

Notice of Meeting:

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

Date: Tuesday 30 August 2016
Time: 1.30pm
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Strategy & Policy Committee OPEN AGENDA

Membership

Chairperson	Cr A O'Leary
Deputy Chairperson	Cr A King
Members	Her Worship the Mayor J Hardaker Cr G Chesterman Cr M Forsyth Cr M Gallagher Cr K Green Cr D Macpherson Cr G Mallett Cr R Pascoe Cr L Tooman Cr E Wilson Cr P Yeung

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

Brendan Stringer
Committee Advisor

24 August 2016

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Terms of Reference:

- To develop and recommend strategies, plans and policies to the Council that advance the Council's vision and goals, and comply with the purpose of the Local Government Act.
- To monitor implementation and effectiveness of strategies, plans and policies.
- Develop and recommend bylaws to the Council.
- Develop and approve submissions to government, local authorities and other organisations.

Power to act:

- Recommend all strategies, policies and plans.
- Approve all submissions made by Hamilton City Council to other Councils, central government and other bodies.
- Recommend reserve management plans.
- In relation to bylaws, approve for consultation and consider submissions.

Power to recommend:

- Bylaws to Council.
- Strategies, policies and plans.
- Reserve management plans.

Sub-committees:

This Committee will be supported in its work by the:

- Civil Defence and Emergency Management Sub-committee.
- Community Forum Sub-committee.
- Business and Investment Sub-committee.
- Hearings Sub-committee.

Matters may be referred to this Committee from the:

- Event Sponsorship Sub-committee.
- External Funding Sub-committee.
- Council Controlled Organisations (CCO) Sub-committee.

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

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

4 Public Forum

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

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

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

If you have any questions regarding Public Forum please contact Democracy by telephoning 07 838 6772.

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Strategy and Policy Committee **Author:** Brendan Stringer
Open Minutes 19 July 2016

Status	<i>Open</i>
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Recommendation

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Strategy and Policy Committee Meeting of 19 July 2016.

1. Attachments

- Attachment 1 - Strategy and Policy Committee Minutes - Open - 19 July 2016

Strategy & Policy Committee

OPEN MINUTES

Minutes of a meeting of the Strategy & Policy Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 19 July 2016 at 10:30am.

PRESENT

Chairperson	Cr A O’Leary
Deputy Chairperson	Cr A King
Members	Her Worship the Mayor J Hardaker
	Cr G Chesterman
	Cr M Gallagher
	Cr D Macpherson
	Cr G Mallett
	Cr R Pascoe
	Cr L Tooman
	Cr E Wilson
	Cr P Yeung

In Attendance	Richard Briggs – Chief Executive
	Sean Hickey – General Manager Strategy & Communications
	Chris Allen – General Manager City Infrastructure
	Lance Vervoort – General Manager Community
	Kelvyn Eglinton – General Manager City Growth
	Cherie Meecham – Museum Director, Waikato Museum
	Deanne McMannus-Emery – Community Development & Leisure Manager
	Kelvin Powell – City Safe Unit Manager
	Julie Clausen – Programme Manager - Strategy
	Rachael McMillan – Strategic Analyst - Corporate Strategy
	Nick Johnston – Strategic Advisor (Arts and Culture)
	Raewyn Simpson – Senior Planner, City Waters

Julie Nelson – CEO People’s Project
 Dr Wayne Cartwright – Sustainability Advisory Panel Member

Committee Advisors	Mr B Stringer, Mrs MM Birch and Ms D Smith
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1. Apologies

Apology: (Crs O'Leary/Yeung)

That the apologies from Councillors Green and Forsyth be received and accepted.

That the apologies for lateness from Her Worship the Mayor Hardaker, Councillors Chesterman, and Pascoe be received and accepted.

2. Confirmation of Agenda

The Chair proposed that:

- Item 4 – Public Forum – take place after Item 5 – *Submissions Report - Amendment to Class 4 Gambling Venue Policy*; and
- Item 8 – *Hamilton Central City Safety Plan Annual Report* – be taken after lunch to accommodate external presenters.

Motion: (Crs O'Leary/Yeung)

That the Committee confirm the agenda, subject to the noted changes.

3. Declarations of Interest

Councillor Gallagher noted that, in relation to Item 5 – *Submissions Report – Amendment to Class 4 Gambling Venue Policy* - both he and Councillor Wilson were members of the Waikato District Health Board, which would not prejudice their hearing of the submissions.

Item 5 was taken at this time as agreed by the Committee.

5. Submissions Report - Amendment to Class 4 Gambling Venue Policy

Submissions

The following people presented, and responded to questions on, their submissions:

- **Mr Jarod True – New Zealand Racing Board**
 - i. Mr True spoke in support of the proposed amendment to the Class 4 Gambling Venue Policy ('the Policy').
 - ii. The Policy allowed for movement into Gambling Permitted Areas ('GPA') but not within GPA.
 - iii. The movement of larger pubs or clubs could free up valuable tracts of land for other development.
 - iv. The proposed amendment to the Policy would also allow for the possibility for businesses to modernise their venues, or to open at another venue within a GPA if the current building was designated earthquake prone.
- **Mr Eru Loach – Problem Gambling Foundation of New Zealand**
 - i. Mr Loach spoke against the proposed amendment to the Policy.
 - ii. He expressed concern at the harm created by the availability of gambling in community venues.
 - iii. Relocation of Class 4 electronic gambling machines ('gaming machines') did not reduce or remove gambling harm, only removal of the machines would achieve this. A true 'sinking lid' approach to gambling would require that when a venue closed that it could not reopen in another location.
 - iv. A meta-study in New Zealand found that 41-60% of the funds received from gaming machines came from problem gamblers.
- **Dr Richard Wall – Population Health Waikato District Health Board**
 - i. Dr Wall spoke against the proposed amendment to the Policy.
 - ii. Population Health Waikato wanted a true 'sinking lid' approach to be maintained.
 - iii. Gaming machines were a particular issue in the harm that arose from gambling. Data showed greater rates of problem gambling amongst Maaori and Pacific Island communities, as well as lower socio-economic groups. Social issues associated with problem gambling could include addiction and financial loss leading to selling of property to raise funds, over-borrowing or stealing.
 - iv. He was not aware that Population Health Waikato had submitted to the Government on the issue of gambling and its impacts on public health.
 - v. While funding came into the community via the trusts overseeing Class 4 gambling, this did not outweigh the harm from gambling.

Some Elected Members raised concerns as to the accuracy of Dr Wall's statistics.

Cr Chesterman joined the meeting during discussion on Item 5 (11.17am).

- **Mr Tim Wood – Grassroots Trust**
 - i. Mr Wood spoke in support of the proposed amendment. Gaming machines should be allowed to be moved within a GPA.
 - ii. The ‘sinking lid’ approach under the Policy had been effective, with a 28% decrease in venues and 26% decline in gaming machines venues over the last 10 years.
 - iii. The Class 4 gambling sector contributed significant amounts of funding back to the community.
 - iv. While automatic approval to move within permitted zones would be ideal, it could be an option for Council to approve applications on a case-by-case basis. In that scenario, there would need to be objective criteria known by applicants in advance.

- **Mr Edwin Mercer**
 - i. Mr Mercer spoke against the proposed amendment to the Policy. He claimed that behind the statistics were thousands of people harmed by gambling.
 - ii. Very few businesses moved in order to reduce their income, so any relocation would generally be intended to increase revenue, including from gambling.
 - iii. Mr Mercer also believed that there was crime linked to the running of gambling trusts, citing examples outside of Hamilton. He had reported his concerns to the Department of Internal Affairs.
 - iv. His experience in the area of gambling was primarily personal, in that family members had been affected by gambling harm.

Staff Presentation

In response to questions, the General Manager Strategy & Communications (‘GM Strategy’) gave an overview of the Policy amendment process to date. There had been very close debate over this Item in previous Committee and Council meetings. He believed that the current Policy was now more permissive than had previously been the case.

Minute Note: GM Strategy provided a correction of the statement above to Elected Members post-meeting; which noted that the current Policy was *less* permissive than the previous Policy.

Staff confirmed that the wording of the proposed Policy amendment indicated that a venue could move between GPAs and was not restricted to moving within the GPA in which it was already located in (page 8 of the Agenda, paragraph 4.(b)).

The meeting adjourned from 12.09pm to 12.57pm

Elected Members queried why deliberations could not immediately follow the hearings at the present meeting.

The Acting Democracy Manager explained that:

- proceeding immediately to deliberation was a risk to the transparency of the decision-making process for this matter. The public and absent Committee members had been advised in advance of the hearings but not that deliberations would be undertaken. Where hearings and deliberation had taken place at a same meeting previously, this had been publicised in advance of that relevant meeting as required by legislation and the Standing Orders.
- if the Committee wished to proceed to deliberations, the resolution to accept Item 2 – *Confirmation of Agenda* would need to be revoked. That would require a majority vote of 75% of the present Committee members, in accordance with Standing Order 3.8.3.

Motion: (Crs Macpherson/King)

That Council revokes the resolution on Item 2 – *Confirmation of the Agenda* – to enable deliberations on Item 5 – Amendment to Class 4 Gambling Venue Policy, based on the information presented to the Committee at the meeting.

Those for the Motion: Councillors King, Gallagher, Wilson, O'Leary and Macpherson

Those against the Motion: Councillors Chesterman, Yeung, Mallett and Tooman

The Motion was declared lost in accordance with the majority required by Standing Order 3.8.3

Resolved: (Crs Chesterman/Yeung)

- a) That the report be received.
- b) That a report on the Proposed Amended Class 4 Gambling Venue Policy is submitted to the Strategy & Policy Committee on 30 August 2016.

Action: It was requested that staff report on all three options for the proposed Policy amendment to the next meeting on 30 August 2016, such options being:

- Automatic right to venue relocation within GPAs
- Approval for venue relocation within GPAs by application to Council; and
- Automatic decline of venue relocation upon business closure.

6. Chairperson's Report

The Chair introduced her report.

The GM Strategy advised that internet access for staff and Elected Members in the Municipal Building was via profile login. Accordingly, from a security perspective, it was not a current option to offer free Wi-Fi to guests.

The city centre public Wi-Fi was not available in the Municipal Building.

Resolved: (Crs O'Leary/Yeung)

That the Committee:

- a) receives the report.
- b) requests that a report on the costs of providing free Wi-Fi for visitors to the Municipal Building be presented to the 30 August 2016 Strategy & Policy Committee meeting.

Staff were requested that the report back to this Committee was aligned with the Central City Transformation Plan in relation to Wi-Fi access in the central city.

7. Strategy and Policy Committee Open Minutes 7 June 2016

Resolved: (Crs Wilson/Tooman)

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Strategy and Policy Committee Meeting of 7 June 2016.

Item 9 was taken at this time to accommodate external guests for Item 8.

9. Local Government New Zealand AGM 2016 - Remits

In response to questions, the Chief Executive confirmed that he would be attending the Local Government New Zealand conference and Annual General Meeting. In future, all Elected Members would be asked if they would also wish to attend the AGM with sufficient notice.

Direction was provided to the Chief Executive for each of the 2016 Remits as follows:

Impact of dust on unsealed roads

That the Crown establish and support a working party in conjunction with Local Government New Zealand, NZT, MBIE, Ministry of Health, Iwi and other affected parties to:

- i. investigate the impact of dust on human health and the environment as it relates to our unsealed road network; and
- ii. to develop a national strategy and policy for supporting Road Controlling Authorities to mitigate the effects of road dust on the environment and human health.

Resolved: (Crs Mallett/Macpherson)

That the remit not be supported.

Cr Gallagher dissenting

Community policing

That LGNZ advocate to Government for it to provide increased resourcing to the Police to ensure adequate police staffing and coverage can be provided to New Zealand communities, and that Police commanders are not forced to compromise community policing services due to budget constraints.

Resolved: (Crs Macpherson/Gallagher)

That the remit be supported.

Preservation of earthquake prone public buildings heritage buildings

That LGNZ advocate to the Government to set up a fund to provide assistance to local Councils to preserve earthquake prone public heritage buildings.

Resolved: (Crs Mallett/King)

That the remit not be supported.

Those for the Motion: Councillors King and Mallett

Those against the Motion: Councillors Gallagher, Wilson, Chesterman, Yeung, Tooman, O'Leary and Macpherson

The Motion was declared lost. The remit was therefore supported.

Relocation of government services to regional centres

- i. That LGNZ requests that the Government investigates the potential benefits that could come from relocating more government services from Wellington to regional centres; and
- ii. That the Government also explores ways to increase the ability for more civil servants to work remotely from regions outside of Wellington.

Resolved: (Crs Chesterman/Yeung)

That the remit be supported.

Crs Mallett and King dissenting

Her Worship Mayor Hardaker joined the meeting at 2.05pm during Item 9 after the vote on *Relocation of government services to regional centres*.

Minimum standards for rental housing

That LGNZ urgently engages with the Government on ways to strengthen the minimum standards for rental housing to ensure that all rental homes are warm, dry and healthy to live in.

Resolved: (Crs Mallett/King)

That the remit not be supported.

Those for the Motion: Councillors King and Mallett

Those against the Motion: Her Worship the Mayor Hardaker
Councillors Gallagher, Wilson,
Chesterman, Yeung, Tooman, O'Leary and
Macpherson

The Motion was declared lost. The remit was therefore supported.

Freedom camping

- i. The Freedom Camping Act 2011 should be amended to allow any infringement fine to be tagged to the vehicle which was being utilised to cause the offence, thus forcing rental companies/vehicle owners to take some responsibility for the actions of their clients and to collect fines on behalf of enforcement authorities;
- ii. A change to the Summary Proceedings Act 1957 to allow fines to be instantaneous, thus preventing individuals from avoiding payment of fines by leaving the country during the period where infringements are able to be paid (minimum 56 days from date of issue); and
- iii. A change to s14(3) of the Camping Ground Regulations 1985 (made under s120B of the Health Act 1956) to allow broader exemptions to the need for provision of camping facilities for those that wish to freedom camp in all areas and not just at “remote” camps.

Resolved: (Crs Tooman/Chesterman)

That the remit be supported.

Beverage container deposit system

That Local Government New Zealand endorses the concept of a national-mandated beverage container deposit system and requests that the Government requires industry to develop and implement one within a two year period.

Resolved: (Crs Macpherson/O’Leary)

That the remit be supported.

Crs Mallett and King dissenting

Item 4 was taken at this time to accommodate the late attendance of the Public Forum speaker

4. Public Forum

Mr Robert Aldridge spoke to Item 14 – *Sustainability Principles*, highlighting, and responding to questions on the following points:

- Sustainability Principle 1 could be reworded positively to focus on enhancement of the environment as opposed to avoidance of degradation.
- The term “sustainable” in his view related to a focus on positive environmental improvements.
- The contributions to water pollution and rate of resource use were currently unsustainable.

8. Hamilton Central City Safety Plan Annual Report

The Community Development & Leisure Manager, supported by the City Safe Unit Manager and Julie Nelson, CEO People's Project, spoke briefly to the report. The Chair also welcomed Senior Sergeant Tim Anderson, Area Prevention Manager, who was in attendance from the Hamilton Police Force.

Staff and Miss Nelson responded to questions on the following points:

- **Survey Structure and Process**
 - i. The Hamilton City Safety Perception Survey was overseen by the Community Development team. The survey was posted on the Council Intranet to allow all staff to participate.
 - ii. The libraries were included in the survey as there have been incidents within these venues over the years.
- **Survey Feedback**
 - i. There had been a notable improvement in perceptions on inner city safety from business owners.
 - ii. Key to the success to date in safety improvements had been the joint work across multiple organisations. There could be opportunities to share lessons learned with other local authorities.
 - iii. Some of the people travelling to Hamilton from Auckland were eligible for a \$5,000 government grant. Many who had moved into the area to take advantage of the housing provisions had since gained employment and were contributing back to the city.

Action: Staff were asked to advise the Committee on initiatives being worked on by the Hamilton Central Business Association ('HCBA') and the Chamber of Commerce to provide services to young people not provided for under Government contracts.

Staff and community representatives were thanked for their work and congratulated on being nominated for a LGNZ Excellence award.

Resolved: (Her Worship the Mayor Hardaker/Cr Chesterman)

Recommendation to Council

That:

- a) the report be received.
- b) Council acknowledges and thanks the stakeholders assisting with the implementation of the Plan and in particular the Hamilton Central Business Associations, the Police and the Peoples' Project.
- c) the Hamilton Central City Safety Plan be changed to annual reporting in line with other Council Plans.
- d) the following new action is included in the status report on the actions in the Hamilton Central City Safety Plan:
 - i) City Safe and Central Library to work together to ensure library staff have strategies and training appropriate for dealing effectively with incidences of anti-social behavior.
- e) Staff work with HCBA to understand the concerns behind the response to Q12, page 91 of the Agenda (Hamilton City Council responds appropriately to safety concerns).

The meeting adjourned from 3.15pm to 3.31pm

Councillor Wilson retired from the meeting at the conclusion of Item 9 (3.15pm).

Item 14 was then taken as external attendees speaking to the Item had arrived.

14. Sustainability Principles

The GM Strategy introduced Dr Wayne Cartwright, representing the Sustainability Advisory Panel ('the Panel').

Dr Cartwright, spoke to, and responded to questions on, the report:

- The Sustainability Principles were intended to maintain a healthy and resource-friendly environment for current and future generations and it would be key that Council demonstrated a leadership role in achieving this.
- The Principles would be a good start to addressing some current unsustainable practices.

In response to queries from Elected Members, the GM Strategy, accompanied by the Strategic Analyst - Corporate Strategy, clarified:

- In the context of the Principles "environment" was defined as the "natural environment". Thus sustainability was viewed as the ability of the ecosystem to continue to provide basic resources.
- There were significant benefits to managing environmental impacts including in economic and social sectors.
- More recent actions by the Council were recognised, such as implementing Integrated Catchment Management to manage stormwater flows, were recognised.
- While data collection had not always been a priority for Council this was now underway and should inform future modelling and decisions.

- An annual 'stocktake' would be undertaken each December reviewing implementation of the Principles. The results would be brought to Council via the Committee or its successor.
- Staff clarified that Hamilton City Council could advocate to the Waikato Regional Council for desired improvements to processes and or outcomes but cannot instruct that particular actions be taken.

Resolved: (Crs O'Leary/Chesterman)

Recommendation to Council

That

- a) the report be received.
- b) Council adopt the Sustainability Principles as follows:
 - 1) Council anticipates and acts to prevent or mitigate environmental degradation where there are threats of serious or irreversible damage
 - 2) Council includes environmental, economic, social, and cultural considerations in its decision-making criteria
 - 3) Council is an integral part of regional efforts to restore and protect the water quality of waterways
 - 4) Council is an integral part of regional efforts to restore and protect biodiversity in Hamilton City
 - 5) Council works with central government to deliver on national greenhouse gas emission reduction targets and supports resilience to climate change in our communities
 - 6) Council promotes walking, cycling, public transport and other low carbon transport options
 - 7) Council works to improve the resource efficiency and health of homes, businesses and infrastructure in our city
 - 8) Council supports the use of renewable energy and uptake of electric vehicles
 - 9) Council ensures that it understands, prepares for and responds to the impacts of climate change
 - 10) Council works with its communities to minimise the production of waste and maximise opportunities to recycle
 - 11) Council uses its position as a city leader to educate and influence the wider Hamilton community to embrace sustainability.
- c) the Sustainable Hamilton Strategy is retired.

Cr Mallett dissenting

Her Worship the Mayor left the Meeting during Item 14 (4.00pm) and did not take part in the voting.

Councillor Pascoe joined the Meeting during the debate on Item 14 (4.21pm) but did not take part in the voting.

10. Governance Policies Review - Citizens Initiated Referenda Policy

The Chief Executive introduced the Report. In response to questions, he discussed:

- the prior referendum that had been held under the Policy;
- the difference between a referendum under the Policy and a petition under the Standing Orders; and
- that there had not been a situation where clause 9 in the Policy (requiring 10% of Hamilton residents on the electoral roll to force a referendum) had been triggered.

Resolved: (Crs Chesterman/Macpherson)

Recommendation to Council

That:

- a) the report be received; and
- b) the Citizens Initiated Referenda Policy be retained.

11. Trade Waste and Wastewater Bylaw 2016 Deliberation and Adoption Report

The General Manager City Infrastructure and Senior Planner, City Waters provided an overview of the Trade Waste and Wastewater Bylaw 2016 ('the proposed bylaw') and the process to date:

- **Public Consultation**
Following public consultation only some minor improvements to language were required to the proposed bylaw.
- **Existing Tradewaste Users**
The likely impacts from the proposed bylaw on existing users was clarified, including a brief commentary on the processes of sampling and monitoring undertaken. Those tradewaste users operating to existing resource consents would continue to be allowed to discharge to the agreed levels until such time as the consent expires.
- **Communication of Rules**
An education plan was in development to support learning about users obligations and requirements under the Bylaw.

Action: Councillors requested as to whether information for secondary tradewaste users (for example, takeaway shops) could be translated into a variety of languages to aid understanding across the sector.

Resolved: (Her Worship the Mayor Hardaker/ Cr Chesterman)

Recommendation to Council

That the Strategy and Policy Committee

- a) receives the report.
- b) determines that the Hamilton Trade Waste and Wastewater Bylaw 2016 does not give rise to implications under the New Zealand Bill of Rights 1990.
- c) accepts the recommended changes to the Hamilton Trade Waste and Wastewater Bylaw 2016 as shown in Attachment 3.
- d) recommends to Council that the Hamilton Trade Waste and Wastewater Bylaw be adopted as at 15 August 2016.
- e) the Plain English Guide is placed on the Council website, in an easy-to-find location, by 15 August 2016.

Her Worship the Mayor returned to the meeting during Item 11 (5.00pm) and took part in the voting.

Extension of Time

Resolved: (Cr Chesterman/Cr Tooman)

That the Committee extend the time of the Meeting in accordance with Standing Order 3.2.7

The Meeting adjourned 5.25pm to 5.40pm

Item 13 was then taken by the Committee to accommodate staff availability.

13. Beale Cottage Historic Reserve Management Plan Review

The Strategic Advisor (Arts and Culture) and the Museum Director, Waikato Museum, spoke to, and responded to questions on, the report:

- The existing management plan for Beale Cottage was agreed to still be largely appropriate; some minor changes would be made in a 'non-comprehensive review' (as outlined in the Reserves Act) over the next few months.
- Officers noted that it was considered prudent to take the updated management plan to the Heritage Advisory Panel and Heritage New Zealand for comment.
- It was most likely that, moving forward, Beale Cottage would be overseen by the Parks and Reserves Team with input from the Waikato Museum in recognition of its historic status.

Resolved: (Crs Chesterman/Mallett)

That

- a) the report be received.
- b) staff undertake a non-comprehensive review of the Beale Cottage Historic Reserve Management Plan.
- c) staff report back to the Council meeting on 29 September 2016.

12. Hamilton East Neighbourhood Plan

The Programme Manager - Strategy, accompanied by the Strategic Analyst – Corporate Strategy provided background on the process to date, then clarified the following in response to questions:

- The concept of “connections” was a key idea raised by the focus group; this incorporated connections to the environment such as the River and parks, and connections in the sense of moving around the community.
- Hamilton East was the City’s oldest suburb and it was considered important to maintain and value this heritage.
- Proposed measurements have been included in the Plan to guide monitoring of any changes following approval and implementation of the Plan.
- Steele Park was well-used destination for many purposes, particularly on weekends, and investment to upgrade the pavilion and improve vegetation was supported.
- The Australian Roding Research Institute would be providing their expertise in traffic management and related considerations on the Hamilton East village area free of charge as part of its research project.

Resolved: (Her Worship the Mayor Hardaker/Cr Gallagher)

That:

- a) the report be received.
- b) the Strategy and Policy Committee approves the Hamilton East Neighbourhood Plan for public engagement from 22 July to 11 August 2016.

Cr Mallett dissenting

Councillor Macpherson retired from the Meeting during Item 12 (6.00pm) and did not take part in the voting.

15. Update on HCC Strategic Plans

Recommendation to Council

Resolved: (Her Worship the Mayors Hardaker/Pascoe)

- a) That the report be received.
- b) That the Active Hamilton Strategy be deleted.

Councillor Mallett retired from the Meeting at the conclusion of Item 15 (6.40pm) and took part in the voting.

16. Regional Strategic Round up report

Resolved: (Crs Pascoe/Tooman)

That the report be received.

17. Action List for 19 July 2016; and Actions Still Underway or Pending for HCC submissions to External Organisations

Resolved: (Crs O'Leary/Chesterman)

That the Committee

- a) receive the report; and
- b) agree to the deferment of the items noted in the following table:

Item and Resolution Date	Original Due Date	Deferred To
Arts Agenda – Pre-feasibility Study for Arts Gallery (8 December 2015)	30 June 2016	30 September 2016 <i>Pre-feasibility work, led by Creative Waikato, will be considered following the conclusion on the Founders Theatre matter.</i>
Policy and Bylaw Review – Standing Orders (3 May 2016)	19 July 2016	31 December 2016 <i>To align the review of Standing Orders with work undertaken by LGNZ, continue to work with Elected Member working group, and present revised Standing Orders to the new Council for adoption.</i>
Policy and Bylaw Review - Road, Reserve and Park Naming Policy (3 May 2016)	19 July 2016	30 August 2016 <i>Staff have been requested to undertake further consultation with elected members and bring this report to the August meeting, to provide adequate time to conduct this consultation.</i>

The Meeting was declared Closed at 6.46pm

Committee: Strategy & Policy Committee

Date: 30 August 2016

Report Name: Annual Reports from the
Chairs of the Advisory Panels

Author: Brendan Stringer

Status	<i>Open</i>
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1. Purpose

2. To update the Committee on the work undertaken by the Advisory Panels.

3. Recommendations

4. Please refer to each of the attached Reports as to the respective Recommendations.

1. Attachments

2. Attachment 1 - Older Persons Advisory Panel Chairperson's Report 2016
3. Attachment 2 - Young Persons Advisory Panel Chairperson's Report 2016
4. Attachment 3 - Arts Forum Advisory Panel Chairperson's Report 2016
5. Attachment 4 - Heritage Advisory Panel Chairperson's Report 2016



Older Persons Advisory Panel Chairperson's Report

August 30, 2016

1. THIS IS THE ANNUAL CHAIRPERSON'S REPORT TO THE STRATEGY AND POLICY COMMITTEE OF COUNCIL.

2. ADVISORY PANEL MEETINGS SINCE 1 AUGUST 2015:

- 4 September 2015
- 6 November 2015
- 12 February 2016
- 15 April 2016
- 17 June 2016

3. UPDATE ON THE ADVISORY PANEL'S WORK PROGRAMME

The Panel has been focused on developing Hamilton's application to join the WHO Age Friendly Global Network, whilst also monitoring the progress of Council's Older Persons Plan. The Panel has also provided advice on a variety of council plans and policies (see below), and facilitated an Older Persons Open Forum on 4 April 2016 to provide information on what they have been working on, whilst also hearing the concerns from older people in the community and agencies involved in helping older people.

4. MAJOR ACHIEVEMENTS

- Receiving Council's approval for Hamilton to join WHO Age Friendly Global Network
- The first year of implementation of Hamilton City Council's Older Persons Plan and Communication Plan
- Holding the first Older Person's Forum in April 2016

- Providing Advice on a number of council plans and policies, including: Class 4 Gambling Venue Policy, Hamilton East Neighbourhood Plan, Museum Strategic Plan, Lake Domain Management Plan and Founder's Theatre.

5. EMERGING ISSUES

The Panel will be closely following the work of the Age Friendly Steering Group. Many of the issues affecting older people can be addressed through inclusion in the Age Friendly Global Network.

There is also an acknowledgement that many of the issues facing older people and the ageing population are also areas affecting those with disabilities and these two groups will need to work closely for mutual benefit in the future.

6. RECOMMENDATIONS

That the Chairperson's Report for the Older Persons Advisory Panel be received.



Youth Council Advisory Panel Chairperson's Report

August 30, 2016

1. THIS IS THE ANNUAL CHAIRPERSON'S REPORT TO THE STRATEGY AND POLICY COMMITTEE OF COUNCIL.

2. ADVISORY PANEL MEETINGS SINCE 1 AUGUST 2015:

- 7 October 2015
- 1 December 2015
- 30 March 2016
- 8 June 2016
- 3 August 2016

3. UPDATE ON THE ADVISORY PANEL'S WORK PROGRAMME

The Panel has been focused on providing advice on a variety of council plans and policies to ensure a youth perspective is provided through decision making. The panel is also particularly interested in how young people can be engaged in voting in the upcoming local government elections and is providing ongoing advice to council staff on strategies and actions to engage young people.

4. MAJOR ACHIEVEMENTS

- Providing Advice on a number of council plans and policies, including: Class 4 Gambling Venue Policy, Hamilton East Neighborhood Plan, Museum Strategic Plan, Lake Domain Management Plan, Waste Minimisation Plan and Founders Theatre
- Monitoring implementation of the Rangatahi Youth Action Plan
- Providing advice on how young people can be engaged in the 2016 local government elections.

5. EMERGING ISSUES

The Panel is interested in a range of issues that it would like to put before the consideration of the committee.

Recognising the value of young people

The Panel believes that is vital to recognise the important role young people play in the city. Many young people in Hamilton are active contributors to their local communities. Best practice youth development guides that the positive contributions of young people are actively recognised by community leaders. Past events such as the Recognyz Youth Awards and 30 under 30 have done a commendable job in celebrating young people but there is nothing similar in 2016. There is also no ongoing commitment to doing so in the future.

The future role and contribution of the Youth Advisory Panel

The Panel believes that it has a valuable contribution to offer Council in the civic participation of communities within the decision making process of Council. The Panel has collected feedback from current and past members on the success and learnings of the Panel over the past term. This feedback will be presented orally during the presentation of the Chairperson's report.

6. RECOMMENDATIONS

- a) That the Chairperson's Report for the Youth Council Advisory Panel be received.
- b) That the Panel recommends that Council gives consideration to ensuring that young people have an equal opportunity at being awarded a Civic Award. The Council could direct staff to formally explore the option of establishing a youth category awarded only to individuals under the age of 25 in future Civic Awards as well as explore other options for an annual mechanism of recognising the contributions of young people in Hamilton.
- c) That Council ask staff to explore other mechanisms for recognising young people in the city.

7. CONCLUSION

The Youth Advisory Panel would like to thank the Hamilton City Council's elected representatives and staff for their support and engagement. The Panel would like to express its appreciation for the opportunity to contribute to the direction of the city over the last 3 years.



Arts Forum Advisory Panel Chairperson's Report

August 30, 2016

1. THIS IS THE ANNUAL CHAIRPERSON'S REPORT TO THE STRATEGY AND POLICY COMMITTEE OF COUNCIL.

2. ADVISORY PANEL MEETINGS SINCE 1 AUGUST 2015:

Arts Forum

- 6 August 2015
- 8 October 2015
- 2 December 2015
- 10 March 2016
- 5 May 2016
- 9 June 2016
- 12 July 2016

Public Art Panel

- 12 August 2015
- 1 October 2015
- 5 November 2015
- 3 December 2015
- 4 February 2016
- 3 March 2016
- 17 March 2016
- 7 April 2016
- 5 May 2016
- 7 July 2016

3. UPDATE ON THE ADVISORY PANEL'S WORK PROGRAMME

Arts Agenda

The Arts Forum completed a series of arts policy reviews with the adoption of the revised Arts Agenda in December 2015. The Arts Agenda contains 32 actions.

In the six months following the adoption of the Arts Agenda, three of the actions were completed by Council staff, related to the museum strategic review, prioritising of Maori art in that review, and allocation of funding via the Multi-Year Community Grant. The Arts Forum participated in the development of the Waikato Museum Strategic Plan that was adopted by the Council in March 2016.

Four of the actions are currently in progress ie Embassy Park redevelopment, art gallery pre-feasibility study, creative sector business attraction strategy, and advocacy for an art-themed hotel in the central city. Creative Waikato has facilitated the formation of an advisory group to progress the art gallery discussion.

13 of the actions are commitments from the Council to provide on-going support. These projects do not have set timeframes and measures. The Arts Forum has observed progress with six of these actions in relation to support for public art works, Matariki celebration events, and our city's public programme of free art events and activities.

11 actions are yet to commence, and three of these projects are currently unfunded in the Council's 10 Year Plan and will not be able to start until funding is committed or external funding is secured ie commemoration of pa sites along the Waikato River, establishment of a regional art award event, and update of the Hamilton Public Art Catalogue.

Founders Theatre

The action in the Arts Agenda that has most commanded our attention in recent months is the Founders Theatre upgrade, a project which has now commenced in the form of the Council's arrangements with Momentum Waikato to investigate a new build. The Arts Forum provided a series of recommendations to the Council on Founders Theatre, that:

- a. Council develops a new performing arts venue located in the central city, that considers the different acoustic requirements of amplified performance versus classical/choral music.
- b. The Arts Forum does not support the options to either refurbish Founders Theatre, or to close and demolish Founders without providing a new performing arts venue for the city.
- c. The development of a new performing arts centre will be a great civic project for the city and the Arts Forum recommends that the Council seeks collaborative regional and national funding partners from the government, community, private and philanthropic sectors.
- d. The Arts Forum urges the Council to consider the negative impact of a long term closure of Founders Theatre on the performing arts community in Hamilton, and to seek opportunities to actively support music, theatre, dance, toi Maaori and the many cultural organisations that have been affected by the closure of Founders Theatre.
- e. The Arts Forum also discussed the future of Ralph Hotere's Founders Theatre Mural. This is a significant artwork in the city's public art collection. The Arts Forum recommends that this artwork remain on public display and that the Council consults with Ralph Hotere's family if the artwork is to be relocated.
- f. The Arts Forum urges the Council to make a decision this triennium. The current Council is in a position to make an informed decision on this important matter and any delay could have a detrimental effect on the arts sector.

The panel is very appreciative of the considered process and debate that resulted in the unanimous decision to work with Momentum. While we understand there are many challenges to solve we are excited about the potential for an outcome that Hamiltonians can be proud of.

Other recommendations made to Council since the last annual report

That:

- a. Council follows its public art investment policy for major developments;
- b. The Arts Forum be consulted in the Ferrybank Master Plan evaluation process;
- c. Creative spaces are incorporated into the Ferrybank Master Plan design brief and participants in the design process consider nearby cultural facilities and public artworks.
- d. The role of arts and culture is considered in the development of the Frankton Plan vision.
- e. The Arts Forum endorses the direction of the CCTP;
- f. Garden Place retains the possibility to:
 - i. host events that allow large gatherings; and
 - ii. have installed large technical structures and utilities necessary for events like the Ice Rink;
- g. The Public Art Panel has dialogue to investigate expanding on the possibility to include word-art in temporary and permanent art works around the city;
- h. After its approval, the Arts Agenda is circulated to the Vice Chancellor with a letter from Her Worship the Mayor Hardaker, emphasising the important role the University has had in supporting the arts in the region and hoping that will continue.

Public Art Panel

The Public Art Panel reports to the Arts Forum. The Panel plays a crucial role in providing expert advice so the Council can achieve the action to 'support the development of high quality public art'.

The Public Art Panel has provided recommendations to the Public Art Subcommittee and to Council staff on a number of permanent and temporary public artwork projects. These projects include the Warhorse Charitable Trust's proposed artwork in Hamilton Gardens, the Waikato Combined Equestrian Group's proposed artwork in Memorial Park, and the central library laneway artwork by Flox.

4. MAJOR ACHIEVEMENTS

The Arts Forum played a major role in the development of the revised Arts Agenda this past year. Arts Forum members agree there has been a leap forward in the cooperation and collaboration in the arts sector in Hamilton in the four years since the panel was first formed, and the revised Arts Agenda will assist this progress. Creative Waikato has also had an important role in this progress and we applaud Council's continued financial support of this community organisation.

While the Arts Forum can't take any credit for the public/private partnership developing for Founders Theatre, we do want to acknowledge this as a major achievement for the arts in our region this year. Other major achievements include the Public Art Panel's involvement in the installation of Mesh Sculpture Trust's *Tongue of the Dog* artwork, and the community spirit that has led to the further development of Embassy Park.

5. EMERGING ISSUES

The Hamilton and wider regional community has given strong indication that Founders Theatre is an important community facility. The Arts Forum appointed after the Council election will no doubt maintain an active interest in progress on this issue.

If external funding cannot be secured for the three actions in the Arts Agenda that remain unfunded, the Arts Forum will be recommending that these three projects are considered for the 2017-2018 Annual Plan.

6. RECOMMENDATIONS

Two recommendations from our last meeting on 12 July 2016 are:

That Council investigates the update of the Public Art Catalogue, including an update of the print edition and the digitisation of the catalogue.

That Council considers facilitating a cohesive strategy to commemorate pa sites along the Waikato River that dovetails with other city strategies and interested parties.

And finally:

That the Chairperson's Annual Report for the Arts Forum Advisory Panel be received.



Heritage Advisory Panel Chairperson's Report

August 30, 2016

1. THIS IS THE ANNUAL CHAIRPERSON'S REPORT TO THE STRATEGY AND POLICY COMMITTEE OF COUNCIL.

2. ADVISORY PANEL MEETINGS SINCE 1 AUGUST 2015:

- 7 September 2015, 7 March 2016, 30 May 2016 and 8 August 2016.

3. UPDATE ON THE ADVISORY PANEL'S WORK PROGRAMME

The key project for the Panel was the finalisation on the Heritage Plan and Historic Heritage Fund Guidelines.

The Panel has been actively engagement in providing heritage advice to a number of Council lead projects:

- Tender process of Beggs Wiseman building
- Frankton Neighbourhood Plan
- Hamilton East Neighbourhood Plan
- Ferry Bank Development Plan
- Ruakura Variation
- Founders Theatre
- Beale Cottage Management Plan
- Street Naming Policy review
- First Heritage Fund allocations

4. MAJOR ACHIEVEMENTS

- Council's adopted in March 2016 of the Heritage Plan and Historic Heritage Fund Guidelines.
- The allocation of the Heritage Fund.

5. EMERGING ISSUES

- The implementation of the actions as set out in the Heritage Plan.
- Review of the Panel Membership
- Monitoring of the Heritage Plan

6. RECOMMENDATIONS

That the Chairperson's Report for the Heritage Advisory Panel be received.

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Rangatahi Youth Action Plan **Author:** Deanne McManus-Emery
 Annual Update 2015/16

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Rangatahi Youth Action Plan</i>
Financial status	<i>There is budget allocated Amount \$57,382</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. **Purpose of the Report**

2. To provide Council an annual update on progress made on the implementation of the [Rangatahi Youth Action Plan](#).

3. **Executive Summary**

4. Delivery of the Plan is on track. All actions in the plan are either complete for the 2015/16 year, or underway.

5. The plan contains 21 actions for completion over a 3 year period. Fifteen of these actions are annual, recurring or ongoing events.

6. The Plan is being delivered within the budget set by Council.

7. **Recommendations from Management – Recommendation to Council**

a) That the report be received

b) That the following completed actions from the Rangatahi Youth Action Plan be removed:

(i) 3.1 – Implement recommendations from the Transport Centre research project relating to safety and security by June 2016.

(ii) 4.2 – Monitor SMART Waikato’s FutureForce® Action Network (FAN) Activate Pilot, connecting youth and businesses and provide mentoring in the workplace.

(iii) 4.5 – Identify gaps in existing research on Hamilton’s young people and prioritise five research projects.

8. **Attachments**

9. Attachment 1 - Rangatahi Youth Action Plan Update Report 2015/16

10. **Key Issues**

11. **Background**

12. At the 27 August 2015 [Ordinary Council](#) meeting, the Rangatahi Youth Action Plan was approved by Council.

13. The purpose of the plan is to maximise opportunities for Hamilton's young people to be actively involved in their city.

14. The plan was developed in partnership with the Youth Council Advisory Panel.

15. **Status Report on the Actions**

16. The Rangatahi Youth Action Plan is an internal document that highlights achievable actions that Council can give effect to. There are 21 actions in the plan. Fifteen are ongoing or annual actions. The remaining six are one-off projects or actions.

17. An annual implementation report on the actions is attached to this report (Attachment 1). In summary:

- Sixteen actions have been completed in the first year. Thirteen of these actions are ongoing or annual events which will continue in 2016/17.
- The remaining 5 actions are underway and will continue in 2016/17.
- Implementation of the plan is coordinated by the Community Development and Leisure Unit, and is supported by a number of other Units within Council.
- Three actions (3.1, 4.2, 4.5) have now been fully completed and can be removed from the plan.

18. **2015/16 Implementation highlights**

19. Completion of the 2015 [30 under 30](#) project, profiling successful and inspirational young people in Hamilton.

20. Successful hosting of HTown Youth Connect meetings, which are well attended and connect 47 youth agencies in the city.

21. Promotion of youth engagement in 2016 local government elections, through the use of local influential young people profiled in [videos](#) and print media.

22. 10 students completed lifeguard training as part of the YELLP (Youth Education Leadership Lifeguard Programme) at Waterworld – 6 gained employment as lifeguards.

23. Council's involvement as a partner in SMART Waikato's Secondary School Employer Partnership Programme – engaging with students at Fairfield College about employment opportunities at council.

24. Continued work on gaps in youth research, beginning with a project investigating how young people in Hamilton use social media.

25. Celebration of Youth Week in May 2016.

26. **Financial and Resourcing Implications**

27. The Plan is delivered within existing budgets, and projects identified are within existing work programmes. The following figures have been provided by the business units responsible for

delivering actions from within the Rangatahi Youth Action Plan. Please note this is not additional budget.

• Estimated staffing resources to implement actions within the plan	\$ 37,000
• 30 under 30 – development of videos, launch event	\$ 5,400
• SMART Waikato Grant for FAN Activate Pilot	\$ 5,000
• Youth Involvement in Democratic Engagement videos	\$ 4,982
• HTown Youth Connect resourcing	\$ 5,000
• Total	\$ 57,382

Signatory

Authoriser	Lance Vervoort, General Manager Community
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Rangatahi Youth Action Plan Update Report 2015/16

	Action	Timeframe	Status	Comments
1.1	Host a youth leadership event/camp annually in May to connect youth across Hamilton.	May (Annual)	Complete	Council has stepped back from organising this event as it has been recognised that other agencies are delivering similar events. Council is now in a supporting role on events being run by Te Ahurei a Rangatahi and Glenview Community Centre.
1.2	Facilitate a minimum of two youth leadership programmes in aquatic facilities per year.	Ongoing	Complete	Two leadership programmes have taken place at Waterworld: <ul style="list-style-type: none"> • 23 April – 25 June 2015 • 16 June – 18 August 2015
1.3	Host a minimum of 4 htwnyouth Connect youth sector meetings per year	Ongoing	Complete	Meeting held in 2015/16: <ul style="list-style-type: none"> • 4 September • 6 November • 4 March • 6 May • 1 July Further meetings to occur in 2016: <ul style="list-style-type: none"> • 2 September • 4 November Meetings are well attended and 47 agencies have been represented.
1.4	Share information and online resources for the Youth sector.	Ongoing	Complete	All information that is gathered from the youth sector is distributed through Htwn Youth Connect meetings, website and the Htwn Youth Connect email database.

