712,500
9	WRS - 9 - Low River Upgrade	\$ 190,000	\$ 190,000
	Demand Management		
6	WRS - 6 - Water Sustainability Strategy	\$ 95,000	\$ 200,000
10	WRS - 10 - Rainwater Storage Tanks Incentivisation Study	\$ 95,000	\$ 70,000
11	WRS - 11 - Citywide I&I Investigation	\$ 950,000	\$ 950,000
16	WRS - 16 - 3W Education Mobile Hub	\$ 294,500	\$ 294,500
17	WRS - 17 - Water leak detection	\$ 475,000	\$ 475,000
	3 Water strategy, environmental compliance		
5	WRS - 5 - 3W Security Measures	\$ 950,000	\$ 950,000
8	WRS - 8 - Taitua Arboretum Bore Upgrade	\$ 142,500	\$ 142,500
13	WRS - 13 - SW Gully Improvements	\$ 2,375,000	\$ 2,375,000
14	WRS - 14 - Urban Stormwater Quality Management Investigation	\$ 237,500	\$ 250,000
18	WRS - 18 - Water Sampling Points	\$ 95,000	\$ 95,000
	Preparation for reform		
3	WRS - 3 - 3W Reform Engagement	\$ 475,000	\$ 760,000
0	WRS - 0 - Water Reform Programme Management	\$ 873,000	\$ 725,500
	Total	\$ 17,460,000	\$ 17,460,000
	Contingency Projects (not yet implemented)		
C1	Rotokauri Swale Consents	\$ 855,000	\$ 855,000
C2	Peacocke Bulk Water Main	\$ 4,750,000	\$ 4,750,000
C3	Emergency Wastewater Overflow Management	\$ 475,000	\$ 475,000
C4	Emergency Water Storage and Distribution	\$ 475,000	\$ 475,000
C5	River Road North Wastewater Pressure Main	\$ 285,000	\$ 285,000

Note that no contingency projects have been implemented at this stage.

9. What impact would the substitution have on the delivery of other projects included in the Delivery Plan? What risks have been identified and how will these be mitigated?

Minor impacts only; the budget changes are proposed in order to align with completion of the projects with the overall programme timeframe and total funding allocation.

10. What is the expected number of people employed, and net jobs created through the substituted project? How has this been estimated?

As per HCC's original Delivery Plan and the metrics included in the Q2 Report.

11. What are the consequences if the Project Substitution Request is not approved:

The Expenditure Programme will not be able to be completed. These changes are required in line with the 'unders and overs' approach approved in the Delivery Plan.

12. Please indicate how the Expenditure Programme would change with the proposed substitution:

No change from the Delivery Plan.

Included in LTP	Y/N	Amounts NZ\$	Year
Included in Annual Plan 2020/21	Y/N	Amounts NZ\$	N/A
Not funded in any plan	Y/N	Amounts NZ\$	Year
Was funded but COVID-19 deferred	Y/N	Amounts NZ\$	Year
Is any Territorial Authority co-funding being contributed?	Y/N	Amounts NZ\$	Year

13. Please set out how the key milestones of the Expenditure Programme would change with the proposed substitution:

No change from the Delivery Plan.

	Expenditure Programme Milestone (including a description of how the milestone is identified)	Completion Date	Maximum Funding instalment amount (NZ\$)	Budgeted costs to complete the expenditure programme (NZ\$)
1.	Commencement Date occurring under the Funding Agreement	31 October 2020 (or such date agreed otherwise in writing with DIA under the Funding Agreement)	NZ\$[INSERT HERE] <i>[Note: this is to be 50% of the Total Maximum Amount Payable]</i>	Nil
2.	[Commencement of expenditure programme]	[date] <i>[To be no later than 31 March 2021]</i>	NZ\$[INSERT HERE]	NZ\$[INSERT HERE]
3.	[milestone]	[date]	NZ\$[INSERT HERE]	NZ\$[INSERT HERE]
4.	[milestone]	[date]	NZ\$[INSERT HERE]	NZ\$[INSERT HERE]
5.	[milestone]	[date]	NZ\$[INSERT HERE]	NZ\$[INSERT HERE]
6.	[milestone]	[date]	NZ\$[INSERT HERE]	NZ\$[INSERT HERE]

7.	[Completion of expenditure programme]	[date] <i>[To be no later than 31 March 2022]</i>	NZ\$[INSERT HERE])	NZ\$[INSERT HERE]
	TOTAL		<i>[Must be less or equal to Total Maximum Amount Payable]</i>	<i>[Must be equal to the total estimated cost of the expenditure programme]</i>

DIA USE ONLY

14. Additional requirements in respect of the Project Substitution (such as specific reporting requirements):

The parties acknowledge and agree that the Delivery Plan is amended in accordance with the above change.

SIGNATURES

SIGNED by the **SOVEREIGN IN RIGHT OF NEW ZEALAND** acting by and through the Chief Executive of the Department of Internal Affairs or his or her authorised delegate:

Name:

Position:

Date:

SIGNED for and on behalf of

by the person(s) named below, being a person(s) duly authorised to enter into obligations on behalf of that territorial authority:

Name:

Position:

Date:

Name:

Position:

Date:

Appendix A: Assessment Principles for Project Substitution

Principles to consider	Assessment
Alignment with Three Waters Reform Objectives	Proposed project must align with the Three Waters Reform Objectives.
Capex/Opex project	'Like-for-like' substitution is preferred.
Does not unduly impact the Expenditure Programme budget	The budget of the overall Expenditure Programme is not jeopardised by the substitution or redirection. If a partial redirection the revised scope of the impacted existing project is achievable with the reduced budget proposed. Substitution does not create or add to potential risk of funding shortfall.
Maintains, or increases level of TA co-funding	Level of co-funding from TA is not reduced by substitution.
Does not negatively affect the ability to achieve the remaining milestones	Substituting the project should not have repercussions on the ability to achieve the remaining milestones or lead to a major re-evaluation of the milestones but rather work within the perimeters of the approved Milestone schedule.
Does not unduly impact the Delivery Plan timeline	Should have no impact on any other projects and the timeline agreed for these in the Delivery Plan. Substituted (and, if applicable, revised scope project) project should be achievable within timeline.
Delivery of substitution project achievable	The scope of the new project should be achievable within the resources of the TA.
Outcomes of substitute project comparable	Desirable for positive impact/outcomes (such as FTEs created) to be at least comparable with project substituted out or where resources have been redirected.
Approvals	Necessary council approvals have been obtained from the council and supplied to CIP and DIA.

Council Report

Item 21

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Eeva-Liisa Wright

Authoriser: Eeva-Liisa Wright

Position: General Manager
Infrastructure Operations

Position: General Manager
Infrastructure Operations

Report Name: Infrastructure Operations General Managers Report

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Infrastructure Operations Committee on topical issues, areas of concern and items which need to be brought to the Committee Member's attention, but which do not necessitate a separate report or decision.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee receives the report.