	Action	Timeframe	Status	Comments
1.5	Develop and sustain a youth leadership programme in Enderley.	June 2016	Complete	A volunteer group of Youth Practitioners have established themselves as 'Launch'. This group has been delivering a daily Youth Programme, after school programme, providing and distributing kai for the local communities, while facilitating community needs and response. Support to this group will continue in 2016/17.
1.6	Develop and implement a web strategy for the htwnyouth website	December 2016	On track	<ul style="list-style-type: none"> • Evaluation and user testing is scheduled to be complete by the end of 2016. • Recommending the project ceases after the completion of the evaluation.
1.7	Work with schools and community groups to build partnership agreements, implementing and sustaining "24/7 YouthWork" programmes (minimum of 1 per year)*.	Ongoing – 1 partnership per year	Complete	<ul style="list-style-type: none"> • Partnership established with Fraser High School. • Church mapping exercise undertaken to highlight areas for opportunity and now created a database of churches in Hamilton. • Staff have met with two new potential high schools (Melville High School and Rotouna Junior High School) to partner with 24/7 programmes in their school. • Staff have participated in National meetings for YouthWork

	Action	Timeframe	Status	Comments
2.1	Facilitating early engagement with the Youth Council Advisory Panel on council plans and strategies	Ongoing	Complete	The panel has met on the following dates during 2015/16: <ul style="list-style-type: none"> • 5 August 2015 • 7 October 2015 • 1 December 2015 • 30 March 2016 • 8 June 2016 • 3 August 2016. The panel has provided advice on Class 4 Gambling Venue Policy, Hamilton East Neighbourhood Plan, Museum Strategic Plan, Lake Domain Management Plan, Waste Minimisation Plan and Founder's Theatre
2.2	Provide opportunities for young people to contribute to a variety of decisions and programmes at Hamilton libraries through 'Young Friends of the Library'.	Ongoing	Complete	Meetings are held on a fortnightly basis to ensure there is a youth perspective to library events and activities.
2.3	Implement a minimum of one project or campaign per year to increase engagement of youth in democratic programmes.	Ongoing – 1 Project per year	Complete	Communications staff are working with the Youth Council and other groups of young people to develop messages that will encourage young people to vote. This has resulted in a number of videos being produced that feature young people in the city with messages about why it is important for them to vote and the services council offers.

	Action	Timeframe	Status	Comments
3.1	Implement recommendations from the Transport Centre research project relating to safety and security by June 2016.	June 2016	Complete	Project is complete and the two specific recommendations have been implemented - increasing the hours of patrolling at the Transport Centre and to increasing the hours of CCTV monitoring for that area.
3.2	Develop information about staying safe in Hamilton in a format accessible to young people.	Ongoing	Complete	Staff are working on messages to be included in student magazines, advertising City Safe and where to seek help when required.
4.1	Work in partnership with the Tertiary Education Commission 'Gateway' to train and develop young people. This will be through the provision of training and employment opportunities in Life Saving, Learn to Swim and recreation.	Ongoing – minimum of one programme per year	Complete	10x students (Melville and Fraser High School Gateway students) completed the YELLP course and 6x were employed as lifeguards at Waterworld.
4.2	<p>Monitor Smart Waikato's FAN Activate Pilot, connecting youth and business and providing mentoring in the workplace.</p> <p>FutureForce® Action Network (FAN) is a Smart Waikato Trust initiative for employers, educators, government and community organisations. FAN aims to ease youth transitions into the workplace by providing employers with the tools, strategies and networks to enable them to offer best practice work experience, internships, apprenticeships, cadetships and jobs.</p>	March 2016	Complete	The SMART Activate event occurred on 24 June and included the presentation of research around what younger generations seek in a workplace, a youth panel interview, mentoring from an employer's perspective and best practice mentoring tips to support youth transition into work. The event attracted 35 attendees including representatives from business, the tertiary sector and people working in the youth employment space. Feedback after the event was very positive.

	Action	Timeframe	Status	Comments
4.3	Continue to support programmes and activities that benefit young migrants and refugees	Ongoing – report annually in August	Complete	The Migrant Resource Centre provides programmes and services targeting young migrants in Hamilton. These particularly involve sport and recreation. The Youth Council Advisory Panel has also developed a connection with the SHAMA Migrant Youth Advisory Panel to ensure the voice of ethnic young people is included in their advice.
4.4	Continue to work with Smart Waikato on providing a range of opportunities for young people to be successful in the workplace in Hamilton, and meet quarterly to discuss opportunities for youth engagement in the workplace.	Quarterly meetings	Complete	Council and SMART Waikato have met regularly in 2015/16, in March and July 2016. Smart Waikato's Council has been an active participant in SMAR Waikato's Secondary School Employer Partnerships (SSEPs). This is being piloted at Fairfield College, and partners local employers to deliver contextualised "real world" learning opportunities in mathematics. Community Development and Zoo staff have been involved in the project.
4.5	Identify gaps in existing research on Hamilton's young people and prioritise five research projects by July 2015.	July 2015	Complete	Priority list: <ul style="list-style-type: none"> • Youth Interactions in "Virtual Worlds" • Ethnic Diversity of Youth in Hamilton • Maaori Youth • Longitudinal study of Youth Experiences/Progression • Youth Suicide

	Action	Timeframe	Status	Comments
4.6	Implement a minimum of one research project a year as a result of identified research analysis.	Ongoing – one per year	On track	Research on youth and social media is currently underway. Wintec are leading research, with support from council with feedback to be provided from other key stakeholders throughout the project. The project is aiming for a completion date in December 2016.
5.1	30 under 30 – project to showcase the diverse talents of 30 young people in Hamilton will be undertaken once every three years.	2015/16 2017-18	Complete	2015 project was successful and profiled 30 young Hamiltonians through various council communication channels. A second iteration is due for commencement in 2017.
5.2	Continue to celebrate Youth Week annually in May, and work with other agencies that celebrate it.	Annually in May	Complete	Council supported a number of events during youth week at the end of May 2016. The theme for Youth Week in 2016 was “Giving Back is Giving Forward”
5.3	Promote civic awards through youth networks and leadership forums and encourage young people to apply.	Annually in September	Complete	Promotion of Civic Awards was promoted through Facebook and encouraged Youth services and providers to nominate young people for 2015 awards. This will continue in 2016.

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Amendment to Class 4 Gambling Venue Policy **Author:** Julie Clausen

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Class 4 Gambling Venue Policy</i>
Financial status	<i>The budget for the additional consultation of \$2,000 has been absorbed within existing operational budgets.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To present the analysis of the submissions received from the consultation on the proposed amendment to the Class 4 Gambling Venue Policy
3. To provide options for the Committee to recommend to Council on the amendment to the Class 4 Gambling Venue Policy.

4. Recommendations from Management – Recommendation to Council

- a) That the report be received.
- b) The Amended Class 4 Gambling Venue Policy is recommended to Council for adoption which allows for the automatic right to venue relocation within the Gambling Permitted Areas.

5. Attachments

6. Attachment 1 - Amended Class 4 Gambling Venue Policy
7. Attachment 2 - Gambling Venue Locations

8. Background

9. Background Class 4 Gambling Venue Policy
10. On 5 November 2015, following hearings and submissions, the Strategy and Policy Committee recommended to Council that it support Option B (limited relocation) for the Class 4 Gambling Venue Policy. The Class 4 Gambling Venue Policy (current policy) was adopted by Council on 28 April 2016.

11. The current policy (limited relocation) allows Council to grant venue consent when:
 - a) a society closes a venue located outside the gambling permitted area and applies for a new venue consent located within a gambling permitted area; or
 - b) where two or more private clubs merge and consolidate their operations into an existing venue.
12. The current Policy set the limit on the number of machines that can be operated upon relocation as:
 - a) The same as the maximum number of gaming machines permitted to operate at the old venue immediately prior to relocation; or
 - b) For private clubs merging the number of machines , the lesser of:
 - 24 gambling machines or
 - The sum of the number of gambling machines previously operated by each club.
13. Under clause 12 of the current policy Council can consider a venue consent if the existing site is rendered physically incapable of being reused (meaning a fire, earthquake or similar event) and limits the number of gambling machines to the number that was licenced immediately prior to the cessation of the activity. Clause 12 allows for relocation to occur within any of the gambling permitted areas.
14. Background on Amendment to Class 4 Gambling Venue Policy
15. Council resolved on [28 April 2016](#) to consult on an amendment which would result in two changes to the current Policy.
16. These changes are:
 - i. The insertion of a new clause 4(b) to allow any venue within the permitted area to relocate within the gaming permitted area. This would address the issue that the current Policy does not allow any relocation of existing operators within permitted areas with the exception of clause 12.
 - ii. The replacement of the word “existing” with “single” to allow merged clubs to relocate to an alternative venue within the gambling permitted areas. This would address the issue that the current Policy requires that any private clubs who merge and consolidate their existing activities must use one of the existing venues.
17. The proposed Amended Class 4 Gambling Venue Policy is attached.

18. **Deliberation Report**

19. Consultation Process
20. The consultation period ran from the 16 May 2016 to 17 June 2016.
21. All submitters to the current policy, who provided contact details, were sent a letter advising them of the proposed amendment and were provided the opportunity to make a submission.
22. Submissions could be made through Councils “have your say” web site or in paper form.
23. Submission Summary
24. 14 submissions were received, 7 in support of the amendment and 7 against the amendment.
25. The detailed submissions can be found [here](#) (pages 18-48).
26. Submitters were heard at the Strategy and Policy Committee on 19 July 2016.

27. Points made in support of the amendment were the amendment:
- Provides equal opportunity to relocate for both operators within the approved gambling area as well as operators outside the approved gambling area.
 - Allows business to be reestablished after natural disaster, fire or to address earthquake prone buildings.
 - Considers the impact on the business in terms of ability to refurbish the business, redevelop sites and manage premium rental charges.
 - Allows relocation to a “low risk” location.
28. Points made against the amendment were the amendment would:
- Weaken the current policy as it introduces further relocation provisions. No relocation is a step towards a sinking lid approach of reducing the number of gambling venues, and therefore meets the policy purpose “to minimize the harm caused by Class 4 Venue gambling”.
 - Would allow for a greater concentration of machines in permitted areas.
 - Allows operators to relocate venues in “target market” locations.
29. Policy Considerations
30. Council has a total of 30 Class 4 Gambling venues operating 443 machines. 26 of the venues are located within the permitted gambling areas (362 machines) and 6 are located outside the permitted gambling areas (81 machines). A full list of the venues is attached in Attachment 2.
31. One objective of the policy is to control the growth of Class 4 gambling venues. The amendment does not allow for any new venues but provides current venues the option to relocate provided the venue is located within the gambling permitted areas.
32. The ability to relocate when the site has been rendered physically incapable of being used is covered by clause 12 of the current policy and therefore is not a consideration in the deliberation of the amendment.
33. Options for Relocation
34. The Strategy and Policy Committee 19 July 2016 requested that Officers report on all three options for the proposed Policy amendment to the next meeting on 30 August 2016, these options being:
- a) Automatic right to venue relocation within Gambling Permitted Areas
 - b) Approval for venue relocation within Gambling Permitted Areas by application to Council
 - c) Automatic decline of venue relocation upon business closure
35. **Option a) Automatic right to venue relocation within the Gambling Permitted Areas.**
36. This option is provided for by the Amended Class 4 Gambling Venue Policy as it allows:
- i. relocation from outside a permitted area to inside any permitted gambling area;
 - ii. relocation from inside one permitted area to a location within the same permitted area; and
 - iii. relocation from inside one permitted area to a location within another permitted area.

37. **Option b) Approval for venue relocation within Gambling Permitted Areas upon application to Council.**

38. The option to provide limited relocation through an application would require Council to determine the application based on specific criteria.

Advice from the City Solicitor is that the specific criteria should be listed in the policy. The criteria could be limited to cover exceptional circumstances that require an event outside the licensee's control such as:

- the licensee's landlord has refused to renew the lease of the premises.
- the building in which the venue is located is deemed under building legislation to be earthquake-prone, dangerous or insanitary. This would cover situations such as were the building is impacted by subsidence, asbestos, an adjacent damaged building or is a leaky building or is rated as earthquake prone.

A discretionary clause is not recommended as it could place Council at risk of judicial review. If Council were to allow relocations without defining the criteria, an applicant could argue that the factors should have been incorporated into the policy rather than been left to a vague catch-all discretion.

Clause 12 of the current Policy still allows for relocation when the site has been rendered physically incapable of being used.

39. Staff have reviewed the Class 4 Gambling Venue Policies of the major urban areas and Palmerston North has a similar clause in their Class 4 Gambling Venue Policy 'Relocation can occur due to events beyond the consent holders control as long as they have no more machines'.

40. To adopt this approach would require a change to clause 4(b) in the amended Class 4 Gambling Venue Policy. This change can be made without further requirement to re-consult. The wording required would be:

4(b) Relocation from a from a site within a Gambling Permitted Area to another site within the Gambling Permitted Areas will not be permitted except where:

- i. Clause 12 applies; or
- ii. The licensee's landlord has refused to renew the lease of the premises; or
- iii. The building in which the venue is located is deemed under building legislation to be earthquake-prone, dangerous or insanitary; and

The society undertakes to permanently close an existing Class 4 gambling venue located inside of a Gambling Permitted Area as part of an application for a new venue consent and the proposed new Class 4 gambling venue is located within a Gambling Permitted Area (outlined in Schedule 1).

41. **Option c) Automatic decline of venue relocation upon business closure.**

This option is provided under the current Class 4 Gambling Venue Policy which allows:

- i. relocation from outside a permitted area to inside any permitted gambling area.

Clause 12 of the current Policy still allows for relocation when the site has been rendered physically incapable of being used.

42. Number of Machines

43. Irrespective of the options above, Clause 8 which regulates the number of machines does not change.

44. The number of machines when a venue is relocated is restricted to being either:

- i. The same as the number operated at the old venue or
 - ii. When a club merges, the lessor of 24 machines or the sum of the individual machines operated by each club.
- 45. In some instances, if clubs merge this may reduce the number of machines available from a possible combined total of 36 (2 clubs with 18 machines) to a lower number of 24 machines.
- 46. Recommendation
- 47. The adoption of the amended Class 4 Gambling Venue Policy to allow for the relocation of venues located within a Gambling Permitted Area to another location within the Gambling Permitted Areas. This is as:
 - The amended Class 4 Gambling Venue Policy does not allow for the growth of gambling machines and could upon clubs merging reduce the number of machines available.
 - The amended Class 4 Gambling Venue Policy would enables venues to move to a more appropriate location, for example away from early childhood centres/kindergartens, schools, kohanga reo, and playgrounds.
- 48. Financial and Resourcing Implications**
- 49. The adoption or not of the amended Policy has no implication of financial budgets or resourcing requirements for Council.
- 50. Risk**
- 51. The Gambling Act 2003 requires any change to a Class 4 Gambling Venue Policy to be consulted through a Special Consultative Procedure. The proposed amendment has followed this requirement.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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First adopted:	8 March 2004
Revision dates/version:	July 2016 Revision 8
Next review date:	July 2019
Engagement required:	SCP
Document number:	D-2050478
Associated documents:	Gambling Act 2003
Sponsor/Group:	City Growth

CLASS 4 GAMBLING VENUE POLICY

Purpose and Scope

1. To control the growth of Class 4 gambling venues.
2. To minimise the harm caused by Class 4 gambling.

Definitions

Definition	Detail
Adjacent	Allotments sharing one or more common boundaries.
Allotment	<p>a) Any parcel of land under the Land Transfer Act 1952 that is a continuous area and whose boundaries are shown separately on a survey plan, whether or not:-</p> <p style="padding-left: 20px;">i) the subdivision shown on the survey plan has been allowed, or subdivision approval has been granted, under another Act; or</p> <p style="padding-left: 20px;">ii) a subdivision consent for the subdivision shown on the survey plan has been granted under this Act; or</p> <p>b) Any parcel of land or building or part of a building that is shown or identified separately:-</p> <p style="padding-left: 20px;">i). on a survey plan; or</p> <p style="padding-left: 20px;">ii). on a licence within the meaning of Part I of the Companies Amendment Act 1964; or</p> <p>c) Any unit on a unit plan; or</p> <p>d) Any parcel of land not subject to the Land Transfer Act 1952.</p>
Class 4 gambling venue	A building located on one or more contiguous allotments at which gambling machines are located, or for the purposes of application at which it is proposed that gambling machines be located.
Gambling machine	As defined in the Gambling Act 2003.
Premises	A building in which a Class 4 gambling venue is located.
Private club	In this context, meeting the criteria of operating as a club as defined in Section 65 (3), in the Gambling Act 2003.
Society	A corporate society as defined in the Gambling Act 2003 (including reference to Section 33), which has an operator's licence for Class 4 gambling machines.

Policy

3. To be considered for a venue consent under this Policy, the primary activity of a venue must be either for:
 - a. the sale of alcohol or, the sale of alcohol and food where the venue is subject to an on licence (but not being a bring-your-own licence) or club licence; or
 - b. the conducting of race and sports betting in standalone, alcohol free New Zealand Racing Board venues under the Racing Act, 2003 subject to compliance with s 33(3) of the Gambling Act 2003..
4. Council will not grant consent for the establishment of any new Class 4 gambling venues or machines except in the following circumstance(s):
 - a. Where two or more private clubs merge and consolidate the operation of their Class 4 gambling activities at a single gambling venue that is located within a Gambling Permitted Area (Schedule 1); or
 - b. [Where a society undertakes to permanently close an existing Class 4 gambling venue located inside of a Gambling Permitted Area as part of an application for new venue consent and the proposed new Class 4 gambling venue is located within a Gambling Permitted Area \(outlined in Schedule 1\).](#)
 - c. Where a society undertakes to permanently close an existing Class 4 gambling venue located **outside** of a Gambling Permitted Area as part of an application for a new Venue Consent and the proposed new Class 4 gambling venue is located within a Gambling Permitted Area (outlined in Schedule 1).
5. This relocation policy only applies:
 - a. where the applicant surrenders the existing venue licence (with the Department of Internal Affairs) for the existing venue, and
 - b. the application meets all other provisions of this Policy.

Location restrictions

6. If the proposed gambling venue premises is located **within the Central City** (Map 4, Schedule 1):
 - a. the premises must not be adjacent to any other Class 4 gambling venue or casino; and
 - b. must not be adjacent to any school, or early childhood centre; and
 - c. must not be closer than 100 metres (in a straight line) to any residentially or special character zoned land or community facilities zoned land as outlined in the Hamilton City Proposed District Plan (or resulting Operative District Plan).
7. If the proposed gambling venue premises is located **outside of the Central City** (Maps 1,2,3,5,6,7,8,9, Schedule 1):
 - a. the premises must not be within 50m (in a straight line) of the principal entrance of any other Class 4 gambling venue or casino; and
 - b. must not be adjacent to any school, or early childhood centre; and
 - c. must not be closer than 100 metres (in a straight line) to any residentially or special character zoned land or community facilities zoned land as outlined in the Hamilton City Proposed District Plan (or resulting Operative District Plan).

Number of machines

8. On the relocation of a Class 4 gambling venue, the maximum number of machines permitted to operate at the new Class 4 gambling venue at the time when the new Class 4 [gambling](#) venue licence takes effect is the same as the maximum number of gaming machines permitted to operate at the old venue immediately before the licence relating

to the old venue is cancelled (as prescribed in Section 97A of the Gambling Act 2003).

9. Two or more private clubs which merge may consolidate the number of gambling machines being operated at the merged private club venue to the lesser of:
 - a. 24 gambling machines or
 - b. the sum of the number of gambling machines previously operated by each private club individually.

Application and fees

10. Applications for a Venue Consent must be made on the approved form.
11. Application fees and charges will be set annually through the Annual Plan (fees schedule) process

Exemptions from meeting parts of the Policy

12. Where a legally established venue is required to apply for a venue consent at a new site because its existing site has been rendered physically incapable of being reused for the purpose of the venue (meaning a fire, earthquake or similar event), Council will consider the application under clause 6 and 7 of the venue policy for venue consent. The consent shall allow for up to the number of gambling machines the venue was licensed for, immediately prior to the cessation of activity.

SCHEDULE 1 – GAMBLING PERMITTED AREAS

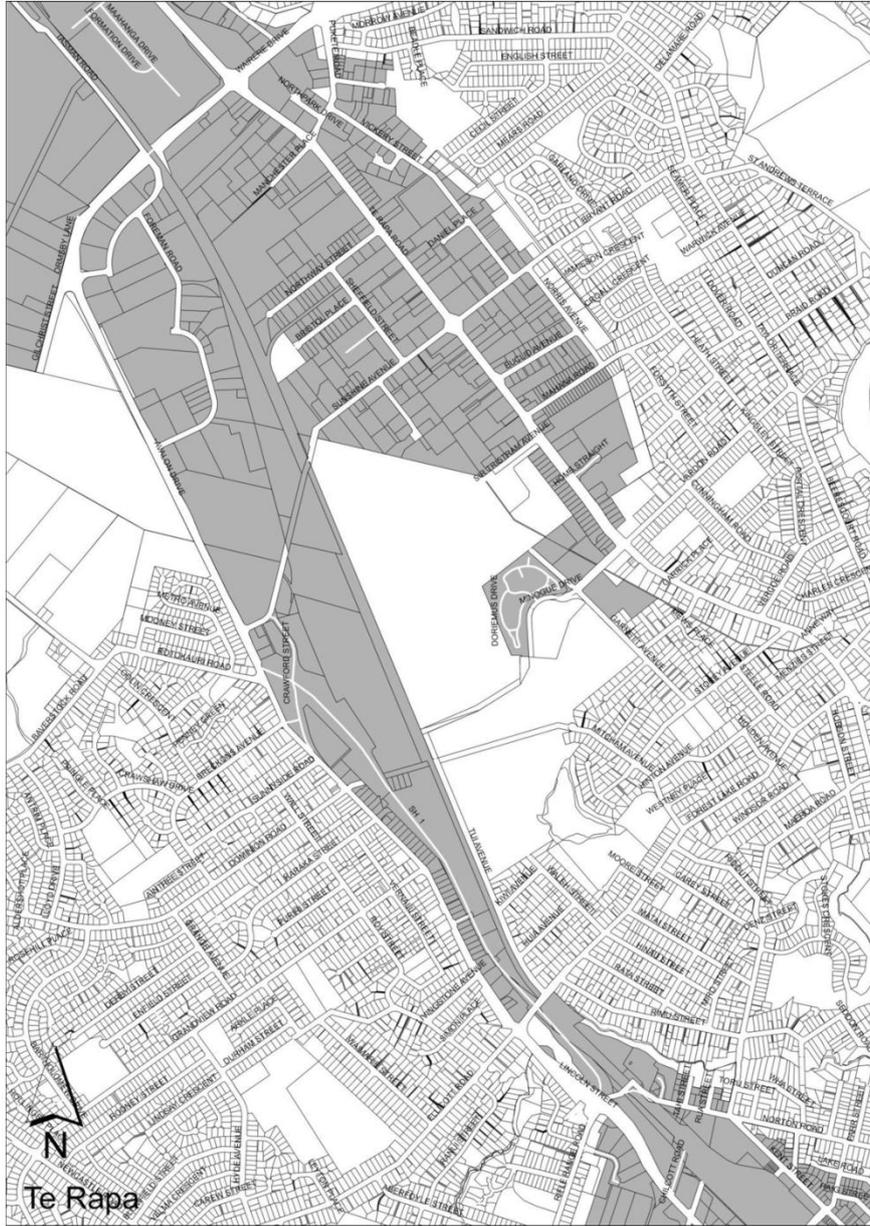
The Gambling Permitted Area is indicated by the grey shaded areas of the following maps:

- Map 1 - Gambling Permitted Area Northern Te Rapa
- Map 2 - Gambling Permitted Area Southern Te Rapa
- Map 3 - Gambling Permitted area Frankton Industrial
- Map 4 - Gambling Permitted Area Central City
- Map 5 - Gambling Permitted Area Hamilton East
- Map 6 - Gambling Permitted Area Frankton Commercial
- Map 7 - Gambling Permitted Area Dinsdale
- Map 8 - Gambling Permitted Area Claudelands
- Map 9 - Gambling Permitted Area –Chartwell

MAP 1
Gambling Permitted Area, Northern Te Rapa



MAP 2
Gambling Permitted Area, Southern Te Rapa





MAP 4
Gambling Permitted Area, Central City



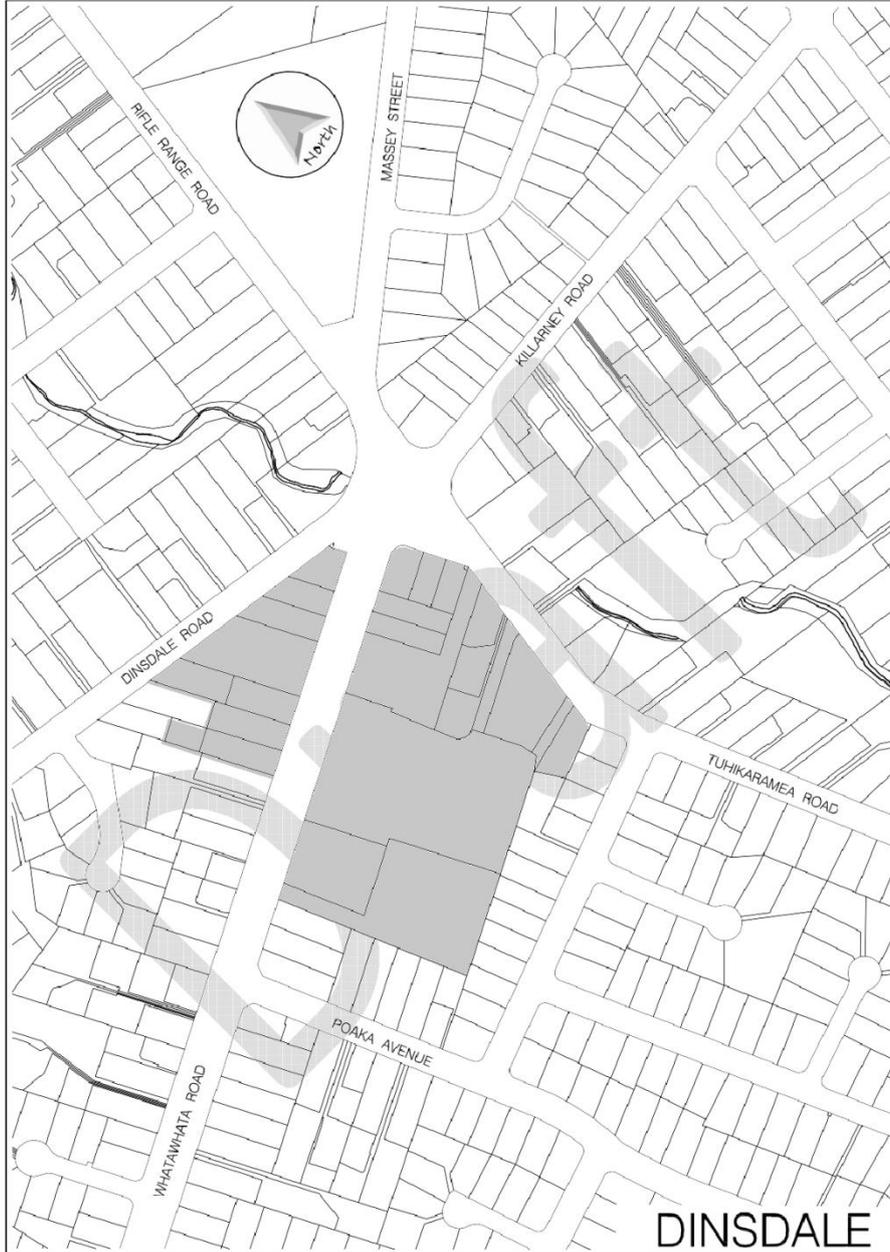
MAP 5
Gambling Permitted Area, Hamilton East



MAP 6
Gambling Permitted Area, Frankton Commercial



MAP 7
Gambling Permitted Area, Dinsdale



MAP 8
Gambling Permitted Area, Claudelands



MAP 9
Gambling Permitted Area, Chartwell



Gambling Venues as per Quarterly List of Venues and Gambling Machine numbers as at 30 June 2016 provided by DIA.

Gambling Venues Inside the Permitted Gambling Area

Operator	Venue	Location	Number of Machines
The Southern Trust	Aleways Hotel	40 High Street Frankton Hamilton	18
Grassroots Trust Limited	Bar 101	192 Victoria Street Hamilton Central Hamilton	18
Trillian Trust	Danny Doolan's Hamilton	26-28 Hood Street Hamilton Central Hamilton	18
New Zealand Community Trust	Eastside Tavern	Corner Cook And Grey Streets Hamilton East Hamilton	18
Hamilton Workingmens Club Incorporated	Frankton Junction Bowling Greens	73 Commerce Street Frankton Hamilton	12
Hamilton Combined Returned Services Club Incorporated	Hamilton Combined Returned Services Club Incorporated	50 Rostrevor Street Hamilton Central Hamilton	18
Hamilton Cosmopolitan Club Incorporated	Hamilton Cosmopolitan Club Incorporated	Claudlands Road Claudlands Hamilton	18
Hamilton Workingmens Club Incorporated	Hamilton Workingmen's Club	20 King Street Hamilton Central Hamilton	18
Grassroots Trust Limited	Homestead Bar And Eatery	276 Cambridge Road Hillcrest Hamilton	18
Masse Incorporated	Masse Hamilton	60-62 Rostrevor Street Hamilton Central Hamilton	18
The Lion Foundation (2008)	Sand Bar	27 Collingwood Street Hamilton Central Hamilton	9
Grassroots Trust Limited	Smith & Mckenzie Chophouse	Unit 1 13 Lynden Court Chartwell Hamilton	18
Grassroots Trust Limited	Smokeys Pool & Gaming Lounge	38a Hood Street Hamilton Central Hamilton	18
New Zealand Community Trust	Still Working	Unit 12 13 Lynden Court Chartwell Hamilton	9
New Zealand Racing Board	Tab Te Rapa	618 Te Rapa Road Hamilton Central Hamilton	9
The Lion Foundation (2008)	Te Rapa Tavern	2 Mainstreet Place Te Rapa Hamilton	18
Trillian Trust	The Cock And Bull	4 Maui Street	9

Operator	Venue	Location	Number of Machines
	(Hamilton)	Pukete Hamilton	
Grassroots Trust Limited	The Cook Cafe & Bar	7 Cook Street Hamilton Central Hamilton	12
Grassroots Trust Limited	The Dinsdale Office	Unit 40 Dinsdale Shopping Centre Whatawhata Road Hamilton Central Hamilton	18
Trillian Trust	The Junction	165 Commerce Street Frankton Hamilton	18
Trillian Trust	The Local	36 Bryant Road Te Rapa Hamilton	18
The Lion Foundation (2008)	The Quadrant	Corner Alma And Victoria Streets Hamilton Central Hamilton	0
Grassroots Trust Limited	The Riv	Clyde Street Shopping Centre Hamilton Central Hamilton	18
Waikato Commerce Club Incorporated	Waikato Commerce Club	197 Collingwood Street Hamilton Central Hamilton	14

Gambling Venues Outside the Permitted Gambling Area

Operator	Venue	Location	Number of Machines
First Sovereign Trust Limited	5 Crossroads Sports Bar And Cafe	5 Cross Roads Shopping Centre 236 Peachgrove Road Claudelands Hamilton	9
The Lion Foundation (2008)	Dinsdale Tavern	140 Whatawhata Road Dinsdale Hamilton	18
Frankton Railway Bowling Club (Inc)	Frankton Railway Bowling Club (Inc)	51a Rifle Range Road Frankton Hamilton	9
Glenview Club Incorporated	Glenview Club	211-217 Peacocks Road Glenview Hamilton	9
The Lion Foundation (2008)	Hillcrest Tavern	1 York Street Claudelands Hamilton	18
Grassroots Trust Limited	Yardhouse	Grandview Mall Corner Grandview Road & Hyde Avenue Nawton Hamilton	18

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Regional Operations Roundup Report **Author:** Robyn Denton

Report Status	<i>Open</i>
Strategy, Policy or Plan context	
Financial status	<i>Not applicable – for information only</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. An update on key issues discussed at the Waikato Regional Transport Committee, the Hamilton Public Transport Joint Committee, and the Waikato Civil Defence Emergency Management Joint Committee are outlined in the report.
3. The report also provides a response to the action item arising from the Strategy and Policy meeting of 7 June 2016 in relation to public transport provisions for people with disabilities and protecting future opportunities for passenger rail.

4. Recommendation from Management

That the report be received.

5. Attachments

6. Attachment 1 - NZ Transport Agency Quarterly Report - January to March 2016
7. Attachment 2 - Public Transport Provisions for People with Disabilities

8. Waikato Regional Transport Committee

9. The agendas, minutes and presentations of each of the Regional Transport Committee (RTC) meetings can be found using the following link:
<http://www.waikatoregion.govt.nz/Community/Whats-happening/Council-meetings/Agendas-and-minutes-for-council-and-standing-committees-from-28-November-2013/Transport/>
10. The following are key aspects of the meeting held on 4 July 2016:

11. Development of the Regional Land Transport Plan (RLTP)

12. The 13 June meeting of the RTC agreed that a revised timetable for the RLTP development should be developed that enabled the current RTC to work through the first two stages of the Business Case Approach.

13. An proposed timetable was presented for consideration by the committee and it was agreed that the following dates would be used for getting the process underway:

- 15 August 2016 – Problem Definition Workshop
- 5 September 2016 – Benefits Workshop

14. NZ Transport Agency Quarterly Report

15. The latest Agency quarterly update (for the period January to March 2016) was presented to the committee. A copy of this report is included as Attachment 1.

16. Speed Management Guide

17. At the time the Agency prepared the quarterly report, there was an expectation that this document would be ready for final release for 1 July 2016. The release has been delayed pending final review by the Ministry of Transport. The updated document will include information from the lessons learned by the Waikato Speed Management Demonstration Project.

18. Changes within the Agency

19. Harry Wilson (Regional Director, NZTA) provided an overview of changes that the Agency is implementing in order to improve its focus on road safety nationally, which includes:

- Harry is stepping back from his role as Regional Director and Freight Director for the next 18 months and has been appointed to the role of Road Safety Director. This is a dedicated role for coordination across the number of different work streams and initiatives that are underway and to put in place a transformational programme to improve the way we deliver road safety.
- To help deliver greater results in the Road Safety initiatives Harry has enlisted the help of Highway Manager Kaye Clark to join him as Road Safety Programme Manager. Kaye will be in this role for 18 months and during this time BOP Highway Manager Niclas Johansson will have responsibility for Waikato.

20. Implementation of the One Network Roading Classification across the Waikato Region

21. Andrew McKillop (Planning and Investment Manager, NZ Transport Agency) provided an update on the work that has been undertaken nationally to continue to embed the One Network Road Classification into the NZ Transport Agency Investment Decision Making.

22. Support for this change has been provided by the REG (Road Efficiency Group) which includes representatives from NZ Transport Agency and Local Government NZ.

23. This work will be reflected into the Activity Management Plans being prepared by the local authorities and links strongly into the Business Case approach of being able to produce a solid evidence base with robust options analysis.

24. Hamilton Public Transport Joint Committee

25. The Hamilton Public Transport Joint Committee objective is to oversee the implementation and monitoring of the Regional Public Transport Plan. Hamilton City is represented on this committee by Councilors Forsyth and Tooman.

26. The agendas and minutes of each of the meetings can be found using the following link:
<http://www.waikatoregion.govt.nz/Community/Whats-happening/Council-meetings/Agendas-and-minutes-for-council-and-standing-committees-from-28-November-2013/Public-Transport/>
27. Key Actions that were identified in the development of the Regional Public Transport Plan (RPTP) along with approximate timeframes that information is likely to be brought to and recommendation sought from the Joint Committee was tabled in the Regional Roundup report given to this committee at its 7 July 2015 meeting.
28. The Hamilton Public Transport Joint Committee will meet on the 3rd August post the completion of this report, therefore an update will be provided in the next Regional Operations Roundup Report.
29. Information on public transport provisions for people with disabilities is included in Attachment 2 to this report.

30. Waikato Civil Defence Emergency Management Joint Committee

31. The Waikato Civil Defence Emergency Management Joint Committee is a local government committee with one elected representative from each council. The role of the joint committee is to provide political oversight and governance to ensure that the functions and obligations of the Waikato Civil Defence Emergency Management Group are fulfilled.
32. Hamilton City is represented on this committee by Councillor Tooman and they last met on 13 June 2016.
33. The agendas and minutes of each of the meetings can be found using the following link:
<http://www.waikatoregioncdemg.govt.nz/About-Us/Joint-Committee-Agendas/>
34. The topics discussed at the meeting included:
 - Waikato Civil Defence Emergency Management Group plan – which was approved and will now proceed to public consultation
 - Accommodation arrangements for the group moving forward. It was agreed that a recommendation be made to the Waikato Regional Council that the GECC establish at the new Genesis Energy building for a six year term with a right of renewal for a further 6 years.

35. Preserving options for Rail Transport in the Future

36. The following is an update on the inter-regional transport strategy as it relates to passenger rail and the potential for land banking sites for passenger rail stations in Hamilton, specifically in Frankton and Te Rapa.
- 37. Frankton**
38. Staff have been in contact with KiwiRail’s Manager Property Strategy and Investment who has advised that KiwiRail has no plans to dispose of land held in relation to the corridor around Hamilton at this stage, including land in and around the Frankton Station.
39. The Frankton Station is used as a stop for KiwiRail’s Northern Explorer (Scenic Journeys) service. Apart from its continued use for this purpose, KiwiRail has no plans for the station or the surrounding area that would compromise (or be compromised by) the establishment of a commuter rail service between Auckland and Hamilton.
40. KiwiRail are happy to engage with Council on our property plans for this area, noting that currently most of the non-operational KiwiRail land around Hamilton is subject to commercial leases.

41. Te Rapa

42. City Transportation has developed concept designs for a future park and ride transport interchange in Tasman Road, Te Rapa which would cater for both journeys to and from central Hamilton and Auckland.
43. The land required for a transport interchange is located within stage 6 of the Port Chalmers development. These lots are not yet developed.
44. Staff have had initial discussions with Port Chalmers, and they have acknowledged they would be happy to have further discussions when we are in a position to do so, and will let staff know if there is any outside interest shown in the land that would be required.
45. There are no current budgeted fund for land purchase or any other infrastructure related to rail transport.

Signatory

Authoriser	Chris Allen, General Manager City Infrastructure Group
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Transport Agency Quarterly Report to Waikato Regional Transport Committee

4 July 2016

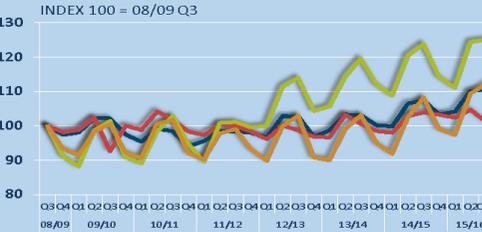
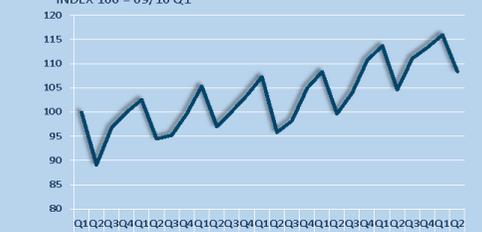
Quarter 3: 1 January – 31 March 2016

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1. KEY OPERATING ASSUMPTIONS

REVENUES	TRANSACTION VOLUMES	STATE HIGHWAY TRAFFIC VOLUMES
REVENUES REFLECT GROWTH IN TRAVEL DEMAND	TRANSACTION VOLUMES REFLECT LONG TERM INCREASING TREND	VEHICLE COUNTS ON THE STATE HIGHWAY NETWORK RISE, BUT SIGNS OF A SLOWDOWN ARE EVIDENT
<p>\$2.61b flows into the National Land Transport Fund</p> <p>Year-to-date revenue for the ended 31 March 2016 came in 7% or \$150m higher than budget, with inflows from FED, RUC and MVR coming in 9%, 2% and 13% ahead of budget respectively</p>	<p>2.3m licence transactions were completed</p> <p>The number of licence transactions fell by 2.4% in 2015/16 Q3, compared to the corresponding quarter in the previous year. The main contributor was a 7.6% drop in MVR transactions which more than offset a 7.1% and 1.9% increase in RUC licence and driver licence transactions over the same period.</p>	<p>4.3% increase in total vehicle counts</p> <p>Total and heavy vehicle counts at selected telemetry sites rose by 4.3% and 4.5% respectively for the three months ending January 2016, compared to the same period in 2015. Growth in total and heavy vehicle counts reflects an increasing but slowing trend.</p>
<p>INDEX 100 = 10/11 Q1</p>	<p>INDEX 100 = 09/10 Q1</p>	<p>INDEX 100 = 08/09 Q3</p>



REGIONAL STATE HIGHWAY TRAFFIC VOLUMES	PUBLIC TRANSPORT VOLUMES	REGIONAL PUBLIC TRANSPORT VOLUMES
<p>ALL REGIONS REFLECT GROWTH IN VEHICLE COUNTS ON THE STATE HIGHWAY NETWORK</p>	<p>PATRONAGE ON PUBLIC TRANSPORT CONTINUES TO GROW BUT PACE IS STARTING TO SLOW</p>	<p>PATRONAGE GROWTH IN AUCKLAND SEEMS TO BE SLOWING</p>
<div data-bbox="392 486 604 702" style="background-color: #004a7c; color: white; border-radius: 50%; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center; text-align: center;"> <p style="margin: 0;">3.6% increase in total vehicle counts in Auckland</p> </div> <p data-bbox="616 470 851 869">Vehicle counts in Auckland, Wellington and Canterbury rose by 3.6%, 0.3% and 2.7% respectively for the three months ended January 2016 when compared to the same period in 2015. Vehicle counts in the rest of New Zealand rose by 6.3% over the same period, with all regions managing to post positive, albeit slowing growth for the 5th consecutive quarter.</p>	<div data-bbox="896 486 1108 702" style="background-color: #004a7c; color: white; border-radius: 50%; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center; text-align: center;"> <p style="margin: 0;">35.3m boardings on public transport</p> </div> <p data-bbox="1120 470 1355 821">Revised estimates suggest that public transport patronage increased by 3.6% during 2015/16 Q2 compared to the corresponding quarter in the previous year (but 6.6% lower than in 2015/16 Q1). Although slightly up on the previous 2 quarters, the longer-term trend is one of slowing growth.</p>	<div data-bbox="1400 486 1612 702" style="background-color: #004a7c; color: white; border-radius: 50%; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center; text-align: center;"> <p style="margin: 0;">0.9% fall in PT patronage in Auckland</p> </div> <p data-bbox="1624 470 1859 893">Preliminary estimates suggest that patronage in Auckland and Canterbury fell by 0.9% and 2.7% respectively in 2015/16 Q3 compared to the same quarter in the previous year. Our most recent estimates show that patronage in the rest of New Zealand fell by 4.7% but rose by 2.9% in Wellington during 2015/16 Q2 when compared to the same quarter in the previous year.</p>
 <p data-bbox="369 933 851 957">INDEX 100 = 08/09 Q3</p> <p data-bbox="369 1173 851 1197">* 3 months to January 2016</p>	 <p data-bbox="873 933 1355 957">INDEX 100 = 09/10 Q1</p>	 <p data-bbox="1377 933 1859 957">INDEX 100 = 09/10 Q1</p> <p data-bbox="1377 1173 1859 1197">* Preliminary estimates for Auckland and Canterbury</p>



PUBLIC TRANSPORT VOLUMES BY MODE	TRANSPORT AGENCY COST ADJUSTMENT INDICES	MARKET PRICES
<p>PATRONAGE ON ALL MODES GREW IN Q2, BUT THE KEY CONTRIBUTOR WAS RAIL</p>	<p>BITUMEN PRICES REFLECT WEAKNESS IN US\$ CRUDE OIL PRICES</p>	<p>HEAVY AND CIVIL ENGINEERING CONSTRUCTION COST INCREASE SLOW</p>
<div style="display: flex; align-items: center;"> <div style="background-color: #004a7c; color: white; border-radius: 50%; width: 60px; height: 60px; display: flex; align-items: center; justify-content: center; margin-right: 10px;"> <p style="margin: 0;">14.4% increase in rail patronage</p> </div> <div> <p>Revised data shows that patronage by rail, bus and ferry grew by 14.4%, 0.6% and 4.5%, respectively in 2015/16 Q2 compared to the same quarter previous year. Rail patronage in Auckland was 23.6% higher during this period. In 2015/16 Q3, rail patronage in Auckland is projected to have grown by 31.6 % compared to the same period in the previous year.</p> </div> </div>	<div style="display: flex; align-items: center;"> <div style="background-color: #004a7c; color: white; border-radius: 50%; width: 60px; height: 60px; display: flex; align-items: center; justify-content: center; margin-right: 10px;"> <p style="margin: 0;">50.2% decrease in our bitumen cost index</p> </div> <div> <p>Our bitumen price index was just over 50% lower in 2015/16 Q3 than during same period in the previous year as a result of continued weakness in US\$ crude oil prices. By contrast, our network outcomes index shows a 0.3% increase in 2015/16 Q2 due to higher labour costs offsetting flat material and plant prices.</p> </div> </div>	<div style="display: flex; align-items: center;"> <div style="background-color: #004a7c; color: white; border-radius: 50%; width: 60px; height: 60px; display: flex; align-items: center; justify-content: center; margin-right: 10px;"> <p style="margin: 0;">0.7% increase in civil engineering cost</p> </div> <div> <p>Building and construction costs rose by 3.5% in 2015/16 Q2 compared to the same period in the previous year. In comparison, growth in heavy and civil engineering prices slowed to 0.7% over the same period (down on the 0.8% recorded for the previous quarter).</p> </div> </div>
<p>INDEX 100 = 09/10 Q1</p> <p>Q1 Q2 Q3 Q4 Q1 Q2 09/10 10/11 11/12 12/13 13/14 14/15 15/16</p> <p>— Bus — Ferry — Rail</p>	<p>INDEX 100 = 09/10 Q2</p> <p>Q2 Q3 Q4 Q1 Q2 Q3 09/10 10/11 11/12 12/13 13/14 14/15 15/16</p> <p>— Transport Agency Network Outcomes Index (excl. bitumen) — Transport Agency Bitumen Price Index</p>	<p>INDEX 100 = 09/10 Q3</p> <p>Q3 Q4 Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 Q1 Q2 09/10 10/11 11/12 12/13 13/14 14/15 15/16</p> <p>— Building Construction — Heavy and Civil Engineering Construction</p>



2. THIRD SAFER JOURNEYS ACTION PLAN

In March Associate Transport Minister Craig Foss released the third Safer Journeys Action Plan that will guide road safety direction from 2016–2020. The Action Plan is based on the Safe System principles, and aims to create a safe road system where there are fewer mistakes, and where mistakes do not result in crashes that cause death or serious injury.