Discussion - *Matapaki*

3. This report provides updates to Infrastructure Operations Committee Members on activities, actions or projects contained within the plans or strategies for which this Committee and the relevant General Manager have responsibility over and for which significant progress has been made.

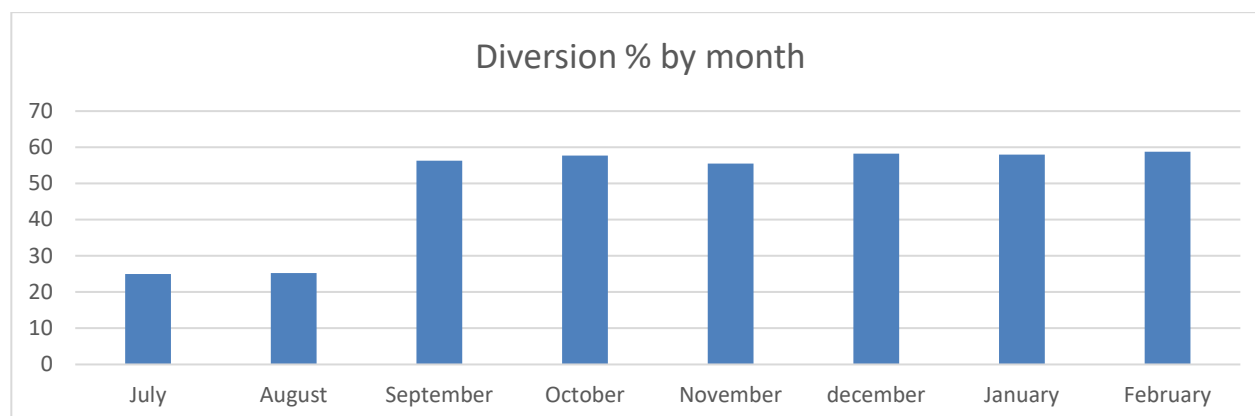
Rubbish and Recycling Service Update

Kerbside Service

4. The kerbside collection service is almost operating as expected, improvements in performance continue, however a small number of missed collections have continued.
5. In response to the number of missed collections the contractor is adding an additional vehicle to the food waste collection in April 2021 to balance out the routes, this will provide an even distribution across the different collection routes on any given day, with the expected outcome being a reduction in the risk of error and ensuring all food waste collections are completed within the required timeframe.
6. Approximately 20% of reported missed collections have been found to be due to residents not putting out bins out by the scheduled time.

Diversion

7. Diversion rates for the new service continue to be a success, with consistent results and an average diversion rate of just under 58%, compared to 25% diversion rate in the two months prior to the start of the new service.

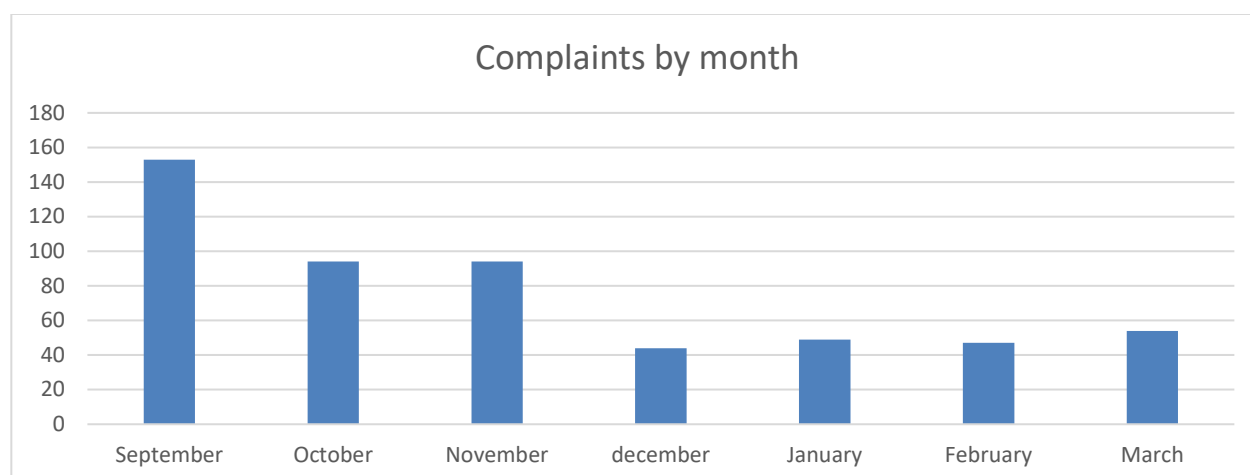


Contamination in yellow recycling bin

8. Since the start of February 2021, staff have begun a more intensive monitoring for contamination in the yellow recycling bins. As a result, the number of contamination incidents identified has increased from 1146 in February 2021 to 2400 in March 2021.
9. Contamination is either identified by cameras in the truck when the bins are emptied or by kerbside audits by staff and the contractor. While a number of communication initiatives have been undertaken, the trend is continuing to increase. In response, staff are now in the process of establishing the enforcement process under the Waste Management and Minimisation Bylaw 2019, of temporarily (three months) withdrawing the yellow bins from service from residents found with contamination of three separate occasions.

Complaints

10. The number of complaints related to the new service have plateaued, the complaints relate to a variety of different issues, with no common theme.



Waste audit/Customer Survey

11. At the end of March/Early April 2021, an audit was undertaken of Hamilton's kerbside rubbish bins to understand what residents are putting into landfill.
12. The data from the audit will help inform staff where further education needs to be targeted to improve residents' recycling behaviours.
13. In addition, a customer survey was also completed in March 2021. Over 600 Hamilton residents were contacted via email or phone call. This survey follows on from a similar survey conducted prior to the roll out of the new service and will provide valuable feedback on what is/isn't working well with the new service.
14. At the time of reporting the results of the audit and the survey were unavailable.

Lincoln Street Resource Recovery Centre – upgrades and safety improvements

15. Works have started to improve traffic flow and make the recycling drop off area safer and more accessible at the Lincoln Street Resource Recover Centre.
16. The improvements include:
 - Upgrading the stormwater drainage to stop water running into the reuse store.
 - Adding three lanes when you turn into the reuse store, including a designated lane for vehicles to pull into next to the recycling bins to improve traffic flow for people dropping off recycling and visiting the reuse store.
 - Moving the recycling bins all to one side and making the most of the space to make it safer for pedestrians.
 - Extending the fence between the recycling area and refuse drop off to keep pedestrians safe and away from heavy machinery and traffic.
17. These works are expected to take three weeks to complete. Work sites will be cordoned off during the day and some works will take place at night to avoid disruption for people using the resource recovery centre.

Communication/Education

18. The Education room at the Material Recycling Facility is scheduled to have an official opening on the 31 May 2021, staff are currently designing collateral to go in the room to explain the recycling process and support waste minimisation education initiatives.
19. Staff have attended orientation at events at the Waikato University and Wintec, staff set up displays and were on hand to answer questions, the main message from staff was around the correct use of the new service in particular the yellow mixed recycling bin.

Accessibility Review Update

20. Further to discussions in previous Infrastructure Operations Committee meetings (26 May 2020 Chair's report) staff have been working on the roll out of an Accessibility Review and Improvements programme.
21. We have engaged the support of a consultant who is a technical specialist. Bridget Burdett – Principal Researcher from MRCagney, will be assisting in the development of improvement programmes which have been prioritised based on Census data showing areas in Hamilton with highest proportions of people who cannot walk or who find walking difficult. This is the best proxy data we have for people likely to be using some type of assistance device to around e.g. walking stick, walker, wheelchair or mobility scooter.
22. This programme of work sits alongside a research project that Bridget has submitted to MBIE into the inclusive 20-minute city. The research project will "aim to address the equity gap in planning

20-minute cities by developing an economic model of the value of a trip for people who do and do not have difficulty walking. Drawing on existing literature and census data about people who find walking difficult (or cannot walk unassisted), and by recruiting disabled people and non-disabled people for surveys, focus groups and go-along interviews, we will define categories of infrastructure quality that render footpaths and road crossings accessible or not.”

23. The research proposal leverages ongoing investment in transport by Councils, including case study partners from Wellington, Hamilton, and Timaru, and from Waka Kotahi the NZ Transport Agency, who have also indicated that they are ready and willing to engage with the research project.
24. Our pilot area for 2020/21 is Enderley North and the proposal have been informed by an assessment of wheelchair accessibility, which will also help children on manual scooters, and anyone on an e-scooter, skateboard, mobility scooter, or using a walking frame. The following questions to prioritise improvements:
 - Can people get out and about for a fresh air: can they get along and across footpaths?
 - Can people get to and from the dairy on Mardon Road?
 - Can people get to and from the bus stops on Peachgrove Road?
25. Based on the walkover a series of activities in the study area are identified and mapped (as shown below).



Map of proposed accessibility improvements to the Enderley North area

26. The activities include both maintenance and capital improvements which are then assigned to the appropriate teams for implementation.
27. A budget of \$30,000 was set aside for capital accessibility improvements as part of the 2020/21 Low Cost Low Risk budget and this work will be completed prior to June 2021 by our contractors commencing once the work at the River/Clarkin intersection has been completed.

28. A budget of \$50,000 annually is proposed for this work in the proposed Low Cost Low Risk – Walking and Cycling programme for the next three years. The 2021/22 programme of works is being considered by the 27 April 2021 Infrastructure Operations Committee for approval.
29. Investigation reviews for the following areas have been commenced in preparation for the development of the programme:
- Swarbrick
 - Fairfield
 - Fitzroy

Public Transport Network Studies

30. Further to the Regional Connections Committee, and Waikato Regional Council's Public Transport verbal update of this meeting, two studies have been commissioned by Hamilton City Council staff to identify specific network issues and infrastructure opportunities along both routes that will help improve service reliability and attract more patrons. The studies will also help inform the long-term future planning for public transport. The two studies will focus on the Comet route and new Meteor route (west side of Anzac Bridge).
31. Research shows that to meet people's everyday mobility needs bus services must be flexible, convenient, safe, reliable, and integrated. The study will focus on the following: -
- **Convenience** – Having to wait a long time, especially if it is in scorching sun, drenching rain, chilly wind or alone in the dark, deters people from using buses. Services must enable easy access and use. Shelters should be comfortable, attractive and visible.
 - **Safety** – Buses should be accessible to a wide variety of people, such as vision-impaired and mobility-challenged, and everyone should feel safe.
 - **Reliability** – Reliability is an important requirement for people to use buses. To support reliability, things to consider are dedicated bus lanes, peak-hour clearways, bus priority at traffic signals, etc.
 - **Integration** – Passengers should be able to transfer easily between walking, cycling, private vehicles, and other buses.
32. Reliable, safe, and convenient high-frequency bus services, with quality supporting infrastructure, will support HCC to achieve its goal of becoming a '20-minute city'.

What is included in the studies?

- Consider bus stop locations and spacing.
- Consider bus shelter installations – type and location.
- Consider pedestrian/cycle crossings – type and locations.
- Review footway and access to bus stops for all users and abilities.
- Consider bus priority measures; signals, bus lanes, stopping in live lane, clearways, & queue jump lanes.
- Consider future development of the corridor - bus rapid transit etc.
- Consider best practice for public transport infrastructure.
- Cost estimates – This information will be important for consideration as part of Council's future capital works programmes (Long Term Plans and Annual Plans).

What isn't being considered?

Comet Route:

- The hospital frontage along Pembroke Road – this along with Pembroke Road/Ohaupo Road intersection is being considered separately by the District Health Board, Waikato Regional Council, Waka Kotahi and HCC.

- The revised bus platforms at the Base.

Meteor Route:

- The Rotokauri Transport Hub.
- The Hamilton Transport Centre (including the section of Bryce Street between Anglesea Street & Tristram Street).

33. Once the study has been completed, the results from both studies will be presented to Waikato Regional Council's Regional Connections Committee and the Infrastructure Operations Committee.

34. The studies are expected to be completed, and final reports delivered to Council by 30 June 2021.

Vision Zero Statistics

35. Hamilton City Council has adopted Vision Zero as the philosophy for road safety in the city, an aspiration to achieve zero road deaths and serious injury within Hamilton city.

36. The following table provides information on the types of users that were seriously injured in the city this financial year on a quarterly basis (1 July 2020 to 6 April 2021 inclusive). The data is based on NZ Police reports which are prepared when they attend the crash. It is noted that some crash data can be a little slow in getting entered into the system, so the figures below are subject to change, but are a general reflection of safety performance for the period.

37. A full report on Hamilton City Council contributions to Road to Zero action areas will be presented to the August Infrastructure Operations Committee.

Road User Type	Number Seriously Injured 2020/21 as at 6 April 2021				Number of Fatalities	Total Deaths and Serious Injuries (DSI)	DSI by mode	Mode share of total trips
	July to Sept	Oct to Dec	Jan to March	April to June				
Cyclist	0	2	2	-	-	4	12%	1%
Driver	1	6	5	-	1	13	65%	86%
Passenger	3	2	3	-	1	9		
Pedestrian	1	2	3	-	1	7	23%	12%
Wheeled pedestrian (wheelchairs, mobility scooters)	1	-	-	-	-	1		
Total	6	12	13	-	3	34	100%	100%

Hamilton Biking Connectivity Projects Update

38. A number of biking initiatives and improvements have been progressed since the last Infrastructure Operations Committee meeting and Elected Members have been provided regular updates on these projects through the weekly Executive Update. A summary of these is provided in **Attachment 1** of this report.