While the plan includes road safety activity already planned, there were four new actions:

1. enable smart and safe choices on the road, creating an environment where people have the right information at the right time
2. make motorcycling safer by providing a safe environment for riders, using education, information, training and emerging technology
3. ensure roads and roadsides support safer travel by focusing effort on high risk roads – in particular local urban arterials and high risk local roads
4. encourage safe vehicles by investigating how to increase the use of proven and emerging technologies in vehicles entering the New Zealand fleet.

The Transport Agency will lead the implementation of the roads and roadsides action and contribute to the other actions.

There will be a lot of activity to bring the Action Plan to life over the next few months. The Transport Agency will start to cascade these actions into our Statement of Performance Expectations, our safety priority and business planning. We will also start to incorporate the direction into our existing programmes.

The Action Plan can be viewed here <http://www.saferjourneys.govt.nz/action-plans/2016-2020-action-plan/>

3. STRATEGIC PLANNING

REG

It is pleasing to see the level of engagement across the region from all councils engaging in the Road Efficiency Group (REG) regional workshops. As promoted by REG, in getting ready for the next Regional Land Transport Plan/National Land Transport Plan, council staff are making good progress towards embedding the business case approach into council activity management plans. Looking ahead there is an expectation that Transport Agency staff will link in with council strategic planning teams to ensure there is alignment in council processes.



RATA

The Rata model has proven itself to be a successful way of working. It's providing a significant level of support to Waikato councils to enable the right conversations to happen and action is occurring. Waikato councils have already saved \$350,000 on regional roading costs and there's potential to save more annually through more co-operation.

North Waikato

The Future Proof review has confirmed what previous studies have told us that significant growth is occurring in North Waikato. The Transport Agency's Hamilton office has engaged with Waikato District Council as well as its counterparts in the Auckland office who are working on the Auckland Growth Strategy, to ensure robust planning is carried out to minimise the effects of this growth on the Waikato region.

4. PREPARING 2018–2021 RLTPS

Feedback from stakeholders across the sector has highlighted the need for clearer, earlier guidance regarding the application of the Business Case Approach (BCA) principles in the Regional Land Transport Planning (RLTP) development and RLTP mid-term review processes.

A Guidance Pack has been prepared in response to this need.

The pack includes:

1. A brief introduction to key guidance documents.
2. A brief introduction to Investment Logic Mapping tools and links to further information, including accredited ILM facilitators.
3. Clear guidance on what is required in RLTP development and mid-term reviews, as well as additional recommendations on 'what good looks like'.
4. A guide to conducting mid-term reviews and some key things to consider in evaluating current RLTPs.
5. Frequently asked questions.

The Transport Agency requires all activities seeking inclusion in the National Land Transport Plan to be developed in a manner consistent with the principles of the BCA. To support this, it is important that plans at national, regional and local levels are also developed in a way that is consistent with the BCA principles.



Applying the principles of the BCA will help tell a compelling investment story in a way that clearly shows the size and extent of the transport problems in the region, alongside the benefits of solving those problems and the urgency and priority of the individual activities within the RLTP.

The Guidance Pack can be viewed here <http://www.nzta.govt.nz/planning-and-investment/planning/planning-process/business-case-approach/rltp-mid-term-review-bca-guidance-materials/>

5. WAIKATO/BAY OF PLENTY BUSINESS CASES

There are currently five major business cases in progress around the Waikato and Bay of Plenty. The business cases are focused on SH1/29 as our major inter-regional freight corridor. Four of the business cases are nearing completion and will be reported to the Transport Agency Board in October, while the detailed business case for SH1 between Cambridge and Piarere has just recently commenced.

All of the business cases have benefited from a significant amount of stakeholder input from local authorities, motoring and freight industry representatives, and partners in road safety and economic development.

Outside of the SH1/29 corridor, the Transport Agency is also progressing with the implementation of safety and travel time reliability works on SH2 between Pokeno to Mangatarata and Waihi to Tauranga as a result of business cases reported to the Transport Agency Board in April.

6. SPEED MANAGEMENT GUIDE

On 1 July the Transport Agency introduces the *Speed Management Guide*. This outlines a new, consistent and sector-wide methodology to speed management in New Zealand.

The Guide is pivotal to how the Transport Agency and partners will manage speeds and set speed limits across the network. It acknowledges that not all New Zealand roads are created equal and not all speed limits are right for those roads.

Learnings from the Waikato Demonstration Project have supported an early launch of the Guide. Over the coming months the Transport Agency will be engaging with RCAs and RTCs across New Zealand to support them in the successful roll out of the Guide in their communities.

The Guide is a living document and will be updated regularly with new content, including further learnings from the Waikato Demonstration Project.



7. WAIKATO EXPRESSWAY UPDATE

Longswamp

- Longswamp is the final section of the Waikato Expressway and work starts this spring.
- The tendering phase for construction is drawing to a close with approval processes to be concluded before the end of June.
- The successful contractor will be announced after this. Physical works are due to begin in October 2016.
- The project involves four-laning the existing alignment from Hampton Downs to the Rangiriri section, with an extension of local roads and a bridge over the Expressway near Paddy Road.
- The 5.9km section is expected to be completed in 2018.

Rangiriri

- Milestone reached on 21 June with traffic switched on to the new road – under traffic management and one lane in each direction.
- The switchover has meant big changes for how drivers access Rangiriri, Glen Murray and Te Kauwhata.
- Staged approach to opening local road connections to the Expressway at both Te Kauwhata and Rangiriri interchanges, with the next change expected in September.
- The project completion date is April 2017.

Huntly

- The Fulton Hogan–HEB Joint Venture got 20 per cent of the project earthworks done by moving 600,000 cubic metres since work started last spring.
- The access road along the 15.2km section is finished, and 20 culverts are in place as the contractor took advantage of the good autumn weather.
- Now as winter is here the focus moves to bridge building, with piling work continuing at Whangamaire Stream. There are nine bridges on the section.
- Over winter the site is protected with 110 decanting earth bunds, 18 sediment retention ponds and 60km of earth bunds.
- Work also continues at the Huntly Northern Interchange where SH1 traffic has been moved to one side and a 70km/h speed restriction is in place.



- Traffic is expected to be using the south-bound off ramp into Huntly later this year.
- Completion 2020.

Hamilton

- Full construction on the Hamilton section will start in October this year.
- The project Alliance, made up of the Transport Agency, Fletcher Construction, Beca, Higgins, Coffey and Hick Bros, is completing the detailed design for the project and preparing construction management plans.
- Enabling works continue, with culvert installation under way at Lake Road. Surveying along the alignment and geotechnical investigations in the gullies at the southern end of the project continue.
- The project team will move into the site compound by spring.
- Completion 2020.

Cambridge

- The Cambridge section opened to traffic on 15 December 2015.
- The Transport Agency hosted an information day last month for residents concerned about noise from the new road. We have been monitoring noise levels – and all within consenting level.
- Transport Agency will be confirming noise level compliance after the final asphalt surface has been laid and verification checks are undertaken.
- Final asphalt surfacing is scheduled for October – December.

8. WAIKATO HIGHWAY PROJECTS

Cobham Drive

- Wairere Drive intersection: Hamilton City Council considering options for connection to Cobham Drive.
- Cambridge Road intersection: In design for traffic signals, build next financial year.
- Sillary Street pedestrian underpass: To be built this financial year subject to funding.

SH2 Pokeno to Mangatarata

- Funding approved for \$278 million project to three-lane route, with sections off current alignment.
- Design under way; consenting and property purchasing to be progressed.
- Construction will be carried out in five stages over several years to match funding availability, with work to progress from west near Pokeno out to the east in Mangatarata.
- Stakeholder meeting July, public information day in September.

SH3 Awakino Tunnel to Mount Messenger

- Funding has been approved for the Programme's three projects aimed at improving safety and resilience. The breakdown of funding and activity includes:
 - A bypass of the Awakino Tunnel – it is under investigation, construction occurs during 2018/19 and the total cost is \$9 million – \$15 million.
 - A bypass of Mount Messenger – under investigation, construction 2018/19 and the total cost is \$90 million.
 - Corridor-wide safety and resilience improvements (being delivered by the Safe Roads Alliance), construction occurs during 2017/19 and the total cost is \$25 million – \$30 million
- Communication/engagement is under way with stakeholders.

SH3 Ohaupo Rd, Lorne St to Dixon Rd shared path

- 3.5km of shared path wrapping up, with works at Collins Road lights and a signalised crossing for pedestrians at Glenview shopping centre to be done later in the year

SH3/SH21 intersection improvements

- Roundabout completed early June 2016.
- Jointly funded with developer.

SH1/Gallagher Drive intersection improvements

- Construction under way on road widening and installing traffic lights.
- Completion by mid-August.
- Jointly funded with developers.
- Ties in with recent shared path projects and Hamilton City Council's Western Rail Trail.

SH1/Cambridge to Piarere

- Business case process is under way for long-term improvements.
- In the interim the Safe Roads Alliance will be responsible for delivering short-term corridor safety improvements.

SH26 Kirikiri Stream Bridge

- Bridge replacement and construction of a roundabout at nearby SH26/25A intersection – to tie in with new sight lines and improve peak-use congestion.
- \$12 million funding now approved.
- Construction expected to begin in late 2017, subject to property purchases, alteration to designation and consenting processes.

9. SAFE ROADS ALLIANCE

Andrew Scott, Safe Roads Alliance Director, will provide a progress update on the Alliance's safety improvement projects.

10. SAFETY BARRIERS

Michelle Te Wharau, Principal Safety Engineer, will facilitate a discussion about safety barriers in light of the recent media attention on wire rope barriers.

Public transport provisions for people with disabilities

1. Total Mobility Scheme

2. Total Mobility is a nationwide scheme designed to give people with disabilities mobility options, and increase their community participation. The scheme is currently available within Hamilton, Taupo and Tokoroa.
3. The Total Mobility scheme is administered by Waikato Regional Council and provides financial assistance, giving registered users a 50% discount on taxi fares up to a maximum subsidy - \$15 in Hamilton. The user pays the remainder of the fare to the taxi driver. People who use the scheme must carry a Total Mobility ID card and vouchers to get the discounted fare.
4. There are currently six approved total mobility service providers within Hamilton (five taxi companies and one companion driving service). Collectively the service providers have about 90 taxis and 15 mobility vans, which are wheelchair accessible.
5. To be eligible for the scheme, people must have a physical, intellectual, psychological, sensory or neurological disability that prevents them from undertaking any one or more of the following five components of a journey unaccompanied on a bus, train or ferry in a safe and dignified manner:
 - Get to the place from where the transport departs
 - Get on to the transport
 - Ride securely
 - Get off the transport
 - Get to the final destination
6. The disability can be permanent, temporary (6+ months) or fluctuating (able to use public transport some but not all of the time)
7. Currently there are 2624 registered Total Mobility users in Hamilton, who undertook a total of 40,909 journeys over the last 12 months.
8. The average subsidised fare paid by Total Mobility users within Hamilton is about \$11.50 per trip. The average public subsidy paid per trip is about \$8.50 and is capped at a maximum of \$15 per trip.
9. On average, a subsidised return Total Mobility journey within Hamilton is likely to cost approximately \$23. By way of comparison a return journey by bus within Hamilton will cost \$4.80 (\$2.40 adult Busit card fare each way). However, subsidised taxi travel remains the most effective option available for enabling a door to door service for users.
10. The total travel subsidy paid to assist users based in Hamilton was approximately \$360,000 in the last 12 months. The subsidy is funded jointly by the NZ Transport Agency (60%), and local authorities (40%). Hamilton's local share funding is met by the Waikato Regional Council passenger transport rate.
11. Earlier this year Council undertook a bi-annual survey of Total Mobility users. 500 surveys were posted to Hamilton users and 132 responses were received. The survey was also available online. The survey seeks information regarding user satisfaction and how the scheme is utilised. Key survey results are as follows:
12. Main reasons for journey (respondents were able to nominate multiple reasons):
 - 55% Healthcare (hospital/doctors visit)

- 39% Shopping
 - 30% Social opportunities
 - 16% Other (day care, voluntary work, education, paid work)
13. Frequency of use:
- 12% more than twice a week
 - 22% once or twice a week
 - 12% Fortnightly
 - 13% monthly
 - 41% less than once a month
14. Availability and punctuality of services
- 92% of respondents stated services are available and on time when required
 - 8% of respondents stated services are not available and on time when required
15. Other forms of transport utilised (respondents were able to nominate multiple options):
- 52% Lift with friends / family
 - 42% Bus
 - 24% Walking
 - 23% Own car
16. User overall satisfaction:
- 39% Excellent
 - 31% Very good
 - 25% Good
 - 3% Poor
 - 2% Very poor
17. Value for money
- 94% of users rated the service is as good value for money or better
 - 6% of users rated the service is as poor value for money or worse
18. Overall user satisfaction with the service is very high. Journey related information suggests that the majority of users utilise the service infrequently (66% fortnightly or less), while 29% of users utilise the service once or twice a week or more. The vast majority of all trips relate to healthcare, shopping and accessing social opportunities.
19. The survey results identified Total Mobility users meet their travel needs in various different ways. Over the last two years the proportion of total mobility users that also utilise bus services has increased by 10% from 46% in 2014 to 56% in 2015. Contributing factors to the increase are likely to be improvements to the accessibility of buses and Hamilton City Council's sustained programme of bus stop infrastructure improvements.
20. Waikato Regional Council is planning to undertake a review of Total Mobility services provided within the region. At a high level, the review will seek to improve the efficiency and capability of the scheme and will focus on the following areas:
- A new administration system
 - Legislative changes
 - Electronic ticketing
 - Service provider eligibility

21. Public Transport provisions for Disabled Users

22. Hamilton City are responsible for the provision of infrastructure associated with public transport activities, while the Waikato Regional Council manage the bus services.
23. Currently the city has 950 bus stops and of these, 9.3% (88) have accessible kerbs in place, and 18.5% (176) have bus shelters.
24. Annually we have a programme to install new bus shelters (generally 12) and accessible kerbs (generally 12) and this programme is developed in conjunction with the Waikato Regional Council and CCS Disability Waikato.
25. The design that is used for our accessibility kerbs has been developed by the city in conjunction with the Waikato Regional Council and CCS Disability Action to ensure that it is serving the needs of the users and the bus operators. The design won a 'Golden Foot' award recently at the 2 Walk and Cycle conference.
<http://www.hamilton.govt.nz/our-council/news/Pages/default.aspx?newsItem=4355>
26. The feedback we have got back from the disabled community, people with walkers, and Mum's with pushchairs about the Kirsty Kerbs is how great they are and what a difference they make.
27. They also make things a lot better for the drivers as they don't have to lower the bus they can just pull in and when they put the ramp out it is flat instead of on an angle.
28. Records of the number of wheelchair users on the Hamilton City bus routes are collected by the Waikato Regional Council and indicate that there has been a decrease between 2014/15 (4585) and 2015/16 (4317). This decrease is in line with a general decrease across all our patronage numbers across not only the Waikato Region, but the whole country.
29. The following data provides an overview of the use of the bus services by month, time of day and weekends. The Orbitor route is the most popular service, and accounts for 41% (1,773) of all trips by wheelchair users on buses.
- 30.

Hamilton City

2015/2016	Wheelchair Boardings					Total Boardings	%age of boardings
	Peak	Offpeak	Sat	Sun	Total		
Jul	105	246	13	13	377	317,080	0.12%
Aug	94	165	24	21	304	344,529	0.09%
Sep	100	190	21	10	321	332,107	0.10%
Oct	75	231	26	13	345	308,346	0.11%
Nov	72	202	34	20	328	300,006	0.11%
Dec	71	240	23	18	352	228,136	0.15%
Jan	60	241	48	15	364	184,254	0.20%
Feb	85	202	22	11	320	298,537	0.11%
Mar	114	290	37	8	449	366,306	0.12%
Apr	105	291	32	7	435	281,360	0.15%
May	101	241	22	14	378	333,776	0.11%
Jun	86	218	22	18	344	306,156	0.11%

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Hamilton Lake Domain - Draft Management Plan **Author:** Jamie Sirl

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Open Space Plan</i>
Financial status	<i>The review of Management Plans is funded through the Parks and Open Spaces Unit operational budget. The</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. **Purpose of the Report**
2. Recommend to Council, to approve the Hamilton Lake Domain Draft Management Plan (Draft Plan) for public consultation.
3. **Executive Summary**
4. Council agreed a process to develop a Draft Plan following the Reserves Act 1977 (Act).
5. The first stage of public submissions has been completed, feedback has been considered and a Draft Plan developed, incorporating input from the working group on the strategic direction of Hamilton Lake Domain.
6. The Draft Plan is now ready to be approved to allow the next stage of public consultation, for a two-month period from late September 2016, as required by the Act.
7. **Recommendations from Management – Recommendation to Council**
That:
 - a) the report be received.
 - b) the Strategy and Policy Committee recommend to Council that:
 - i. Council gives public notice of the draft Hamilton Lake Domain Management Plan (2016) under s41(6) of the Reserves Act 1977; and
 - ii. the public are invited to make written suggestions to Council on the draft Hamilton Lake Domain Management Plan (2016) during the statutory two month submission period
 - c) The appropriate Committee of the new Council, appoints members to a draft Hamilton Lake Domain Management Plan Hearings Panel, at their first meeting and
 - d) Staff report back to the appropriate Committee of the new Council with the final plan for adoption by April 2017

8. **Attachments**

- 9. Attachment 1 - Draft Hamilton Lake Domain Management Plan
- 10. Attachment 2 - Hamilton Lake Domain - Site plan, Management zone plan, and Concept plan

11. **Key Issues**

12. Background

- 13. At its meeting of [8 April 2015](#), the Strategy and Policy Committee approved the review of the Operative Plan following the process prescribed by the Act.
- 14. In May 2015, Council's intention to review the Operative Plan was publicly notified and the public were invited to make suggestions on the Plan over a one month period, in accordance with s41(5) of the Act.
- 15. At a subsequent meeting of [3 November 2015](#), the Strategy and Policy Committee approved a working group be established, consisting of Elected Members and external key stakeholders, to develop a strategic direction and vision for the Lake Domain
- 16. This strategic direction has been included in the Draft Plan, informing key projects identified in the Draft Plan.
- 17. In December 2015 and early 2016 a working group met to inform a strategic direction for the management of Lake Domain.

18. Next steps

- 19. The Draft Plan will be available for public comment for a statutory two month period from late September 2016.
- 20. Under the Act, Council must provide the opportunity for submitters to be heard.
- 21. Due to the timing of the submission period and required hearings process with the election of a new Council, staff will need to report back to the relevant Council Committee to appoint members to a small Hearings Panel.
- 22. The draft plan will be revised incorporating any recommendations from the hearings panel.
- 23. It is suggested that prior to taking the Plan to Committee for adoption, staff attend a Council briefing to bring the new Council up to date with the process.

24. Treaty requirements/implications

- 25. The management plan review triggered the need to carry out an analysis against the Waikato-Tainui Environmental Plan, as the new plan could affect resource management within the Waikato-Tainui rohe. The analysis was sent to Waikato-Tainui's Environment Advisor and accepted as adequate. Discussions with Waikato-Tainui on the Draft Plan will continue throughout the submission period and any feedback considered prior to finalisation of the Plan.

26. **Financial and Resourcing Implications**

27. The Draft Plan does not bind Council to ongoing funding, but does provide direction for the Lake Domain's development priorities to be considered in the 2017/18 Annual Plan and the 2018-28 10-Year Plan.
28. The budget allocated was \$30,000. To date \$17,000 has been spent. Costs to complete the process will be within the allocated budget. Costs have included consultation and development of a draft concept plan, and design and imagery for the management plan.
29. The strategic planning and management plan review is being facilitated by staff within existing staff resources. To date 156 staff hours (estimate \$15,600 staff cost at \$100 per hour) have been spent on this review.

30. **Risk**

31. There are no risks, however this process will provide some certainty to the existing lessees, Waikato Hockey, Hamilton Yacht Club, and other sporting groups including waka ama, dragon boating, and radio controlled yacht clubs around their future use of Lake Domain.

Signatory

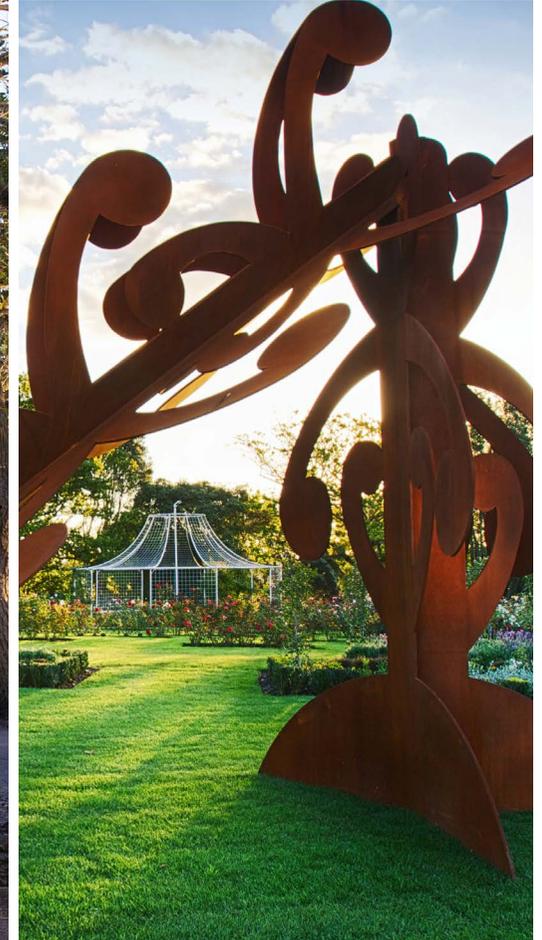
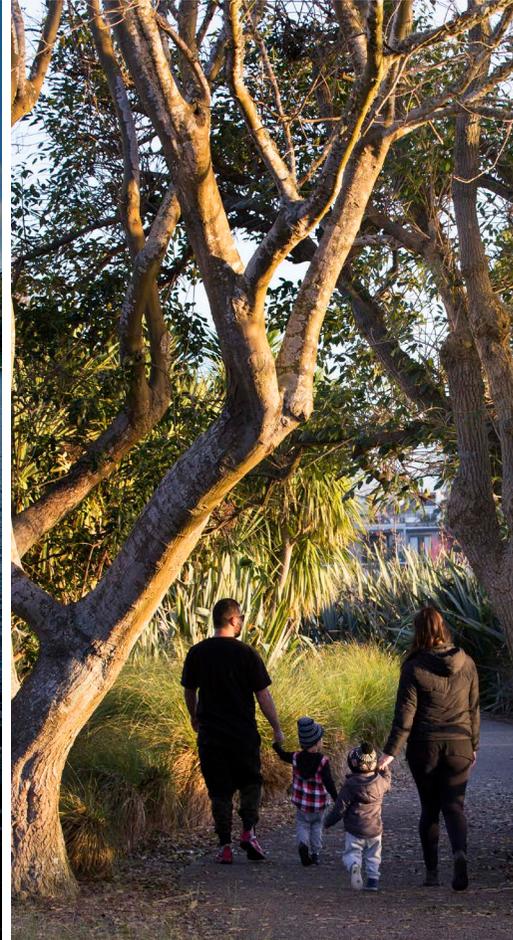
Authoriser	Lance Vervoort, General Manager Community
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Hamilton Lake Domain

Draft Management Plan

Item 10

Attachment 1



hamilton.govt.nz/lakedomain

Contents

02	Purpose of the management plan
03	About the Domain
04	Future of Lake Domain
05	History
07	Vision and principles
08	Strategic goals and objectives
10	Strategic framework
11	How the management plan works
13	Significance to Tangata Whenua
14	Considerations and opportunities
16	Management of the Reserves
22	Appendix

Purpose of the management plan

Hamilton Lake Domain is in central Hamilton. It is a significant recreational facility for residents of Hamilton and beyond, providing a focal point for a variety of water and land-based activities as well as being valued for its natural and ecological characteristics.

The Management Plan for Hamilton Lake Domain (Plan) is the result of reviewing the operative Management Plan prepared in 2010, and has been prepared as a requirement of the Reserves Act (1977). The draft Plan has been developed in conjunction with park users and stakeholder groups and presents Council's proposed development and management of the Domain.

Reserves Act management plans are an important park management tool, and provide continuity between legislative requirements, council plans and policies, and the day-to-day operation of council-administered reserve land.

The area of reserve covered by the Plan includes Lake Rotoroa and the Rotoroa Esplanade, Hamilton Lake Domain, and Innes Common. The entire area is referred to throughout the Plan as the Domain.

A plan for the Domain was first prepared in 1985 and was subsequently reviewed in 1994, 2006 and 2010. These plans have guided the development and management of activities at the Domain during this time. Once adopted, this Plan will replace the operative 2010 version.



About the Domain

Lake Domain Reserve is a key destination for residents and visitors, and contributes significantly to the character of the City.

It is a site recognised and valued for its natural beauty and cultural and ecological importance. The lake and vegetation being part of the original western green-belt of the city, provides an important break from the surrounding developed urban environment while providing a central ecological link with the city's green network. Lake Domain Reserve is also an important site for leisure and recreation, with a popular destination playground and privately-operated café and function facility.

Hamilton Lake/Lake Rotoroa is valued for its ecological and aesthetic features, and providing for recreational activities. Rotoroa, meaning “long lake” in Te Reo, is the largest of three lakes located within Hamilton. The lake itself is 2m-6m deep and has a surface area of about 54 hectares. The lake is used for a number of water-based sports and recreation activities – these include dragon boating, waka ama, yachting, sea scouts and radio controlled boat racing.

Innes Common Reserve (to the east and west of Lake Domain Drive) is primarily used for three sports – cricket, hockey and football. The reserve acts as a venue for organised community events, including the annual Balloons Over Waikato event, and is the take-off point for the hot air balloons. Innes Common includes an off-lead dog exercise area, behind the Yacht Club.



Future of Lake Domain

The strategic direction for the Domain has been developed by a working group of councillors, specialist external advisers, local residents and Council staff.

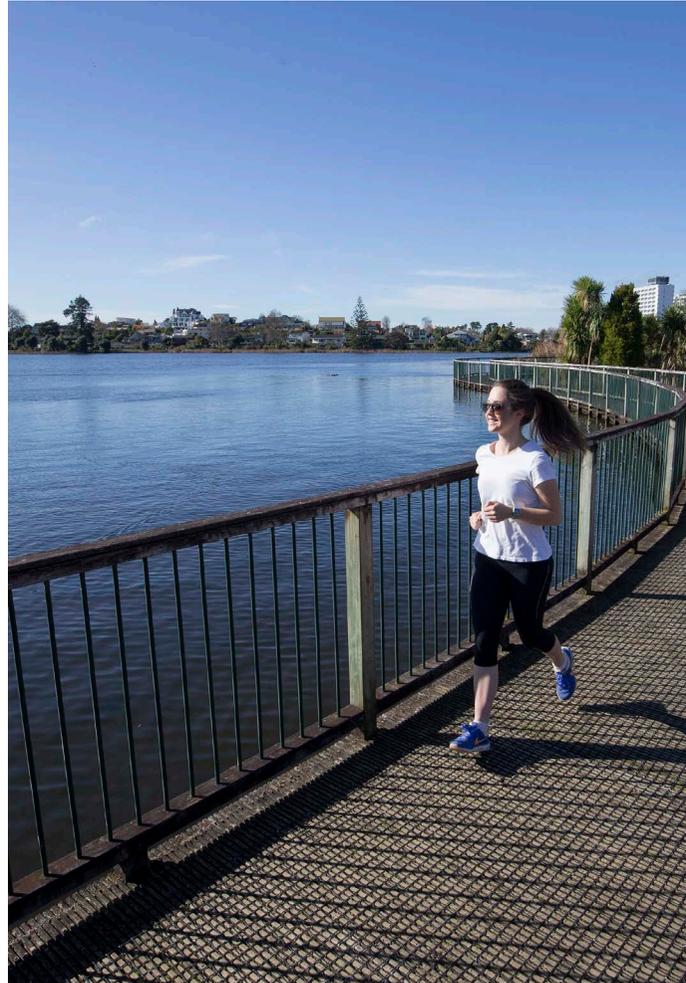
The long-term view is a balance of aspirations for the future and maintaining the aspects of the reserves that Hamiltonians and visitors know and love.

This strategic direction provides a framework for the Plan; with a Vision reflecting the role of the Domain in Hamilton's open space network. Principles have been developed to guide the management of the reserve.

Strategic goals and objectives for the development and management of the Domain have been identified, with key projects to deliver on the goals and objectives for the Domain. The key projects are outlined in detail in the appendix.

The decision on whether key projects will be implemented will depend on funding, other processes, partners and outside agencies. Improvements at the Domain will be progressively implemented over time, and be informed by robust research and analysis.

While the Plan makes all of the strategic goals possible, it's wider purpose is to define how the Domain is managed by Council for the benefit of the city.



History

Approx 17,000 years ago

Lake Rotoroa was formed by natural geological evolution.

1800s

Lake Rotoroa was an important resource for iwi, who caught eels and freshwater crayfish. There was also a walking track on the eastern side of the lake which led to an established pa site, Te Rapa Pa (the current Graham Park).

1864

The British Army used the area as a recreational retreat.

1872

Alfred Cox built 'Lake House', the first dwelling building at the lakeside.

1886

Lake was declared a reserve for public recreation under the control of the Hamilton Domain Board, the local authority of the time.

1890

Hamilton Rowing Club was formed and competed on the lake.



1913

A bathing shed, miniature golf course and kiosk were built.

1930

Weed cutter introduced to clear aquatic plants.

1933

Model boat harbour built.



1920s

Families spent Sundays at the Domain, enjoying picnics, boating carnivals, swimming, a brass band, horse and carriage rides and other local events.

1907

Perch were introduced into the lake by Waikato Angler's Club.

1941

15 mph speed limit introduced in park for horse and vehicular traffic



1952

The popular Rose Gardens near Ruakiwi Road entrance to lake were completed.

1949

Hamilton City Council (formerly Hamilton Borough) took over maintenance of the Domain

1949

A 'Lake Society' was formed. The Council wanted to raise the level of the swamp with rubbish fill. Local residents objected.

1955

A giant slide was placed in the domain near the entrance at Ruakiwi St.

1956

Swamp area on the northeastern side of the lake became known as Innes Park.

1959

Railway engine donated.

1959

11,000L of Penite 6 (Sodium Arsenate) put into the lake to control aquatic weeds. This resulted in elevated concentrations of arsenic being present in the lake bed sediment today.

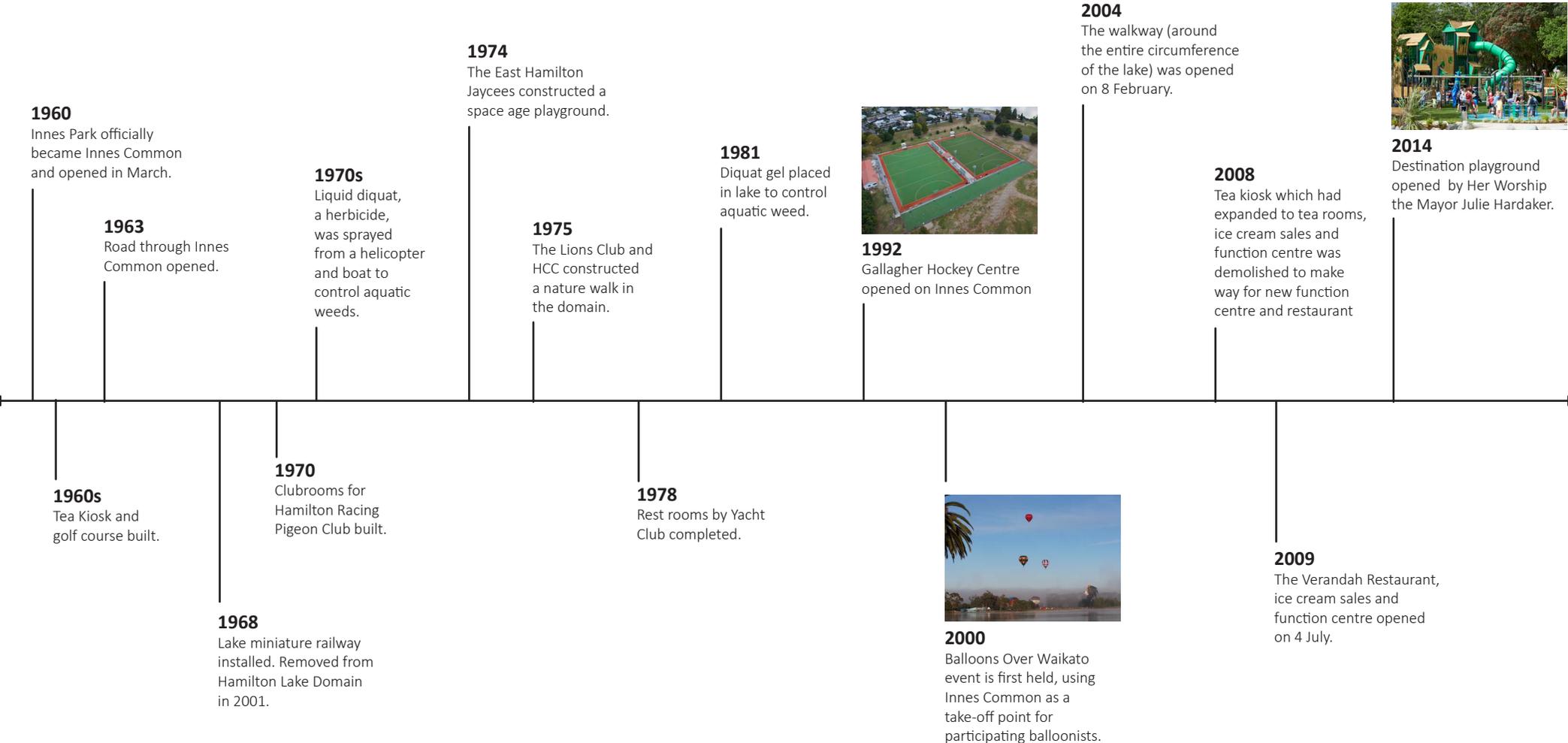
1957

Lake skating rink built. Became less popular over time and the accompanying buildings were demolished in 1977.

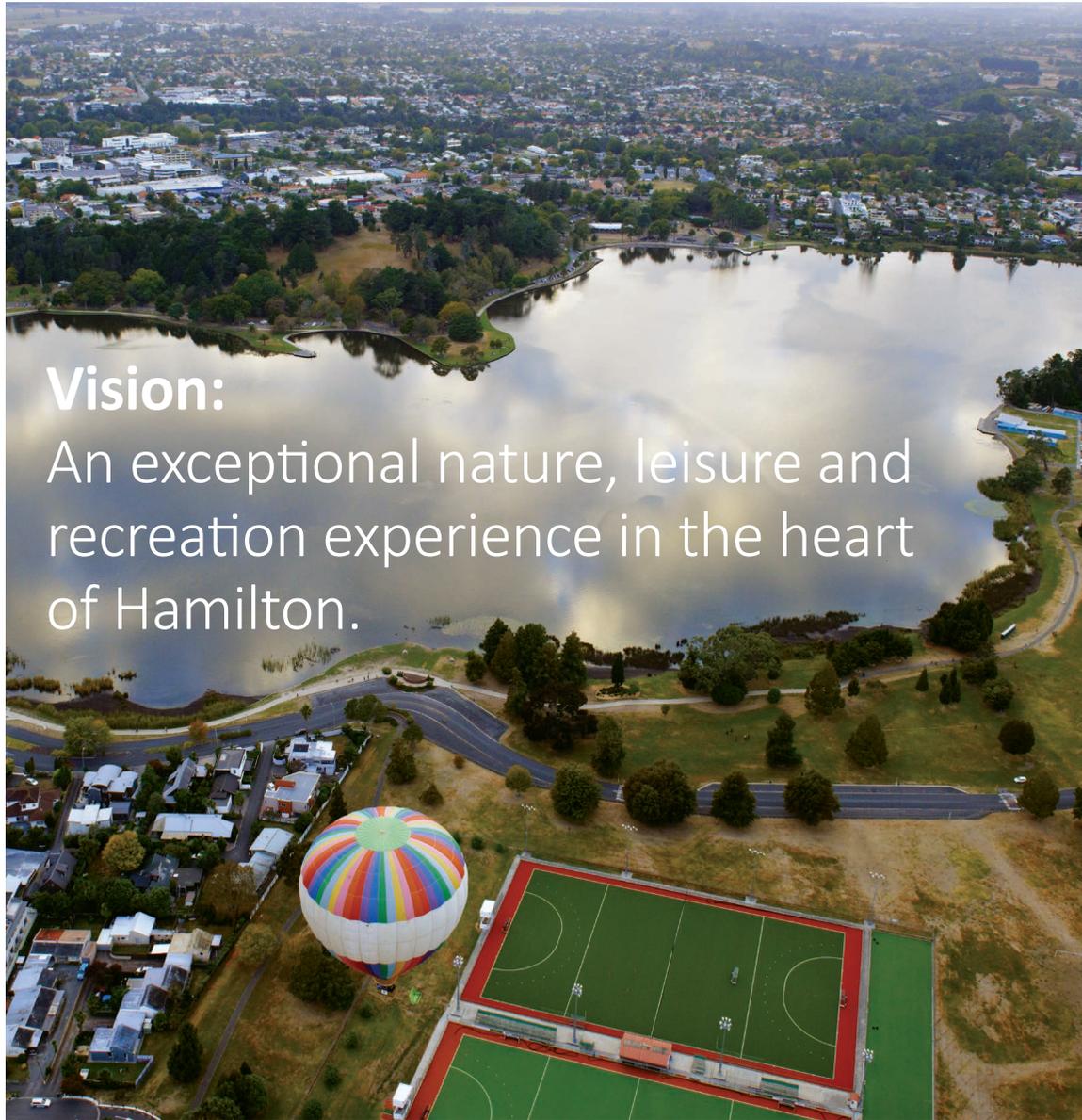
1954

Road from Ruakiwi Road to Lake Road via Lake Domain sealed. Tea rooms and changing rooms built.

History



Vision and principles



Vision:

An exceptional nature, leisure and recreation experience in the heart of Hamilton.

Principles to guide and inform the management of the Domain:

- Conserve and enhance the open space natural character
- Historic and cultural values of the Domain are recognised
- Provide informal no-cost leisure and recreation opportunities
- Safe and accessible
- Lake water quality meets the needs of the community
- Provide for growth of selected sports
- Limit built environment and development to key areas

Strategic goals and objectives



Recreation and Leisure

The Domain caters for a variety of recreation and leisure opportunities.

Objectives

- Accommodate growth of hockey and select water-based sports including sailing, waka ama, dragon boating
- Innes Common provides sports fields for formal recreation
- Playground facilities are developed in accordance with the Council's Playgrounds Plan
- The Domain is a well-utilised venue for community events
- Allow for both formal and informal recreation
- Allow use by community groups and commercial activities that are appropriate and compatible with the management of the Domain to benefit the user experience.

Key projects

- Playground upgrades at Innes Common
- Investigate Waters sports hub



Ecological value

The Domain is a healthy, sustainable environment.

Objectives

- Lake Rotoroa water quality managed to meet the recreation and leisure needs of the community
- Manage activities at the Domain to reduce and avoid adverse effects on lake water quality and surrounding environment
- Restoration of natural lake patterns and processes to improve lake water quality
- Vegetation management will improve the health of the lake and margins
- Vegetation management will conserve and enhance natural character and amenity values
- Vegetation management will consider the balance of aspirations and needs of the lake environment and park users.