Boundary Road and Heaphy Terrace Intersection – Safety Improvements update

39. The 26 May 2020 [Infrastructure Operations Committee](#) meeting considered a report on the Access Hamilton Transport Improvement Programme update. Included within that report was information relating to proposed safety improvements at the intersection of Boundary Road and Heaphy Terrace which had been requested at a previous Regulatory and Hearings Committee.
40. Based on the results of work reported at that meeting, a phased approach was recommended for this site:
- **Short term solutions – Low Cost Low Risk Programme.**
 - i. installation of raised safety platforms on all approaches to the Boundary Road / Heaphy Terrace roundabout.
 - ii. Installation of a signalised pedestrian crossing across Boundary Road just west of Casey Avenue
 - iii. This work is estimated to cost \$700,000 and can be delivered in the Low-Cost Low Risk programme of works in the 2020/21 financial year.
 - **Long term solution – 2021-31 Long Term Plan**

consideration be given to bringing forward the current funding in 2025/26 – 2027/28 of \$4.875M for installation of traffic signals at the intersection of Boundary Road and Heaphy Terrace as part of the development of the 2021-31 Long Term Plan.
41. While consideration of the timing of the long-term solution has been included in the development of the 2021-31 Long Term Plan with funding proposed for construction in 2024/25, staff have been working on the implementation of the short-term solution.
42. Development of a concept design (refer Attachment 2) for the raised safety platforms has shown this to be a difficult site for the following reasons:
- Limited visibility for pedestrians crossing due to tall / solid fences on two corners
 - Size of roundabout – including two traffic lane approaching, circulating and departing the roundabout
 - High traffic volumes
43. Various locations for the raised safety platforms at the intersection have been considered to try and fit within the constraints of the site. Advice has also been sought from the Waka Kotahi NZ Transport Agency working group that has been established to assist with the implementation of raised safety platforms throughout the country. A full road safety audit of the proposed work has also been completed.
44. Consultation with the Advocacy Group representatives has indicated that while they accept that the proposal would be safer than the current layout, it would still not be safe and would be still be very difficult for anyone with mobility issues. They were also concerned that the short-term works would reduce the ability to have the long-term solution implemented in a timely manner. Their strong preference is for the traffic signal option to be progressed with haste.
45. Staff support the concerns being expressed by the Advocacy Group representatives and are particularly concerned about the potential for by larger vehicles (eg bus or truck) ‘shadowing’ pedestrians on the crossing points resulting in a pedestrian being hit by a vehicle travelling next to the larger vehicle. While the speeds should be significantly lower than the current speeds, staff are still not comfortable to proceed with the installation of the raised safety platforms at this intersection.

46. Staff are now investigating options for providing safe crossing facilities a little further back from the intersection including the upgrade of the existing facilities where they are in place as an alternative short-term solution. These works are proposed for funding in the 2021/22 Low Cost Low Risk Walking and Cycling programme.
47. Consultation with Waka Kotahi NZ Transport Agency has been undertaken to explore opportunities for co-investment for the traffic signals. At this stage it is recommended that a Single Stage Business Case would need to be worked through as the proposed treatment would not qualify under the quicker process offered by the Standard Safety Intervention (SSI).
48. The draft 2021-31 Long Term Plan had the following funding profile proposed for the upgrade of the Boundary/Heaphy intersection by installation of traffic signals:
- 2021/22 - \$200,000
 - 2022/23 - \$200,000
 - 2023/24 - \$600,000
 - 2024/25 - \$5,000,000
49. This allowed for the development of the business case, concept designs to determine land take requirements, land purchase and then the physical works.

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

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

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

51. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
52. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
53. The recommendations set out in this report are consistent with that purpose.
54. There are no known social, economic, environmental or cultural considerations associated with this matter due to this report being for information only.

Risks - *Tuuraru*

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

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

56. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendations in this report have a low level of significance and no engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Hamilton Biking Connectivity Projects Update

Attachment 2 - Boundary Road & Heaphy Terrace raised safety platforms concept plan

Biking & Micro-Mobility Update – April 2021

Cycle Wands

Cycle wands and additional green cycle lane markings have recently been installed at the following locations: -

- Pukete Road between Vickery Street and Te Rapa Road
- Clyde Street approach to Wairere Drive intersection

Feedback from the cycling community has been very positive. Staff are currently developing the 2021/22 programme of similar treatments at other high-risk intersections for people on bikes.



Anzac Parade/ Victoria Bridge / Grey Street

Several low-cost measures aimed at improving the safety for people on bikes have been identified. Whilst maintaining general traffic lanes, the following measures are to be installed: -

- cycle lanes will be widened
- cycle wands installed
- additional green surfacing
- a painted buffer both sides of Victoria Bridge
- rubber speed humps across higher risk accesses
- advance cycle stop boxes
- cycle hook turn facilities.

These remedial measures are the first phase of a wider piece of work being undertaken by the Eastern Pathways team looking to encourage more people to bike as their preferred everyday transport mode. This initial programme of works is being co-ordinated with other planned work in the area. Council's Waters team have recently completed upgrade work in the area. Infrastructure Alliance are due to resurface Grey Street and Anzac Parade. However, due to supply chain issues across the Waikato and

Bay of Plenty the resurfacing work has been delayed, this has impacted on the delivery of the cycle safety improvements, which are now expected to be installed by mid-May 2021.

Cycle Sharrow Markings Victoria Street

Following consultation with Bike Waikato, and support from Waka Kotahi, sharrows with green backing have been installed along Victoria Street between Hood Street and Claudelands Road.

Also, advance cycle stop boxes have been installed at the intersections to allow cyclists to wait and be ahead of traffic when riding through intersections.

Several positive comments have been received from people on bikes including the following: -

"Thank you for the great work you and your team of workers after completing a shared cycle space up southern end by Sky City sharrows on the road painted green. I feel I can now take the road and feel comfortable doing so."



Bike Parklets

Following consultation with several businesses, bike parklets are to be trialled at the following locations: -

- Barton Street – outside Torpedo 7
- Victoria Street – outside Electrify
- Grey Street – outside Grey Street Kitchen



At the Seddon Park cricket matches on 28 March 2021, one of the bike parklets from Garden Place was temporarily relocated to the ground. From discussions with H3, they are keen to work closely with Council staff to encourage use of more sustainable transport choices for their patrons in the future.

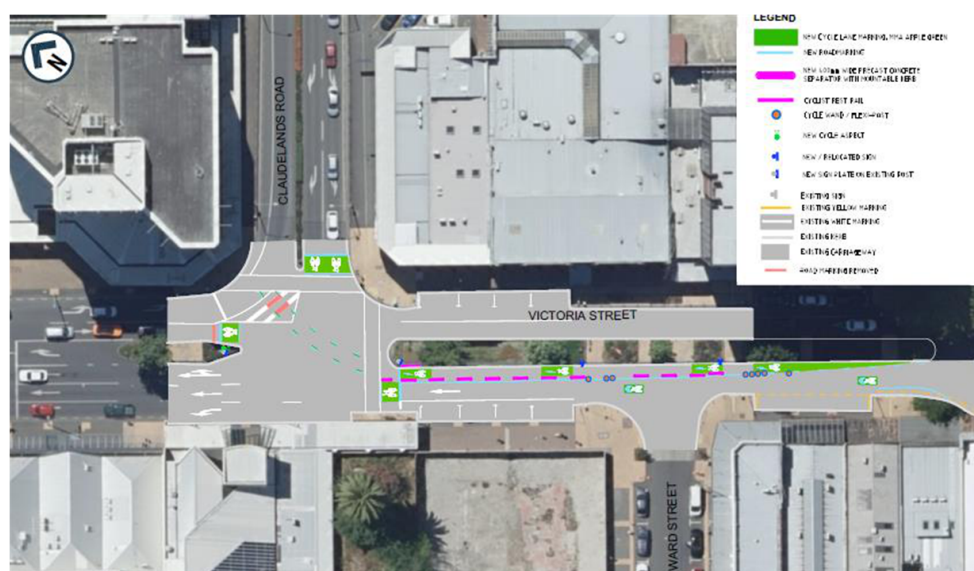
The bike parklet at the Central City Library in Garden Place will remain for the foreseeable future, at least until a permanent bike parking facility is determined.

Victoria Street / Claudelands Road Traffic Signals - Cycle Improvements

A dedicated right turn cycle connection from Victoria Street (northbound) into Claudelands Road will be provided by end of June 2021.

Prior to this, temporary traffic management (TTM) is currently in place on Victoria Street closing the northbound right-hand lane between Ward Street and the Victoria Street/Claudlands Road traffic lights. The TTM will be in place until end of May 2021. The purpose of the TTM is to monitor traffic impacts on the surrounding transport network ahead of the cycle improvements being installed.

The northbound left-hand lane will remain open to all vehicles.



Claudeland's Road/Grey Street/Heaphy Terrace/Brooklyn Road/O'Neil Street Intersection - Cycle Improvements

Concept drawings have been completed for proposed improvements at the Claudeland's Road/Grey Street/Heaphy Terrace/Brooklyn Road/O'Neil Street intersection. The purpose of the project is to improve safety for pedestrians and cyclists and provide a connection to the work already undertaken on Claudeland's Road/Claudeland's Bridge.



The project includes: -

- Separated cycle facilities.
- Raised tables with separated pedestrian and cyclist crossings.
- Removal of the slip lane outside the front of the Claudeland's Event Centre.
- Upgraded rail crossing facilities to improve pedestrian safety; including the Claudeland's Road (east) and Brooklyn Road level crossing.
- Kerb extensions to reduce crossing distance for pedestrians and cyclists.
- Narrower traffic lanes and raised tables to create a safe speed environment.

The project retains the same number of general traffic lanes, therefore the impact of the project on traffic flow is anticipated to be less than minor.

The next step is for the project to be taken through the safety audit process. Updates on progress will be via Executive Updates and future Infrastructure Operations Committee meetings.

Cyclist Foot Rails

Cyclist footrests will be installed at 3 locations within the next 4 to 6 weeks. These facilities are best suited at traffic light-controlled intersections and combined pedestrian/cycle crossing points.

The locations are: -

- Western Rail Trail – Seddon Road/Lake Road
- Bryce Street/Victoria Street intersection
- Grey Street/Anzac Parade intersection



The following messages will be included on the footrests, along with the 'Bike Hamilton' logo.

- *'Thank you for cycling the city'*
- *'Hey cyclists, put your feet up'*

Bike Parking

New bike parking facilities are expected to be installed before the end of June 2021. The following locations have been identified for new bike racks: -

- Grey Street/Te Aroha Street roundabout shops
- Lynden Court, Chartwell (including outside Chartwell Library)
- Whatawhata Road, Dinsdale Shops
- 5 Crossroads shopping area
- Cambridge Road, Hillcrest shops
- HCC's Municipal Building
- Ulrich Avenue, Glenview
- Grey Street (between Cook Street & Clyde Street)
- Commerce Street, Frankton

In addition to the above locations, Council's Transport and Parks staff are working together to provide bike parking at parks, and sports grounds. Approximately 100 new bike racks will be installed before the end of June 2021.

Staff are working with Bike Waikato developing the 2021/22 programme of new bike parking sites.

Local Cycle Path – St James/Huntington

Work on the new cycle/pedestrian bridge and boardwalk through Mangaiti Gully Reserve is well underway and expected to be completed by mid-May 2021.

Delivery of the new local cycle route running parallel to Gordonton Road through the Huntington and St James areas will be completed by the end of June 2021. However, following strong opposition from several Stoneleigh Drive/Kinnaird Place residents changes are being made to the southern end of the project. Council staff met with a number of residents on 15 March 2021. Their main concern centres on the provision of a raised safety platform adjacent to their properties. They believe it is not necessary, removes roadside parking unreasonably, a waste of money, and will negatively impact the visual amenity of the street.

Following the meeting staff reviewed the route, looked at alternatives and have agreed some route changes. The changes do not undermine the overall project objectives and still provide good connectivity to the off-road shared path along Wairere Drive.

The changes are: -

- Removal of the raised safety platform in Stoneleigh Drive at the southern end of the accessway between Kinnaird Place and Stoneleigh Drive.
- Realign the signed cycle route to Wairere Drive via Rhys Avenue.

The residents have been informed of the changes, but are aware cyclists still have the right to use the accessway between Stoneleigh Drive and Kinnaird Place.