Key projects

- On-going analysis, development of lake water quality measure, and water quality improvements



Historic & Cultural Value

Visitors are connected to the history of the Domain through its history, culture and stories.

Objectives

- Visitors to the Domain are able to learn about the historical and cultural significance of the Domain and its features
- Public art is used to connect visitors with the history and culture of the Domain and its features.

Key projects

- Develop suite of interpretive signage
- Identify sites for public art

Strategic goals and objectives



Partnerships

Work collaboratively with the community to achieve the aspirations of the Plan

Objectives

- Work alongside Tangata Whenua/Mana Whenua to understand their aspirations for the Domain
- Engage with stakeholders to ensure any proposed development will meet the needs of the community
- Enable the delivery of key projects through partnerships with key stakeholders
- Work with stakeholders to ensure the Domain is a user-friendly venue for events.

Key projects

- Promote the Domain as a venue for the city's outdoor community events



Accessible and safe

The Domain is safe and accessible for visitors

Objectives

- Ensure the Domain is an accessible environment for a wide range of users
- Enhance and improve entrances, and connections with the surrounding area, central city and open space network
- Ensure the design of the Domain reflects best practice Crime Prevention Through Environmental Design (CPTED) principles
- Retain free public access to all areas of the Domain, except leased areas and specific organised events.

Key projects

- Walkway lighting improvements between the main entrance (Ruakiwi Road) and exit (Lake Domain Drive)
- Improve pedestrian and cycle connections

Strategic Direction

Our Vision

An exceptional nature, leisure and recreation experience in the heart of Hamilton.

Principles

- Conserve and enhance the open space natural character
- Historic and cultural values of the Domain are recognised
- Provide informal no-cost leisure and recreation opportunities
- Safe and accessible

- Lake water quality meets the needs of the community
- Provide for growth of selected sports
- Limit built environment and development to key areas

Strategic Goals

Recreation and Leisure	Ecological value	Historic and Cultural Value	Partnerships	Accessible and safe
The Domain caters for a variety of recreation and leisure opportunities	The Domain is a healthy, sustainable environment	Visitors are connected to the history of the Domain through its history, culture and stories	Work collaboratively with the community to achieve the aspirations of the Plan	The Domain is safe and accessible for visitors

Objectives

Accommodate growth of hockey and select water-based sports including sailing, waka ama, dragon boating	Lake Rotoroa water quality managed to meet the recreation and leisure needs of the community	Visitors to the Domain are able to learn about the historical and cultural significance of the Domain and its features	Work alongside Tangata Whenua/Mana Whenua to understand their aspirations for the Domain and Lake Rotoroa	Ensure the Domain is an accessible environment for a wide range of users
Innes Common continues to provide sports fields for formal recreation	Manage activities at the Domain to reduce and avoid adverse effects on lake water quality and surrounding environment	Public art is used to connect visitors with the history and culture of the Domain and its features	Engage with stakeholders to ensure any proposed development will meet the needs of the community	Enhance and improve entrances, and connections with the surrounding area, central city and open space network
Playground facilities are developed in accordance with Council's Playgrounds Plan	Restoration of natural patterns and processes to improve lake water quality		Enable the delivery of key projects through partnerships with key stakeholders	Ensure the design of the Domain reflects best practice Crime Prevention Through Environmental Design (CPTED) principles
The Domain is a well-utilised venue for community events	Vegetation management will improve the health of the lake and margins		Work with stakeholders to ensure the Domain is a user-friendly venue for events	Retain free public access to all area of the Domain, except leased areas and specific organised events
Allow for both formal and informal recreation opportunities	Vegetation management will conserve and enhance natural character and amenity values			
Allow use by community groups and commercial activities that are appropriate and compatible with the management of the Domain to benefit the user experience	Vegetation management will consider the balance of aspirations and needs of the lake environment and park users			

How the management plan works

This Plan is informed and supported by legislation, planning documents and associated policies.

A detailed list of these documents and their context can be found in the Appendix.

Reserves Act 1977

The Reserves Act 1977 requires the preparation of this management plan.

The Domain is made up of Recreation Reserve and Local Purpose (Esplanade) Reserve. The main purpose of the reserve under both of these classifications is to protect the natural environment, while providing for public access, outdoor recreation activities and open space.

Council plans and policies

The Plan has then been informed by, and aligns to, Council's current plans and policies, including:

Hamilton Plan

The Hamilton Plan sets Hamilton's blueprint for development over the next 10 years. Hamilton City Council (HCC) identified 10 priorities to focus on over this period. Particularly relevant to the Domain:

Priority 9: An urban garden

This priority outlines a green Hamilton with parks, trees and destination playgrounds. The destination playground renewal and playground upgrades, and retention of open space and vegetation at the Domain aligns the management plan with this priority of the Hamilton Plan.



Open Spaces Plan 2013

The HCC's Open Space Plan identifies the importance of open space in Hamilton and identifies a number of guiding principles and goals to address future demand, challenges, and use of open space in the city.

These goals (including minimising buildings on reserve land, and developing walking and cycling corridors) are supported through a number of the strategic goals and objectives in the management plan.



Day-to-day management

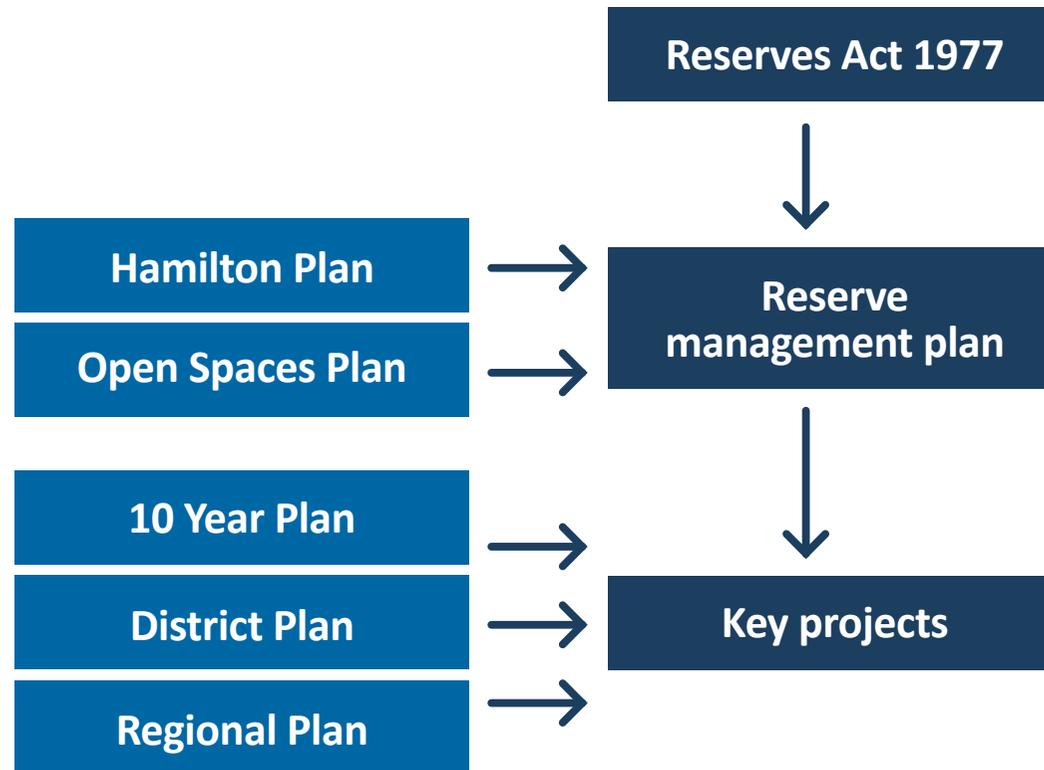
The day-to-day use, protection and development is also guided by other regulatory documents including the District Plan, Regional Plan, and Council's Parks, Domains and Reserves Bylaw.

Parks, Domains and Reserves Bylaw

At an operational level the Parks, Domains and Reserves Bylaw is intended to prevent reserves from being misused or damaged by the public. The bylaw complements management plans by defining unacceptable behaviour and providing for enforcement.

A detailed list of these documents and their context can be found in the Appendix.

How the management plan works



Significance to Tangata Whenua

Rotoroa has remained approximately the same size from 1860s to the present. Over the past 700 years Tainui Maaori have settled along coastal areas, river margins and lands of the Waikato region.

This settlement was fostered and supported by the rich soils and plentiful bird life of the forests and waterways. The land around Rotoroa was a significant and substantial source of food and building materials to pre-European Maaori. Raupo (Bull rushes) grew extensively and were used in construction of thatched walls and roofs of whare (houses).

The lake itself was a rich source of Tuna (eels), Koura (fresh water crayfish) and Kaeo (fresh water mussels) which formed a significant part of the diet of Maaori people of the area.

In the 1860s, the hill ridges at the southern end of the lake were dense with ferns, ti tree, native flaxes and toetoe. Raupo grew along the riparian margins of the lake. The area from the base of the Waikato Hospital Hill, southwards along the peat flats and swamps of what is now Innes Common was known in ancient times as Paretaru. In this area there were stands of Kahikatea, Tawa and Hinau trees which attracted a rich bird population.

There was a well formed walking track now covered by Ruakiwi Road. This track extended right down the ridgeline along Pembroke Street and formed a route for people living at Te Rapa Pa (located at what is now Graham Park) to get to the lake and its resources.

The hill at the Southern end of the lake, which now forms part of Pembroke Street was known as Te Ohaapu. On the northern slope of this hill overlooking the lake there was a Pohue – a site of fern cultivation.

There was an Urupa (burial ground) on the hill near the water tower. The bones from this Urupa were exhumed and relocated to Hukanui prior to the arrival of the British troops in 1864.



Considerations and opportunities

Ecology

Decisions around environmental management must be made in the knowledge all aspects of water quality, hydrology (the flow of water into and out of the lake, including evaporation) and the reserve's ecology are interrelated and that one objective can not be pursued at the expense of others. The area's ecological management must therefore be seen as an integrated whole; this particularly applies to the management and eradication of pest animals and plants. However the overall ecological health of the catchment is reflected in the well-being of the lake, so a primary focus of ecological management and monitoring is lake water quality.

Recreational activities at the Domain are to a greater or lesser extent dependent on the quality of the park's natural environment. Preserving and enhancing that environment is therefore important both intrinsically and as the setting for all park use.

Water Quality and Pest Plants

A particular challenge for the Council is the management of water quality and aquatic pest plants in the lake.

One of the biggest environment issues with Lake Rotoroa is its small confined catchment. The lake catchment has been highly modified resulting in a decline in the quality of water coming into the lake.

There is no consistent outflow of water from the lake; as there is for the vast majority of other lakes around the region. This lack of water flow through the lake intensifies the environmental and water quality issues the Council is faced with managing.

Historic management practices for the lake water involved the application of herbicides and other chemicals to eradicate pest plants. Those approaches may have been well-intentioned at the time (the 1950s-1970s), but contemporary environmental science has identified shortcomings with those practises.

The control of aquatic weeds Parrot's Feather and Yellow Flag Iris are required by the Waikato Regional Council Pest Management Plan. The aquatic weed control programme is achieving good success and plants are gradually decreasing and only apparent in a few sites. The planting of native species is continuing throughout the lake's margins.

Algae

Since 2011, Council has identified the presence of potentially toxic algae within Lake Rotoroa. It is a natural phenomenon which can occur in any lake with sufficient nutrients to support the growth of algae. In certain conditions the bacterial counts increase resulting in the lake water becoming unsafe.

The algae are buoyant and move through the water column to take advantage of nutrients and sunlight. The algae can cluster on the surface forming foamy scums which can be seen near the shoreline in locations around the lake.

Council regularly monitors the level of algae against Ministry for the Environment guidelines and advises public of the potential health risks if levels become elevated.

When levels are high the Council installs warning signage and publicises the need for visitors to keep themselves and their dogs away from the water and the lake shoreline. Unfortunately, this means swimming in the water, drinking it, cooking with it, and eating fish caught in the lake are discouraged for health reasons.

There is no "silver bullet" solution to deal with this algae and its related effects, nevertheless the Council has made changes to the stormwater system which feeds into the lake reducing the level of sediments and nutrients entering the lake.

Council continues to work with a range of experts and stakeholders, and in partnership with local iwi, to determine more practical long-term solutions to the algae problem.

Considerations and opportunities

Recreation

The open spaces, sports fields, lake, playground and walkways provide a range of opportunities for everyone to enjoy the Domain. The completed walkway between the café and Innes Common allows visitors to make a full circuit of the lake. Hockey and the various water sports groups (Hamilton Yacht Club, and waka ama and dragon boating clubs) are established at the Domain and want to expand their facilities to accommodate expected growth and improve the experience for their participants and supporters.

Consideration of how the growth of these sports can be enabled through possible expansion and more efficient use of space will require an assessment of any impact on the reserve character, and on other activities.

There is a maximum capacity of space the Domain provide for formal sports fields while still providing appropriate opportunities for informal recreation and natural parkland. This capacity would be reached with an improved water sports hub and expansion of the hockey turf area as provided for by this plan.

Leases, licences and concessions

There are existing leases, licences and concessions for the Domain allowing for recreational and commercial activities including:

- Verandah Café
- Hamilton Yacht Club
- Waka ama and dragon boating clubs
- Waikato Hockey.

New leases, licences and concessions will be considered for recreational activities and commercial activities that are appropriate for the Domain and enhance the park experience without having an adverse impact on the reserve and existing activities.

A number of proposed future outcomes for the Domain will require new and varied agreements. These include any expansion of the hockey turf, development of a water sports hub, and development of the former golf area.

Esplanade Reserve

Where relevant, as properties adjacent to the lake are further subdivided, Council will require esplanade reserve to meet the 20m requirement under the Resource Management Act 1991. The requirement of esplanade reserve will be assessed as part of the resource consent process.



Management of the reserves

The Domain has been divided into four reserve management zones. Each management zone reflects the nature of use and the important features of distinct areas of the Domain. Each of the management zones has policies to enable and ensure the different areas of the reserve are managed and used appropriately. There are also general policies that apply to the entire Domain. A full-sized map showing each zone is shown in the appendix.

Future development and improvement projects for the Domain have been identified illustrated on a map contained in the appendix.

Ecological Zone

The Ecological Zone comprises sections of Lake Rotoroa and its shore where the wildlife and natural vegetation must be managed with minimal disturbance.

Objective

Provide a sustainable level of desirable biodiversity in the indicated sections of Lake Rotoroa and its margins.

Policies:

- The Ecological Zone will be managed with minimal disturbance
- Water sports and casual boating will not be permitted in the Ecological Zone
- Aquatic vegetation will be retained in these areas as a wildlife habitat.
- Any development will enhance the character, wildlife potential and public appreciation of the natural environment
- Planting along the lake edge will be in character with the natural setting and should enhance wildlife habitats
- Small scale artificial wetland areas for stormwater treatment will be investigated for the lake shore as a means of improving water quality
- The lake's edge will be stabilised as required to prevent bank erosion and improve the water quality and vegetation of lake margins.
 - *Vegetation will be the preferred management option and engineering solutions will be adopted only where planting cannot be carried out.*

Natural Parkland Zone

Objective

Provide informal recreational opportunities in a natural environment and enhance public enjoyment of the lake.

Policies:

- Developments within the Natural Parkland Zone will be limited to those providing access and enhance public enjoyment of the natural character of this area
- Re-vegetation and under planting will be encouraged in the Natural Parkland Zone
- On larger open lawn areas licences may be granted for events and temporary activities
- No public vehicle access, leases, long term licences or concessions will be permitted in this zone.

Management of the reserves

Sport and Events Zone

Objective

Allow Innes Common, the main body of the lake and other parts of the domain to be used for organised sports, casual activities and organised events.

Policies:

- Un-leased open space areas within Sport and Events zone may be used as additional car parking for events with Council's approval
- Area on the lake side of Lake Domain Drive will be permitted as a hot air balloon training and launch site.
 - *Hot air balloon use is mainly between October and July. Activities begin at sunrise with inflation and launching taking four hours. Depending on weather, flights may be conducted between two and four hours before sunset.*
- The Balloons over Waikato festival has precedence over the area during the second or third week of April depending on the timing of the festival. Innes Common is considered to be the best venue because it is open and is located away from residents
- Innes Common is available for use by large scale events with Council's approval
- Craft powered by engines will be prohibited from using the lake. Rescue boats or craft used for research, weed control and lake maintenance will be allowed on application.
 - *Motorised craft are excluded from Lake Rotoroa as they disrupt the peaceful character of the park, discourage wildlife, disturb lake sediments and conflict with other water based activities, and contribute to the propagation of weed.*

- Trailer mounted boats will only be launched from the public ramp at the Hamilton Yacht Club, and will not be moored or beached overnight, except with Council's approval
- The Sport and Events part of the lake will be maintained free of obstacles that could affect the safety or practicability of water sports
- The operating water level of the lake will be maintained as close as possible to the agreed level of 37.15m, Moturiki datum¹
 - *Lake water level management is important for users of Lake Rotoroa and users of the land surrounding the lake, such as the Gallagher Hockey Centre which maintains artificial turf*
 - *In summer the lake loses more water from evaporation than it gains from precipitation and a slow drop in level is normal. The effects of this can be minimised by ensuring the lake is at or even slightly above the agreed optimum operating level in late spring*
- Swimming in the lake is discouraged
- Fishing is discouraged near paths, beaches, and launching ramps
- Back-casting from the shore will only be permitted from the central peninsulas
- The eating of fish from the lake is to be cautioned and discouraged
- Hamilton Yacht Club does not have exclusive rights over use of the lake or launching ramp but, during the regular season, has preferential use.

Lakeside Recreation Zone

Objective

Accommodate a variety of activities, concessions and facilities to provide for informal recreation and leisure.

Policies:

- Development within the Lakeside Recreation area will be limited to improvements to existing park facilities, and potential development of the area of the domain previously used as golf area. Development opportunities for this area will be fitting to the character of this zone
- The lake edge will be stabilised and will be maintained in a safe manner
- The former skating rink will be retained as a hard surface for recreation and leisure activities
- The rose garden will be maintained as a collection of roses.

¹ A mean sea level reference point for water level measurement

Management of the reserves

All zones

This section outlines policies relevant to the entire Domain.

Objective

General development, maintenance and operation of the Domain are in alignment with the Plan's vision, goals and objectives.

Vegetation

The intent of vegetation policies is to develop and manage vegetation at the Domain to strengthen the parkland character or promote revegetation of areas with primarily native plant species. Establishing and maintaining planting that creates an environment encouraging use and contributes to the biodiversity of the city.

Policies:

- New planting and re-vegetation should take into account the different characteristics of the landscapes of the Domain and the aspirations of the Plan to uphold the existing character of the park
 - Views of the lake from within the domain will be taken into account when landscape design is carried out
 - Where it is necessary for aquatic vegetation to be removed it will be disposed of appropriately: there are high arsenic levels in the sediment of the lake bed and potential for aquatic plants to uptake this
 - In considering any request for the removal or pruning of trees, Council shall primarily consider any relevant statutory provisions, secondly, any Council policies and plans regarding the care and maintenance of trees. The protection and enhancement of views from private property will be a minor consideration
 - Maintenance of vegetation will be minimised by species selection and planting design and practice
 - Specialised gardens and features of interest will be maintained to a high standard. Specialised gardens include the rose garden and bedding plants around the Verandah Café. These provide contrast in a setting dominated by ecologically and historically important vegetation
- Re-vegetation of the lake and its margins will incorporate a wide variety of native species
 - Water lilies will be monitored and their growth will be restricted. If *Nymphaea mexicana* is discovered at Lake Rotoroa it will be eradicated.
 - Lake macrophytes (large aquatic plants) will be closely monitored and infestations will be removed manually where possible to prevent the lake bed becoming dominated by non-native (exotic) water plants, and avoid disruption of water-based recreation.

Management of the reserves

Walkways/Cycleways

Policies:

- Walkways will be upgraded and maintained in a way that minimises any impact on adjacent residents and existing wildlife habitats, and prevents aggravation of bank instability
- Walkways and access points will be made accessible where possible for people with disabilities or people who have restricted ability
- Vehicle and motorcycle access on the lake walkway will be prohibited, except for park and utility maintenance
- Rotoroa Esplanade Walkway (between the children's playground/toilet and the Hamilton Yacht Club) will not be lit at night
 - *Council will only provide lighting where it wishes to enable night-time use. In the hours of darkness the road network is usually safer for pedestrians than walkways through parks Cycling is not permitted on Rotoroa Esplanade Walkway (between the children's playground/toilet and the Hamilton Yacht Club).*

Interpretation and Signage

Policies:

- Permanent signs will be of a standard design and colour consistent with Council's signage guidelines
- The number of signs in the park will be kept to a minimum but allow for adequate information for park users to enhance their experience, provide direction and regulatory signage
- Advertising, sponsorship or hoardings that comply with any relevant statutory regulations, will be allowed to be displayed on a park for a maximum time equalling the duration of the approved event or other approved activity
- Advertising or sponsorship inside buildings is permitted.

Play Equipment and Furniture

Policies:

- Play equipment will be provided for different ages and abilities (including those with disabilities)
- Park furniture will be provided in high use areas including playgrounds, along walkways and cycle ways and in areas where people congregate such as Innes Common Dog Exercise Area and the launching ramp at the Hamilton Yacht Club
 - *Many of the seats located around the Domain have been donated or sponsored by the community. Council will maintain sponsored park furniture for the minimum life of the asset*
- Furniture such as seating and rubbish bins will be developed in a consistent manner.

Management of the reserves

Water Quality

Policies:

- No activity will be permitted on or in the vicinity of the lake which could cause a significant loss of water clarity by stirring up sediment or transporting solids into the lake
 - *Water clarity determines the depth to which plants can grow in the lake because it controls light penetration. Poor water clarity is caused by organic or inorganic solids suspended in the water column, by plankton in the water and by staining of the water (e.g. by tannin from peat or other organic matter).*
- The lake's edge will be stabilised as required to prevent bank erosion and improve the water quality and vegetation of lake margins.
- The lake bed will be managed as a contaminated site due to the arsenic levels present
 - *As levels of arsenic in the sediment of the bed of Lake Rotoroa exceed the guidelines for protection of sediment-dwelling organisms, it is classed as contaminated land*
- That 75 per cent of Secchi Disk depth² measurements in a given 12-month period be in the range 2-2.5 M.
- Areas too large or too well established for hand weeding will be managed by herbicide application to prevent interference with recreational uses. Herbicides used will be of a type, or will be used in a way, that will not contribute to lake bed contaminants.

Algae, including Cyanobacteria (Blue-Green algae)

Policies:

- Blue-green algae levels will be monitored to detect public risk and identify trends over time, with monitoring frequency increased when blue-green numbers are high.

Car Parking and Traffic Management

Objective

These policies are intended to allow for an acceptable level on parking for the reserve while avoiding loss of open space values, and provide a safe road network through the Domain.

Policies:

- Where car parking facilities additional to those required under Hamilton's District Plan are required to accommodate the park's normal level of use, Council will take into account the need to safeguard both the park's open space values and the safety and efficiency of the roading network as a whole and will provide for such car parking either within park or road boundaries or within both as appropriate to the particular situation.
- Low-impact systems of stormwater management will be considered where appropriate in the design of proposed car park extensions and the development of any new hard surfaces
- Event organisers will be required to prepare a traffic management plan and/or parking plan for large-scale events
- Access roads within the Domain will be closed nightly, half an hour after sunset, unless special arrangements are made for specific events or activities
- Alterations to vehicle access and parking will be carried out with consideration of the aesthetic qualities of the lake and the surrounding reserve.

² Secchi Disk Depth is the depth below water at which a standard white disk is visible. It is the usual measure of water clarity

Management of the reserves

Leases and Concessions

Objective

Leases and concessions may be granted to appropriate clubs/groups, organisations and commercial operators, which will enhance public use and enjoyment of the Domain without compromising the natural character.

Policies:

- Council will only grant further leases for recreational or commercial activities that:
 - *are necessary to enable the public to obtain the benefit and enjoyment of the Domain or for the convenience of people using the reserve*
 - *will meet objectives for the reserve where it is not practical for Council to provide the facility*
 - *will be compatible with other park uses and do not impede public access or cause undue maintenance problems*
 - *will not cause inappropriate visual or audible intrusion to the natural park environment, or detract from the conservation values*
 - *will meet a demonstrated demand and do not duplicate other park facilities in the vicinity*
 - *can be accommodated in terms of access, parking, services, support facilities and future expansion.*

- **Sport and Event Zone:** Commercial operators and events may be granted exclusive rights to commercial activity in a defined area on a concession basis
- **Lakeside Recreation Zone:** Concessions may be granted in this zone, provided they do not duplicate existing concessions or conflict with the vision for Hamilton Lake Domain. No further concessions or use agreements will be granted in the area around the main playground and Verandah Café due to congestion.
- **Natural Park Land Zone:** On some larger lawn areas licenses may be granted for events and temporary activities. No leases, long term licenses or concessions will be permitted in this zone.

Fauna

Objective

The Domain provides a habitat for a range of species including birds and fish, the management of these species is critical to ensure a sustainable and desirable level of biodiversity.

Policies:

- Pest species will be monitored and controlled as required
 - Pest and invasive species can damage the biodiversity of the Lake. Pigeons have been an especially prevalent pest species in recent years and efforts have been made to cull numbers
- Remains of dead fauna will be removed and disposed of appropriately and safely
 - Quick removal of deceased fauna is important to prevent the spread of diseases amongst local fauna and reduce the risk of affecting the lake water quality
- Encourage native fauna where possible, through the provision and protection of desirable habitat
- Feeding of ducks with inappropriate food will be discouraged.

Appendix

Key projects

Hamilton Lake Domain - Key Projects (Term – On-going, Short < 2 years, Medium 2-5 years, Long > 5 years)				
Recreation and Leisure	Ecological value	Historic and Cultural Value	Partnerships	Accessible and safe
Short term Work with existing water-based sports groups and key stakeholders on options for better short-term utilisation of the area around the Hamilton Yacht Club	Short term Prepare a report on the current state of the lake water quality utilising data from on-going monitoring and existing research	Short term Develop and implement a suite of interpretative signage and interactive learning options that tells the story of the Domain	Short term Develop a strategy to promote the Domain as a venue for the city's outdoor community events	Short term Improve lighting on the path between the main entrance (Ruakiwi Road) and exit (Lake Domain Drive)
Short term – On-going The destination playground will continue to be renewed, and playground on Innes Common will be upgraded	Medium term Establish an appropriate lake water quality measure needed to support the recreation and leisure needs of the community	Short term Identify appropriate sites for new public artwork that reflects the history of the the Domain	Medium term Establish a working group to investigate the opportunities for the development of a future water-sports hub on Innes Common	Short term Undertake an accessibility audit of the Lake Domain and implement recommended improvements
Short term Implement the Pooches in Parks' off-leash dog exercise areas	Long term Develop a strategy to make improvements to lake water quality and maintain at an achievable level		On-going Consult Tangata Whenua/Mana Whenua and key stakeholders when developing features and signage that tells the cultural and historical story of Hamilton Lake Domain	Medium term Undertake an accessibility audit of the Lake Domain and implement recommended improvements <ul style="list-style-type: none"> • The hospital precinct • Ruakiwi Road • Western Rail Trail
Medium term Undertake an assessment of the stage area to gauge whether it is an adequate venue for outdoor events	On-going Develop and enhance the lake edge and margins with species representative of the regions peat lakes and wetlands			Long term Undertake an assessment of car and bus parking provision
Medium term Options for the long-term future use of the former golf area will be assessed				
Medium term Work with Waikato Hockey to investigate the limited expansion of their artificial turf area and assess impacts on adjacent sports fields				

Appendix

Policy and Planning Framework

A hierarchy of legislation, planning documents and policies set the framework for the Hamilton Lake Domain Management Plan.

Non-legislative documents (such as internal Hamilton City Council policies and plans) that guide the plan are directed by the Local Government Act 2002 and the Resource Management Act 1991. Associated legislation such as the Heritage New Zealand Pouhere Taonga Act 2014 also contributes to the policy framework of the Plan.

The hierarchy of legislation, planning documents and policies that guide the protection, use and development of reserves in Hamilton include the following:

Legislation

- Reserves Act 1977
- Local Government Act 2002
- Resource Management Act 1991
- Heritage New Zealand Pouhere Taonga Act 2014

Internal Council Statutory Documents:

- 2015-25 Long Term Plan and succeeding documents
- Annual Plan
- District Plan
- Dog Control Bylaw
- Parks, Domains and Reserves Bylaw

Regional Statutory Documents:

- Waikato Regional Plan and Waikato Regional Policy Statement
- Waikato River Deed of Settlement

National Strategies

- New Zealand Biodiversity Strategy
- National Guidelines for Crime Prevention through Environmental Design (CPTED)

Regional Strategies

- Regional Pest Management strategy
- Waikato River Deed of Settlement Joint Management Agreement

Hamilton City Council Strategies and Plans

- Hamilton Plan
- Open Spaces Plan
- Playgrounds of the Future
- Biking Plan
- Dog Control Policy
- Pooches in Parks

Appendix

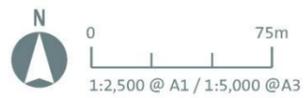
Legal descriptions

Reserve Name	Lot_No	Legal Description	Area (Ha)	Classification (under reserves act 1977)
Hamilton Lake (Rotoroa)	1	DP 305940	55.2600	Recreation
Lake Domain	1	DPS 91755	.1770	Recreation
Lake Domain		Section 22B Hamilton West	6.4749	Recreation
Lake Domain		Section 15 Hamilton West Town Belt	2.3320	Recreation
Lake Domain		Section 73 Hamilton West Town Belt	.1228	Recreation
Lake Domain		Section 74 Hamilton West Town Belt	10.9100	Recreation
Lake Domain	1	DP 16167	.2797	Recreation
Lake Domain		Section 2 SO 59570	.0867	Recreation
Lake Domain- Walkway	4	DPS 90435	.4342	Recreation
Lake Domain	3	DPS 6853	.0268	Recreation
Lake Domain	4	DPS 16122	.0225	Recreation
Lake Domain	4	DPS 21841	.0070	Recreation
Lake Domain	3	DPS 8411	.0068	Recreation
Lake Domain	8	DPS 7769	.0832	Recreation
Lake Domain	7	DPS 12593	.0230	Recreation
Lake Domain	8	DPS 12593	.0106	Recreation
Lake Domain	5	DPS 3378	.0379	Recreation
Lake Domain	3	DPS 4231	.0192	Recreation
Lake Domain	3	DPS 9577	.0228	Recreation
Lake Domain	3	DPS 17965	.0223	Recreation
Lake Domain	3	DPS 8463	.0200	Recreation
Lake Domain	3	DPS 90435	.0076	Recreation
Lake Domain	2	DPS 44564	.0221	Recreation
Lake Domain	3	DP 34122	.0007	Recreation
Lake Domain	26	DP 22569	.2048	Recreation
Lake Domain	2	DPS 90435	.0273	Recreation
Lake Domain	4	DP 33067	.1112	Recreation

Appendix

Legal descriptions

Reserve Name	Lot_No	Legal Description	Area (Ha)	Classification (under reserves act 1977)
Lake Domain	1	DPS 90435	.0900	Recreation
Lake Domain	3	DP 316094	.0014	Recreation
Lake Domain	4	DP 316094	.0014	Recreation
Innes Common Garden	Sec 1	SO 375056	.0845	Recreation
Innes Common Garden	42	DPS 65653	.1889	Recreation
Innes Common Garden	10	DP 316492	.2149	Recreation
Lake Domain- Walkway	7	DPS 13789	.0559	Local purpose (esplanade)
Lake Domain	4	DPS 50210	.0156	Local purpose (esplanade)
Lake Domain	4	DPS 16122	.0452	Local purpose (esplanade)
Lake Domain	4	DPS 21841	.0223	Local purpose (esplanade)
Lake Domain	3	DPS 8411	.0050	Local purpose (esplanade)
Lake Domain	4	DPS 7769	.0086	Local purpose (esplanade)
Lake Domain	3	DPS 12593	.0209	Local purpose (esplanade)
Lake Domain	5	DPS 12593	.0422	Local purpose (esplanade)
Lake Domain	3	DPS 3378	.0326	Local purpose (esplanade)
Lake Domain	3	DPS 4231	.0152	Local purpose (esplanade)
Lake Domain	3	DPS 9577	.0052	Local purpose (esplanade)
Lake Domain	5	DPS 17965	.0488	Local purpose (esplanade)
Lake Domain	4	DPS 8463	.0211	Local purpose (esplanade)
Lake Domain	4	DPS 90435	.0311	Local purpose (esplanade)
Lake Domain	3	DPS 44564	.0466	Local purpose (esplanade)
Lake Domain	10	DP 34122	.0132	Local purpose (esplanade)
Innes Common		Part Allotment 414 Te Rapa Parish	1.2468	Recreation reserve
Innes Common		Section 1 SO 61561SO 61561	.1422	Recreation reserve
Innes Common	Part 1	DPS 90061	21.4412	Recreation reserve
Innes Common	20	DPS 22654	.5618	Recreation reserve
Innes Common	99	DPS 55058	.2180	Recreation reserve



Data Sources: Hamilton City Council, LINZ
Waikato Regional Council WRAPS 2012'

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HAMILTON LAKE DOMAIN
Site Plan

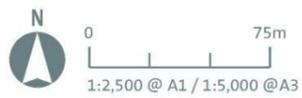
| Date: 10 August 2016 | Revision: A |

Plan prepared for Hamilton City Council by Boffa Miskell Limited
Project Manager: bryan.sanson@boffamiskell.co.nz | Drawn: BSa | Checked: MHu



- Existing Features:**
1. The Verandah Cafe
 2. Lake Domain destination playground
 3. Rose garden
 4. Park maintenance shed / yard
 5. Outdoor performance stage and amphitheatre
 6. Radio Controlled Yacht Club zone
 7. Cricket wicket
 8. Lake outlet
 9. Hamilton Pigeon Club building
 10. Gallagher Hockey Centre
 11. Innes Common sports area
 12. Public launching ramp
 13. Yacht Club, Sea Scout, Waka Ama & Dragon Boat Area
 14. Large event overflow parking area
 15. Lake Rotoroa Esplanade Walkway
 16. Dog off leash exercise area
 17. Hard surface area

- Future Development Possibilities:**
- A. Proposed future carpark expansion
 - B. Proposed watersports hub
 - C. Proposed playground upgrade
 - D. Proposed picnic area
 - E. Indicative hockey expansion
 - F. Relocated soccer field
 - G. Potential reserve access improvements
 - H. Proposed Western Rail cycleway track
 - I. Future dog off leash exercise area
 - J. Proposed bus parking
 - K. Potential development area
 - L. Proposed walkway lighting along Rotoroa Drive
 - M. Proposed exercise stations
 - N. Proposed public toilet



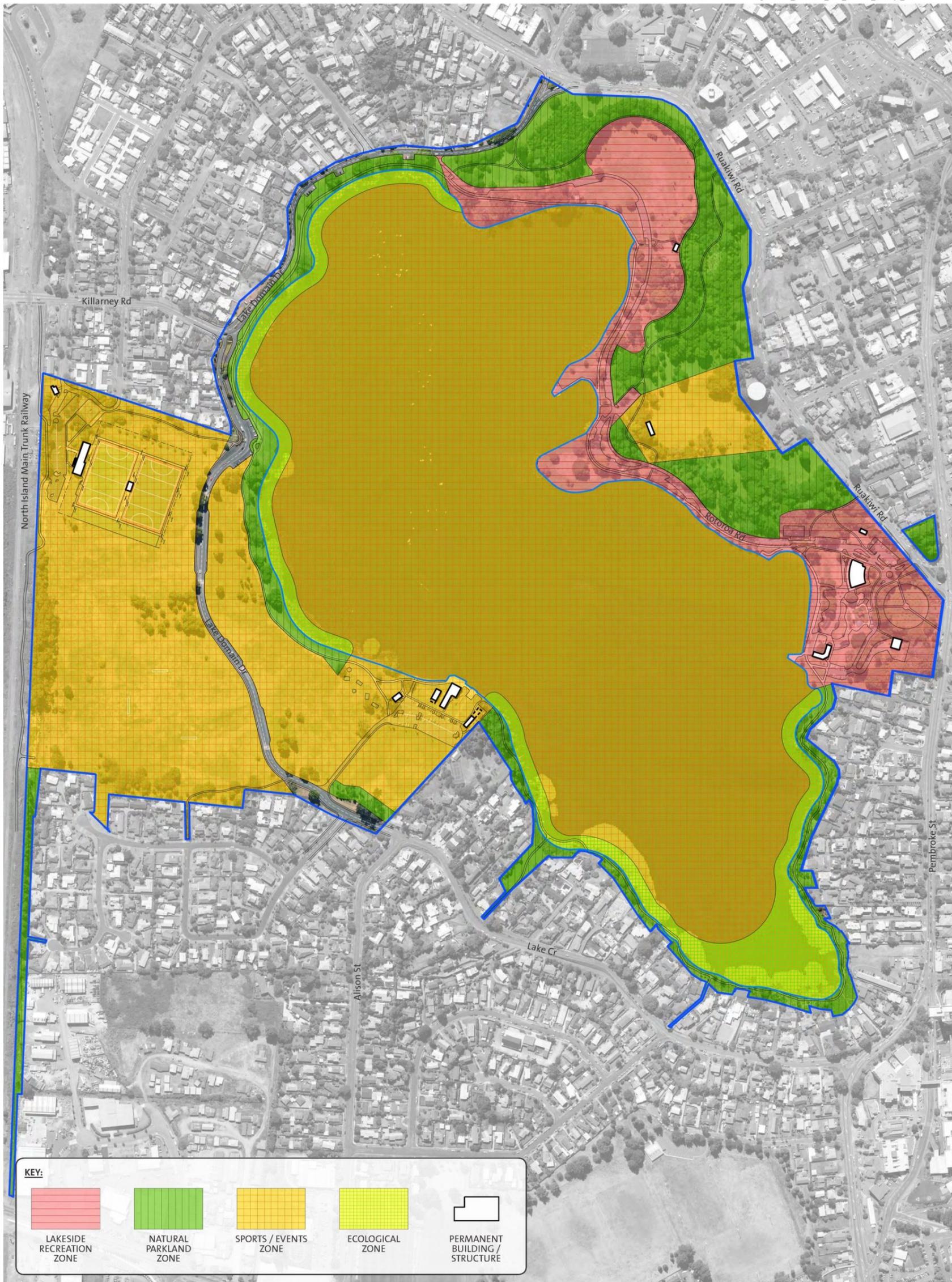
Data Sources: Hamilton City Council, LINZ
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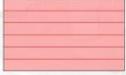
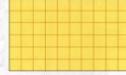
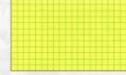
HAMILTON LAKE DOMAIN
Reserve Concept Plan

| Date: 10 August 2016 | Revision: B |

Plan prepared for Hamilton City Council by Boffa Miskell Limited
Project Manager: bryan.sanson@boffamiskell.co.nz | Drawn: BSa | Checked: MHU



KEY:

				
LAKESIDE RECREATION ZONE	NATURAL PARKLAND ZONE	SPORTS / EVENTS ZONE	ECOLOGICAL ZONE	PERMANENT BUILDING / STRUCTURE



N
 0 75m
 1:2,500 @ A1 / 1:5,000 @ A3
 Data Sources: Hamilton City Council, LINZ
 Waikato Regional Council WRAPS 2012'

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HAMILTON LAKE DOMAIN
Management Zones Plan
 | Date: 10 August 2016 | Revision: A |
 Plan prepared for Hamilton City Council by Boffa Miskell Limited
 Project Manager: bryan.sanson@boffamiskell.co.nz | Drawn: BSa | Checked: MHu

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Open Space Plan Implementation Update **Author:** Jamie Sirl

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Open Space Plan 2013</i>
Financial status	<i>Implementation of the Open Space Plan is largely funded by the Parks and Open Spaces Unit operational budget</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- This report provides an update on the implementation of the Open Space Plan (Plan).

3. Recommendation from Management

That the report be received.

4. Attachments

- Attachment 1 - Open Space Plan Implementation Progress Report - 2016

6. Key Issues

- Background
- In September 2013, Council adopted the [Plan](#) to provide strategic direction for Hamilton's parks and open spaces.
- The Plan identifies a 50-year vision, which is supported by goals, priorities and actions that identify how we are going to achieve the vision.
- The aspirations of the Plan are realised through implementation of the action plan led by the Parks and Open Spaces Unit.
- The Plan is due for review in 2018.
- Progress
- This report provides an update on progress and identifies priorities going forward (refer Attachment 1).

- 14. Strategic alignment
- 15. There are no statutory powers attached to the Plan. The Plan is a document to inform and set out the actions Council wishes to undertake to demonstrate Council’s support for the City’s open space network.
- 16. The Plan supports the Hamilton Plan, River Plan, Central City Transformation Plan, Biking Plan, Frankton Plan and draft Hamilton East Plan.

17. Financial and Resourcing Implications

- 18. Implementation of the Plan is largely funded within existing Parks and Open Spaces Unit operations budgets. Some projects e.g. playgrounds are funded in the Long Term Plan.

19. Risk

- 20. Projects are dependent on when funding and resources are available.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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Hamilton City Open Space Plan Implementation Progress Report – July 2016

Hamilton City Council continues to focus on the following actions.

Short Term are projects that started within the first two years. Medium Term within the first five years. Long Term is beyond five years.

■	Completed
■	To commence
■	In progress
■	New project
■	Removed

Goal	Action	Timeframe	Status	Comments
Open spaces meet with constantly changing needs of our people	Review current approach to Reserves Act Management planning.	Short-term	Completed	Review of approach to management plans complete and programme for review is being implemented. Review of Hamilton Lake Domain Management Plan commenced in April 2015.
	Define a strategy for open space market research and visitor monitoring to better understand how our community use and value parks and open spaces.	Short-term	In progress	Benchmarking with other organisations is in progress. Strategy and methods being developed. Early discussions with Leaseholders following Community Policy update – survey being developed.
	Review service level agreements for maintenance of parks and open spaces.	Short-term	In progress	Service Level Agreement with City Parks implemented and signed in April 2016. The Service Level Agreement with City Delivery is currently being updated for the maintenance of the City's fountains and water features.
	Assess recommendations from Waikato Regional Sports Facility Plan and Winter Sports Field Demand Study and incorporate into Long Term Plan.	Short-term	Completed	Analysis of the capacity and demand for winter sports fields in Hamilton has been completed. A further study has been undertaken to determine approach to increasing field capacity to meet the predicted shortfall and associated facilities to meet user requirements for the next 30 years. The findings of these studies have been incorporated into the 2015-25 Long Term Plan (LTP).
	Complete Homes of Sport Project with Sport Waikato.	Short-term	In progress	Initial meetings with Sport Waikato have commenced, including a meeting with Hamilton bowling clubs. Work will continue throughout 2016/17.
	Increase the capacity of the sports field network to provide for current and future demand.	Long-term	In progress	The capital programme will be delivered as funded in the LTP, years 7-10.
	Develop an open space acquisition and disposal plan.	Short-term	In progress	Progress has been made on investigating approaches to the provision and acquisition of open space. Guidelines will be developed to inform provision and acquisition of land for open space in existing urban areas and Structure Plan areas this financial year (2016/17).
	Deliver the Pooches and Parks Plan.	Short-term	In progress	Priorities identified for 2016/17 are installing signage and bins at the following off-leash areas - Braithwaite Park, Days' Park, Claudelands Park, Tauhara Park, Porritt Stadium and Resthills Park.
Hamilton's green identity is upheld	Review species list for planting in public open spaces.	Short-term	Completed	To ensure appropriate species are planted as street trees, an approved street tree species list has been developed. This was presented to the Business and Investment Committee as part of the Streetscape Beautification and Management Policy review, and adopted in November 2015.
	Develop significant tree maintenance programme and replacement programme.	Short-term	In progress	Development of significant tree maintenance and replacement programme currently underway.
	Vegetation Management Plan to guide and identify tree thinning and vegetation removal areas, future planting strategy and protection of viewing places and overall vegetation management along the length of the river.	Short-term	In progress	Draft Vegetation Management Plan for Area 1 (West side of the river from Anzac Parade to Claudelands bridge) has been completed. Data capture has been completed for Area 2 (Anzac Parade to Cobham bridge) and analysis is to be carried out to identify work programme.
	Identify priority planting areas to sustain and enhance Hamilton's ecological health.	Medium-term	Completed	Priority planting areas have been identified and incorporated into planting programmes for the next three years. Maintenance programmes have been amended to support the enhancement of priority planting areas.
Ecosystems and biodiversity are understood, protected and restored	Align Gully Reserves Management Plan priorities and programme with 10-Year Plan.	Short-term	In progress	Gully restoration planting continues. Gully development programme developed but unfunded in 2015/25 LTP. Opportunities are being explored for alternative funding.