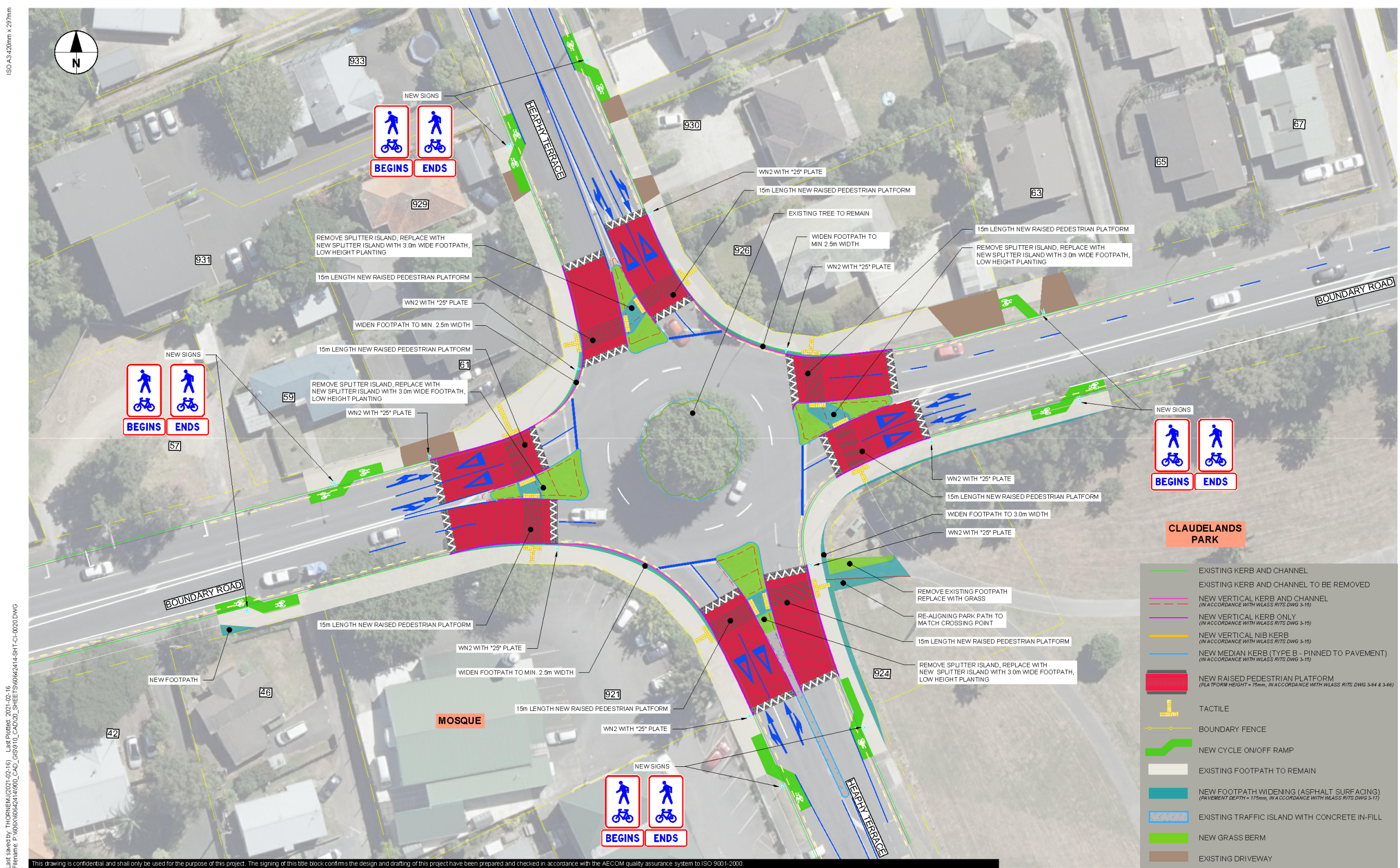
Crosby Road Safety Improvement and Biking Connectivity Project

Crosby Road is a key connection between Wairere Drive and Hukanui Road. Vehicle speeds along Crosby Road are significantly higher than the posted 50km/h speed limit and measures are required to reduce speeds to an acceptable level. Without intervention, speed issues are likely to be exacerbated when the Waikato Expressway opens in early 2022. In conjunction with the speed management approach, Crosby Road has been identified as a key cycle connection linking to Hukanui Road which is a key transport corridor under the Eastern Pathways project.

At a briefing on 17 March 2021, Elected Members were shown the proposed options for safety improvements and separated cycle facilities.

Sessions are planned with key stakeholders and the local community/businesses to give them the opportunity to provide feedback. The feedback will help determine the preferred option to take forward to detailed design/construction. These sessions are currently planned on the following dates: -

- 22 and 23 April 2021 - Webinar with key stakeholders
- 12 and 13 May 2021 – Community engagement



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SAFETY IMPROVEMENTS

CLIENT

Te kaunihera o Kiriakiroa

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REGISTRATION

FOR INFORMATION ONLY

PROJECT MANAGEMENT INITIALS

MJT	KL	DM
DESIGNER	CHECKED	APPROVED

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ISSUE/REVISION

IR	DATE	DESCRIPTION
B	11.02.2021	15m RPPs - PRELIMINARY
A	8/12/2020	PRELIMINARY

PROJECT NUMBER
60642414

SHEET TITLE
Heaphy Terrace / Boundary Road
Intersection Safety Improvements
General Arrangement Plan - Option 2

SHEET NUMBER
60642414-SHT-CI-0020

Council Report

Item 22

Committee: Infrastructure Operations Committee

Date: 27 April 2021

Author: Eeva-Liisa Wright

Authoriser: Eeva-Liisa Wright

Position: General Manager
Infrastructure Operations

Position: General Manager
Infrastructure Operations

Report Name: External Committees Updates

Report Status	<i>Open</i>
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Purpose - *Take*

1. To provide an update to the Infrastructure Operations Committee on External/Joint Committees relating to Infrastructure Operations that have Elected Member or Hamilton City Council staff appointments.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Infrastructure Operations Committee receives the report.

Executive Summary – *Whakaraapopototanga matua*

3. This report provides updates to Committee Members on External/Joint Committees relating to Infrastructure Operations Committee which Elected Members or Hamilton City Council staff are appointed to.
4. The following updates are included in this report:
 - Waikato Regional Council – Regional Transport Committee
 - Waikato Regional Council – Regional Connections Committee
 - Waikato Regional Council – Start up Rail Governance Group
5. Staff consider the recommendations in this report to have a low level of significance and no engagement is required.
6. Staff confirm that the staff recommendations comply with Council's legal and policy requirements.

Waikato Regional Council - Regional Transport Committee

7. The Regional Transport Committee (RTC) met on the 12 April 2021. Councillor O'Leary is the Hamilton City Council nominated representative with Councillor Macpherson being the nominated alternative representative.

8. The objective of the Regional Transport Committee is:

'To undertake the functions as prescribed in the Land Transport Management Act 2003 (LTMA), and to provide a regional forum for the consideration of regionally significant transport matters.'

9. The key topic's covered in the 12 April 2021 meeting were:

- i. **Waka Kotahi New Zealand Transport Agency** provided an update by David Speirs - Waka Kotahi New Zealand Transport Agency Director Regional Relationships (Waikato and Bay of Plenty). A copy of the notes provided to the meeting are included as Attachment 1.
- ii. **RATA update** included a presentation from Shaun Lion-Catchet, Waikato Regional Technical Asset Accord (RATA) Manager on the way that RATA has been established and the work that they are doing to provide technical support for Road Controlling Authorities in the Waikato - including asset management, the Waikato Regional Transport Model (WRTM) and speed management.
- iii. **Transport Planning and Projects Report** provided an update on current regional transport policy and planning matters.
- iv. **Regional transport issues forum** was an opportunity for members to raise and discuss regionally significant transport issues in an open forum.
- v. **Regional Road Safety Report** was an update on regional road safety issues including speed management and regional road safety statistics.
- vi. **Updated on Submissions to Draft Waikato Regional Land Transport Plan 2021-2051 (2021 RLTP)** provided an update on the 59 submissions received on the draft 2021 RLTP. The table below sets out the next steps for the development of the approved 2021 RLTP:

Date	Milestone
Monday 7 December 2020	RTC receives final draft strategic context chapters and prioritises regionally significant activities.
Monday 15 February 2021	The RTC to consider and adopt the draft 2021 Waikato RLTP for public consultation
Friday 19 February 2021 to Monday 22 March 2021	Submission period (4 weeks).
Friday 16 April and Monday 19 April 2021	Hearings. The 2021 RLTP Hearing Committee will hear from all submitters who have indicated they wish to present their submission in person. Monday 19 April 2021 is a reserve day if needed.
Monday 17 and Friday 21 May 2021	Deliberations. The 2021 RLTP Hearing Committee will consider all the written submissions received, the verbal material presented in the Hearings as well as a staff recommendations report. The Hearing Committee will make decisions on all submissions and instruct staff to prepare a Final 2021 Waikato RLTP which incorporates all decisions. Friday 21 May is a reserve day if required.
Monday 14 June 2021 (confirmed)	The Hearing Committee decisions report and Final 2021 RLTP is reported back to the RTC. The RTC will recommend the Hearing Committee's report and Final 2021 RLTP to Waikato Regional Council for adoption.
Thursday 24 June 2021 (confirmed)	Waikato Regional Council adopts the Final 2021 Waikato RLTP.
Wednesday 30 June 2021	Approved 2021 RLTP lodged with Waka Kotahi on or before 30 June 2021.

10. A verbal update on the Peacocke Growth Cell development was also provided by Robyn Denton (Hamilton City Council) and Barry Dowsett (Waka Kotahi) at the RTC Chairman's request.
11. A verbal update can be provided at the 27 April 2021 Infrastructure Operations Committee meeting on the detail of the agenda items.
12. A copy of the Waikato Regional Council RTC full agenda, minutes and presentations can be found on the Waikato Regional Council website via the following [link](#).
13. The next RTC meeting scheduled for this calendar year is 14 June 2021.

Waikato Regional Council – Regional Connections Committee

14. The Hamilton City Council nominated representatives of the Waikato Regional Council Regional Connections Committee (RCC) are Councillor O'Leary (Deputy Chair), Councillor Macpherson, Councillor Wilson and Councillor Thompson.

15. The objective of the Regional Connections Committee is:

'To enhance the wellbeing of our communities through the achievement of the goals set out in the Regional Public Transport Plan.'

16. A Workshop for RCC was held on 12 March 2021 where the East/ West 'Meteor' Corridor routes were discussed.

17. The latest RCC meeting was held on Friday 19 March 2021 and had a 'Regional' focus.

18. A copy of the link to the agenda and minutes are provided below:

- [RCC Agenda 19 March 2021](#)
- [RCC Minutes 19 March 2021](#)

19. The agenda on 19 March 2021 covered the following topics:

a) Waikato District Health Board and Healthcare Transport and Access Plan Update –

- i. The purpose of this report was to provide an overview of transport matters relevant to the Waikato District Health Board (DHB) and Healthcare.
 - *An Update on the Waikato DHB Transport and Access Plan was provided and the staff recommendation was that the report be received.*

b) Community Waikato and Community Transport Update

- i. The purpose of this report was to provide an overview of transport matters relevant to the Community Waikato and Community Transport.
 - *An update was provided and the staff recommendation was that the report be received.*

c) Phase 2 - Public Transport Fares

- i. The purpose of this report was to outline proposed changes to the region's public transport pricing levels and related public consultation feedback.
 - *An update was provided and the staff recommendations were that the report be received; and*
 - *That the Phase 2 fare proposal be recommended to Council for implementation by the Regional Connections committee, noting the following parameters:*
 - *A single per trip Bee Card price point for Adult and Youth be made a permanent feature for region's fare structure.*
 - *That Capping be introduced with the initial capping thresholds being set at:*
 - *10 x the zonal fare for adults*
 - *7.5 x the zonal fare for youth*

1.

- 2.
- 3.

d) Regional Public Transport Improvements Overview:

- i. The purpose of this report was to provide a regional overview of public transport improvement activities.
 - *An update was provided, and the staff recommendation was that the report be received for information.*

Waikato Regional Council – Start up Rail Governance Group

20. An official service start ceremony was held on 25 March 2021 with Kingi Tuheitia and the Prime Minister.
21. Open days were held at the three railway stations Kirikiriroa-Hamilton- Frankton, Kirikiriroa-Hamilton-Rotokauri and Raahui Pookeka- Huntly on the weekend of the 27 and 28 March 2021. Te Huia was stabled at each of the stations allowing the general public to walk through the train carriages and experience the stations. The open days were a huge success and were well attended.
22. Te Huia Commenced services on 6 April 2021 with the scheduled two morning peak services to Auckland and the 2 peak service return trips in the afternoon.
23. There has been a lot of positive commentary about the new services and Council's investment at the Rotokauri Transport Hub which also caters for significant Public Transport movements by bus.
24. As expected with any new Public Transport service there has also been some negative commentary. Some of it has been derived from misinformation about the travel times by road-based vehicles and work is underway to correct this information.
25. Waikato Regional Council are collating performance data in relation to Te Huia patronage and trip time reliability and this will be verbally reported to Committee.
26. KiwiRail has made good progress on the previously reported track maintenance work on the Auckland metro but the works are not yet complete. Delays of 5-10 minutes were expected when the service commenced on 6 April 2021 but would phase out to zero delay after the first few weeks.
27. Further information on Te Huia can be found on the website www.tehuiatrain.co.nz
28. The Governance Group are due to meet between the time of writing this report and the Committee meeting. Te Huia operations will be reported directly through the Regional Connections Committee including service performance information and the Governance Group will focus on more tactical and strategic issues.
29. The Governance Group will discuss the next steps for Te Huia and what short-term actions are required to improve the level of service over the start-up period. The Governance Group will discuss (amongst other things);
 - Additional Services (off Peak)
 - Access direct to Puhinui Station (offering direct Public Transport Connection to Airport)
 - Access direct to the Strand in Downtown Auckland
 - Additional Stops on Hamilton-Auckland Corridor
 - Saturday, Sunday and Public Holiday services
30. The above list is not exhaustive, and the discussions will also consider medium term improvements to follow the start-up service.

31. A verbal update will be provided at the meeting.

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

32. Staff confirm that the recommendations in this report comply with Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

33. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
34. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below. The recommendations set out in this report are consistent with that purpose.
35. There are no known social, economic, environmental or cultural considerations associated with this matter due to this report being for information only.

Risks – *Tuuraru*

36. There were no known risks identify during the formation of this report.

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

37. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendations in this report have a low level of significance and no engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Waka Kotahi Quarterly Report to Waikato Regional Transport Committee - April 2021

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Waka Kotahi NZ Transport Agency
Quarterly Report to Waikato Regional Transport Committee – April 2021

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2021-24 National Land Transport Programme development

In February we held several moderation sessions with local government and Ministry of Transport observers to ensure new activities and programmes submitted for inclusion in the 2021-24 NLTP were being fairly and consistently assessed.

We would like to acknowledge the significant work that has gone into preparing final continuous programme bids and improvement submissions. As always, we appreciate seeing well-evidenced and thorough proposals which include justification for value, scale and focus.

We're continuing to work through submitted bids and our Investment Advisors are discussing the impact of the moderation with councils. This discussion will concentrate on the level of deliverables likely to be achieved should final funding approvals in each activity class be around the lower end of the investment range set within the Government Policy Statement on land transport 2021 (GPS).

It's important to note that the funding envelope has slightly improved with a higher revenue forecast since we released our November 2020 investment signals. However, there continues to be significant funding pressure on the 2021-24 NLTP. Even with the higher revenue forecast there is very limited funding available above the bottom of the activity ranges.

NLTP Dashboard

The launch of our new online self-service dashboard will enable access to NLTP funding data faster.

The NLTP funding dashboard shows expenditure by region, activity class and year, as well the status of funding requests for approved organisations and the approval timeline.

Making this information more accessible provides everyone with faster access to relevant data and reduces the time spent compiling information and data requests. The data is presented in interactive charts and is also downloadable so users can analyse the data and gain meaningful insights from it.

- You can view the [NLTP funding dashboard on our website](#).

Other Updates

Safety Improvements - SH1 Cambridge to Piarere

Through Waka Kotahi's Safe Network Programme, safety improvements are continuing to be made along the state highways. This includes flexible median barriers to reduce the amount of serious crashes between Cambridge and Piarere. 2.4km of safety barriers (flexible median barriers) from Fergusson Gully Road to the unnamed reserve were completed in December 2020. Designs are being finalised for additional flexible median barriers and roadside barriers from the unnamed reserve to Maungatautari Road. Community and stakeholder engagement will be undertaken with construction expected to commence later this year.

SH1/29 intersection - The technical investigations which are required for detailed design and the lodgement of the Notice of Requirement (NoR) and regional consents are underway. These include stormwater, ecological, archaeological and geotechnical investigations. There are still some landowner agreements



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needed to finalise these investigations however the lodgement of the NoR and regional consents can still progress. Regular hui with mana whenua are being held, and Waka Kotahi is working closely with the regional and local Councils to progress the consenting process required for this project. Lodgement of designation and consents for SH1/29 is expected later this year (2021) with construction anticipated to start late 2022 and take two years to complete.

The business case for the **Cambridge to Piarere long term project** (expressway extension) will be presented to the Waka Kotahi Board in April/May.

Speed Review - SH2 Mangatarata to Katikati

State Highway 2, from the State Highway 2/State Highway 25 Mangatarata roundabout in Hauraki to Katikati in Western Bay of Plenty, has been identified as a rural state highway that can be made safer. Between 2010 and 2019 21 people died and 95 seriously injured on this road. It sits within the Pokeno to Tauranga corridor, one of the three routes connecting Auckland, Hamilton and Tauranga (the Golden Triangle). This corridor starts at the SH1/SH2 interchange at the southern base of the Bombay Hills, through to the intersection of SH2/SH29 in Tauranga. This corridor crosses and is adjacent to a number of different Council boundaries. SH2/SH25 falls within the Hauraki and Western Bay of Plenty District Councils, neighbouring Waikato, Matamata-Piako and Thames-Coromandel District Councils.

Engagement on SH2 Mangatarata to Katikati speed review is underway with key stakeholder meetings, Iwi engagement and a public open day at Katikati. Hauraki district communities will host public open days over the next fortnight in Mangatarata, Paeroa and Waihi. Feedback closes at 5.00pm on Monday 26 April 2021.

Boost Safety Improvement Programme

Work has started on six high-risk roads in central and eastern Waikato to install rumble strips, better roadside signs and long-life line markings. This work is part of a programme to make regional state highways safer through a range of low-cost, high-benefit safety improvements. Work commences on the first of the six stretches of road on Monday 22 March, on State Highway 5 between Webster Road and Waiohotu Road. Following completion of this work the team will immediately move to the Waiohotu Road to Oturoa Road section. In total, work on these two sites will take approximately three weeks to complete. The full list of sites being upgraded is:

- SH5 – Waiohotu Road to Oturoa Road
- SH5 - Webster Road to Waiohotu Road
- State Highway 25 – Waitakaruru to Kōpū
- State Highway 27 - SH26 Tatuanui to Waharoa
- State Highway 2 – Mackaytown to Waikino
- State Highway 29 - Matamata-Piako Boundary to SH28

SH21 Tamahere Underpass

Downer has been awarded the contract to construct the SH21 Underpass Project in Tamahere. A site blessing



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and cultural induction for project staff was recently held with manawhenua, Ngāti Korokī Kahukura and Ngāti Hauā.

East West Tamahere Interchange active modes connectivity

Funding has been approved and work is underway to deliver a Business Case to establish a preferred walk/cycle solution at the Tamahere interchange. We have met with the community board and we have held the first technical workshop to discuss local evidence and possible solutions. We expect to deliver a preferred set of solutions within the next 6 months.

SH23/39 Whatawhata intersection

We have experienced continued media and community interest in the development of a roundabout at the intersection of State Highway 23 and State Highway 39 in Whatawhata. Interested parties have been advised that the project has been submitted for inclusion in the 2021-2024 National Land Transport Programme, however, this is still subject to funding.

Coromandel one-way bridges - SH26 Onetai Bridge and SH25 Pepe Bridge

Investigations into the long-term options for these two bridges are underway. Onetai - we are now sharing design options with Iwi, key stakeholders and affected residents. Once a preferred option is agreed, additional funding will have to be approved before we can move into the design and then construction phases. Pepe Bridge – we are beginning engagement with key stakeholders in the area.

SH27 Mangawhero Stream Bridge

Ngāti Hinerangi, Ngāti Hauā and Raukawa kaumatua joined our Director of Regional Relationships, David Speirs at a blessing to mark the start of the project at State Highway 27 (SH27) Mangawhero Stream Bridge replacement. A new bridge will be built to the east of the existing one and SH27 will be realigned to make it safer. As part of the project erosion control will be put in place to protect the Mangawhero Stream.

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Infrastructure Operations Committee Public Excluded Minutes - 23 February 2021) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. SH26 Revocation - Fit for Purpose Business Case report)	
C3. Road Stopping - Mithrandir Enterprises Limited Agreement		

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

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to protect information which is subject to an obligation of confidence and disclosure would likely prejudice continual supply of similar information where it is in the public interest for that information to continue to be available	Section 7 (2) (c) (i)
Item C3.	to maintain legal professional privilege	Section 7 (2) (g)
	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
	to enable Council to carry out negotiations	Section 7 (2) (i)