	Complete restoration of Mangaiti Gully with assistance of Project Watershed.	Short-term		Funding has been secured and the programme is underway. Due for completion in 2022.
	Undertake detailed habitat assessment for Mangakotutuku Gully and develop a restoration Plan.	Long-term		Being undertaken in conjunction with Southern Links Roading Project. Funding and work programme has been identified and underway.
	Assess recommendations from The River Plan.	Short-term		River Plan adopted and being implemented. New actions developed within implementation plan. Technical advice being provided to the Ferrybank Master Plan as required.
	Continue to protect riparian areas through requiring esplanade reserves and strips along the river and lakes as part of subdivision and development.	On-going		On-going as opportunity arises.
	Investigate options to improve water quality at Hamilton Lake.	Medium-term		Through the development of the Hamilton Lake Domain Management Plan, and in discussions with RESTORE, further and on-going analysis of the lake water quality is required to identify options available to improve water quality. This is a current project identified within the draft management plan, and testing will continue to enable the gathering of data for further analysis.
	Develop a local indigenous biodiversity strategy to identify opportunities to restore and enhance biodiversity in Hamilton City in partnership with Waikato Regional Council.	Medium-term		Project is being led by the District Plan team. Scoping will be undertaken over the next 12 months. Parks and Open Spaces will contribute as necessary.
	Continue to restore Waiwhakareke Natural Heritage Park and implement the Management Plan.	Long-term		Progressive planting of Waiwhakareke Natural Heritage Park continues, with 64,330 native plants planted at the previous three Arbor Days by 5,376 volunteers. No funding allocated in 2015-25 LTP for further development of Waiwhakareke Natural Heritage Park. Alternative methods of funding continue to be explored and implementation of the Management Plan is subject to funding.
	Work with other agencies to investigate Hamilton's open space contribution to climate change and impact of climate change on Hamilton's open space. Develop an implementation plan including initiatives to minimise risks, improve resilience and maximise opportunities as a result of research, findings and recommendations.	Long-term		Yet to commence.
Open spaces bring people together and celebrate our cultures and historic heritage	Improve promotion of the value of parks and open spaces.	Short-term		Parks Week 2016 was celebrated in March including a parks photo competition, promotion of the parks and facilities that HCC manages, and tours of Taitua Arboretum and Hamilton East Cemetery. Further promotion will be completed as part of Parks Week 2017 between 4-13 March.
	Develop an annual events calendar for open space.	Medium-term		Yet to commence in conjunction with the City Events Manager.
	Improve signage in open spaces, including development of a signage family for parks and open spaces.	Short-term		New signage family currently being rolled out as funding allows.
	Develop interpretation strategy for parks and open spaces.	Medium-term		Yet to commence.
	Identify key historic heritage sites for conservation planning.	Long-term		A Conservation Plan has been completed for Hamilton's heritage cemeteries. Conservation planning for key historic heritage sites on parks yet to commence.
	Review Nga Tapuwae O Hotumauea Maori Landmarks on Riverside Reserves Management Plan.	Short-term		Discussions with iwi and hapu have commenced regarding a future review of Nga Tapuwae O Hotumauea Maori Landmarks on Riverside Reserves Plan. The review of this plan will be undertaken in conjunction with a review of the Riverside Reserves Management Plan, with timing aligned with the requirements of the Ferrybank development process.
Open spaces are safe, well-designed and distinctly Hamilton	Develop guidelines for network utilities on parks and open spaces.	Medium-term		Development of guidelines brought forward due to a number of significant utilities proposed for reserve land.
	Develop design guidelines that encourage best practice in development and design of parks and open spaces.	Short-term		Yet to commence.

	Promote and manage Hamilton's parks and open spaces as smoke-free environments, in accordance with Council's Smoke Free Environments Policy.	On-going		Smoke Free Environment Policy prohibits smoking in parks and open spaces.
	Develop an open space network plan that prioritises actions for improving parks and open spaces.	Medium-term		Yet to commence.
	Review the Parks, Domains and Reserves Bylaw to assist with the control of inappropriate use of parks and reserves.	Medium-term		Review required September 2017.
	Implement the Playgrounds of the Future Plan.	Short-term		Implementation started with the opening of the Hamilton Lake Domain destination playground in December 2014, followed by the completion of a destination playground at Minogue Park in August 2015. Works is underway for the development of destination playgrounds at Hamilton Gardens and Dominion Park, including \$250k external funding obtained for Dominion Park; to be completed in Year 2 of the LTP. A substantial renewal programme has commenced at existing destination and neighbourhood playgrounds.
	Develop a Skate Park Plan to identify approach to skate parks in Hamilton.	Medium-term		An audit of the City's skate park facilities has been completed. Currently working in consultation with H-Town Skate Project regarding aspirations for a skatepark at Hinemoa Park/Mill St.
	Develop concept plans for the following parks in consultation with the community: <ul style="list-style-type: none"> • Te Manatu Park • Mangaiti Park • Hamilton East Town Belt • Rototuna North Sports Park • Hare Puke Park • Rotokauri Sports Park 	Short-term		<p>Concept plans have been developed for Te Manatu Park and Mangaiti Park.</p> <p>Development of a concept plan for the Hamilton East Town Belt will commence late 2016.</p> <p>Work on a concept plan for Rototuna North Sports Park is currently underway.</p> <p>Hare Puke Park and Rotokauri Sports Park are yet to commence.</p>
Open spaces are accessible, connected and make Hamilton easy to get around	Develop Biking Plan.	Short-term		The Hamilton Biking Plan was adopted in August 2015, and the actions are currently being implemented.
	Develop networks of walkways and cycleways through open spaces including the following Biking Plan projects: <ul style="list-style-type: none"> • Western Rail Trail – Providing an off road connection from the south west suburbs to the central city, parallel to the rail track. • Te Awa River Ride South – Completing the Te Awa River Ride from Cobham Bridge through to the South of the city. • Te Awa River Ride, Hamilton River Path – Upgrade the existing cycleway to provide a 3 metre shared path with appropriate bike friendly facilities. 			Construction of the Western Rail Trail (WRT) is currently underway, and due for completion in December 2016. This will involve a connection from the WRT to the existing path network within Innes Common and Lake Domain.
	Undertake accessibility audits as part of park development projects.	Long-term		Accessibility audits being undertaken as part of park developments in partnership with CCS Disability Action.
Open spaces are enhanced by community partnerships	Continue to work with volunteer groups and organisations on community plantings to improve natural habitats and increase the city's biodiversity.	Short-term		We continue to work with community groups and residents, with 85,153 planted in 2014/15 and 48,675 planted in 2015/16 through the community planting programme.
	Develop policy relating to commercial activities on public open space.	Short-term		A mobile trader trial at Swarbricks Landing was launched in 2014 and continues to work successfully. Guidelines are being developed to guide staff in decision making on applications.
	Develop community gardens guidelines.	Medium-term		Yet to commence.
	Develop a Sponsorship Policy for open space.	Short-term		Generic sponsorship policy considered and discussed by the External Funding Sub-committee. Decision was made not to proceed further.

	Establish formal community partnership agreements with key community groups where necessary e.g. Friends Groups.	Medium-term		Agreement entered with Hamilton Mountain Bike Club for management and restoration of Pukete Farm Park Mountain Bike tracks.
	Establish Joint Use Agreements with other open space providers where appropriate.	Medium-term		Construction of a new playground on Deanwell School property was completed in May 2016. The playground was jointly funded by the Board of Trustees, Downer and Hamilton City Council; and the first Partnership Playground to be opened as part of the Playgrounds of the Future Plan. We are partnering with the Ministry of Education to create a blue print policy for shared facilities, such as playgrounds within Hamilton City.
	Investigate what a community education and engagement programme could be for our open space.	Long-term		Yet to commence.
	Work with our neighbours; Waipa District, Waikato District and Waikato Regional Council to optimise our open space network and maintain its sustainability.	Medium-term		Quarterly meetings have been initiated to discuss strategic parks and open spaces matters.
	Establish formal partnership with the Department of Conservation.	Medium-term.		Yet to commence.
	Establish Friends Groups for appropriate parks and open spaces.	Medium-term		Yet to commence.
Our open space network is world class	Complete annual national industry benchmark reporting.	On-going		Yardstick survey completed for 2016. Report received in August 2016.
	Submit nominations for industry awards.	On-going		Playgrounds of the Future Plan won NZRA Outstanding Research, Planning and Policy Award achieved in September 2015.
	Participate in Parks Forum Peer Review Programme.	On-going		NZRA has taken over from Parks Forum peer reviews. Parks and Open Spaces manager was involved in a peer review for DoC in April 2016.
	Participate in Parks Forum – Great Parks Network Benchmarks Survey three years.	On-going		Parks Forum is no longer an entity; awaiting another organisation to take this over in New Zealand.
	Achieve Green Flag Award Accreditation.	On-going		Green Flag Award Accreditation is being re-launched in New Zealand following the demise of Parks Forum. Once Hamilton Lake Domain Management Plan has been completed, staff will seek Green Flag accreditation for this park.

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Policy Review - Municipal and Domain Endowment Fund Policy **Author:** Nicolas Wells

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Hamilton Plan Economic Development Agenda</i>
Financial status	<i>There is \$60,000 budget allocated - \$42,072 spent</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To update the Committee on the process to transfer the Endowment Funds to a Council Controlled Trading Organisation (CCTO) – Hamilton Properties Limited (HPL).
3. The report is for information only. A verbal update will be provided to the meeting.

4. Recommendations from Management

That the report be received.

5. Attachments

6. There are no attachments for this report.

7. Key Issues

8. Background

9. On 2 August 2016 the Business and Investment Subcommittee resolved that:

- a) *The report be received;*
- b) *The Business and Investment Subcommittee recommend to the Strategy and Policy Committee that the assets and Management of the Municipal and Domain Endowment Funds are transferred to a Council Controlled Trading Organisation (CCTO), Hamilton Properties Limited;*
- c) *The Business and Investment Subcommittee approves the draft Municipal and Domain Endowment Funds Policy and Constitution for Hamilton Properties Limited, noting changes made, and recommends adoption at the next Strategy and Policy Committee meeting [30 August 2016];*

- d) *The Business and Investment Subcommittee approves the timeline for activation and operation of Hamilton Properties Limited attached and recommends adoption of this timeline at the next Strategy and Policy Committee meeting [30 August 2016];*
- e) *The Business and Investment Subcommittee recommends that the Chief Executive is delegated the necessary authority to implement this decision;*
- f) *A report from the GM is presented to the Strategy and Policy Committee meeting with these recommendations and that it is to include the business case (PWC Report, staff validation, taxation position on CCTO/CCOs and any potential law changes, budget and impact on the financial strategy), and confirmation about how the Domain Endowment Fund will operate and a summary of engagement undertaken.*

Date	Action	Owner
STAGE 1 – APPROVAL STAGE		
2 August 2016	Approve Draft Municipal and Domain Endowment Funds Policy	Business and Investment Subcommittee
August 2016	Approve Draft HPL Constitution	
2 – 30 August 2016	Focused Engagement Undertaken	GM City Growth
30 August 2016	Approve Draft Municipal and Domain Endowment Funds Policy Approve Draft HPL Constitution Approve Business Case	Strategy and Policy Committee
29 September 2016	Council approval of Policy, Constitution and Business Case	Council Meeting
STAGE 2 – SET UP STAGE		
September 2016	Commission report into Director remuneration Commence recruitment of Directors	GM City Growth
March 2017	Appointment of Directors and remuneration approved Approve Letter of Expectation Activate HPL and revocation of CCO exemption (s7(7))	Council (delegated to CCO Subcommittee or equivalent)
STAGE 3 – TRANSITIONAL STAGE		
1 April 2017	Hamilton Properties Limited operational in transitional mode	
April – June 2017	1 st Board Meeting Prepare: <ul style="list-style-type: none"> • Contract HCC and HPL • Statement of Intent • HPL Strategy and Business Plan 	Board/Council (delegated to CCO Subcommittee or equivalent)

30 June 2017	Contract, Statement of Intent, HPL Strategy and business plan approved Approve delegated authority to manage assets not transferred	Council (delegated to CCO Subcommittee or equivalent)
STAGE 4 – OPERATIONAL STAGE		
1 July 2017 (effective)	Transfer of Cash and Assets	Council (delegated to CCO Subcommittee or equivalent)
1 July 2017	Hamilton Properties Limited fully operational	

10. Business Case

11. PricewaterhouseCoopers has been engaged to prepare a business case to validate the activation and transfer of assets to HPL. The Business Case will address the matters considered at the Business and Investment Subcommittee meeting on 2 August 2016, specifically HPL's:

- Budget
- Taxation position – including the impact of any proposed law changes
- Staffing
- Impact on Council's financial strategy

12. The business case will ensure that the necessary information is available for the Statement of Intent and will support any Strategic Planning undertaken by the HPL Board.

13. PricewaterhouseCoopers did not have sufficient resource to prepare the business case in time for the current Strategy and Policy meeting in accordance with the reporting timetable above. A comprehensive report will be presented to the Council meeting on 29 September 2016.

14. Domain Endowment Fund

15. Tomkins Wake has provided confirmation about how the Domain Endowment Fund will operate as part of HPL.

16. Council has obligations under the Hamilton Domain Endowment Act 1979, the endowment provisions in the Local Government Act 2002, and common law principles relating to endowment properties, which affect the manner in which Council may deal with the Domain Endowment properties.

17. The regime introduced by the 2002 Local Government Act enables Council to deliver on those obligations by use of a Council Controlled Organisation, provided the underlying legal obligations are complied with.

18. Those obligations principally require the application of money (income or capital) derived from domain endowment properties only for the purposes contemplated by the 1979 Act, and not dealing with any of the domain property in a way that was inconsistent with the act.

19. This information will be included in the comprehensive report presented to the Council meeting on 29 September 2016.

- 20. Engagement
- 21. Tompkins Wake has advised that delegating the power to sell endowment assets and purchase replacement assets without reference back to Council is significant enough to require widespread engagement targeting key stakeholder groups.
- 22. Tompkins Wake has recommended that engagement is carried out as follows:
 - Direct email to Council’s Key Account Management Stakeholder Group with questions relating to transfer of the MEF and DEF assets to Hamilton Properties Limited, scope of Hamilton Properties Limited’s development and investment activities, and the objectives to be set for development projects.
 - Similar information is placed on Council’s website allowing interested parties to comment.
 - There will be a two week period during which parties can comment, after which the feedback will be collated.
- 23. Staff are currently undertaking targeted engagement on the HPL proposal. A summary of the results of the engagement will be included in the comprehensive report presented to the Council meeting on 29 September 2016.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Policy Review - Freeholding of Council Endowment Land **Author:** Nicolas Wells

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Freeholding of Council Endowment Land Policy</i>
Financial status	<i>Not Applicable</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To approve the reviewed Freeholding of Council Endowment Land Policy.
3. On 2 August 2016 the Business and Investment Subcommittee resolved that:
 - a) *The report be received; and*
 - b) *The Subcommittee recommends to the Strategy and Policy Committee to:*
 - i. *Approve the Freeholding of Council Endowment Land Policy; and*
 - ii. *Delete the current Freeholding of Council Domain and Municipal Endowment Leases Policy.*

4. Recommendations from Management – Recommendation to Council

- a) That the report be received; and
- b) That the Committee recommends to Council that the Freeholding of Council Endowment Land Policy be approved; and
- c) That the current Freeholding of Council Domain and Municipal Endowment Leases Policy be deleted.

5. Attachments

6. Attachment 1 - Freeholding of Council Endowment Land Policy - FINAL
7. Attachment 2 - Freeholding of Council Endowment Land Policy - TRACKED CHANGES

8. Key Issues

9. Background

10. Council owns land originally acquired by endowment from the Crown. Council owns the freehold interest in the land. The leasehold interest in the land, together with all improvements, is owned by the lessee (Council's tenant). The reasons for which Council was endowed with the land are set out in the attached policy.

11. Policy review

12. Staff have reviewed the Freeholding of Council Endowment Land Policy. The Freeholding of Council Endowment Land Policy is still required because it:

- Sets clear and consistent rules for the process to sell this category of Council-owned land,
- Provides transparency for the community (including Council's tenants).

13. There are no substantive changes to the policy. The minor changes proposed are intended to clarify the policy by writing in plain english, and simplify the policy by eliminating unnecessary content. The changes are summarised below and shown in detail in the attachments.

- Name changed
- Format changed
- Strategic Alignment section deleted
- References section deleted
- Duplication of content eliminated

14. Consultation

15. Consultation is not required. Freeholding is a legal transaction between Council acting as a landlord and Council's tenant (the lessee).

16. Financial and Resourcing Implications

17. Council receives a very low financial return from leased endowment land (3.7% average).

18. Freeholding of Council-owned leased endowment land is encouraged. Freeholding allows Council to obtain a greater return by placing the money generated into higher yield investments.

19. The money obtained from sale of the freehold land must be used for the purpose of the relevant endowment described in the policy.

20. All Council's costs associated with freeholding are paid by the applicant lessee.

21. The value of the leased endowment land is established by a registered valuer. The value is based on "best and highest use" and is intended to ensure that Council receives full value recognising potential development.

22. Risk

23. The operational and service delivery risks of retaining the leased endowment land are low. There is no risk associated with retaining the before or during the freeholding process. Similarly there are no operational or service delivery risks associated with freeholding (selling) the land.

- 24. Making no changes to the policy risks leaving Council with a policy that is not written in plain english and is more complicated than it needs to be. The reviewed policy has been re-written to eliminate the risk of confusion and to provide clarity for the reader.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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First adopted:	24 May 2012
Revision dates/version:	19 July 2016
Next review date:	19 July 2019
Engagement required:	No
Document number:	D-2154462
Associated documents:	None
Sponsor/Group:	General Manager City Growth Group

Freeholding of Council Endowment Land Policy

Purpose and Scope

1. This policy describes the process to freehold (sell) Council-owned land which is subject to Domain or Municipal Endowment ground leases.
2. Council owns land originally acquired by endowment from the Crown. Council owns the freehold interest in the land. The lessee (tenant) owns the leasehold interest in the same land.
3. This policy applies to land subject to Domain or Municipal Endowment ground leases (listed in Schedule 1 and 2 below).
4. This policy does not apply to any other Council-owned land or buildings.

Principles of Policy

5. Council uses the income from the Domain Endowment (listed in Schedule 1) to maintain or improve reserves, purchase land in the name of the Crown as Recreation Reserve, or purchase land in the name of Council for the purposes of the Hamilton Domain Endowment Act 1979.
6. Council uses the income from the Municipal Endowment (listed in Schedule 2) for municipal purposes.
7. Council encourages lessees to freehold the land. Ground leases typically yield low returns. Council can benefit ratepayers by obtaining a greater return by placing the proceeds of sale in higher yielding investments.

Policy

8. Council will freehold Endowment Land on application from the lessee.
9. Freeholding of **Domain Endowment** land shall proceed at 100% of the Current Market Value of the land based on independent valuation. The value may be contestable by arbitration.
10. Freeholding of **Municipal Endowment** land shall proceed at 100% of the Current Market Value of the land based on independent valuation OR the Lessors Interest Value based on independent valuation, whichever is the greater. The value may be contestable by arbitration.
11. The applicant lessee will pay all Council's reasonable costs in the matter.
12. The sale proceeds shall be immediately credited to the relevant Endowment Fund.

Monitoring and Implementation

13. The Chief Executive will monitor the implementation of this policy.
14. The policy will be reviewed every three years, or at the request of Council, or in response to changed statutory requirements, or in response to any issues that may arise.

Schedule 1: Domain Endowment Leasehold Land

Property Reference	Property Address	Legal Description	Land Area
10002	297 Ulster Street	Lot 1 DPS 12212	2157.5m ²
10010	225 Dey Street	Lot 10 DP 35144	812m ²
10017	189 Fox Street	Lot 7 DPS 1200	675m ²
10020	5 Henry Street	Lot 8 DPS 2099	759m ²
10026	5 Cotter Place	Lot 8 DPS 4051	679m ²
10027	126 Fox Street	Lot 4 DPS 5647	718m ²
10029	103 Dey Street	merged Lots 7 & 8 DP 34426 and Lot 1 DPS 82950	1457m ²
10030	101 Naylor & Dey Streets		

SCHEDULE 2: Municipal Endowment Leasehold Land

Property Reference	Property Address	Legal Description	Land Area
20017.001	145-149 Ward Street	Lots 14 & 15 DP 17135	791m ²
20017.002	145-149 Ward Street		
20017	151-155 Ward Street	Lots 16 & 17 DP 17135	971m ²
20019	179 Ward Street	Lots 23 & 24 DP 17135	592m ²
20007	92 Clyde Street	Lot 6 DP 35296	559m ²
20015	258 Fox Street	Lot 13 DP 35611	558m ²
20016	12 Wiremu Street	Lot 9 DPS 5418	830m ²
20023.001	77 Norton Road	Lots 3, 4 & 6 DPS 8955	1668m ²
20023.002	79 Norton Road	Lot 5 DPS 8955	614m ²

First adopted:	24 May 2012
Revision dates/version:	Reviewed by May 2015 19 July 2016
Next review date:	19 July 2019
Engagement required:	No
Document number:	D-2154462
Associated documents:	None
Sponsor/Group:	General Manager Events and Economic Development <u>General Manager Growth Group</u>



~~FREE-HOLDING OF COUNCIL DOMAIN AND MUNICIPAL ENDOWMENT~~ LEASES POLICY

Purpose and Scope

~~0.1. The purpose of t~~This p~~Policy is to outline a high level~~describes the process for to the free-hold
~~(sell) ing of Council-owned land which is subject to Domain and/or Municipal Endowment~~
~~Perpetual ground l~~leases.

Objective and Scope

Objective

~~2. Hamilton City Council owns land originally acquired by endowment from the Crown held by~~
~~Council on the terms of the original endowment. Council owns the freehold interest in the land.~~
~~The lessee (tenant) owns the leasehold interest in the same land.~~

~~This policy outlines a process for determining land value and land disposal.~~

~~0.3. This policy applies to land is held for the purposes of endowment funds~~subject to Domain or
Municipal Endowment ground leases (listed in Schedule 1 and 2 below).

~~0.4. This p~~Policy does not apply to any other Council-owned land or buildings.

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Page 1

Strategic Alignment

1. This policy assists in the delivery of Council's outcomes and goals as follows:

PROSPEROUS AND INNOVATIVE	OUTSTANDING CITY LEADERSHIP	PEOPLE LOVE LIVING HERE
<ul style="list-style-type: none"> ▪ Hamilton has a strong, productive economy and we build on our economic strengths. ▪ We have a thriving CBD. ▪ It's easy to do business here. ▪ Our city grows and prospers in a sustainable way. 	<ul style="list-style-type: none"> ▪ The city is led by effective, open and responsive governance. ▪ Council's finances are sustainable for the long term. ▪ We operate efficiently and provide exceptional service. ▪ The city takes a leadership role regionally and nationally. 	<ul style="list-style-type: none"> ▪ Hamilton embraces the Waikato River and it is the focal point of our city. ▪ We value, preserve and protect Hamilton's natural, green environment. ▪ Our city is attractive, well-designed and compact with outstanding architecture and distinctive public spaces. ▪ Our city is a fun place to live with a vibrant Arts scene. ▪ Hamilton is a safe city. ▪ It's easy to get around. ▪ We celebrate our people and many cultures.

■ = primary contribution

Principles of Policy of Policy

2. The guiding principles for this policy are as follows:

- Council encourages lessees to freehold low yielding land.

3.5. Council uses the income from the Domain Endowment (listed in Schedule 1) is held by Council for the purposes of the Domain Endowment Fund which include the maintenance or improvement of reserves, purchase of land in the name of the Crown as Recreation Reserve, or purchase of land in the name of Council for the purposes of the Hamilton Domain Endowment Act 1979 (listed in Schedule 1).

6. Council uses the income from the Municipal Endowment (listed in Schedule 2) is held by Council for purposes of the Municipal Endowment Fund, is to generate income which is used to reduce the rates requirement of the City (listed in Schedule 2).

4.7. Council encourages lessees to freehold the land. Ground leases typically yield low returns. Council can benefit ratepayers by obtaining a greater return by placing the proceeds of sale in higher yielding investments.

Policy Guidelines Policy

5.8. Upon application from the lessee, Council will freehold Council Domain and Municipal Endowment Leases Land on application from the lessee as follows:

Domain Endowment Leases

~~6.9.~~ Free-holding of **Domain Endowment** ~~land~~Leases shall proceed at 100% of the Current Market Value of the land based on independent valuation. The value may be contestable by arbitration.

- ~~▪ The applicant lessee will pay all Council's reasonable costs in the matter, including arbitration costs.~~

Municipal Endowment Leases

~~7.10.~~ Free-holding of **Municipal Endowment** ~~land~~Leases shall proceed at 100% of the Current Market Value of the land based on independent valuation OR the Lessors Interest Value based on independent valuation, whichever is the greater. The value may be contestable by arbitration.

~~11.~~ The applicant lessee will pay all Council's reasonable costs in the matter.

~~8.~~

~~9.~~

The sale proceeds shall be immediately credited to the relevant ~~Domain~~-Endowment Fund ~~and~~ ~~of~~ the Municipal Endowment Fund.

~~10.12.~~ Those proceeds shall be used for ~~(in the case of Domain Endowment Land) the maintenance or improvement of reserves, purchase of land in name of Crown as Recreation Reserve, or purchase of land in name of Council for purposes of the Act; and (in the case of Municipal Endowment Land) for the purchase of commercial properties, the income from which is used to reduce the rates requirement of the City.~~ the purpose of the original endowment.

Monitoring and Implementation

~~13.~~ The General Manager ~~Events and Economic Development~~Growth Group will monitor the implementation of this policy.

~~11.~~

~~12.~~

The policy will be reviewed every three years, or at the request of Council, or in response to changed ~~legislative and~~ statutory requirements, or in response to any issues that may arise.

~~14.~~

References

[Municipal-Endowment-Fund-Investment-Policy](#)

SCHEDULE 1: DOMAIN ENDOWMENT LEASEHOLD LAND

Property Reference	Property Address	Legal Description	Land Area
10002	297 Ulster Street	Lot 1 DPS 12212	2157.5m ²
10005	92 Bryce Street	Lot 1 DPS 28891	1.2228 ha
10010	225 Dey Street	Lot 10 DP 35144	812m ²
10017	189 Fox Street	Lot 7 DPS 1200	675m ²
10020	5 Henry Street	Lot 8 DPS 2099	759m ²
10026	5 Cotter Place	Lot 8 DPS 4051	679m ²
10027	126 Fox Street	Lot 4 DPS 5647	718m ²
10029	103 Dey Street	} merged Lots 7 & 8 DP 34426 and Lot 1 DPS 82950	1457m ²
10030	101 Naylor & Dey Streets		
10033	13 Graham Street	Lot 2 DPS 9966	3407m²
10036	37 Sillary Street	Lot 1 DP 33843	2023m²

SCHEDULE 2: MUNICIPAL ENDOWMENT LEASEHOLD LAND

Property Reference	Property Address	Legal Description	Land Area	
20017.001	145-149 Ward Street	} Lots 14 & 15 DP 17135	791m ²	
20017.002	145-149 Ward Street			
20017	151-155 Ward Street	Lots 16 & 17 DP 17135	971m ²	
20019	179 Ward Street	Lots 23 & 24 DP 17135	592m ²	
20021.001	109 Ward Street	} Lots 1 & 2 DP 17135	590m²	
20021.002	109 Ward Street		Lots 3 & 4 DP 17135	788m²
20021.003	109 Ward Street		Lots 5 & 6 DP 17135	788m²
20003	58 Willoughby Street	Lot 11 DP 33796	586m ²	
20007	92 Clyde Street	Lot 6 DP 35296	559m ²	
20012	205 Clyde Street	Lot 13 DPS 6250	696m²	
20015	258 Fox Street	Lot 13 DP 35611	558m ²	
20016	12 Wiremu Street	Lot 9 DPS 5418	830m ²	
20023.001	77 Norton Road	Lots 3, 4 & 6 DPS 8955	1668m ²	
20023.002	79 Norton Road	Lot 5 DPS 8955	614m ²	

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Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Policy Review - Sale and Disposal of Council Land **Author:** Nicolas Wells

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Sale and Disposal of Council Land Policy</i>
Financial status	<i>Not Applicable</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To approve the reviewed Sale and Disposal of Council Land Policy.
3. On 2 August 2016 the Business and Investment Subcommittee resolved that:
 - a) *The report be received;*
 - b) *The Subcommittee recommends to the Strategy and Policy Committee to:*
 - i. *Approve the Sale and Disposal of Council Land Policy; and*
 - ii. *Delete the current Property Sale and Disposal Policy.*
 - c) *The Financial Delegation be amended to allow the Chief Executive to negotiate sale and purchase of land where appropriate, at not less than 90% of the estimated market value determined by a registered valuer.*

4. Recommendations from Management – Recommendation to Council

- a) That the report be received; and
- b) The Strategy and Policy Committee recommends that Council:
 - i. approves the Sale and Disposal of Council Land Policy; and
 - ii. deletes the current Property Sale and Disposal Policy.
- c) The Financial Delegation be amended to allow the Chief Executive to negotiate sale and purchase of land where appropriate, at not less than 90% of the estimated market value determined by a registered valuer.

5. Attachments

6. Attachment 1 - Sale and Disposal of Council Land Policy - FINAL
7. Attachment 2 - Sale and Disposal of Council Land Policy - TRACKED CHANGES

8. Key Issues

9. Background

10. The Sale and Disposal of Council Land Policy sets out the process to sell Council-owned land and buildings. The policy requires that land to be sold is valued on the basis of highest and best use and is sold for the highest possible price.
11. All Council-owned land to be sold requires a specific resolution from Council or the Finance Committee (unless previously approved for sale by Council and included in the adopted Long Term Plan).

12. Policy review

13. Staff have reviewed the Sale and Disposal of Council Land Policy. The Sale and Disposal of Council Land Policy is still required because it:
 - Sets clear and consistent rules for the process to sell Council-owned land,
 - Provides transparency for the community.
14. There is one substantive change to the policy. It is proposed to allow staff the discretion to negotiate the sale of land for a price “not less than 90% of the current market valuation”.
15. Price Waterhouse Coopers has recommended a change to the approval process for sale of Council land. They have recommended that Council staff are given the delegated authority to complete the sale of land within a specified percentage of the current market value. This is consistent with other public and private sector organisations involved in property transactions.
16. The remaining minor changes are intended to clarify the policy by writing in plain English, and simplify the policy by eliminating unnecessary content. The changes are summarised below and shown in detail in attachment 2.
 - Name changed
 - Format changed
 - Definitions section deleted
 - References section deleted
 - Duplication of content eliminated

17. Consultation

18. Consultation is not required. All Council-owned land to be sold is subject to a rigorous due diligence process which includes legal review and status report. This identifies all parties with any claim on the land and confirms whether or not any specific offer-back obligations exist.

19. Financial

20. Resourcing for the review of this policy has been covered within existing budgets.

21. Risk

- 22. Making no changes to the policy risks leaving Council with a policy that is not written in plain English and is more complicated than it needs to be. The reviewed policy has been re-written to eliminate the risk of confusion and to provide clarity for the reader.
- 23. If no policy was approved Council would have no transparent process for the community to see how Council-owned land is sold.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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First adopted:	24 May 2006
Revision dates/version:	10 March 2008; 19 July 2016
Next review date:	19 July 2019
Engagement required:	No
Document number:	D-2154480
Associated documents:	None
Sponsor/Group:	General Manager City Growth Group

Sale and Disposal of Council Land Policy

Purpose and Scope

1. This policy describes the process to sell Council-owned land and buildings.
2. This policy applies to land, land and improvements (including buildings and structures) and land covered by water.
3. This policy does not apply to sale of Council plant (vehicles), equipment (machinery) or financial investments (shareholdings).

Policy

4. This policy requires that Council-owned land and any improvements is sold for the highest possible price except where special Council approved circumstances dictate otherwise.
5. This policy is to ensure that Council-owned land to be sold is sold for the highest possible price.
6. All land to be sold is to be valued on the basis of highest and best use by a registered valuer. The current market valuation must be completed within two months of the date of Council's decision to sell. Land to be sold must be sold for a sum not less than 90% of the current market valuation.
7. Land to be sold will be sold by the most appropriate sale method in each case. In the first instance, competitive open-market methods of sale will be considered and determined on merit.
8. Council may consider alternative methods of sale more appropriate in some circumstances, including:
 - a. Land that does not comply with the development requirements of the District Plan
 - b. Land that has no legal access
 - c. Land to be developed by another level of government
 - d. Land identified by Council for some other use
 - e. Land of nominal value
 - f. Land for inclusion with an adjacent holding
 - g. Land that will complement a proposed development on an adjoining site consistent with Council's objectives.
9. Council land to be sold will be disposed of in accordance with the relevant law.

Monitoring and Implementation.

10. The Chief Executive will monitor implementation of this policy.
11. The policy will be reviewed every three years, or at the request of Council, or in response to changed statutory requirements, or in response to any issues that may arise.

First adopted:	24 May 2006
Revision dates/version:	10 March 2008; 19 July 2016
Next review date:	19 July 2019
Engagement required:	No
Document number:	D-2154480
Associated documents:	None
Sponsor/Group:	Deputy Chief Executive – Community Outcome Intelligent and Progressive General Manager Growth Group



PROPERTY SALE AND DISPOSAL OF COUNCIL LAND POLICY

Business growth that is in harmony with the city's identity and community spirit.

This policy describes the process to sell Council-owned land and buildings.

Objective and Scope

Purpose and Scope

1. This policy describes the process to sell Council-owned land and buildings.
2. This policy is to ensure that Council-owned land to be sold is sold for the highest possible price.

Objective

3. This policy ensure requires that the sale and disposal process of Council-owned surplus land will obtain the highest value for the land for Council is sold for the highest possible price except where special Council approved circumstances dictate otherwise.
4. This policy applies to land, land and improvements (including buildings and structures) and land covered by water.
- 1-5. This policy does not apply to sale of Council plant (vehicles), equipment (machinery) or financial investments (shareholdings).

2. Scope **XXXXX**

This Policy applies to:

- XXX.
- XXX.

This Policy does not apply to:

- XXX.
- XXX.
- XXX.

Related Policies

The Property Sale and Disposal Policy must be read in conjunction with

[Page 1 of 3](#) Page | 1

- Investment – Council Policy
- Delegations – Council Policy
- Delegated Financial Authority – Management Policy
- Delegation to Officers Policy – Management Policy

This policy should be read in conjunction with XXXX.

Definitions

This Policy defines land as a physical entity including buildings, structures or improvements to land or land covered by water or a strata lot or unit.

The highest and best use concept is defined as the most reasonable, probable, and legally permissible use that will support the highest present value.

Principles of Policy

3. The guiding principles for this Policy are:

- XXXX
- XXXX

Policy

- 6. All land to be sold is to be valued on the basis of highest and best use by a registered valuer. The current market valuation must be completed within two months of the date of Council’s decision to sell. Land to be sold must be sold for a sum not less than 90% of the current market valuation.
- 4. Land to be sold will be sold by the most appropriate sale method in each case.
- 5. Council
- 6. requires all land declared surplus to be sold on the basis of the highest value and best use concept.
- 7. requires all land declared surplus to be sold for a value no less than that set by a current independent valuation by a Registered Valuer. The valuation is to be undertaken within two months prior to being presented to Council.
- 8. endorses the practice of selling surplus land by the method considered most appropriate for the property being sold.
- 9.
- 7. In the first instance, competitive open-market methods of sale will be considered and determined on merit.
- 10. These may include: public tender, public auction or private treaty.
- 11.
- 12.8. In some circumstances Council may consider a sale or disposal other than through the open market based on individual case merits alternative methods of sale more appropriate in some circumstances, including: These circumstances may include but are not limited to the following:
 - a. Land that because of its small size, dimensions or irregular shape would not readily support a self-contained development outcome does not comply with the development requirements of the District Plan
 - b. Land that has no legal access

- c. Land to be developed by another level of government
- d. ~~Preferred future use for the land as identified by the Council~~ Land identified by Council for some other use
- e. Land of nominal value
- f. Land for inclusion with an adjacent holding
- g. Land that will complement a proposed development on an adjoining site, ~~the sale of which is~~ consistent with Council's objectives.

~~13.~~

~~14. In all cases any discount relating to the disposal of surplus land shall be by way of a separate Grant approved by Council, not by way of reduction of the purchase price.~~

~~15.~~

~~16.~~

~~17. Legal Compliance~~

~~18.9.~~ Council land ~~declared surplus to be sold to requirements~~ will be disposed of in accordance with the relevant ~~Statute(s)~~ law.

Monitoring and Implementation.

~~10. The General Manager Growth Group will monitor implementation of this policy.~~

~~19. The policy will be reviewed every three years, or at the request of Council, or in response to changed statutory requirements, or in response to any issues that may arise.~~

~~20. References~~

~~21.11. xxx~~

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Policy Review - Road, Reserve and Park Naming Policy **Author:** Julie Clausen

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Road, Reserve and Park Naming Policy</i>
Financial status	<i>Estimated costs to date for the review of the Policy is \$9,700 and has been covered within existing budgets.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.</i>

1. Purpose of the Report

2. To present and request approval of the reviewed draft Road, Reserve and Park Naming Policy for recommendation to Council for adoption.

3. Recommendations from Management – Recommendation to Council

- a) That the report be received.
- b) That the Committee recommends to Council that the draft Naming of Roads, Open Spaces and Council Facilities Policy be approved for adoption.

4. Attachments

5. Attachment 1 - Road, Reserve and Park Naming (current policy)
6. Attachment 2 - Naming of Roads, Open Spaces and Council Facilities Policy (tracked change version)
7. Attachment 3 - Naming of Roads, Open Spaces and Council Facilities Policy (clean draft)

8. Key Issues

9. Background
10. The current Road, Reserve and Park Naming Policy provides high level guidance for the naming of roads and open spaces.
11. A policy is required to provide transparency for the community (including applicants) on the naming process.
12. The current Policy was first adopted on May 2012 and revised on Dec 2013.

13. The Policy was on the schedule to be reviewed and it was resolved by the 3 May 2016 Strategy and Policy Committee that City Growth, City Infrastructure and Community General Managers review the Policy.
14. Policy review
15. Changes have been made to the draft policy by writing it in plain English and eliminating unnecessary content.
16. Feedback from Land Information New Zealand raised issues regarding the alignment with AS/NZS4819:2011 – the standard for naming rural and urban roads. The changes requested have been incorporated into the draft policy.
17. Targeted stakeholders including the Property Council, Surveyors (McPherson Goodwin, Blue Wallace, S & L Consultants, CKL, Rad Surveying), Department of Conservation (Senior Statutory Land Management Advisor), Iwi/Hapu (Waikato Tainui, Te Ha o te whenua o Kirikiriroa), Council’s Heritage Advisory Panel, Developers (Ian Patton (Glaisdale), Jason Adams (CDL), Andrew Yeoman, Keith Clapson) were consulted.
18. Feedback from the targeted stakeholders indicated that clearer direction was required on name selection and the process for initiating road name changes. These points have been addressed in the draft policy.
19. A draft policy was presented to the Council briefing on 21 June 2016 and post the briefing changes were made to the draft policy to change the process for the approval for Council facility names to a Council decision.
20. Feedback from elected members requested that the draft policy to be re-ordered to make it easier for the applicant to work through the application process. This been incorporated into the final draft policy.
21. Key alterations
22. The following key alterations were made to move from the current policy to the draft Policy:

Section	Alteration	Rationale for Change
Title	Title changed to <i>Naming of Roads, Open Spaces and Council Facilities</i>	As the Policy is about naming, it is important to lead with naming for the ease of finding it. The revised Policy includes the naming of Council facilities.
Definitions	New table	Definitions table to clarify terminology in the Policy.
General Procedure	Specific requirements for name reason	Name must be focused on recognising Identity of Hamilton, significant people, history, culture, events, places, fauna and flora.
	New requirement for applicant to consult with Tangata Whenua pre-application	To satisfy obligations under the Local Government Act 2002, providing Maaori a consultation opportunity in relation to naming decisions.
Public and Private Roads	Criteria names must meet	Criteria align with the AS/NZS Standard 4819:2011.
	Limit number names that can be proposed to two	To minimise staff resourcing processing too many names.
	Criteria for renaming existing road names	To clarify the situation where road names can change.
	Process clarified	To clarify when staff make the decision and when the decision is referred to Council.

Section	Alteration	Rationale for Change
Open Spaces	Process clarified	To make it clearer for the applicant/reader to understand the process.
Council Facilities	Incorporation of naming of facilities into the policy	Applications to name or rename a Council facility must be made to the General Manager Corporate who will make a recommendation to Council.
Naming Rights and Sponsorship	Process clarified	To make it clearer for the applicant/reader to understand the process.
Schedule 1	Comprehensive list of road types	Road types listed align with the AS/NZS Standard 4819:2011.

23. Financial and Resourcing Implications

24. The estimated costs to date for the review of this Policy are \$9,700 and have been covered within existing budgets.

25. Risk

26. There are no risks associated with the adoption of the draft Policy and the Policy is not significant and does not require formal consolation.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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ROAD, RESERVE AND PARK NAMING

The purpose of this Policy is to outline the high level approach and guidelines for naming roads and open spaces in the city.

CONTENTS

1. Policy Objectives and Scope
2. Strategic Alignment
3. Principles of Policy
4. Policy Guidelines
5. Monitoring and Implementation
6. References

REVISION HISTORY

Revision #	Policy Sponsor	Approval Date and date of next scheduled review	Council or Committee Decision	# TRIM Reference	Related Operating Guidelines
2 (5 Dec 2013)	General Manager City Environments	24 May 2012 Review by May 2015	Council	D-541206	<ul style="list-style-type: none"> ▪ Approval of New Road Names Standard Operating Procedure D-567601

1. POLICY OBJECTIVES AND SCOPE

Hamilton City Council is responsible for naming (and renaming) roads and open spaces within its boundaries. The purpose of this policy is to provide a consistent approach to determining appropriate names for roads and open spaces.

This policy applies to:

- New roads, reserves and parks
- Unnamed reserves and parks
- Renaming existing roads, reserves and parks
- Private roads and accessways

2. STRATEGIC ALIGNMENT

This policy assists in the delivery of Councils outcomes and goals as follows:

PROSPEROUS AND INNOVATIVE	OUTSTANDING CITY LEADERSHIP	PEOPLE LOVE LIVING HERE
<ul style="list-style-type: none"> ▪ Hamilton has a strong, productive economy and we build on our economic strengths. ▪ We have a thriving CBD. ▪ It's easy to do business here. ▪ Our city grows and prospers in a sustainable way. 	<ul style="list-style-type: none"> ▪ The city is led by effective, open and responsive governance. ▪ Council's finances are sustainable for the long term. ▪ We operate efficiently and provide exceptional service. ▪ The city takes a leadership role regionally and nationally. 	<ul style="list-style-type: none"> ▪ Hamilton embraces the Waikato River and it is the focal point of our city. ▪ We value, preserve and protect Hamilton's natural, green environment. ▪ Our city is attractive, well-designed and compact with outstanding architecture and distinctive public spaces. ▪ Our city is a fun place to live with a vibrant Arts scene. ▪ Hamilton is a safe city. ▪ It's easy to get around. ▪ We celebrate our people and many cultures.

■ = primary contribution

3. PRINCIPLES OF POLICY

- Council has a role in ensuring that local identity is recognised and maintained.
- Council is committed to recognising the significance of Tangata Whenua and their culture in the history and life of the city.

4. POLICY GUIDELINES

4.1 Road Naming – New Roads

- In all cases where a new road needs to be named as a result of a subdivision or development, the applicant (consent holder or the party developing the infrastructure), shall be given the opportunity of suggesting a preferred naming option to Council.

- Applications must be made to the Planning Guidance Unit. The processing procedure to be followed is outlined in Approval of New Road Names Standard Operating Procedure D-567601.
- Council will give preference to names which reflect:
 - The identity of Hamilton
 - The historical significance of the area;
 - The cultural significance of the area to Tangata Whenua;
 - Deceased people who were important in the history of the area;
 - Events, people and places of significance to Hamilton.
- The applicant is required to provide evidence of the significance of the proposed name(s).
- Where there is a theme or grouping of names in an area, names submitted should have an appropriate association with other names in the area.
- In order to ensure roads are easily identifiable for purposes such as emergency services, proposed road names must also meet the following criteria:
 - Not be duplicated in Hamilton or the Waipa or Waikato Districts;
 - Preferably be short (generally not longer than 12 characters) and single words to avoid cartographic problems;
 - Be easy to spell and easy to pronounce;
 - Not sound similar to an existing road name;
 - Not include punctuation e.g. hyphens
 - Not be in poor taste or likely to cause offense
- The suffix for road names will be used in circumstances appropriate to the physical situation of the road. A guide of suffix definitions is outlined in Schedule 1.
- Council's Planning Guidance Manager will consider and determine all road name applications. In determining a suitable road name, the Planning Guidance Manager may take into account any additional factors outside its stated policy as may arise on a case by case basis.
- In the event where a resolution cannot be achieved, the application will be referred to the hearings Subcommittee for final decision making.
- Council will maintain an archival record of the new road names and the reasons for selection of such names.
- Council will construct and install standard road signs for all new roads, the costs to be met by the applicant or consent holder.

4.2 Road Naming – Changing Existing Road Names

- Road names will not be changed except for the following reasons:
 - To avoid confusion, duplication or ambiguity, or
 - Following a change in layout, or
 - Where an incorrect name has become established over time by local usage,
 - Where an infrastructure change necessitates the renaming of part of a road e.g. an existing road is severed by a new road, or
 - Where other special circumstances are proven or there is a demonstrated community desire.

- Applications must be made to the Planning Guidance Unit. Council's Planning Guidance Manager will consider and determine road name applications with the exception of road name changes initiated by the community. In determining a suitable road name, the Planning Guidance Manager may take into account any additional factors outside its stated policy as may arise on a case by case basis.
- For applications to change an existing road name initiated by the community based on community desire, the Planning Guidance Unit will:
 - Notify all owners and occupiers in the road. Submissions on the proposed name change can be made to Council within twenty (20) working days.
 - Prepare a report for the hearings Subcommittee outlining the request, the rationale for the change, the response from affected owners/occupiers on the road and a recommendation.
- In making its final decision, the hearings Subcommittee may take into account any additional factors outside its stated policy as may arise on a case by case basis.
- The costs associated with a change promoted by individuals, organisations or Council, to which Council agrees, must be met in full by the applicant (consent holder or developer).

4.3 Road Naming – Private Roads/Accessways

- The naming of private roads or accessways will be encouraged and the guidelines and criteria outlined in Section 4.1 of this policy will apply.

4.4 Naming Open Spaces

- Applications for naming parks or reserves must be made to the Parks and Open Spaces Unit.
- Council's Park and Open Spaces Unit Manager shall consider all open space naming applications and make recommendations to the Hearings Subcommittee. Reserves must be named by resolution of Council and in accordance with the Reserves Act 1977 or succeeding legislation.
- Council will give preference to names which:
 - Are clearly identifiable with the area in which such parks are situated;
 - Reflect the identity of Hamilton
 - Reflect the historical significance of the area;
 - Reflect Maori cultural significance;
 - Commemorate events, people and places of significance to the locality or development.
- Proposals for names should include evidence of community support for the name.
- Once a name has been approved by Council all future signage and mapping will use that name.

4.5 Gifts and Sponsorship

- If the open space has been donated to Council, the criteria outlines in Section 4.4 will apply. However, the name of the donor may be recognised on open space signage and any written material concerning the open space.

- Council recognises that there may be some situations when it is appropriate to consider granting naming rights for an open space. Council will consider sponsorship opportunities for open spaces or features within open spaces using the decision making framework outlined in the Naming Rights Policy.

MONITORING AND IMPLEMENTATION

The General Managers City Environments and Community will monitor the implementation of this policy.

The policy will be reviewed every three years or at the request of Council or in response to changed legislative and statutory requirements or in response to any issues that may arise.

REFERENCES

- Local Government Act 1974
- Reserves Act 1977
- Naming Rights Policy

SCHEDULE 1 – DEFINITIONS OF ROAD NAME SUFFIXES

Descriptor	Abbreviation	Explanation
Avenue:	Ave	a wide straight roadway or road planted either side with trees
Boulevard:	Bvd	any broad main road or road
Court:	Ct	an enclosed, uncovered area opening off a road(s)
Drive:	Dr	a main connecting route in a suburb
Glade:	Gl	a tree covered road or a passage between trees
Glen:	<i>Should not be abbreviated</i>	a road in a narrow valley
Hill:	<i>Should not be abbreviated</i>	a hill side road
Place:	Pl	an open space in a town
Quay:	<i>Should not be abbreviated</i>	a road along the waterfront
Road:	Rd	a route of way between places
Terrace:	Tce	a road along the face or top of a slope
View:	<i>Should not be abbreviated</i>	a road with a view
Close:	Cl	a short stretch of road ending in a cul-de-sac
Way:	<i>Should not be abbreviated</i>	a narrow private road, usually lacking a shoulder or median (reserved exclusively for non-public roads)
Lane:	<i>Should not be abbreviated</i>	a narrow private road, usually lacking a shoulder or median (reserved exclusively for non-public roads)

First adopted:	24 May 2012
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Sponsor/Group:	General Manager City Growth Environments

Road, Reserve and Park Naming Policy Naming of Roads, Open Spaces and Council Facilities Policy

Purpose and scope

1. The purpose of this Policy is to ~~outline the high-level approach and guidelines~~ provide a process for naming roads, ~~and~~ open spaces ~~and Council Facilities~~ in ~~Hamilton the~~ city.
2. ~~Hamilton City~~ Council is responsible for naming (and renaming) roads, ~~and~~ open spaces ~~and Council facilities~~ within its boundaries. ~~The purpose of this policy is to provide a consistent approach to determining appropriate names for roads and open spaces.~~
3. This policy applies to ~~the naming (and renaming)~~renaming) of roads (including private roads and private ways), open spaces and Council facilities. :
 - a. ~~New roads, reserves and parks~~
 - b. ~~Unnamed reserves and parks~~
 - c. ~~Renaming existing roads, reserves and parks~~
 - d. ~~Private roads and accessways~~

Strategic alignment

4. ~~This policy assists in the delivery of Councils outcomes and goals as follows:~~

PROSPEROUS AND INNOVATIVE	OUTSTANDING CITY LEADERSHIP	PEOPLE LOVE LIVING HERE
<ul style="list-style-type: none"> ▪ Hamilton has a strong, productive economy and we build on our economic strengths. ▪ We have a thriving CBD. ▪ It's easy to do business here. ▪ Our city grows and prospers in a sustainable way. 	<ul style="list-style-type: none"> ▪ The city is led by effective, open and responsive governance. ▪ Council's finances are sustainable for the long term. ▪ We operate efficiently and provide exceptional service. ▪ The city takes a leadership role regionally and nationally. 	<ul style="list-style-type: none"> ▪ Hamilton embraces the Waikato River and it is the focal point of our city. ▪ We value, preserve and protect Hamilton's natural, green environment. ▪ Our city is attractive, well-designed and compact with outstanding architecture and distinctive public spaces. ▪ Our city is a fun place to live with a vibrant Arts scene. ▪ Hamilton is a safe city. ▪ It's easy to get around. ▪ We celebrate our people and

		many cultures.
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■ = primary contribution

Definitions

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

Principles of policy

5.4. Council has a role in ensuring that local identity and local culture is recognised and maintained.

6.5. Council is committed to recognising the significance of Tangata Whenua and their culture in the history and life of the city. sShall provide a consistent approach to determining appropriate names for roads, open spaces and Council facilities.

Policy guidelines

General Procedure

~~Overarching naming requirements~~ Road Naming – new roads

6. An application to name or rename a road, open space or Council facility must include evidence that the name(s) reflect one or more of the following:

- a. The identity of Hamilton.
- b. The historical significance of particular locations.
- c. The cultural significance of the area to Tangata Whenua.
- d. Deceased people who were important in the history of an area.
- e. Events, people and places significant to a community or communities in Hamilton.
- f. Flora and Fauna significant or important to the history of an area.

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

7. Section 7 does not apply to private roads.

8.

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

Public and Private Roads

New public and private roads – naming Criteria for all road names

Road Naming – Private Roads/Accessways

9. The naming of private roads or accessways will be encouraged and the guidelines and criteria outlined in Section 4.1 of this policy will apply.

Council's Planning Guidance Manager is empowered to consider and determine all road name applications.

Council's Planning Guidance Manager may refer applications to the Strategy & Policy Committee where the Planning Guidance Manager considers it appropriate to do so.

Where a new road needs to be named as a result of a subdivision or development, the applicant shall propose up to two name choices in the application. Applications must be made to the Planning Guidance Unit. The processing procedure to be followed is outlined in Approval of New Road Names Standard Operating Procedure (PGU SOP 6-01).

10. Any Proposed road names must also meet the following criteria:

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

Road types will be allocated to roads by the Planning Guidance Unit. Schedule 1 outlines the road types to be allocated.

Naming of new public and private roads

11. The applicant must make an application to the Planning Guidance Unit by completing the application form for Road and Open Space Naming/Renaming. Up to two names can be proposed by the applicant.
12. Council's Planning Guidance Manager is empowered to consider and determine all new road name applications.
13. At the Planning Guidance Manager's discretion, applications may be referred to Council.
14. Council's Planning Guidance Unit will maintain an archive of the new road names and the reasons for selection of such names.
- ~~Council will maintain a record of the new road names and the reasons for selection of such names.~~
10. ~~Road Naming – changing existing road names~~Renaming eExisting public and private roads – renaming
15. Council's Planning Guidance Manager will consider and determine road renaming applications originated due to the following:
- To avoid confusion, duplication or ambiguity caused by the existing road name.
 - To avoid confusion and duplication of addresses associated with road name.
 - Following a change in layout.
 - To address a spelling correction.
 - To address geographical corrections.
 - Where Council is requested to do so by emergency services.
 - Where an infrastructure change necessitates the renaming of part of a road, e.g. an existing road is severed by a new road.
- ~~Where 90 percent of the property owners on the road are in agreement to the change.~~
16. For applications initiated under section 156, the following process applies:
- The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.
 - The Planning Guidance Unit Manager will consider and determine the application.
 - The Planning Guidance Unit will notify all owners and occupiers on the road of the decision and if applicable, the new new road name.
17. Council will consider and determine road renaming applications originated due to the following:
- Where 90 percent of the property owners on the road are in agreement to the change.
 - For issues of cultural sensitivity.
 - Where there is a demonstrated community desire.
 - By an elected member.
18. For applications initiated under section 178, the following process applies:
- The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.
 - The Planning Guidance Unit will notify all owners and occupiers in the road of the proposed name change.
 - Submissions on the proposed name change can be made to the Planning Guidance Unit within twenty (20) working days of notification.

- d. The Planning Guidance Unit will prepare a report for Council outlining the request, the rationale for the change, the response from affected owners/occupiers on the road and a recommendation to Council.
- e. If Council will consider and determine the recommendation in regard resolves to the change of the name.
- f. The Planning Guidance Unit will notify all owners and occupiers in the road of the decision and if applicable, the new road name.
19. The costs associated with a change must be met in full by the applicant(s) except where the name change is initiated by Council Resolution.
11. Road names will not be changed except for the following reasons:
- To avoid confusion, duplication or ambiguity, or caused by the existing road name.
 - a. To avoid confusion and duplication of addresses associated with the road name.
 - Following a change in layout, or
 - To address a spelling correction.
 - To address geographical corrections.
 - The issues for cultural sensitivity.
 - b. Where Council is requested to do so by emergency services.
 - c. Where an incorrect name has become established over time by local usage,
 - Where an infrastructure change necessitates the renaming of part of a road e.g. an existing road is severed by a new road, or
 - d. Where 90 percent of the property owners on the road are in agreement to the change.
 - Where other special circumstances are proven or there is a demonstrated community desire.
 - e. By Council Resolution.
12. Applications must be made to the Planning Guidance Unit. Council's Planning Guidance Manager will consider and determine road naming name applications with the exception of road name changes initiated by the community or based on community desire or by Council Resolution. In determining a suitable road name, the Planning Guidance Manager may take into account any additional factors outside its stated policy as may arise on a case by case basis.
13. For applications to change an existing road name initiated by the community or based on community desire or in the case of the proposed Council Resolution, the Planning Guidance Unit will:

- a. ~~Notify all owners and occupiers in the road. Submissions on the proposed name change can be made to Council within twenty (20) working days.~~
- b. ~~Prepare a report for the hearings Subcommittee Strategy & Policy Committee outlining the request, the rationale for the change, the response from affected owners/occupiers on the road and a recommendation.~~
14. ~~In making its final decision, the hearings Subcommittee may take into account any additional factors outside its stated policy as may arise on a case-by-case basis.~~
- a. ~~The costs associated with a change, promoted by individuals, organisations or Council, to which Council agrees, must be met in full by the applicant(s) except where the name change is initialled by Council Resolution, (consent holder or developer).~~
15. ~~**Naming Open Spaces** **Open spaces – naming and renaming**~~
- ~~20. Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit by completing the Application Form for Road and Open Space Naming/Renaming.~~
- ~~21. Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.~~
- ~~22. Reserves must be named or renamed by resolution of Council and in accordance with the Reserves Act 1977.~~
- ~~23. Council's Park and Open Spaces Unit Manager will consider the application, prepare a report outlining the request and make a recommendation to Council.~~
- ~~24. If Council resolves to change the name, the Parks and Open Spaces Unit will implement the changes to signage and maps.~~
- ~~16. **Applications for naming parks or reserves open spaces must be made to the Parks and Opens Spaces Unit.**~~
- ~~**Council's Park and Open Spaces Unit Manager shall consider all open space naming applications and make recommendations to the Hearings Subcommittee Strategy & Policy Committee. Reserves must be named by resolution of Council and in accordance with the Reserves Act 1977 or succeeding legislation.**~~
- ~~**Any naming or renaming of open spaces shall consider the obligations set out in part 6 of the Local Government Act 2002.**~~
- ~~17. Reserves must be named and renamed by resolution of the Council and in accordance with the Reserves Act 1977.~~
- ~~18. Council will give preference to names which:~~

- ~~a. Are clearly identifiable with the area in which such parks are situated;~~
- ~~b. Reflect the identity of Hamilton~~
- ~~c. Reflect the historical significance of the area;~~
- ~~d. Reflect Maori cultural significance;~~
- ~~e. Commemorate events, people and places of significance to the locality or development.~~

~~19. Proposals for names should include evidence of community support for the name.~~

~~20. Once a name has been approved by Council all future signage and mapping will use that name.~~

Council facilities—naming and renaming

~~25. Council facilities will be named for the primary function of the facility.~~

~~26. The Council Unit responsible for the Council facility will propose names for the Council facility to the General Manager Corporate.~~

~~27. The General Manager Corporate will consider the proposed names, prepare a report outlining the request and make a recommendation to Council.~~

~~— Applications for naming council facilities must be made to the General Manager Corporate who will make a recommendation to the Strategy & Policy Committee.~~

~~— Council facilities will be named for the primary function of the facility.~~

Naming rights and sponsorship-Gifts and Sponsorship

~~28. Council can grant naming rights for an open space or Council facility or parts of an open space or Council facility.~~

~~29. Council will consider sponsorship opportunities for an open space or Council facility or parts within an open space or Council facility.~~

~~30. All requests to grant naming rights or sponsorship opportunities, whether permanent or for a fixed period of time, will be determined by Council.~~

~~21. There may be situations where if appropriate to grant naming rights for an open space or Council facility or parts of an open space or Council facility. If the open space has been donated to Council, the criteria outlines in Section 4.4 will apply. However, the name of the donor may be recognised on open space signage and any written material concerning the open space.~~

~~— Council recognises that there may be some situations when it is appropriate to will consider granting naming rights for an open space. Council will consider sponsorship opportunities for open spaces or Council facility or parts within an open space or Council facility features within open spaces using the decision making framework outlined in the Naming Rights Policy.~~

~~22. — All requests to grant naming rights or sponsorship opportunities, whether permanent or for a fixed period of time, will be determined by the Strategy & Policy Committee.~~

23. — In all cases where a new road needs to be named as a result of a subdivision or development, the applicant (consent holder or the party developing the infrastructure), shall be given the opportunity of suggesting a preferred naming option to Council.

24. — Applications must be made to the Planning Guidance Unit. The processing procedure to be followed is outlined in Approval of New Road Names Standard Operating Procedure D-567601.

25. — Council will give preference to names which reflect:

- a. — The identity of Hamilton
- b. — The historical significance of the area;
- c. — The cultural significance of the area to Tangata Whenua;
- d. — Deceased people who were important in the history of the area;
- e. — Events, people and places of significance to Hamilton.

26. — The applicant is required to provide evidence of the significance of the proposed name(s).

~~27. — Where there is a theme or grouping of names in an area, names submitted should have an appropriate association with other names in the area.~~

28. — In order to ensure roads are easily identifiable for purposes such as emergency services, proposed road names must also meet the following criteria:

- a. — Not be duplicated in Hamilton or the Waipa or Waikato Districts;
- b. — Preferably be short (generally not longer than 12 characters) and single words to avoid cartographic problems;
- c. — Be easy to spell and easy to pronounce;
- d. — Not sound similar to an existing road name;
- e. — Not include punctuation e.g. hyphens
- f. — Not be in poor taste or likely to cause offense

29. — The suffix for road names will be used in circumstances appropriate to the physical situation of the road. A guide of suffix definitions is outlined in Schedule 1.

30. — Council's Planning Guidance Manager will consider and determine all road name applications. In determining a suitable road name, the Planning Guidance Manager may take into account any additional factors outside its stated policy as may arise on a case by case basis.

31. — In the event where a resolution cannot be achieved, the application will be referred to the Hearings Subcommittee for final decision making.

32. — Council will maintain an archival record of the new road names and the reasons for selection of such names.

33. — Council will construct and install standard road signs for all new roads, the costs to be met by the applicant or consent holder.

~~Road Naming — Private Roads/Accessways~~

~~34. — The naming of private roads or accessways will be encouraged and the guidelines and criteria outlined in Section 4.1 of this policy will apply.~~

~~Naming Open Spaces~~

~~35. — Applications for naming parks or reserves must be made to the Parks and Open Spaces Unit.~~

~~36. — Council's Park and Open Spaces Unit Manager shall consider all open space naming applications and make recommendations to the Hearings Subcommittee. Reserves must be named by resolution of Council and in accordance with the Reserves Act 1977 or succeeding legislation.~~

37. — Council will give preference to names which:

- a. — Are clearly identifiable with the area in which such parks are situated;

- ~~b. Reflect the identity of Hamilton~~
- ~~c. Reflect the historical significance of the area;~~
- ~~d. Reflect Maori cultural significance;~~
- ~~e. Commemorate events, people and places of significance to the locality or development.~~
- ~~38. Proposals for names should include evidence of community support for the name.~~
- ~~39. Once a name has been approved by Council all future signage and mapping will use that name.~~

~~Gifts and Sponsorship~~

- ~~40. If the open space has been donated to Council, the criteria outlines in Section 4.4 will apply. However, the name of the donor may be recognised on open space signage and any written material concerning the open space.~~
- ~~41. Council recognises that there may be some situations when it is appropriate to consider granting naming rights for an open space. Council will consider sponsorship opportunities for open spaces or features within open spaces using the decision making framework outlined in the Naming Rights Policy.~~

Monitoring and Implementation

- ~~42.31. The General Managers City Environments and Community will monitor the implementation of this policy will be monitored by the General Manager City Growth.~~
- ~~43.32. The policy will be reviewed every three years or at the request of Council or in response to changed legislative and statutory requirements or in response to any issues that may arise.~~

References

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

**SCHEDULE 1 – DEFINITIONS OF ROAD NAME SUFFIXES AS/NZS 4819 –
TYPES OF ROADS**

Descriptor	Abbreviation	Explanation
Avenue:	Ave	a wide straight roadway or road planted either side with trees
Boulevard:	Bvd	any broad main road or road
Court:	Ct	an enclosed, uncovered area opening off a road(s)
Drive:	Dr	a main connecting route in a suburb
Glade:	Gl	a tree covered road or a passage between trees
Glen:	<i>Should not be abbreviated</i>	a road in a narrow valley
Hill:	<i>Should not be abbreviated</i>	a hill side road
Place:	Pl	an open space in a town
Quay:	<i>Should not be abbreviated</i>	a road along the waterfront
Road:	Rd	a route of way between places
Terrace:	Tee	a road along the face or top of a slope
View:	<i>Should not be abbreviated</i>	a road with a view
Close:	Cl	a short stretch of road ending in a cul-de-sac
Way:	<i>Should not be abbreviated</i>	a narrow private road, usually lacking a shoulder or median (reserved exclusively for non-public roads)
Lane:	<i>Should not be abbreviated</i>	a narrow private road, usually lacking a shoulder or median (reserved exclusively for non-public roads)

Road type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Passage having an arched roof or covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a	√	√	

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		circle; or a short enclosed roadway bounded by a circle.			
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross-streets.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway. (reserved exclusively for non-public roads)	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides	√		
Mews	Mews	Roadway having houses grouped around the end.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	
Track	Trk	Walkway in natural setting.			√
View		A road with a view	√	√	
Walk	Walk	Thoroughfare for pedestrians.			√

<u>Way</u>	<u>Way</u>	<u>Short enclosed roadway. (reserved exclusively for non-public roads)</u>	<u>√</u>	<u>√</u>
<u>Wharf</u>	<u>Whrf</u>	<u>A roadway on a wharf or pier.</u>	<u>√</u>	<u>√</u>

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Sponsor/Group:	General Manager City Growth

Naming of Roads, Open Spaces and Council Facilities Policy

Purpose and scope

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

Definitions

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

Principles

4. Council has a role in ensuring that local identity and local culture is recognised and maintained.
5. Council shall provide a consistent approach to determining appropriate names for roads, open spaces and Council facilities.

General Procedure

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

Public and Private Roads

Criteria for all road names

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

Naming of new public and private roads

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

Renaming existing public and private roads

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

19. The costs associated with a change must be met in full by the applicant(s) except where the name change is initiated by Council Resolution.

Open spaces

20. Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit by completing the Application Form for Road and Open Space Naming/Renaming.
21. Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
22. Reserves must be named or renamed by resolution of Council and in accordance with the Reserves Act 1977.
23. Council's Park and Open Spaces Unit Manager will consider the application, prepare a report outlining the request and make a recommendation to Council.
24. If Council resolves to change the name, the Parks and Open Spaces Unit will implement the changes to signage and maps.

Council facilities

25. Council facilities will be named for the primary function of the facility.
26. The Council Unit responsible for the Council facility will propose names for the Council facility to the General Manager Corporate.
27. The General Manager Corporate will consider the proposed names, prepare a report outlining the request and make a recommendation to Council.

Naming rights and sponsorship

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

Monitoring and implementation

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

References

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

SCHEDULE 1 – AS/NZS 4819 – TYPES OF ROADS

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

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

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Policy Review - Growth Funding Policy **Author:** Greg Carstens

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Growth Funding Policy</i>
Financial status	<i>There is no budget allocated</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To approve a recommendation to Council that the reviewed Growth Funding Policy be adopted.

3. Executive Summary

4. This report provides a recommendation to remove one clause [4.3.2(e)] from the Growth Funding Policy which sets out a standardised method for calculating cost shares between private developers and Council for infrastructure not funded in Council’s 10-Year Plan.
5. The removal of this clause has been agreed through the Development Contributions and Growth Funding Working Group.
6. The removal of this clause does not compromise the purpose and function of the policy nor limit Council in calculating the share of infrastructure costs in Private Developer Agreements.

7. Recommendations from Management – Recommendation to Council

- a) That the report be received; and
- b) That clause 4.3.2(e) of the Growth Funding Policy (below) be removed:

“Any calculations relating to upsizing infrastructure requested and payable by Councils to the developer(s) will be made on an incremental contribution basis not a volumetric or proportional basis.”
- c) That the Strategy and Policy Committee recommends to Council that the amended Growth Funding Policy be adopted.

8. Attachments

9. Attachment 1 - draft Growth Funding Policy - August 2016
10. Attachment 2 - (Track changed) Growth Funding Policy - 1 July 2013

11. **Key Issues**

12. Background

13. The purpose of the Growth Funding Policy is to guide Council decision making in regards to projects that are not provided for in the 10 Year Plan and consequently not recovered by Development Contributions.
14. The Growth Funding Policy was first adopted by Council effective 1 July 2013. The policy was adopted, in part, to replace the function of the now revoked *Advanced Funding of New Infrastructure Policy* (adopted by Council on 25 February 1999 and last reviewed on 10 March 2008).
15. The Growth Funding Policy provides guidelines to enable unfunded growth projects via Private Developer Agreements (PDAs) taking into account the following criteria:
- a) Alignment with the city and sub-regional growth and land use strategies
 - b) Integrated and sustainable infrastructure
 - c) Financial neutrality and overall fairness / equity
 - d) Consideration of broader benefits

16. Policy Review

17. Staffs have reviewed the Growth Funding Policy. The Growth Funding Policy is still required as it sets clear and consistent guidelines, both for Council and the development community, to enable unfunded growth projects via Private Developer Agreements (PDAs).

18. Only on one substantive change to the policy is proposed (see red track change), the removal of clause 4.3.2(e):

“Any calculations relating to upsizing infrastructure requested and payable by Councils to the developer(s) will be made on an incremental contribution basis not a volumetric or proportional basis.”

19. The removal of clause 4.3.2(e) does not limit Council in calculating the share of infrastructure costs in PDAs. The removal of this clause may in fact allow for greater flexibility when negotiating PDAs without compromising Council position.

20. Other minor changes and updates have also been made to bring the policy in line with the new policy format (see blue track changes) and to remedy duplication of content in the current Policy (Section 2), neither of which have any impact on the intent, scope, or application of the Policy.

21. The final change is to remove the word “Proposed” from the wording “Proposed Waikato Regional Policy Statement” in 4.3.1(b) to reflect that it is now operative.

22. Consultation

23. The proposal to remove single provision in the Growth Funding Policy has primarily resulted from extensive consultation undertaken with the Development Contributions and Growth Funding Working Group Developer Party as representative body of the wider development community. The Developer Party’s representation is broad and active and they have undertaken to actively seek feedback form across the development community on Working Group matters.

24. The overarching purpose of the working group (which focused predominantly on DC Policy matters) was to improve all members’ understanding of the two Policies, establish some policy development principles to guide future policy development address concerns and alternate policy options.

- 25. A prominent Growth Funding issue which emerged, as a result of the working group process was an issue with the wording of clause 4.3.2(e). The Developer Party outlined their view that the clause unduly constrained PDA negotiations and Council’s approach to calculating the share of unfunded infrastructure costs payable to developers in certain situations was not fair and equitable. Consequently the Developer Party requests the removal of the clause 4.3.2(e).

- 26. Strategic alignment
- 27. The Growth Funding Policy provides guidance on developments which are not provided for in Councils 10 Year Plan and consequently not recovered via Councils Development Contributions Policy.

- 28. Legislative requirements
- 29. This policy is not required by legislation.

- 30. Financial and Resourcing Implications**
- 31. Resourcing for the review of this policy has been covered within existing budgets.

- 32. Risk**
- 33. The removal of clause 4.3.2(e) has potential to create uncertainty and delay in future negotiations due to the removal of a standardised approach to calculating the share of infrastructure costs payable to developers.

Signatory

Authoriser	Kelvyn Eglinton, General Manager City Growth
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First adopted:	1 July 2013
Date Operative:	1 September 2016
Revision dates/version:	Version 2
Engagement required:	Sections 82-87 LGA 2020
Document number:	D-2203165
Related policies	Development Contributions Policy
Sponsor/Group:	General Manager City Growth

Draft Growth Funding Policy

Purpose and Scope

1. The purpose of this Growth Funding policy is to:
 - a. direct Council decision-making in respect of growth projects and associated infrastructure where those projects are not aligned with Council's 10-Year Plan, in a manner which has no adverse impact on its 10-Year Plan and long term financial sustainability; and
 - b. align Council decision making with the purpose of local government as defined in 10(1)b of the Local Government Act 2002: to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

Introduction

2. One of the ways Council manages and facilitates growth is through its 10 Year Plan capital programme ("10-Year Plan"). The 10-Year Plan identifies and sequences the capital projects to be funded by Council during the life of the 10-Year Plan ("Funded Projects").
3. Council's funding and financial policies, including its revenue and financing policy, and its development contributions policy, establish the main revenue sources for Funded Projects as set out in the 10-Year Plan.
4. In accordance with its financial strategy and the requirements of the Local Government Act 2002, Council cannot incur significant capital or development operating expenditure in respect of growth related projects unless they are funded projects provided for in the 10-Year Plan.
5. Occasionally Council may be requested to provide support or enable developments and the provision of associated public or private infrastructure that are:
 - a. not funded projects; or
 - b. funded projects but which are proposed to commence earlier than the sequencing and timing established in the 10-Year Plan; and/or
 - c. funded projects but which are now proposed to occur beyond the scale, scope and cost prescribed or anticipated for those projects in the 10-Year Plan;
 and in these respects are considered unfunded growth projects ("Unfunded Growth Projects").
6. Council requires a policy to direct its decision-making on how to manage Unfunded Growth Projects. This policy provides that direction.

Policy

7. Council will enable Unfunded Growth Projects to occur provided agreement is entered into between Council and the developer(s) responsible for the Unfunded Growth Project ('Private Developer Agreement').
8. All Private Developer Agreements must be approved by Council and where necessary shall be subject to Council's Annual Plan or 10-Year Plan decision making processes.

9. **Private Developer Agreements will address the following criteria:**
10. **Alignment with the city and sub-regional growth and land use strategies:**
- a. The development aligns with Council's long term growth planning, land use and development strategies, including but not limited to the Proposed District Plan, Hamilton Urban Growth Strategy and Future Proof; and
 - b. The development meets the requirements of the Waikato Regional Policy Statement.
11. **Integrated and sustainable infrastructure:**
- a. All resource consent conditions and designation conditions are, or will, be complied with.
 - b. The developer is responsible for the provision of all infrastructure required, regardless of whether it vests in Council or not.
 - c. The sizing and design of the development and its associated infrastructure is the most efficient way to deliver on Council's intended strategic outcomes for infrastructure at a City and Sub-Regional level.
 - d. The infrastructure provided by the developer meets Council's required standards and is integrated with Council's existing and intended infrastructure network.
 - e. Any impacts on City infrastructure both within and outside of the development area, including head works and networks, levels of service and utilization of planned network capacity are addressed by the developer.
12. **Financial neutrality and overall fairness/equity:**
- a. Unfunded Growth Projects including the consideration and negotiation of private developer agreements, should not increase Council's expenditure net of new revenue beyond that provided for in Council's 10-Year Plan.
 - b. Council's capital expenditure programme, revenue and debt parameters and the overall long-term financial sustainability of the City is not compromised.
 - c. The extent to which new growth created by the Unfunded Growth Projects or development compromises cost recovery for current and future development contribution debt is adequately mitigated by financial or other offsetting benefits to the Council.
 - d. Unfunded Growth Projects which impose or are likely to impose financial loss on Council including those which extend outside the 10-Year Plan parameters shall be considered from an economic perspective using life cycle cost/benefit analysis.
13. **Recognition of Benefits**
- a. The Private Developer Agreement shall recognise that development associated with Unfunded Growth Projects brings both costs and benefits to the city.
 - b. In addition to the life cycle cost/benefit analysis required under clause 4.3.3(d) above, Council will have regard to relevant broader economic costs and benefits to the city that result as a consequence of the development.
 - c. Benefits derived from Council requiring upsizing of infrastructure to either meet Council's strategic outcomes or accommodate growth unrelated to the development will be recognised in the Private Developer Agreement.
 - d. Development associated with Unfunded Growth Projects will create additional demand on city infrastructure and will attract development contributions under Council's Development Contributions Policy. The total calculated Development Contributions may be the subject of a remission under Section 13 of the Development Contributions Policy in recognition of relevant benefits derived from development associated with Unfunded Growth Projects. The value of any remission will be determined by Council and recorded in any Private Developer Agreement.

GROWTH FUNDING POLICY

PURPOSE

The purpose of this Growth Funding Policy is to:

- (a) direct Council decision-making in respect of growth projects and associated infrastructure where those projects are not aligned with Council's 10-Year Plan, **in a manner which has no adverse impact on its 10-Year Plan and long term financial sustainability**; and
- (b) align Council decision making with the purpose of local government as defined in 10(1)b of the Local Government Act 2002: to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

CONTENTS

- 1.— Introduction
- 2.— Policy Scope
- 3.— Strategic Alignment
- 4.— Policy

REVISION HISTORY

<i>Revision #</i>	<i>Policy Sponsor</i>	<i>Operative</i>	<i>Council or Committee Decision</i>	<i># TRIM Reference</i>	<i>Related Operating Guidelines</i>
Final	General Manager Performance	1 July 2013	Council	D-806540	None

1 INTRODUCTION

- 1.1 One of the ways Council manages and facilitates growth is through its 10 Year Plan capital programme (“10-Year Plan”). The 10-Year Plan identifies and sequences the capital projects to be funded by Council during the life of the 10-Year Plan (“Funded Projects”).
- 1.2 Council’s funding and financial policies, including its revenue and financing policy, and its development contributions policy, establish the main revenue sources for Funded Projects as set out in the 10-Year Plan.
- 1.3 In accordance with its financial strategy and the requirements of the Local Government Act 2002, Council cannot incur significant capital or development operating expenditure in respect of growth related projects unless they are funded projects provided for in the 10-Year Plan.
- 1.4 Occasionally Council may be requested to provide support or enable developments and the provision of associated public or private infrastructure that are:
 - (a) not funded projects; or
 - (b) funded projects but which are proposed to commence earlier than the sequencing and timing established in the 10-Year Plan; and/or
 - (c) funded projects but which are now proposed to occur beyond the scale, scope and cost prescribed or anticipated for those projects in the 10-Year Plan;and in these respects are considered unfunded growth projects (“Unfunded Growth Projects”).
- 1.5 Council requires a policy to direct its decision-making on how to manage Unfunded Growth Projects. This policy provides that direction.

2 POLICY SCOPE

- ~~2.1 The scope of this policy is to direct Council in its decision-making on how to manage Unfunded Growth Projects to meet the overarching purposes of local government, as set out in the purpose description above in a manner which has no adverse impact on its 10-Year Plan and long term financial sustainability.~~

3 STRATEGIC ALIGNMENT

3.1 This policy assists in the delivery of Council's outcomes and goals set out below:

PROSPEROUS AND INNOVATIVE	OUTSTANDING CITY LEADERSHIP	PEOPLE LOVE LIVING HERE
<ul style="list-style-type: none"> • Hamilton has a strong, productive economy and we build on our economic strengths. • We have a thriving CBD. • It's easy to do business here. • Our city grows and prospers in a sustainable way. 	<ul style="list-style-type: none"> • The city is led by effective, open and responsive governance. • Council's finances are sustainable for the long term. • We operate efficiently and provide exceptional service. • The city takes a leadership role regionally and nationally. 	<ul style="list-style-type: none"> • Hamilton embraces the Waikato River and it is the focal point of our city. • We value, preserve and protect Hamilton's natural, green environment. • Our city is attractive, well designed and compact with outstanding architecture and distinctive public spaces. • Our city is a fun place to live with a vibrant Arts scene. • Hamilton is a safe city. • It's easy to get around. • We celebrate our people and many cultures.

4 POLICY

- 4.1 Council will enable Unfunded Growth Projects to occur provided agreement is entered into between Council and the developer(s) responsible for the Unfunded Growth Project ('Private Developer Agreement').
- 4.2 All Private Developer Agreements must be approved by Council and where necessary shall be subject to Council's Annual Plan or 10-Year Plan decision making processes.
- 4.3 Private Developer Agreements will address the following criteria:
- 4.3.1 **Alignment with the city and sub-regional growth and land use strategies.**
- (a) The development aligns with Council's long term growth planning, land use and development strategies, including but not limited to the Proposed District Plan, Hamilton Urban Growth Strategy and Future Proof; and
 - (b) The development meets the requirements of the ~~Proposed~~ Waikato Regional Policy Statement.
- 4.3.2 **Integrated and sustainable infrastructure.**
- (a) All resource consent conditions and designation conditions are, or will, be complied with.
 - (b) The developer is responsible for the provision of all infrastructure required, regardless of whether it vests in Council or not.
 - (c) The sizing and design of the development and its associated infrastructure is the most efficient way to deliver on Council's intended strategic outcomes for infrastructure at a City and Sub-Regional level.

- (d) The infrastructure provided by the developer meets Council's required standards and is integrated with Council's existing and intended infrastructure network.
- ~~(e) Any calculations relating to upsizing infrastructure requested and payable by Council to the developer(s) will be made on an incremental contribution basis not a volumetric or proportional basis.~~
- (f) Any impacts on City infrastructure both within and outside of the development area, including head works and networks, levels of service and utilization of planned network capacity are addressed by the developer.

4.3.3 **Financial neutrality and overall fairness/equity:**

- (a) Unfunded Growth Projects including the consideration and negotiation of private developer agreements, should not increase Council's expenditure net of new revenue beyond that provided for in Council's 10-Year Plan.
- (b) Council's capital expenditure programme, revenue and debt parameters and the overall long-term financial sustainability of the City is not compromised.
- (c) The extent to which new growth created by the Unfunded Growth Projects or development compromises cost recovery for current and future development contribution debt is adequately mitigated by financial or other offsetting benefits to the Council.
- (d) Unfunded Growth Projects which impose or are likely to impose financial loss on Council including those which extend outside the 10-Year Plan parameters shall be considered from an economic perspective using life cycle cost/benefit analysis.

4.3.4 **Recognition of Benefits**

- (a) The Private Developer Agreement shall recognise that development associated with Unfunded Growth Projects brings both costs and benefits to the city.
- (b) In addition to the life cycle cost/benefit analysis required under clause 4.3.3(d) above, Council will have regard to relevant broader economic costs and benefits to the city that result as a consequence of the development.
- (c) Benefits derived from Council requiring upsizing of infrastructure to either meet Council's strategic outcomes or accommodate growth unrelated to the development will be recognised in the Private Developer Agreement.
- (d) Development associated with Unfunded Growth Projects will create additional demand on city infrastructure and will attract development contributions under Council's Development Contributions Policy. The total calculated Development Contributions may be the subject of a remission under clause 12 of the Development Contributions Policy in recognition of relevant benefits derived from development associated with Unfunded Growth Projects. The value of any remission will be determined by Council and recorded in any Private Developer Agreement.

Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Hamilton East Neighbourhood Plan Adoption Report **Author:** Julie Clausen

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Hamilton Plan</i>
Financial status	<i>The budget for the development of the Hamilton East Neighbourhood Plan is contained within the existing budgets set in the Annual Plan. Amount budgeted is \$31,800.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To present the Hamilton East Neighbourhood Plan for recommendation to Council for adoption.

3. Recommendations from Management – Recommendation to Council

- a) That the report be received.
- b) That the Hamilton East Neighbourhood Plan is recommended to Council for adoption.

4. Attachments

5. Attachment 1 - Hamilton East Neighbourhood Plan (*Under Separate Cover*)

6. Key Issues

7. Background
8. On the 19 July 2016 the Strategy and Policy Committee approved the Hamilton East Neighbourhood Plan for engagement. The engagement period was from the 22 July 2016 to 11 August 2016.
9. Engagement
10. The engagement process consisted of:
 - An engagement survey which was available on the ‘have your say’ council website, with paper copies available at the Libraries, the Municipal Building and at an open day. The link to the survey was also sent to business survey contacts, large businesses, schools and the focus group.

- An open day which was held in Hamilton East village on 3 August 2016 with staff and elected members available to converse with the community. Over 100 people attended.
- Information about the plan that was communicated via media release and City News.

11. Engagement feedback

Community feedback	60 submissions including: Hamilton East Community House – Waimarie New Zealand Transport Agency
Other feedback received from	Heritage Advisory Panel Older Persons Advisory Panel Youth Advisory Panel Maaori Reference Group Hamilton East Community Trust

12. There was overwhelming positive feedback in support of the Plan. Feedback received commented and supported specific projects and presented a strong desire to see implementation started.
13. The Hamilton East Working Group received the feedback and made some minor changes (editing and formatting changes) to the Plan post engagement:

Pg	Details
9	Addition of comment/fact under Residential Living to highlight the number of retirement villages in the area.
12	Added the 'Older Persons' Plan' to the second paragraph – 'such as the Heritage Plan, Biking Plan and Older Persons' Plan.'
17	Under Hamilton East Beautification: Changed the title of the subproject from 'Gateway treatments' to 'Entrance point treatments'.
17	Add new project: Hamilton East Clean Street Project: This project will take into account the impact medium and high density living has on street appearance and waste management.
19	Changed the project name 'Gateways' to 'Entrance points to Hamilton East'. Changed wording of the project to: 'This project focuses on creating attractive entrance points at the Grey Street/Cook Street intersection, Grey Street/Clyde Street intersection and Galloway Street/Cobham Drive entrance to Hamilton East.'
21	Further clarification of the Character Retention Development Guidelines to incorporate relevant party advice.
23	Clarify the Catholic Redevelopment project is a Catholic Church initiative and has been included in the plan similar to other community initiatives.
26	Added a new sentence to the Grey Street Avenue of Trees feature project: 'The flowering cherry is also representative of the acres of flowering fruit trees Maaori often cultivated in early colonial period.'

14. Final Hamilton East Neighbourhood Plan

15. The final plan is in Attachment 1.

16. Financial and Resourcing Implications

- 17. The establishment of the Hamilton East Neighbourhood Plan Working Group and Focus Groups has been in a voluntary capacity.
- 18. \$2,900 of the total budget of \$31,800 was set aside for the engagement phase to cover staff time and printing costs.

Signatory

Authoriser	Sean Hickey, General Manager Strategy and Communications
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Committee: Strategy & Policy Committee **Date:** 30 August 2016

Report Name: Strategic Plan Implementation **Author:** Richard Briggs

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Hamilton Plan, Council Strategic Plans.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.</i>

1. Purpose of the Report

2. To provide a progress report on implementation of the following Council plans: Hamilton City River Plan, Central City Transformation Plan, Hamilton Bike Plan, Playgrounds of the Future, Frankton Neighbourhood Plan, Hamilton Libraries Strategic Plan, Pouches and Parks Plan and Arts Agenda.

3. Recommendations from Management

- a) That the report be received
- b) That a progress report on implementation of the following Council plans is reported to the appropriate Council Committee in early 2017: Waikato Museum Strategic Plan, Heritage Plan and Hamilton East Neighbourhood Plan.
- c) That progress reports on implementation of Council's plans that are not subject to separate individual reporting are reported annually.

4. Attachments

5. Attachment 1 - Council Strategic Plan update - August 2016

6. Background

7. An update report on Council's plans (including strategic plans, management plans, and regional strategic plans) was reported to the Strategy and Policy Committee meeting on 19 July 2016.
8. This report provides information on the progress made towards implementation of actions to be delivered in years 1-3 of Council approved strategic plans that have not been the subject of separate reports to Council. Some plans have not been in implementation phase long enough to be included in this report and their progress will be reported to Council in early 2017. Those plans are: Waikato Museum Strategic Plan, Heritage Plan and Hamilton East Neighbourhood Plan.
9. Attachment 1 details the progress made in implementing the immediate/short terms actions. All plans are on track for delivery within the specified timeframes and budgets. Staff will be investigating and prioritising proposals to seek funding through the 2017/18 annual plan

Item 18

process for major plan actions that cannot be met from approved operational and capital budgets.

- 10. Those plans that have been reported separately are: Hamilton Gardens Management Plan, Central City Safety Plan, Open Spaces Plan, Youth Action Plan, Older Persons Plan and Disability Action Plan.

Signatory

Authoriser	Richard Briggs, Chief Executive
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COUNCIL STRATEGIC PLANS: PROGRESS REPORTS as at AUGUST 2016

PLAN	COMMENTS
Hamilton City River Plan – On Track (Implementation Manager – Jacob Quinn)	
Projects to Commence Immediately	
Ferrybank and Roose Commerce park Development Plan	Development Plan will be presented to the August 2016 for adoption
Hamilton Gardens – five gardens and a new jetty	On track and reported separately
Braithwaite Park – create a garden on the Pukete pedestrian bridge	Physical works to commence within the next month for completion prior to Christmas 2016
Hayes Paddock project: Wellington Street Beach enhanced river swimming experience, riverbank redevelopment, amenity facilities	Project plan being developed and community engagement for pre-project scoping to commence in September 2016
Short Term Projects to start 1 -3 years	
Vegetation Management Plan to guide and identify tree thinning and vegetation removal areas, future planting strategy and protection of viewing places and overall vegetation management along the length of the river	Plan completed for central city corridor and implementation commenced
Support the Riff Raff/Embassy Park Project (installation of a Rocky Horror themed pavilion and replica Embassy Theatre chandelier)	Physical works for stage two underway with completion date in September – this is a community funded project
Complete Hamilton East Neighbourhood Plan	Plan will be presented at September S&P Committee meeting for approval following public engagement
Implementing the 2003 Nga Tapuwae O Hotumauea Maaori Landmarks on Riverside Reserve Management Plan	THAWK undertaking research to confirm sites in management plan. Budget allocated from the River Plan 2016/17 budget to commence site restoration and interpretation projects
Update of the Public Art Plan to include river projects	Completed
Cycleway Plan to improve and expand the existing walkways/cycleways and connect to Te Awa River Ride	Completed. Included in Biking Plan
Lighting, Design, Implementation and Timeline Plan	Not commenced
Developer a consistent design for street furniture and litter bins, a location map and installation timeline	To commence in late 2016
Signage Plan	Not commenced
Hamilton Central City Transformation Plan – On Track (Implementation Manager – Jacob Quinn)	
Projects to commence immediately	
VOTR	Project commenced and completion date is May 2017
Complete Maple Grove	Completed
Central City Management – review Business Improvement District Policy	Completed
Communications and Marketing <ul style="list-style-type: none"> • Publish an economic activity quarterly report • Communications and marketing plan • Develop a year round event plan for Garden Place and maximise Christmas City brand • Completed installation of directional and wayfinding signs 	<ul style="list-style-type: none"> • Implemented • Commenced • To be developed by HCBA commencing late 2016 • 2016 Christmas City event plan in place • Underway
Transport <ul style="list-style-type: none"> • 30 year traffic model for central city • Implement new parking strategy and parking technology project 	<ul style="list-style-type: none"> • Not commenced • Parking technology roll-out to commence by October 2016 with changes to parking strategy

COUNCIL STRATEGIC PLANS: PROGRESS REPORTS as at AUGUST 2016

<p>Business Investment and Attraction</p> <ul style="list-style-type: none"> • Establish the Business Hub • Establish the Investment Office • Develop a Business and Investment Attraction Plan • University of Waikato presence in central city • Central city building rules and consent booklet • Establish the Future Investment Fund • Completed International Education Strategy 	<ul style="list-style-type: none"> • Hamilton Waikato Business Hub project underway and action under Waikato Regional Economic Development Strategy. MBIE funding project manager • Information gathering commenced • Not commenced • University city office and shopfront opened in PWC building • Not commenced • Underway. Municipal Endowment Fund under review • Underway. An action under the Waikato Regional Economic Development Strategy and led by Education NZ
<p>Policies</p> <ul style="list-style-type: none"> • Update Gateways Policy and Beautification Policy • Adopt the street furniture and amenity guidelines for the Business District 	<ul style="list-style-type: none"> • Completed • Not commenced
<p>Hamilton Biking Plan 2015 – 2045 – On Track (Implementation Manager – Katherine Johns)</p>	
<p>Projects Ongoing</p>	
<p>Major projects</p> <ul style="list-style-type: none"> • Western Rail Trail • School Link 	<ul style="list-style-type: none"> • Western Rail Trail project fully funded, commenced and expected to open in December 2016 • School Link project investigation and evidence gathering underway. A business case and initial stakeholder engagement commencing before December 2016
<p>Make the primary and secondary biking network visible through maps</p>	<p>Primary and secondary biking networks identified. Maps of the networks available for the Spring biking season and on HCC website</p>
<p>Align design standards with National standards</p>	<p>National design standards due in 2016</p>
<p>Implement signage within projects and retro fit on existing routes</p>	<p>Commenced. City-wide bike strategy finalised with a schedule for signage roll out planned starting with the Western Rail Trail. Vibrant Hamilton grant for \$50,000 received for retro fitting. Working closely with Te Awa to implement an aligned set of signage to, from and along the River Path</p>
<p>Maintenance</p>	<ul style="list-style-type: none"> • Consistent approach to cycleway marking agreed (greening, yellow lines etc) • Maintenance priorities for existing cycleways agreed (aligned with road maintenance programmes)
<p>Bike facilities (bins, drinking fountains, seats etc.,) to be included in new projects and retro fitting on existing routes over 10 year period</p>	<ul style="list-style-type: none"> • Included in Western Rail Trail • An audit of all city bike routes and parks to commence late 2016 to develop a retro fit plan
<p>Education Programme</p>	<p>On-going. Working with Cycling NZ to deliver a range of bike skills courses including adult cycle skills, confident riders, bike maintenance and school children</p>
<p>Work with stakeholders (Hamilton Waikato Tourism, Te Awa, Sport Waikato, Cycling NZ) to promote Hamilton's biking destinations</p>	<p>Not commenced. Hamilton Waikato Tourism has completed the Tourism Opportunities Plan which identifies biking as a regional visitor opportunity</p>
<p>Reporting and monitoring framework to measure success</p>	<p>Tracking implemented and report due before December 2016</p>
<p>Playgrounds of the Future – On Track (Implementation Manager – Sally Sheedy)</p>	
<p>Projects Prioritised and Ongoing</p>	
<p>Parana Park destination playground</p>	<p>Completed</p>
<p>Hamilton Lake Domain destination playground</p>	<p>Completed</p>
<p>Minogue Park destination playground</p>	<p>Completed</p>
<p>Dominion Park destination playground</p>	<p>Work underway and on track for completion in October</p>
<p>Claudlands Park destination playground</p>	<p>Junior playground improvements completed</p>

COUNCIL STRATEGIC PLANS: PROGRESS REPORTS as at AUGUST 2016

Hamilton Gardens destination playground	Commenced
Te Huia destination playground	Research commenced for construction in 2017/18
Deanwell Park neighbourhood playground	New playground completed – school partnership
Temple View Park neighbourhood playground	Improvements completed
Kahikatea Park neighbourhood playground	Improvements completed
Steele Park neighbourhood playground	New playground construction commences September 2016
Frankton Neighbourhood Plan – On Track (Implementation Manager – Luke O’Dwyer)	
To commence immediately	
Beautification plan for Commerce Street (footpath upgrade, street trees)	Planning in underway for this project to be completed in the 2016/17 financial year
Maori Sites Plan	Not commenced
Resolve District Plan Business Zone Appeals	Completed
Reduce Red Tape	This is ongoing as part of the organisation’s Better Business Services Plan
Market the business, retail and residential opportunities	Not commenced
Complete the Western Rail Trail	Project commenced (see Biking Plan). Includes a connection into Frankton Village through the Lake Road off/on bridge
Hamilton Libraries Strategic Plan 2015 – 2025 – On Track (Implementation Manager – Sue Scott)	
Projects ongoing	
The central city is recognised as the city’s destination library and home of our cities stories	<ul style="list-style-type: none"> Central library exterior painted Laneway mural (action in CCTP) completed 12,250 unique heritage items digitised in 15/16, programme continues in 2016/17 New platform to host historic photographs, ephemera, maps, oral histories, videos and books launched to the public in August 2016
The libraries are a community hub	<ul style="list-style-type: none"> Draft Facilities plan in development Reconfiguration of Central Library spaces to create community spaces/ internal reconfiguration of levels 1, 2, and 3 of the Central Library (ongoing)
Libraries optimise the use of technology	<ul style="list-style-type: none"> Plan in place to increase eCollection purchasing to 30% by 2020 50% increase in eCollection in 15/16 year Draft digital plan developed, identifies options for self service returns Self-issue machines installed at all sites, eftpos payment installed on these machines in July 16
Libraries support literacy and promote reader development	<ul style="list-style-type: none"> 1682 events and literacy and learning programmes offered by Hamilton Libraries in 15/16 Holiday programmes and children’s story times showcase/include technology use World Language budgets increased to support migrant community needs
Libraries run efficiently and effectively	<ul style="list-style-type: none"> Draft marketing plan completed Business case for new Library Management System in development for go live July 2017 Draft revenue plan developed Public Libraries New Zealand revised national benchmarking statistics implemented

COUNCIL STRATEGIC PLANS: PROGRESS REPORTS as at AUGUST 2016

Pooches and Parks Plan (Implementation Manager – Sally Sheedy)	
Projects ongoing with no set time frames	
7 more dog exercise areas introduced over the next 10 years	No new areas provided
Create two new fenced dog exercise areas at Melville Park and Innes Common	2017/18 annual plan proposal for funding for the fenced area at Melville Park
Make the central city more dog friendly	<ul style="list-style-type: none"> • Plan not commenced • Christmas Place Doggy Day event held December 2015
Etiquette campaign for dog owners and others	<ul style="list-style-type: none"> • Paws in the Pool – Waterworld event for dogs held 2016 and another planned for 2017 • Animal education and control information online
Better signage	Signage to be installed or upgraded in 6 of 24 existing parks in 2016/17
More bins, waste disposal bags and drinking water	Annual plan proposal to be developed for 2017/18 funding for bins and drinking water for 10 of 24 existing parks
Hamilton Arts Agenda (Implementation Manager – Nick Johnston)	
Projects to Commence Immediately	
Complete and implement the Waikato Museum Strategic Review	Review completed and Plan in place
Continue to support the development of high-quality public art and urban design	On going. Tongue of the Dog, Flox mural and Boon murals installed. Continue to work with MESH and TOTI
Reduce red tape to make it easier for arts activity to happen in public spaces	HCC representative on Creative New Zealand working group exploring Council supports for the Arts
Advocate for increased government and corporate support for the arts	
Facilitate collaboration between art organisations and funders	
Use the Multi-Year Community Grant to support creative sector development	On-going
Support projects and initiatives that encourage participation	On-going through Waikato Museum free programme and Creative Waikato workshops
Continue the Council's public programme of free art events and activities	
Support community projects and events that enable Hamiltonians to access arts in their own neighbourhoods	Outreach Coordinator role appointed at Waikato Museum
Support arts events that celebrate Hamilton's multicultural communities	Planning underway
Establish an annual reporting scorecard on achievements from the Arts Agenda	Not commenced

Committee: Strategy & Policy Committee

Date: 30 August 2016

Report Name: Free Wi-Fi Cost Estimate for
Municipal Building

Author: Pieter Bronkhorst

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Central City Transformation Plan</i>
Financial status	<i>A onetime cost of \$65,000 plus an ongoing cost of \$13,400. There is no budget allocated for this cost.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- To respond to an action from the last Strategy and Policy Committee meeting asking “Staff to present a report on costs of providing free Wi-Fi for visitors to the Municipal Building. This is to align with the work proposed in the Central City Transformation Plan in relation to Wi-Fi access.”

3. Recommendation from Management

That the report be received.

4. Attachments

- There are no attachments for this report.

6. Discussion

- Currently visitors to the Municipal Building access the internet using their own data plans at their own cost while working on Council matters.
- The Chairperson of the Strategy and Policy committee requested a cost for providing free Wi-Fi access for visitors to the Municipal Building.
- This request was to be aligned with the work proposed in the Central City Transformation Plan in relation to Wi-Fi access.
- In the fourth transformation strategy of the Hamilton Central City Transformation Plan an action is to “Expand free Wi-Fi to all the business district and increase promotion”.
- Currently the Council provides free public Wi-Fi access (Hamiltonline) across the city. This is provided through an arrangement with an external provider.

Item 19

- 12. The public Wi-Fi solution has been developed to meet the legislative compliance requirements of the Telecommunications Interception Capability and Security Act 2013 for providing public internet access.
- 13. The provision of Wi-Fi within the Municipal Building complements the Hamilton Central City Transformation Plan.
- 14. A high level cost estimate was put together making a number of assumptions in terms of the coverage area, number of concurrent users and leveraging existing investments in Council’s IT infrastructure.
- 15. The cost estimate for the initial design and build of the requested Wi-Fi network is estimated to be \$65,000.
- 16. There will be an ongoing cost of approximately \$13,400 per annum which covers licensing, support and maintenance.

17. Financial and Resourcing Implications

- 18. No allowance has been made for this service in the 2016-17 budget.

19. Risk

- 20. The Wi-Fi network will be safe as it will be built to comply with the Telecommunications Interception Capability and Security Act 2013 for providing public internet access.
- 21. The Wi-Fi network will not present any risk of access to confidential Council information.

Signatory

Authoriser	David Bryant, General Manager Corporate
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Committee: Strategy & Policy Committee **Date:** 30 August 2016
Report Name: Action List for 30 August 2016; and Actions Still Underway or Pending for HCC submissions to External Organisations **Author:** Sean Hickey

Status	<i>Open</i>
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Recommendations

That the Committee:

- a) receive the report; and
- b) agree to the deferment of the items noted in the following table:

Item and Resolution Date	Original Due Date*	Deferred To
Zoo Strategic Review – Zoo Master Plan 16 July 2014	19 November 2014 Deferred to: 30 August 2016	To be reported in 2017 <i>The Zoo Strategic Review will be presented to the September 2016 Finance Committee Meeting for discussion. The Zoo Master Plan is to be presented to the new Council following the conclusion of the new Strategic Review.</i>
Urban Design Advisory Panel 22 September 2015	16 August 2016	31 March 2017 <i>Briefing to be provided to new Council as part of the new Governance Framework.</i>

* Date that the Committee resolved for the item to be reported back to the Committee.

1. Attachments

2. Attachment 1 - Strategy and Policy Committee Action List - 30 August 2016
3. Attachment 2 - Progress of HCC Submissions to External Organisations

STRATEGY AND POLICY COMMITTEE

Action List - 2013-16

OPEN

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
4	GM City Infrastructure	Wairere Drive to Cobham Connection: 22 March 2016: Staff report back on costed options for: i) Additional piers and structures to replace embankment; ii) Handrail/superstructure detailing work; iii) Colour, lighting, planting; and iv) Additional pedestrian/cycle safety features on Wairere Drive.	3-May-16 Deferred to: 7-Jun-16 19-Jul-16	Completed	Work is ongoing to complete the assessment/costings to address the additional issues raised at the March Committee meeting; a report will be presented back to the June 2016 Council Briefing, following which a final recommendation will be made to the Committee on 19 July. The report was presented directly to Council on 28 July 2016.	22 March 2016	10
5	GM Community	Zoo Strategic Review - Zoo Master Plan Working Group to report back to the Committee on 19 November 2014.	19-Nov-14 Deferred to: 30-Aug-16	Deferred by Committee	The Working Group will reconvene in August 2015, followed by a Council Briefing, before being reported back to S&P Committee. Report Deferred so as findings of the PWC review of the zoo operations and the Worksafe NZ prosecution can be considered as part of the Strategic Review. <i>A report will be presented at the 20 September 2016 Finance Committee meeting regarding the Zoo Strategic Review. The Zoo Master Plan is to be presented to the new Council following the conclusion of the Strategic Review.</i>	16 July 2014	12
8	GM Strategy & Communications	Sustainability Principles and Stocktake 22 March 2016: i. Staff, with advice from the Sustainability Advisory Panel, to develop a set of sustainability principles to be considered across all council activities. Such principles to be reported back to the Strategy and Policy Committee in June 2016.	7-Jun-16 Deferred to: 19-Jul-16	Completed	Principles are being drafted and will be brought to S&P Committee 7 June 2016. Following constructive feedback on 24 May from members of the Sustainability Panel, further work is required to refine the principles. The report has therefore been deferred to the Committee Meeting of 19 July 2016. <i>Principles adopted by Council in July 2016.</i>	22 March 2016	9
9		ii. Staff conduct an annual stocktake in December each year to inform Council on progress in the area of sustainability.	01-Feb-17	In progress	Noted for reporting to first S&P Committee in 2017.	22 March 2016	9
10		iii. Terms of Reference for the Sustainability Advisory Panel to be reviewed and updated, as appropriate, to reflect the amended focus for the Panel following the 22 March 2016 Committee meeting.	7-Jun-16 Deferred to: 31-Dec-16	Deferred by Committee	Review of Terms of Reference is being undertaken and an update reported to S&P Committee 7 June 2016 . Sustainability Panel has agreed to continue in an informal capacity for remainder of current Council term. Any new Terms of Reference to be deferred until the Governance Structure is determined in the next Council term.	22 March 2016	9
11		iv. Staff to review if and why Council ceased support of Earth Hour and 'No Car Day' campaigns, and assess whether support should recommence.	7-Jun-16 Deferred to: 19-Jul-16	Completed	An update on Earth Hour and "No Car Day" campaigns will be taken to S&P Committee 7 June 2016. Refer to Action 8 above. An update on the Earth Hour and No Car Days was circulated to all Elected Members via Executive Update.	22 March 2016	9

Updated: 24/08/16 08:04

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
14	GM City Infrastructure	<p>Wairere Drive/Huntington Drive (west) intersection:</p> <p>a. Staff to consult further with the Huntington community on minor safety management measures; and</p> <p>b. Staff continue monitoring the safety performance of the intersection.</p>		In progress	<p>Staff met with the petition organisers on 11 June 2015 and presented the proposed options for improvements to the intersection. Staff developed a survey via survey monkey to use for community feedback on the options.</p> <p>Staff and Councillors Mallet, Tooman, Yeung, Pascoe and Chesterman met with the residents representative group on 30 September 2015 following an earlier meeting between residents and councillors.</p> <p>Additional data is being collected currently so that the list of options for improvement can be finalised and then consulted upon. Funding is available in 2015/16 Discretionary Transport Programme to complete the improvements.</p> <p>An independent expert report was presented to the community group on Friday 29 April 2016. GM City Infrastructure met with the residents group on 12 May 2016 to discuss the report and his emerging thinking so that there would be no surprises prior to the report being put into the public agenda. The residents Group received a copy of the final Opus report.</p> <p>Report presented to Council on 26 May 2016 advising on the outcome of investigation to date. Work to commence on the left-turn into Huntingdon Drive in accordance with Option 1 in Opus Report. A working group (which will include residents' representatives) will also continue to monitor the intersection, taking account of ongoing work by NZTA, and an independent consultant is to evaluate the options for a 'right hand turn' exit onto Wairere Drive. A report is to be presented back to Council once this additional analysis is completed.</p> <p>The working group have met and have finalised a Terms of Reference. The scope of the activities to be considered by the group has widened beyond that initially resolved at the Strategy and Policy Committee at the 26 May 2016 meeting. The key change has been to include a long term view and consideration of the options that are available for the section of Wairere Dr between Gordonton Rd and Hukanui Rd – as well as the other exit points for the Huntington community onto Gordonton Rd.</p> <p>An onsite meeting was held on 11 August which provided an opportunity for the working group to observe and consider the impact of the temporary traffic management put in place alongside the results of recent monitoring. An opportunity to talk with Dr Shane Turner was also provided so that we could hear more on the research work he has been undertaking for the NZ Transport Agency on possible short term improvements for intersections with similar layouts.</p>	24 February 2015	10

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
18	GM Community	<p>Hamilton Lake Domain - Reserve Management Plan Review:</p> <p>Staff report back to the Strategy and Policy Committee with a draft Proposed Hamilton Lake Domain Management Plan for endorsement for consultation under section 41(6) of the Reserves Act 1977.</p> <p>3 November 2015: Working Group (Crs Gallagher, Green, Mallett and Yeung) to meet December 2015/February 2016 to provide strategic direction and vision for the Plan. The draft Plan to then be presented back to the Committee for public engagement.</p>	<p>3-May-16</p> <p>Deferred to: 19-Jul-16</p> <p>30-Aug-16</p>	Deferred by Committee	<p>First stage consultation completed, over 50 submissions received.</p> <p>The Working Group convened 10 December 2015. The draft plan is expected to be reported back to the Committee in May 2016, prior to public consultation.</p> <p>Working Group met on 23 February and 2 March 2016, to develop a vision, strategic goals and objectives. This work has not been completed within the two sessions as planned, requiring additional meetings to be scheduled.</p> <p>The Working Group third and final planning session is to be held on 1 June 2016.</p> <p>Staff propose taking the draft management plan back to Council Briefing in July and following that to S&P 30 August for approval to notify the draft plan for submissions.</p>	8 April 2015	8
19	GM Community	<p>Community Facilities</p> <p>Working Group to agree on a process and scope to review the community facilities portfolio; to report back to Council in July 2015.</p> <p>8 December 2015:</p> <p>i. Staff to progress discussions with all interested parties for each community facility;</p> <p>ii. Present a report to Council if a decision is required on the future use of any community facility;</p> <p>iii. Staff investigate how the availability of bookable community facility spaces can best be communicated to the community.</p>		Completed	<p>i. and ii.</p> <p>At 28 April 2016 Full Council, Community Occupancy Leases were granted to organisations within the Community Facilities for a 2-year term to allow discussions to be progressed appropriately.</p> <p>As per the report presented to the Committee in December 2015, stating that as discussions progress with interested stakeholders, should a decision be required by Council with regards to the Community Facilities, then a report will be presented to Council for a decision.</p> <p>Over the next 6 months, staff will run a public expression of interest process that will invite organisations to put forward different proposals, which will possibly include options around gifting as well as sole leasing facilities. Possibilities will then be presented to council for decision. Leases are currently locked in until 30 June 2018, but staff are working to a 30 June 2017 time frame to report back to Council for clarity and certainty for organisations within our facilities.</p> <p>iii. This action is complete www.hamilton.govt.nz/communityfacilities has been updated with information of other community facilities, and provides opportunities for organisations to upload their information to be incorporated on the map. This link is promoted via council distribution lists and customer service representatives.</p>	8 April 2015	11

Updated: 24/08/16 08:04

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
26	GM Community	Arts Agenda: Staff to: i. arrange a briefing for Elected Members following the adoption of the revised Arts Agenda; and ii. liaise with the Arts Forum and Creative Waikato on pre-feasibility research for an art gallery, and report back on this matter before the 2016 Draft Annual Plan is adopted.	30-Jun-16 Deferred to: 30-Sept-16	Deferred by Committee	i. Panel believes a Briefing is no longer required given the content of the Arts Agenda. Completed. ii. Staff have liaised with the Arts Forum and Creative Waikato on this matter. Creative Waikato is still in the process of facilitating the establishment of a Trust that can lead the pre-feasibility work. The pre-feasibility work would not occur until a decision on Founders Theatre has been made by Council, as this may have some influence on the scope and direction of the pre-feasibility work. It is anticipated that the Trust structure and membership will be advanced before 30 September 2016.	8 December 2015	9
27	GM City Growth	Urban Design Advisory Panel: That a briefing for Elected Members take place to provide an opportunity for further discussion on the work and role of the Panel.	16-Aug-16	In progress	A briefing will be provided to new Elected Members after the Election, pending adoption of the Governance Framework.	22 September 2015	22
29	GM City Infrastructure	Trade waste and Wastewater Bylaw: 23 February 2016: Draft bylaw adopted for public engagement: a) Drop-in session to take place on 22 March 2016 - all Elected Members to be invited; Cr Tooman delegated to represent Council; b) Submissions and Deliberations report to be presented back to the Committee on 19 July 2016.	19-Jul-16	Completed	a) Drop-in session took place on 22 March 2016. b) Report to be presented at 19 July 2016 meeting.	22 September 2015	21
		ii. The plain English guide to the Bylaw is to be uploaded onto the Council website. Staff to consider providing translations of the guide for trade waste users as part of the education campaign.	30-Aug-16	Completed	The Trade Waste and Wastewater Bylaw becomes operative on the 16th of August. The plain English guide to the Bylaw is in its final review and has now been uploaded to the Council website.	19 July 2016	11
36	GM Strategy & Communications	Hamilton East Neighbourhood Plan: i. Working Group to report back to the Committee on 7 June 2016 with a draft Plan.	7-Jun-16 Deferred to: 19-Jul-16	Completed	Working Group established. Report to be presented at 19 July 2016 Committee meeting.	8 December 2015	13
		ii. Staff to report back to the 30 August 2016 Committee meeting on the feedback from the public engagement.	30-Aug-16	In progress	Public engagement on the draft Plan took place from 22 July to 11 August 2016. Report to be presented to the 30 August meeting.		
41	GM Community	Beale Cottage Historic Reserve Management Plan i. Working Group, chaired by Cr King, to report back to the Committee with a recommendation as to the Cottage's Historic Reserve Management Plan.	7-Jun-16 Deferred to: 19-Jul-16	Completed	Two Working Group meetings have been held. Working Group recommendations will be reported back at the 19 July Strategy and Policy Committee meeting.	22 March 2016	11
42		ii. Staff to update Elected Members as to whether there are other Historic Reserve properties that need to be reviewed.	7-Jun-16 Deferred to: 19-Jul-16	Completed	Information on historic reserve properties has been compiled and no other properties identified. This will be covered in the staff report to the 19 July 2016 Meeting.	22 March 2016	11

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
		iii. Staff to undertake a non-comprehensive review of the Beale Cottage Historic Reserve Management Plan and report back to Council on 29 September 2016.	29-Sep-16	In progress	Review is underway and on track to report back to Council on 29 September 2016.	19 July 2016	13
48	GM Community	Age-Friendly Global Network Older Persons Advisory Panel is to report back to the Strategy and Policy Committee at appropriate times during the development of the Age Friendly Plan.	30-Aug-16	In progress	The Older Persons Advisory Panel is in the process of appointing a Steering Group to be completed before the end of June 2016, subject to Council's approval at the May 2016 meeting. The Advisory Panel will update Council as part of their ongoing reporting or as milestones are achieved by the Steering Group. The Chair of the Older Person's Advisory Panel will present the Panel's Annual report to Strategy and Policy 30 August 2016 meeting. Included in this report will be an update on progress being made in this space. A Steering Group of 9 members have been confirmed, with work beginning on both the Steering Groups Terms of Reference and the Age Friendly Plan.	3 May 2016	8
49	GM Community	Social Wellbeing Indicator Report Staff present first Social Wellbeing Indicator Report to Council in February 2017.	28-Feb-17	Not started		3 May 2016	9
50	Executive Director Special Projects	Regional Strategic Round up report Staff will provide an update of the policy/bylaws workstream for the Mayoral Forum in the next Round up report.	19-Jul-16	Completed	Report due to 19 July Strategy & Policy meeting will include an update on this.	3 May 2016	11
51		Policy and Bylaw Review					
52	GM Corporate	i. The Democracy Manager undertakes a review of the Citizens Initiated Referenda Policy and reports back to the Strategy and Policy Committee in June 2016.	7-Jun-16 Deferred to: 19-Jul-16	Completed	Report to be presented to Committee on 19 July 2016.	3 May 2016	12
53	GM City Growth	ii. The General Managers undertake a review of the Road, Reserve and Park Naming Policy and report back to the Strategy and Policy Committee in July 2016.	19-Jul-16 Deferred to: 30-Aug-16	Deferred by Committee	Staff to undertake further consultation with Elected Members. Report to be presented at the 30 August Strategy and Policy Committee meeting.	3 May 2016	12
54	GM Corporate	iii. A working group is established with Councillors O'Leary, Pascoe and Mallett to work with the Democracy Manager to review the Standing Orders and report back to the Committee in July 2016.	19-Jul-16 Deferred to: 31-Dec-16	In progress	Working Group has met and work is ongoing; to be aligned with LGNZ project reviewing Standing Orders template. LGNZ to present its final revised version of Standing Orders to SOLGM Conference on 25-26 July 2016. Democracy to then work with working group to prepare revised Council Standing Orders, which will be presented to the new Council for adoption in line with LGA requirements. This is expected to be completed by the end of 2016.	3 May 2016	12

Updated: 24/08/16 08:04

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
56	GM City Infrastructure	Disability Policy Review Staff to provide an update on the following matters in the next Regional Operational Roundup report to the Committee: * Accessible Bus Shelter and Kerb Programme; and * Current data on wheelchair users/passengers on Hamilton bus network.	30-Aug-16	In progress	Matter to be included in 30 August Operational Round-up report	7 June 2016	7
57	GM City Infrastructure	Regional Operational Roundup i. Staff to provide an update on the Total Mobility Scheme in the next Roundup report.	30-Aug-16	In progress	Matter to be included in 30 August Operational Round-up report	7 June 2016	10
58		ii. Staff to provide an update on the inter-regional transport strategy as it relates to passenger rail and the potential for landbanking/sites for passenger rail stations in Hamilton.	30-Aug-16	In progress	Matter to be included in 30 August Operational Round-up report	7 June 2016	10
59	GM City Growth	Submissions Report - Amendment to Class 4 Gambling Venue Policy i. Staff to report on the amended Gambling Venue Policy to the Committee	30-Aug-16	In progress	Report is being brought to the S&P meeting 30 August	19 July 2016	4
60		ii. Staff to cover the following options in their report to the Committee in August 2016 in relation to relocation of gambling venues within Gambling Permitted Areas: * Automatic right to venue relocation; * Application to Council to approve relocation; * Status quo - venue relocation not permitted.	30-Aug-16	In progress	Report is being brought to the S&P meeting 30 August	19 July 2016	4
61	GM Corporate	Chairperson's Report Staff to present a report on costs of providing free Wifi for visitors to the Municipal Building. This is align with the work proposed in the Central City Transformation Plan in relation to WIFI access.	30-Aug-16	In progress	Report is being brought to the S&P meeting 30 August	19 July 2016	6
62	GM Community	Hamilton Central City Safety Plan Annual Report Staff to advise on the initiatives from HCBA and Chamber of Commerce in relation to youth sector issues not currently catered for under existing government programmes.	30-Aug-16	In progress	Staff are making enquiries and will update Elected Members via an Executive Update.	19 July 2016	8

PROGRESS OF HCC SUBMISSIONS TO EXTERNAL ORGANISATIONS: 30 AUGUST 2016 STRATEGY AND POLICY COMMITTEE MEETING AGENDA
 (For all submissions made by HCC, refer <http://www.hamilton.govt.nz/our-council/consultation-and-public-notice/councilsubmissions/Pages/default.aspx>
INFORMATION CURRENT AS AT 23/8/16

Submissions Removed – Process now Complete

- **Submission # 398: HCC’s and the NZTA’s Notices of Requirement - Southern Links Project**
- **Submission # 404: Building (Earthquake-Prone Buildings) Amendment Bill** (superseded by submission # 439 i.e. ‘Building (Earthquake-Prone Buildings) Amendment Bill – Interim Report’)
- **Submission # 456: Developing the Proposed National Policy Statement on Urban Development** (superseded by submission # 468 i.e. ‘Proposed National Policy Statement on Urban Development Capacity’)
- **Submission # 466: Draft Walking, Cycling and Bridle Trails Strategy** (changed to a staff submission due to comments being of a technical nature)

New Submissions Added

- **Submission # 473: Restoring and Protecting our Water: Overview of Collaborative Stakeholder Group’s Recommendations for Waikato Regional Plan Change No.1 – Waikato and Waipa River Catchments**

TABLE 1: SUMMARY PROGRESS OF HCC SUBMISSIONS (REFER TO TABLE 2 FOR FURTHER DETAIL)

Note: Updates to the ‘Summary Progress’ table that formed part of the 19 July 2016 Strategy and Policy Committee meeting agenda are highlighted in yellow.

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
414	<p>Proposed Auckland Unitary Plan – Further Submissions (Auckland Council) http://www.aucklandcouncil.govt.nz/EN/planspolicies/projects/plansstrategies/unitaryplan/Pages/submissions.aspx</p>	<p>HCC staff have not appeared in person at the hearings, given the structure of the hearings and the time/cost involved. However, Future Proof and the Future Proof partners of Waikato Regional Council and Waikato District Council have appeared at hearings covering the topic of Auckland growth. The focus of the evidence given is to highlight to Auckland Council the impacts of growth in the south of the Auckland Region on land use, settlement patterns and infrastructure impacts (namely the Waikato Expressway) in the Waikato.</p> <p>The Auckland Unitary Plan Independent Hearings Panel completed hearings on 13/5/16. The Panel provided its recommendations on the Proposed Auckland Unitary Plan to Auckland Council on 22/7/16. Auckland Council has 20 working days (from 22/7/16) to consider the Panel's recommendations and decide whether to accept them in part or in full, or reject them. The Council must publicly notify its decision by 19/8/16. One extension of 20 working days can be granted if the Council asks for and gets permission from the Minister for the Environment.</p> <p>After 19/8/16, HCC staff will need to check as to what decisions were made on Council’s submission points (for reporting purposes), and whether any of our submission points fall within the limited grounds for appeal (which must be filed by 16/9/16).</p>
439	<p>Building (Earthquake-Prone Buildings) Amendment Bill – Interim Report (Local Government and Environment Committee) http://www.parliament.nz/resource/en-nz/51DBSCH_SCR63267_1/b48e2b01669564a6e9c9e6a7f02bbb55ae768006</p>	<ul style="list-style-type: none"> • The Bill’s third reading was completed on 10/5/16, with Royal Assent occurring on 13/5/16, becoming the ‘Building (Earthquake-Prone Buildings) Amendment Act 2016’. The Ministry of Business, Innovation and Employment is looking to consult on a new set of Regulations in September 2016, with the Act and finalised Regulations anticipated to be in force by May 2017.

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
452	Final Position Paper 'Improving New Zealand's Water and Wastewater and Stormwater Sector' (LGNZ) http://www.lgnz.co.nz/home/our-work/our-policy-priorities/4.-infrastructure/3-waters-programme/ http://www.lgnz.co.nz/assets/29617-three-Waters-Position-Paper.pdf	<p>A brief article on LGNZ's final position paper was included as part of the 6/10/15 Executive Update. Following release of their position paper, LGNZ wrote to the Minister of Finance on 22/4/16 to outline the findings from the LGNZ 3 Waters Project and proposing a co-regulatory approach as the preferred option for improving performance across the 3 waters sector. Feedback received from the Minister at the Central/Local Government Forum on 12/5/16 was favourable. He advised that he would be looking to progress matters with LGNZ over the following six months. At this stage (August 2016) LGNZ advise that there is nothing further to report.</p>
453	Building (Pools) Amendment Bill (Local Government and Environment Committee) http://www.parliament.nz/en-nz/pb/sc/make-submission/51SCLGE_SCF_00DBHOH_BILL64825_1/building-pools-amendment-bill	<p>This Bill will amend the Building Act 2004 and repeal the Fencing of Swimming Pools Act 1987 to reduce the compliance burden currently imposed on pool owners and territorial authorities in relation to residential pools while maintaining child safety.</p> <p>The Bill's purpose is to ensure consistent and regular territorial authority processes, by introducing a nationwide standardised residential pool inspection cycle. Staff from the Building Control Unit spoke in support of HCC's written submission at the hearings of the Local Government and Environment Committee on 3/12/15.</p> <p>The Bill had its second reading on 30/6/16 after being reported back to the House on 14/4/16. Apart from a number of other amendments, the Local Government and Environment Committee has recommended inserting Clause 6B (Role of Building Consent Authority and Territorial Authority), which would amend Section 12 of the Building Act, to further emphasise that local authorities are responsible for enforcing strict compliance with pool barrier requirements.</p>
454	Ruakura Variation to Hamilton City's Proposed District Plan (Hamilton City Council) www.hamilton.govt.nz/ruakura	<p>The submission identifies a number of minor errors or omissions for various sections of the Ruakura Variation and the relief sought for each submission point. It also includes matters relating to administration of the plan and clarity for plan users. Hearings for submissions were held during 3-16 August 2016 by independent Commissioners. HCC still needs to coordinate a right of reply, which is anticipated to be completed by the end of August 2016. In addition, Council filed a 'Late Submission' on 6/7/16 (under the Chief Executive's delegated authority for RMA submissions) to deal with a technical matter.</p>
455	Shop Trading Hours Amendment Bill (Commerce Committee) http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL66378_1/shop-trading-hours-amendment-bill http://www.legislation.govt.nz/bill/government/2015/0081/latest/versions.aspx	<p>This Bill amends the Shop Trading Hours Act Repeal Act 1990 to grant territorial authorities a limited power to create bylaws that allow shop trading on Easter Sunday, and enable shop workers to refuse work on Easter Sunday. HCC's draft submission was considered and approved at the 15/12/15 Council meeting. The final revised submission was uploaded to Parliament's website on 22/12/15. Parliament acknowledged receipt of HCC's submission on 14/1/16.</p> <p>The Bill had its second reading on 28/6/16. On 17/8/16 the Committee of the Whole House considered the Bill and its proposed amendments and Part 1 (Amendments to Principal Act; Restricted Trading Days) was passed (61 votes to 60), meaning councils will not have the power to make Bylaws, but have the option to make Policies to determine where they want to allow Easter trading. The changes from the Bylaw approach to the Policy approach are outlined in Supplementary Order Paper 179 http://www.legislation.govt.nz/bill/government/2015/0081/latest/versions.aspx</p> <p>The third reading will then take place. If the vote at the end of the third reading passes, then the Bill will be sent to the Governor-General for the Royal Assent – after which it is made law. If enacted, the new powers will take effect in time for changes to be made prior to Easter 2017.</p>

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
457	<p>Vehicle Dimensions and Mass Rule 2002 Review (NZ Transport Agency) http://www.transport.govt.nz/land/vdam</p> <p>Yellow Draft 'Land Transport Rule: Vehicle Dimensions and Mass (2016)' (NZ Transport Agency) http://www.transport.govt.nz/land/vdam</p>	<p>The intention to make a submission was outlined in the 2/2/16 Executive Update. Draft 1 was circulated to Elected Members for feedback on 12/2/16. Initial feedback resulted in a revised submission (Draft 2), which was included as part of a separate report that was considered and approved at the 23/2/16 Strategy and Policy Committee meeting. No changes were made to Draft 2, which was sent to the NZTA on 24/2/16. The NZTA has acknowledged receipt of HCC's submission.</p> <p>The next phase saw release of the Yellow Draft 'Land Transport Rule: Vehicle Dimensions and Mass (2016)', with consultation on the preferred proposals closing on 12/8/16. Given the technical nature of the Draft rule and Council's position on this issue from the 24/2/16 submission, an article was included in the 9/8/16 Executive Update recommending that this be a staff submission. The draft staff submission was circulated to Elected Members for feedback on 10/8/16. In addition, an informal workshop for Elected Members to discuss this issue and the draft staff submission was held on 11/8/16. Feedback from the workshop was incorporated into the final staff submission sent to the NZTA on 12/8/16.</p>
458	<p>Better Urban Planning (Issues Paper, December 2015) (New Zealand Productivity Commission) http://www.productivity.govt.nz/inquiry-content/2682?stage=3</p>	<p>The NZ Productivity Commission began the Inquiry with release of an Issues Paper on 9/12/15 outlining its proposed approach to the Inquiry, the context for the Inquiry, and a preliminary list of key questions to be addressed via a broad consultation process.</p> <p>Elected Members were advised of this Inquiry in the 24/11/15 Executive Update. HCC's Draft 1 submission was circulated to Elected Members on 29/1/16 for feedback. As no feedback was received on this submission, Draft 2 remained unchanged from Draft 1, was considered and approved at the 23/2/16 Strategy and Policy Committee meeting and sent to the Productivity Commission on 1/3/16.</p> <p>The Commission acknowledged receipt of HCC's submission on 2/3/16, noting that once it has been reviewed, it will be published on their website (it is submission # 004 on their website). The NZ Productivity Commission's draft report 'Better Urban Housing' was released on 18/8/16 (http://www.productivity.govt.nz/inquiry-content/2682?stage=3), with submissions closing on 3/10/16. The Commission's final report is due with Government by 30/11/16.</p>
459	<p>Resource Legislation Amendment Bill (Local Government and Environment Committee) http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL67856_1/resource-legislation-amendment-bill</p>	<p>The overarching purpose of this Bill is to create a resource management system that achieves the sustainable management of natural and physical resources in an efficient and equitable way. Elected Members were advised of this Bill in the 1/12/15 Executive Update. Draft 1 was circulated to Elected Members on 29/1/16 for feedback. Comments were incorporated into Draft 2, which was considered and approved at the 23/2/16 Strategy and Policy Committee meeting. The Committee made a minor addition that was incorporated into the final submission uploaded to Parliament's website on 2/3/16. Receipt of HCC's submission was acknowledged on 2/3/16. The Local Government and Environment Committee's report is now due on 6/9/16.</p>
461	<p>Waikato Regional Council's 2016/17 Proposed Annual Plan Consultation Document (Waikato Regional Council) http://www.waikatoregion.govt.nz/PageFiles/41315/AnnualPlanConsultation201617.pdf www.waikatoregion.govt.nz/annualplan</p>	<p>HCC's draft submission was considered and approved at the 31/3/16 Council meeting (with a minor change being made to the approved submission). This was sent to WRC on 5/4/16. WRC informally acknowledged receipt of HCC's submission that same day, with the formal acknowledgement letter being received on 12/4/16.</p> <p>WRC held hearings on the 10/5/16 and deliberated on 31/5/16 and 1/6/16. Elected Members were advised of WRC's response letter in the 16/8/16 Executive Update. Further information on WRC's decisions and the finalised 2016/17 Annual Plan can be accessed at www.waikatoregion.govt.nz/annualplan</p>

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
462	<p>Next Steps for Freshwater – Consultation Document (February 2016) (Ministry for the Environment) http://www.mfe.govt.nz/consultation/next-steps-fresh-water</p>	<p>A copy of the MFE’s discussion document and a summary of key issues were circulated to Elected Members for their consideration on 8/4/16. Elected Members used this material to outline their views to staff at the 19/4/16 Council briefing. This feedback formed the basis of HCC’s draft submission (Draft 1), which was circulated to Elected Members on 20/4/16. Draft 1 was considered at the 21/4/16 Finance Committee meeting, where a number of revisions were requested.</p> <p>These revisions were incorporated into Draft 2, which was considered and approved at the 28/4/16 Council meeting. The MFE provided HCC an extension to the original 22/4/16 submission closing date through to 29/4/16.</p> <p>The MFE acknowledged receipt of HCC’s submission, noting that the Ministers will now consider all comments received and make their decisions on progressing the proposals.</p>
464	<p>NZTA – Alteration of Designation Resolution Drive Extension and Horsham Downs Link Road (March 2016) (NZ Transport Agency) https://www.waikatodistrict.govt.nz/your-council/public-consultations/current-consultations/nzta-alteration-of-designation-resolution-drive-extension-and-horsham-downs-link-road</p>	<p>Overall Direction of Submission: The submission supports the Notice of Requirement from the NZ Transport Agency to alter the designation for the Hamilton Section of the Waikato Expressway to include link roads to the already designated Resolution Drive Interchange, subject to appropriate conditions applying that will ensure that adverse effects on the environment are managed appropriately.</p> <p>Elected Members were advised of this submission (which supported the NOR) in the 19/4/16 Executive Update. The submission was made under the Chief Executive’s delegated authority for RMA submissions on 5/5/16.</p>
465	<p>Plan Change 17: Ngaruawahia and Surrounding Villages; Stage One: Proposed Rezoning (Waikato District Council) https://wcdsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/district-plan/plan-change-17---section-32-evaluation-report.pdf?sfvrsn=2</p>	<p>Overall Direction of Submission: The submission opposes the proposed rezoning as it seeks to further understand the possible impacts the rezoning may have on Hamilton’s physical and community infrastructure. The proposed Plan Change is also opposed on the basis that it is considered to be at odds with the strategic growth direction of Future Proof and the Regional Policy Statement and any rezoning of land would be better considered in Waikato District Council’s upcoming District Plan review process.</p> <p>On 28/6/16 WDC advised that notification of further submissions for Plan Change 17 would take place on 29/6/16.</p> <p>A further HCC submission was made under the Chief Executive’s delegated authority for RMA submissions and lodged with Waikato District Council on 13/7/16. Staff served a copy of HCC’s further submission on Foster Developments Ltd (who have a relatively significant land holding in Te Kowhai and sought a further zone change) within five working days after our submission was sent to WDC i.e.13/7/16 (as required by the Resource Management Act).</p>
468	<p>Proposed National Policy Statement on Urban Development Capacity (Ministry for the Environment) https://www.mfe.govt.nz/more/towns-and-cities/proposed-national-policy-statement-urban-development-capacity</p>	<p>Overall Direction of Submission: Although the submission generally supports the Proposed National Policy Statement on Urban Development Capacity, it also raises a number of concerns that need to be addressed for the NPS to be effective.</p> <p>Draft 5 was considered and approved at the 14/7/16 Extraordinary Council meeting. The approved submission was then sent to the MFE on 15/7/16.</p> <p>On 3/8/16, the MFE updated submitters on current and next steps in the development of the NPS. Subsequent to consultation closing on 15/7/16, the MFE is now in the process of compiling the submissions into a report, which will be provided to the Minister for the Environment for his consideration and discussion with his colleagues in due course. The</p>

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
470	<p>Local Government Act 2002 Amendment Bill (No. 2) (Local Government and Environment Committee) http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL69266_1/local-government-act-2002-amendment-bill-no-2</p>	<p>Government is seeking to finalise the NPS in October 2016 and the MFE will update us following the formal release of the NPS on Urban Development Capacity. Elected Members and staff were advised of this update on 3/8/16.</p> <p>Overall Direction of Submission: To ensure that the Bill's provisions do not negatively impact on HCC's operations, particularly around the current work being undertaken into the possibility of forming a-jointly owned Water and Wastewater Council Controlled Organisation.</p> <p>The Local Government Act 2002 Amendment Bill (No. 2) implements a set of reforms to enable improved service delivery and infrastructure provision arrangements at the local government level.</p> <p>Draft 2 was approved by Council on 28/7/16, subject to the addition of a new recommendation, the inclusion of the new section on development contributions and an Executive Summary of the submission's key points. The final submission was sent on 5/8/16. Staff obtained an extension from the Local Government and Environment Committee to the original submission closing date i.e. from 28/7/16 to 8/8/16. HCC advised that it wished to speak at the hearings of the Local Government and Environment Committee in support of its submission. The Auckland hearing was held on 22/8/16. Her Worship Mayor presented HCC's submission to the Select Committee.</p>
473	<p>Restoring and Protecting our Water: Overview of Collaborative Stakeholder Group's Recommendations for Waikato Regional Plan Change No.1 – Waikato and Waipa River Catchments</p>	<p>Overall Direction of Submission: The feedback supported the draft proposed plan change in its entirety, subject only to some minor wording changes.</p> <p>On 5/8/16, Waikato Regional Council (WRC) invited HCC to provide feedback on the 'Overview of Collaborative Stakeholder Group's Recommendations for Waikato Regional Plan Change No.1 - Waikato and Waipa River Catchments'. HCC will have an opportunity to make a further submission later in 2016, once the Plan Change has been publicly notified.</p> <p>The purpose of the plan change is to achieve water quality within the natural water bodies of the Waipa and Waikato River catchments that is swimmable and safe to take food from, which are required by the Vision and Strategy for the Waikato River. The plan change focuses on managing the discharge of four contaminants: nitrogen, phosphorus, suspended sediments and microbial pathogens.</p> <p>The plan change would affect Council when HCC's consents to take and use water and discharge wastewater or stormwater are reviewed or renewed. Feedback was made under the Chief Executive's delegated authority for RMA submissions. The intention to provide Council feedback (made under the Chief Executive's delegated authority for RMA submissions) was outlined in the 16/8/16 Executive Update.</p>
475	<p>Waikato Region Wide RMA Consent Application –</p>	<p>TBfree New Zealand, the Department of Conservation and the Waikato Regional Council (dated 12/8/15) advising that they</p>

SUB #	TITLE OF DOCUMENT, ORGANISATION AND WEBSITE	OUTLINE/UPDATE OF KEY PROGRESS
	<p>Sodium Fluoracetate (1080) (TBfree New Zealand; Department of Conservation; Waikato Regional Council)</p> <p>http://www.pce.parliament.nz/assets/Uploads/PCE-1080.pdf</p> <p>http://www.pce.parliament.nz/assets/Uploads/1080-update-report-web-2015.pdf</p>	<p>are applying for 35 year resource consents to cover aerial 1080 operations within the Waikato Region. The current region-wide resource consents are due to expire in June 2016.</p> <p>City Planning, City Waters, Environmental Health and Parks and Open Spaces will conduct a more in-depth analysis once WRC's application assessment and notification decision is available. On 28/6/16 WRC provided all Chief Executives of councils in the Waikato Region with an update regarding the intention to lodge region-wide resource consent applications to continue the use of aerial 1080.</p>
476	<p>Watercare's December 2013 Application for a Water - Take Resource Consent from the Waikato River (Waikato Regional Council)</p> <p>https://www.watercare.co.nz/about-watercare/our-services/waikato-river-water/Pages/default.aspx</p> <p>https://www.watercare.co.nz/SiteCollectionDocuments/AllPDFs/Watercare_Waikato_River_take_resource_consent_application_December_2013.pdf</p>	<p>Through Future Proof, WRC has an action to update the Group of the allocation status of the Waikato River and determine a process to enable understanding of water take applications currently in the queue. This action is still uncompleted.</p>

TABLE 2: PROGRESS OF HCC SUBMISSIONS - FULL SUMMARY

Note: The following schedule identifies submissions made by HCC to external organisations since April 2013 where the process has not been fully completed and where various actions are still underway or pending. Updates to the schedule that formed part of the 19 July 2016 Strategy and Policy Committee meeting agenda are highlighted in yellow.

SUB #	TITLE OF DOCUMENT/ISSUE AND WEBSITE	ORGANISATION	DATE SUBMISSION SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
414	<p>Proposed Auckland Unitary Plan – Further Submissions (Auckland Council)</p> <p>http://www.aucklandcouncil.govt.nz/EN/planspolicies/projects/plansstrategies/unitaryplan/Pages/submissions.aspx</p>	Auckland Council	22/7/14	Not applicable. Submission made under the Chief Executive's delegated authority for RMA submissions.	<p>HCC staff have not appeared in person at the hearings, given the structure of the hearings and the time/cost involved. However, Future Proof and the Future Proof partners of Waikato Regional Council and Waikato District Council have appeared at hearings covering the topic of Auckland growth. The focus of the evidence given is to highlight to Auckland Council the impacts of growth in the south of the Auckland Region on land use, settlement patterns and infrastructure impacts (namely the Waikato Expressway) in the Waikato.</p> <p>The Auckland Unitary Plan Independent Hearings Panel completed hearings on</p>

SUB #	TITLE OF DOCUMENT/ISSUE AND WEBSITE	ORGANISATION	DATE SUBMISSION SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
					<p>13/5/16. The Panel provided its recommendations on the Proposed Auckland Unitary Plan (PAUP) to Auckland Council on 22/7/16. The recommendations were made available on the website on the afternoon of 27/7/16.</p> <p>Auckland Council has 20 working days (from 22/7/16) to consider the Panel's recommendations and decide whether to accept them in part or in full, or reject them. The Council must publicly notify its decision by 19/8/16. The decision will be available on the website from that date. One extension of 20 working days can be granted if the Council asks for and gets permission from the Minister for the Environment.</p> <p>After 19/8/16, HCC staff will need to check as to what decisions were made on Council's submission points (for reporting purposes), and whether any of our submission points fall within the limited grounds for appeal (which must be filed by 16/7/16).</p>
439	<p>Building (Earthquake-Prone Buildings) Amendment Bill - Interim Report of the Local Government and Environment Committee http://www.parliament.nz/resource/en-nz/51DBSCH_SCR63267_1/b48e2b01669564a6e9c9e6a7f02bbb55ae768006</p>	Local Government and Environment Committee	16/7/15	Final submission considered and retrospectively approved on 11/8/14.	<p>The passage of the Building (Earthquake-Prone Buildings) Amendment Bill has progressed with release of an interim report back to the House by the Local Government and Environment Committee on 23/6/15.</p> <p>The Bill had run into considerable difficulties due to its complexity and also the need to apply its provisions to a wide range of structures and circumstances. In its report, the Committee notes that it had received advice from the Ministry of Business, Innovation and Employment, the Parliamentary Counsel Office, and the Regulations Review Committee. As a result of that process, and in response to the issues raised by submitters, it was considering a range of potential changes to the original Bill. HCC's Principal Building Advisor spoke to the Local Government and Environment Committee at the 30 July 2015 hearing in support of Council's 16/7/15 submission.</p> <p>The Local Government and Environment Committee released their final report on the Bill with recommended amendments on 2/9/15 – refer http://www.parliament.nz/resource/en-nz/51DBSCH_SCR64791_1/a38b4befdfdd2c6a85be60e37365b16f8da763c8</p> <p>The Bill is expected to receive its second reading before Parliament adjourns for the 2016 year. HCC's Principal Building Advisor is a member of the Local Government</p>

SUB #	TITLE OF DOCUMENT/ISSUE AND WEBSITE	ORGANISATION	DATE SUBMISSION SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
					<p>working party which is assisting MBIE with the development of the MBIE draft policy. This includes establishing the CEO's methodology for the means of assessing earthquake-prone buildings and a number of other transitional changes. The working party is also developing draft regulations which will drive changes in the Building Act.</p> <p>The working party is working towards identifying and completing all the changes before May 2016 in order to consult and seek feedback from stakeholders. The new legislation is expected to be in place around March 2017.</p> <p>HCC's submission identified that we have already prioritised our buildings according to risk. However, there is some likelihood we will have to do more work on classifying priority buildings (those that are high risk or on major public corridors such as high foot traffic, inner city etc.) and this work will need to be completed within 5 years. The outcomes will have to go through a public consultation process.</p> <p>HCC's 16/7/15 submission also identified that Council has written to the owners of buildings that are considered to be earthquake-prone but we have not issued formal Section 124 notices (which are akin to a dangerous building notice). There is some certainty that Section 124 notices will need to be issued once the new legislation changes are enacted.</p> <p>The Bill's third reading was completed on 10/5/16, with Royal Assent occurring on 13/5/16, becoming the 'Building (Earthquake-Prone Buildings) Amendment Act 2016'. The Ministry of Business, Innovation and Employment is looking to consult on a new set of Regulations in September 2016, with the Act and finalised Regulations anticipated to be in force by May 2017. Refer also to submission # 404.</p>
452	<p>Final Position Paper 'Improving New Zealand's Water and Wastewater and Stormwater Sector' http://www.lgnz.co.nz/home/our-work/our-policy-priorities/4.-infrastructure/3-waters-programme/ http://www.lgnz.co.nz/assets/29617-three-Waters-Position-Paper.pdf</p>	Local Government New Zealand	30/10/15	Draft submission considered and approved at the 29/10/15 Council meeting.	<p>On 1/10/15 Local Government New Zealand (LGNZ) released its final position paper 'Improving New Zealand's Water and Wastewater and Stormwater Sector' for review and feedback. The paper builds on the momentum established under the LGNZ 3 Waters project by describing how a strong, sector-led approach will address the issues identified in the issues paper released in October 2014 'Exploring the Issues Facing New Zealand's Water, Wastewater and Stormwater Sector'.</p> <p>LGNZ consulted extensively in the preparation of this paper with its members, Government and other stakeholders. There was general agreement during the process</p>

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					<p>that maintaining the status quo is not an option and that change is needed. The position paper therefore provides views on deliverables of a fit for purpose water sector and three potential models for sector oversight.</p> <p>A brief article on LGNZ's final position paper was included as part of the 6/10/15 Executive Update.</p> <p>Following release of the position paper 'Improving New Zealand's Water and Wastewater and Stormwater Sector', LGNZ wrote to the Minister of Finance on 22/4/16 to outline the findings from the LGNZ 3 Waters Project and proposing a co-regulatory approach as the preferred option for improving performance across the 3 waters sector. Feedback received from the Minister at the Central/Local Government Forum on 12/5/16 was favourable. He advised that he would be looking to progress matters with LGNZ over the following six months. At this stage (August 2016) LGNZ advise that there is nothing further to report.</p>
453	<p>Building (Pools) Amendment Bill https://www.parliament.nz/en/pb/bills-and-laws/bills-proposed-laws/document/00DBHOH_BILL64825_1/building-pools-amendment-bill</p>	Local Government and Environment Committee	5/11/15	Draft submission considered and approved on 5/11/15.	<p>This Bill will amend the Building Act 2004 and repeal the Fencing of Swimming Pools Act 1987 to reduce the compliance burden currently imposed on pool owners and territorial authorities in relation to residential pools while maintaining child safety.</p> <p>The Bill's purpose is to ensure consistent and regular territorial authority processes, by introducing a nationwide standardised residential pool inspection cycle. Staff from the Building Control Unit spoke in support of HCC's written submission at the hearings of the Local Government and Environment Committee on 3/12/15.</p> <p>The Bill had its second reading on 30/6/16 after being reported back to the House on 14/4/16. Apart from a number of other amendments, the Local Government and Environment Committee has recommended inserting Clause 6B (Role of Building Consent Authority and Territorial Authority), which would amend Section 12 of the Building Act, to further emphasise that local authorities are responsible for enforcing strict compliance with pool barrier requirements.</p>
454	Ruakura Variation to Hamilton City's Proposed	Hamilton City	18/12/15	Not applicable.	The submission identifies a number of minor errors or omissions for various sections

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	District Plan (Hamilton City Council) www.hamilton.govt.nz/ruakura	Council		Submission and Late Submission made under the Chief Executive's delegated authority for RMA submissions.	of the Ruakura Variation and the relief sought for each submission point. It also includes matters relating to administration of the plan and clarity for plan users. Hearings for submissions were held during 3-16 August 2016 by independent Commissioners. HCC still needs to coordinate a right of reply, which is anticipated to be completed by the end of August 2016. In addition, Council filed a 'Late Submission' on 6/7/16 (under the Chief Executive's delegated authority for RMA submissions) to deal with a technical matter.
455	Shop Trading Hours Amendment Bill http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL66378_1/shop-trading-hours-amendment-bill http://www.legislation.govt.nz/bill/government/2015/0081/latest/versions.aspx	Commerce Committee	22/12/15	Draft submission considered and approved at the 15/12/15 Council meeting.	This Bill amends the Shop Trading Hours Act Repeal Act 1990 to grant territorial authorities a limited power to create bylaws that allow shop trading on Easter Sunday, and enable shop workers to refuse work on Easter Sunday. HCC's draft submission was considered and approved at the 15/12/15 Council meeting. The final revised submission was uploaded to Parliament's website on 22/12/15. Parliament acknowledged receipt of HCC's submission on 14/1/16. The Bill had its second reading on 28/6/16. On 17/8/16 the Committee of the Whole House considered the Bill and its proposed amendments and Part 1 (Amendments to Principal Act; Restricted Trading Days) was passed (61 votes to 60), meaning councils will not have the power to make Bylaws, but have the option to make Policies to determine where they want to allow Easter trading. The changes from the Bylaw approach to the Policy approach are outlined in Supplementary Order Paper 179 http://www.legislation.govt.nz/bill/government/2015/0081/latest/versions.aspx The third reading will then take place. If the vote at the end of the third reading passes, then the Bill will be sent to the Governor-General for the Royal Assent – after which it is made law. If enacted, the new powers will take effect in time for changes to be made prior to Easter 2017.
457	Vehicle Dimensions and Mass Rule 2002 Review http://www.transport.govt.nz/land/vdam Yellow Draft 'Land Transport Rule: Vehicle Dimensions and Mass (2016)' http://www.transport.govt.nz/land/vdam	NZ Transport Agency	24/2/16 12/8/16	Draft 2 submission considered and approved on 23/2/16.	The Land Transport Rule: Vehicle Dimensions and Mass 2002 specifies requirements for dimensions and mass limits for vehicles operating on New Zealand roads. The VDAM Rule also balances the risks that heavy vehicles present to other road users and their impact on the road infrastructure, against the need to allow the heavy vehicle fleet to optimise operations. Proposed changes to the VDAM Rule were announced on 9/12/15. These would

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					<p>encourage trucking and bus companies to import newer, safer, more innovative and environmentally responsible vehicles, while maintaining safety for all road users.</p> <p>The discussion document outlines a number of proposed changes to the VDAM rule:</p> <ul style="list-style-type: none"> • Increases to some axle and total vehicle mass limits. • Increases to the allowed permitted width and height limits. • Allowing '50 MAX' vehicles operating within the HPMV framework to work without permits. • Allowing Road Controlling Authorities, such as local councils, more authority to approve heavier vehicles and specialised loads. <p>Elected Members were advised of the MOT/NZTA discussion paper in the 2/2/16 Executive Update, with a request for feedback by 9/2/16 as to what they feel the key messages in Council's submission should be.</p> <p>Draft 1 was circulated to Elected Members for feedback on 12/2/16. Initial feedback resulted in a revised submission (Draft 2), which was included as part of a separate report that was considered and approved at the 23/2/16 Strategy and Policy Committee meeting. This was then sent to the NZTA on 24/2/16. The NZTA has acknowledged receipt of HCC's submission. An extension to the submission closing date was obtained from the MOT/NZTA i.e. from 17/2/16 to 24/2/16.</p> <p>Submissions will be used to develop recommendations for the Government to consider. The next phase saw release of the Yellow Draft 'Land Transport Rule: Vehicle Dimensions and Mass (2016)', with consultation on the preferred proposals commencing on 8/7/16 and closing on 12/8/16. These proposals have been chosen following the careful consideration of all submissions and research supporting them.</p> <p>Given the technical nature of the Draft rule and Council's position on this issue from the 24/2/16 submission, an article was included in the 9/8/16 Executive Update recommending that this be a staff submission. The draft staff submission was circulated to Elected Members for feedback on 10/8/16.</p> <p>In addition, an informal workshop for Elected Members to discuss this issue and the draft staff submission was held on 11/8/16. Feedback was incorporated into the final</p>

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					staff submission sent to the NZTA on 12/8/16.
458	Better Urban Planning (Issues Paper, December 2015) http://www.productivity.govt.nz/inquiry-content/2682?stage=2	New Zealand Productivity Commission	1/3/16	Draft 2 submission considered and approved on 23/2/16.	<p>The NZ Productivity Commission will look at ways of improving New Zealand's urban planning system. This Inquiry follows on from the Commission's investigation of how councils make land available for housing, which found that New Zealand's urban planning laws and processes were unnecessarily complicated, slow to respond to change and did not meet the needs of cities.</p> <p>The Commission began the Inquiry with release of an Issues Paper on 9/12/15 outlining its proposed approach to the Inquiry, the context for the Inquiry, and a preliminary list of key questions to be addressed via a broad consultation process. Elected Members were advised of this Inquiry in the 24/11/15 Executive Update.</p> <p>Draft 1 was circulated to Elected Members on 29/1/16 for feedback. As no feedback was received on this particular submission, Draft 2 remained unchanged from Draft 1 and was considered and approved at the 23/2/16 Strategy and Policy Committee meeting. This was then sent to the New Zealand Productivity Commission on 1/3/16.</p> <p>The Commission acknowledged receipt of HCC's submission on 2/3/16, noting that once reviewed, it will be published on their website (submission # 004). The NZ Productivity Commission's draft report 'Better Urban Housing' was released on 18/8/16 (http://www.productivity.govt.nz/inquiry-content/2682?stage=3), with submissions closing on 3/10/16. The Commission's final report is due with Government by 30/11/16.</p>
459	Resource Legislation Amendment Bill http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL67856_1/resource-legislation-amendment-bill	Local Government and Environment Committee	2/3/16	Draft 2 submission considered and approved on 23/2/16.	<p>The Resource Legislation Amendment Bill was introduced to Parliament on 26/11/15. The overarching purpose of this Bill is to create a resource management system that achieves the sustainable management of natural and physical resources in an efficient and equitable way. Elected Members were advised of this Bill in the 1/12/15 Executive Update.</p> <p>In September 2015, LGNZ established a cross-sector group of experts and practitioners to undertake a first principles review of New Zealand's environmental management framework. Their 'Blue Skies' discussion document on the review of the resource management system was released in December 2015 http://www.lgnz.co.nz/assets/Uploads/LGNZ-blue-skies-thinkpiece-Dec-2015.pdf</p>

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					<p>LGNZ's final report will be published during 2016. The Local Government and Environment Committee's report is now due on 6/9/16.</p> <p>HCC's Draft 1 submission was circulated to Elected Members on 29/1/16 for feedback. Comments were incorporated into Draft 2, which was considered and approved at the 23/2/16 Strategy and Policy Committee meeting. The Committee made a minor addition that was incorporated into the final submission uploaded to Parliament's website on 2/3/16. Receipt of HCC's submission was acknowledged on 2/3/16.</p>
461	<p>Waikato Regional Council's 2016/17 Proposed Annual Plan Consultation Document http://www.waikatoregion.govt.nz/PageFiles/41315/AnnualPlanConsultation201617.pdf www.waikatoregion.govt.nz/annualplan</p>	Waikato Regional Council	5/4/16	Draft 1 submission was considered and approved at the 31/3/16 Council meeting.	<p>HCC's draft submission was considered and approved at the 31/3/16 Council meeting (with a minor change being made to the approved submission). This was sent to WRC on 5/4/16. WRC informally acknowledged receipt of HCC's submission that same day, with the formal acknowledgement letter being received on 12/4/16.</p> <p>WRC held hearings on the 10/5/16 and deliberated on 31/5/16 and 1/6/16. Elected Members were advised of WRC's response letter in the 16/8/16 Executive Update. Further information on WRC's decisions and the finalised 2016/17 Annual Plan can be accessed at www.waikatoregion.govt.nz/annualplan</p>
462	<p>Next Steps for Freshwater – Consultation Document (February 2016) http://www.mfe.govt.nz/consultation/next-steps-fresh-water</p>	Ministry for the Environment	29/4/16	Draft 2 submission was considered and approved at the 28/4/16 Council meeting.	<p>A copy of the MFE's discussion document and a summary of key issues were circulated to Elected Members for their consideration on 8/4/16. Elected Members used this material to outline their views to staff at the 19/4/16 Council briefing. This feedback formed the basis of HCC's draft submission (Draft 1), which was circulated to Elected Members on 20/4/16. Draft 1 was considered at the 21/4/16 Finance Committee meeting, where a number of revisions were requested.</p> <p>These revisions were incorporated into Draft 2, which was considered and approved at the 28/4/16 Council meeting. The MFE provided HCC an extension to the original 22/4/16 submission closing date through to 29/4/16.</p> <p>The MFE acknowledged receipt of HCC's submission, noting that the Ministers will now consider all comments received and make their decisions on progressing the proposals.</p>
464	NZTA – Alteration of Designation Resolution Drive	NZ Transport	5/5/16	Not applicable.	Overall Direction of Submission: The submission supports the Notice of Requirement

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	<p>Extension and Horsham Downs Link Road (March 2016) https://www.waikatodistrict.govt.nz/your-council/public-consultations/current-consultations/nzta-alteration-of-designation-resolution-drive-extension-and-horsham-downs-link-road</p>	Agency		Submission made under the Chief Executive's delegated authority for RMA submissions.	<p>(NOR) from the NZ Transport Agency to alter the designation for the Hamilton Section of the Waikato Expressway to include link roads to the already designated Resolution Drive Interchange, subject to appropriate conditions applying that will ensure that adverse effects on the environment are managed appropriately.</p> <p>Elected Members were advised of this submission (which supported the NOR) in the 19/4/16 Executive Update.</p> <p>A City Planning and City Growth staff member presented evidence in support of HCC's submission at the hearing of the NOR on 12/07/16. The Hearing Commissioner expects to provide his recommendation regarding the NOR by 19/08/16. Sometime after this, the NZTA will notify its decision on the NOR. HCC, other submitters and Waikato District Council will then have 3 weeks within which to appeal the decision to the Environment Court.</p>
465	<p>Plan Change 17: Ngaruawahia and Surrounding Villages; Stage One: Proposed Rezoning https://wdcsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/district-plan/plan-change-17---section-32-evaluation-report.pdf?sfvrsn=2</p>	Waikato District Council	16/5/16	Not applicable. Submission made under the Chief Executive's delegated authority for RMA submissions.	<p>Overall Direction of Submission: The submission opposes the proposed rezoning as it seeks to further understand the possible impacts the rezoning may have on Hamilton's physical and community infrastructure. The proposed Plan Change is also opposed on the basis that it is considered to be at odds with the strategic growth direction of Future Proof and the Regional Policy Statement and any rezoning of land would be better considered in Waikato District Council's upcoming District Plan review process.</p> <p>Proposed Plan Change 17 to the Waikato section of the Waikato District Plan seeks to undertake zoning changes to a number of properties within the Ngaruawahia township and in the villages of Taupiri, Horotiu, Te Kowhai and Glen Massey ('Structure Plan Area'). Plan Change 17 proposes to rezone four categories as follows:</p> <ul style="list-style-type: none"> a) Rezone land at Ngaruawahia, Taupiri, Horotiu, and Te Kowhai from rural to either new residential or country living; b) Rezone land at Ngaruawahia and Horotiu from industrial to business; c) Rezone land at Ngaruawahia from living to business; d) Rezone land at Horotiu from either industrial or rural to country living; e) Rezone land at Horotiu from rural to new residential; f) Rezone land at Taupiri from living to country living; g) Rezone land at Glen Massey from country living to rural.

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					<p>City Planning coordinated development of HCC's submission, which focuses primarily on the effect that the proposed rezonings may have on Hamilton. Input for the submission was sought from Parks and Open Spaces; Community Development and Leisure; and City Infrastructure. Elected Members were advised of this submission in the 3/5/16 Executive Update.</p> <p>On 28/6/16 WDC advised that notification of further submissions for Plan Change 17 would take place on 29/6/16. The relevant documentation was couriered to HCC, and can be accessed via the following links:</p> <p>https://wcdsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/district-plan/plan-change-17-waikato-district-plan-summary-report.pdf?sfvrsn=2</p> <p>https://wcdsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/district-plan/plan-change-17---submissions.pdf?sfvrsn=2</p> <p>https://wcdsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/district-plan/further-submission-form.pdf?sfvrsn=2</p> <p>A further HCC submission was made under the Chief Executive's delegated authority for RMA submissions and lodged with Waikato District Council on 13/7/16. Staff served a copy of HCC's further submission on Foster Developments Ltd (who have a relatively significant land holding in Te Kowhai and sought a further zone change) within five working days after our submission was sent to WDC i.e.13/7/16 (as required by the Resource Management Act).</p>
468	Proposed National Policy Statement on Urban	Ministry for the	15/7/16	Draft 5	Overall Direction of Submission: Although the submission generally supports the

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	<p>Development Capacity https://www.mfe.govt.nz/more/towns-and-cities/proposed-national-policy-statement-urban-development-capacity</p>	Environment		<p>submission was considered and approved at the 14/7/16 Extraordinary Council meeting.</p>	<p>Proposed National Policy Statement on Urban Development Capacity, it also raises a number of concerns that need to be addressed for the NPS to be effective.</p> <p>The purpose of the proposed National Policy Statement on Urban Development Capacity (NPS-UDC) is to ensure regional and district plans provide adequately for the development of business and housing. This is to enable urban areas to grow and change in response to the needs of their communities. If made operative, the NPS-UDC would be supported by guidance for local authorities on how to implement it.</p> <p>The City Planning Unit made a presentation on the NPS-UDC at the 21/6/16 Council briefing. Feedback from the briefing was incorporated Draft 1, which was circulated to Elected Members for feedback on 22/6/16 (with comments sought by 24/6/16). Greater clarification was made by staff to one of the submission points.</p> <p>Draft 2 was considered at the 30/6/16 Council meeting, where it was requested that a revised draft (Draft 3) be circulated for feedback.</p> <p>On 4/7/16 City Planning circulated a briefing document outlining some points for consideration prior to a scheduled informal workshop for Elected Members on 6/7/16. The purpose of the briefing document was to highlight key issues identified by staff when reviewing the draft NPS.</p> <p>Feedback from the 6/7/16 workshop was incorporated into Draft 3, which was circulated to Elected Members on 7/6/16 for comment. Feedback received was incorporated into Draft 4 and then Draft 5, with the latter being considered and approved at the 14/7/16 Extraordinary Council meeting. The approved submission was then sent to the MFE on 15/7/16. The MFE has acknowledged receipt of HCC's submission.</p> <p>On 3/8/16, the MFE updated submitters on current and next steps in the development of the NPS. Subsequent to consultation closing on 15/7/16, the MFE is now in the process of compiling the submissions into a report, which will be provided to the Minister for the Environment for his consideration and discussion with his colleagues in due course.</p>

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					<p>The Government is seeking to finalise the NPS in October 2016 and the MFE will update us following the formal release of the NPS on Urban Development Capacity.</p> <p>The Ministry's website has been updated with all the related research and a series of maps showing Statistics New Zealand Main and Secondary Urban Areas against territorial local authority boundaries i.e.:</p> <ul style="list-style-type: none"> • Proposed National Policy Statement on Urban Development Capacity http://www.mfe.govt.nz/more/towns-and-cities/proposed-national-policy-statement-urban-development-capacity • Identifying Urban Growth Areas http://www.mfe.govt.nz/more/towns-and-cities/proposed-national-policy-statement-urban-development/identifying-urban-growth <p>Elected Members and staff were advised of this update on 3/8/16.</p>
470	<p>Local Government Act 2002 Amendment Bill (No. 2) http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL69266_1/local-government-act-2002-amendment-bill-no-2</p>	Local Government and Environment Committee	5/8/16	<p>Draft 2 submission was considered and approved at the 28/7/16 Council meeting.</p>	<p>Overall Direction of Submission: To ensure that the Bill's provisions do not negatively impact on HCC's operations, particularly around the current work being undertaken into the possibility of forming a jointly owned Water and Wastewater Council Controlled Organisation.</p> <p>The Local Government Act 2002 Amendment Bill (No. 2) implements a set of reforms to enable improved service delivery and infrastructure provision arrangements at the local government level. The Bill contributes to the delivery of key government priorities to deliver better public services and build a more productive and competitive economy.</p> <p>The current legislation provides only limited support for shared and integrated services, which is insufficient to enhance scale and capability for water, transport, economic development and other activities. This Bill provides for a broader range of functions to be transferred between local authorities, joint governance arrangements for areas of common or shared interest, and greater use of joint Council-Controlled Organisations (CCOs) for providing services.</p> <p>New models introduced in the Bill include water services CCOs with statutory powers and 2 pre-approved models for transport CCOs, as well as bespoke transport CCOs</p>

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					<p>subject to approval from the Minister of Transport.</p> <p>Staff made a presentation on this Bill at the 12/7/16 Council briefing. Information on the Bill from the Department of Internal Affairs, as well SOLGM's draft submission and the initial analysis by LGNZ was circulated to Elected Members on 12/7/16. Staff developed a summary of key issues that Elected Members may wish to see included in HCC's submission, which was circulated on 13/7/16.</p> <p>Draft 1 was circulated to Elected Members for feedback on 18/7/16. Staff made a number of revisions based primarily on feedback from the review of Draft 1 undertaken by Tompkins Wake, which were incorporated into Draft 2.</p> <p>Draft 2 was approved by Council on 28/7/16, subject to the addition of a new recommendation, as well as the inclusion of the new section on development contributions and an Executive Summary of the submission's key points. The final submission was sent on 5/8/16. Staff obtained an extension from the Local Government and Environment Committee to the original submission closing date i.e. from 28/7/16 to 8/8/16.</p> <p>HCC advised that it wished to speak at the hearings of the Local Government and Environment Committee in support of its submission. The Auckland hearing was held on 22/8/16. Her Worship Mayor presented HCC's submission to the Select Committee.</p>
473	Restoring and Protecting our Water: Overview of Collaborative Stakeholder Group's Recommendations for Waikato Regional Plan Change No.1 – Waikato and Waipa River Catchments	Waikato Regional Council (Healthy Rivers Wai Ora Committee)	23/8/16	Not applicable. Feedback was made under the Chief Executive's delegated authority for RMA submissions.	<p>Overall Direction of Submission: The feedback supported the draft proposed plan change in its entirety, subject only to some minor wording changes.</p> <p>On 5/8/16, Waikato Regional Council (WRC) invited HCC to provide feedback on the 'Overview of Collaborative Stakeholder Group's Recommendations for Waikato Regional Plan Change No.1 - Waikato and Waipa River Catchments'. HCC will have an opportunity to make a further submission later in 2016, once the Plan Change has been publicly notified.</p> <p>The Resource Management Act (Clause 3 of Schedule 1) requires Waikato Regional Council (WRC) to consult local authorities who may be affected by a proposed plan change.</p>

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					<p>A Collaborative Stakeholder Group has prepared and recommended the draft proposed change to the Waikato Regional Plan. The purpose of the plan change is to achieve water quality within the natural water bodies of the Waipa and Waikato River catchments that is swimmable and safe to take food from, which are required by the Vision and Strategy for the Waikato River. The plan change focuses on managing the discharge of four contaminants: nitrogen, phosphorus, suspended sediments and microbial pathogens.</p> <p>The plan change would affect Council when HCC's consents to take and use water and discharge wastewater or stormwater are reviewed or renewed.</p> <p>Key features of the draft proposed plan change include:</p> <ul style="list-style-type: none"> • A staged approach over 80 years to achieve the required water quality. • Actions over the first 10 years to achieve 10% of the required water quality change. • Commercial vegetable growers and many farmers will have to prepare a Farm Environment Plan to manage the four contaminants discharged from their properties. • Policies and methods that prepare everyone for further contaminant discharge reductions in the future. • Restrictions on land use changes that would result in higher contaminant discharges. <p>The intention to provide Council feedback (made under the Chief Executive's delegated authority for RMA submissions) was outlined in the 16/8/16 Executive Update.</p>
475	Waikato Region Wide RMA Consent Application – Sodium Fluoracetate (1080)	TBfree New Zealand;	TBC	TBC	On 19/8/15 HCC received a letter from TBfree New Zealand, the Department of Conservation and the Waikato Regional Council (dated 12/8/15) advising that they are

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	 <p>Waikato Regional Council - Waikato Reg</p> <p>http://www.pce.parliament.nz/assets/Uploads/PCE-1080.pdf</p> <p>http://www.pce.parliament.nz/assets/Uploads/1080-update-report-web-2015.pdf</p>	Department of Conservation; Waikato Regional Council			<p>applying for 35 year resource consents to cover aerial 1080 operations within the Waikato Region. The current region-wide resource consents are due to expire in June 2016.</p> <p>The letter states that 35 year resource consents will allow the applicants to better plan and coordinate operations to ensure progress towards biodiversity outcomes and freedom from bovine tuberculosis. Consultation or notification with Iwi, landowners and other affected parties will still take place prior to every operation even if this consent application is approved.</p> <p>TBfree New Zealand, the Department of Conservation (DOC), and the Waikato Regional Council (WRC) lodged this consent with the WRC on 17/12/15.</p> <p>City Planning, City Waters, Environmental Health and Parks and Open Spaces will conduct a more in-depth analysis once WRC's application assessment and notification decision is available. WRC has confirmed with HCC staff that WRC, DOC or Tbfree will not be undertaking an aerial 1080 operation inside the Hamilton City boundary.</p> <p>On 28/6/16 WRC provided all Chief Executives of councils in the Waikato Region with an update regarding the intention to lodge region-wide resource consent applications to continue the use of aerial 1080.</p> <p>WRC noted the recent announcement from the Government proposing a new regulation on the use of vertebrate toxic agents. This could mean that the application of 1080 is no longer addressed through regional plans and would no longer require resource consent. This is only a proposal for now and is currently in a consultation period. More information is available from the mfe.govt.nz website. Although this process may overtake the consent application at some point in the future, in the meantime WRC's application continues to stand.</p> <p>During pre-lodgement engagement for the Waikato consents two clear themes emerged. Firstly, many stakeholders felt that a 35-year consent was too long. In response WRC has lodged an application for 25 years, a term that they hope balances the views of stakeholders and the cost and effort of obtaining a consent. Secondly, there were many questions about the development of alternative methods of pest</p>

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					<p>control. WRC has proposed a consent clause that requires a review of the viability of alternatives, midway through the consent.</p> <p>The consent application was lodged with WRC, as the consent authority, in December 2015. The consent authority requested further information and they are in the process of gathering that information. Once the information has been provided, the consent authority will then be in a position to make a decision on notification. WRC believe this decision will be made by an independent commissioner.</p> <p>In the meantime, the three agencies (Tbfree New Zealand, the Department of Conservation and WRC) continue to meet with people interested in this application process and the use of 1080.</p>
476	<p>Watercare's December 2013 Application for a Water - Take Resource Consent from the Waikato River https://www.watercare.co.nz/about-watercare/our-services/waikato-river-water/Pages/default.aspx</p> <p>https://www.watercare.co.nz/SiteCollectionDocuments/AllPDFs/Watercare_Waikato_River_take_resource_consent_application_December_2013.pdf</p>	Waikato Regional Council	TBC	TBC	<p>SLT discussed the Watercare application (amongst other strategic water issues) on 8/9/14. An update on strategic water issues, including the Watercare application, was outlined in the 'Strategic Round Up Report' discussed at the 24/2/15 Strategy and Policy Committee meeting (Item 18 of the agenda).</p> <p>The 24/2/15 Strategy and Policy Committee report noted that:</p> <ul style="list-style-type: none"> • "Watercare has made an application to the Waikato Regional Council to take a further 200,000 m³ of water per day from the Waikato River to supply Auckland's growing water need. • Future Proof is currently looking at whether HCC, Waipa and Waikato District Councils have enough consented water to support current and projected populations. • The findings of this work will inform our position on the Watercare consent, should the application be publicly notified". <p>The Waikato Regional Council (WRC) is still to assess the application and has indicated that they are unlikely to do so until 2016. Through Future Proof, WRC has an action to update the Group on the allocation status of the Waikato River and determine a process to enable understanding of water take applications currently in the queue. This action is still uncompleted.</p> <p>Also under Future Proof in May 2015, a combined Chief Executive and Strategic Implementation Management Group meeting was held. At that meeting, a number of</p>

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					<p>recommendations were made. Two of particular relevance are:</p> <ul style="list-style-type: none"> • That there is no technical case for Future Proof to oppose the Watercare application. • That noting HCC’s concerns, Future Proof defers making a decision on lodging a submission on the Watercare application, which is likely to be 12-18 months away. This decision will still need to be evidence-based when it is taken and will need to assess the quantum of the take and whether it may adversely impact the prospects of municipal supply authorities within the Waikato Region. <p>The HCC concerns (formally minuted during the May 2015 meeting) are: <i>Comments and issues from HCC:</i></p> <ul style="list-style-type: none"> ➤ <i>What happens if we support Watercare and our projections are wrong?</i> ➤ <i>The issue is if growth occurs faster than expected. The information being received now is that this is starting to happen.</i> ➤ <i>The Watercare application is not a stepped take.</i> ➤ <i>The cumulative effects are unknown.</i> ➤ <i>HCC supports prudent monitoring.</i>