

## Notice of Meeting:

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

**Date:** Wednesday 8 April 2015  
**Time:** 1.30pm  
**Meeting Room:** Council Chamber  
**Venue:** Municipal Building, Garden Place, Hamilton

Richard Briggs  
Chief Executive

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## Strategy & Policy Committee OPEN AGENDA

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### 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

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Brendan Stringer  
Committee Advisor

**30 March 2015**  
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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:** 08 April 2015  
**Report Name:** Strategy and Policy Committee Chairperson's Report      **Author:** Brendan Stringer

<b>Status</b>	<i>Open</i>
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The Chair will give a verbal Report.

#### **Recommendation**

That the Report be received.

#### **1. Attachments**

2. There are no attachments for this report.

**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015  
**Report Name:** Strategy and Policy Committee      **Author:** Brendan Stringer  
 Open Minutes 24 February  
 2015

<b>Status</b>	<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 24 February 2015.

### 1. Attachments

2. Attachment 1 - Strategy and Policy Committee Open Minutes 24 February 2015

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## Strategy & Policy Committee

### OPEN MINUTES

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**Minutes of a meeting of the Strategy & Policy Committee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Tuesday 24 February 2015 at 1.30pm.**

#### PRESENT

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 G Mallett Cr R Pascoe Cr L Tooman Cr E Wilson Cr P Yeung

In Attendance: General Manager Performance, General Manager City Infrastructure, General Manager City Environments, General Manager Community, Strategy and Research Unit Manager, Community Development and Leisure Manager, City Safe Unit Manager, Communication Unit Manager, Communication Advisor, Water Asset Manager, Programme Manager - Policy and Bylaws, City Transportation Manager, Network Operations Team Leader, Environmental Health Manager, Risk Manager, Crisis Manager, Strategy and Relationship Management.

Also In Attendance: Peter Hallett – NZ Fire Service  
Rob Karaitana – NZ Fire Service  
Hugh Keane – Waikato Regional Council  
Brian Richmond – Waikato Regional Council

Committee Advisors: Mr B Stringer and Mrs J Pani

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**1. Apologies**

**Resolved:** (Her Worship J Hardaker/Cr Wilson)

That the apologies from Cr Macpherson, Cr Green (lateness) and Cr Gallagher (lateness) be received and accepted.

**2. Confirmation of Agenda**

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

That the Agenda be confirmed, noting that:

- a. Item 10 (Wairere Drive/Huntington Drive intersection petition) be moved to follow Item 4 (Public Forum) due to the attendance of the petition organisers.
- b. Item 14 was a Recommendation to Council.

**Councillor Gallagher and Councillor Green arrived (1.34pm) at the conclusion of the above item and were not present for voting.**

**3. Declarations of Interest**

No members of the Council declared a Conflict of Interest.

**4. Public Forum**

There were no speakers in the Public Forum.

## 10. Wairere Drive / Huntington Drive (west) intersection - petition for safety improvements

Marina Grantham-Campbell, Tom Hartley and Ian Bridge presented the petition to be tabled. Marina Grantham-Campbell, petition organiser, spoke to this item. A copy of her presentation was also tabled. Marina Grantham-Campbell noted:

- a. The neighbourhood support for the petition was phenomenal;
- b. The concerns with the current intersection layout and the options available to resolve these concerns; and
- c. That the Huntington community would continue to work with Council staff to find a solution.

The petition organisers responded to the following questions and comments from Elected Members:

- **Options for intersection**

The issue would be temporarily addressed by the left slip lane coming in as recommended in the Report, which would be an inexpensive option. It was recognised that large changes, such as installing lights or a roundabout, would not be viable at this stage. The long-term preference would be development of the western entrance to Huntington Drive to reflect the greater concentration of homes at that location and the speed of traffic at the two access points.

- **Crash Data**

There was discussion on whether the principal cause of crashes was finding a gap to enter the traffic, the time of day when crashes had occurred and the visibility of onward traffic.

The Chair thanked the petition organisers.

The General Manager City Infrastructure responded to the following questions:

- **Increase in Traffic**

Traffic in this area was expected to increase in the coming years, which would be subject to ongoing review. At the appropriate time, staff would engage with the community in relation to more significant changes to the intersection.

- **Future improvements to the intersection**

The need for future changes would be assessed on performance of the intersection. The minor safety measures recommended by staff would improve the situation. Other options would be explored with increased traffic growth. Speed reduction was not considered as an option at this stage, given Wairere Drive was a main arterial road.

A refuge bay for vehicles would be a substantive infrastructure project, to be considered at the appropriate time in the future.

- **Crash Data**

The number of crashes indicated that the intersection was not a high risk, though it was acknowledged it was a difficult intersection. Crash data was not the only factor that would be considered in considering future changes.

The General Manager City Infrastructure expected that a solution would be developed, in consultation with the community, by July 2015.

**Resolved:** (Cr Forsyth/ Her Worship J Hardaker)

That:

- a) the Report be received;
- b) staff be requested to consult further with the Huntington community in regard to

- minor safety management measures including those set out in this report for prioritisation against other projects using 2015-16 Discretionary Transport funding;
- c) staff be requested to continue monitoring the safety performance of the intersection; and
  - d) the petition organisers be informed of the above decisions and advised that they will have the opportunity to make submissions to the 2015-25 10-Year Plan when it is consulted on commencing March 2015.

## 5. Strategy & Policy Committee Chairperson's Report

The General Manager Performance confirmed there would be a regular update to the Committee on Regional Policy Collaboration.

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

### Recommendation to Council

That:

- a) the Report be received; and
- b) Council approves the installation of the Peace Tiles in Civic Square.

## 6. Strategy and Policy Committee Open Minutes 19 November 2014, Extraordinary Strategy and Policy Committee Open Minutes 10 November 2014, 18 February 2014 and 26 February 2014

It was clarified that the reference to "the Library" in item 8 of the 19 November 2014 Open Minutes was a reference to Hamilton public libraries, rather than a specific library.

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

That the Committee confirm and adopt as a true and correct record:

- a) The Open Minutes of the previous Meetings:
  - The Strategy and Policy Committee Meeting of 19 November 2014; and
  - The Extraordinary Strategy and Policy Committee Meetings of 10 November 2014,
- b) The Open Minutes of prior Meetings in 2014 that still require approval:
  - The Extraordinary Strategy and Policy Committee Meeting of 18 February 2014; and
  - The Extraordinary Strategy and Policy Committee Meeting of 26 February 2014.

## 7. Draft Council Risk Management Policy

The General Manager Performance, Crisis Manager and Risk Manager responded to the following questions:

- **Timeliness of Risk Resolution**

It was noted that the timeframes for dealing with risks was an operational issue rather than a policy issue. Timeframes for dealing with risks would be covered in Standard Operating Procedures, which were easier to change when required. Reporting timeframes for extreme risks were included in section 5.1 of the Policy.

- **Identification of Risks**

Risks were identified in the Risk Register that was an operational document. The Risk Rating and Reporting model (p16 of the Policy) reflected the method used to monitor risks. Council's risk management framework had been audited by PWC and followed best practice. There were regular meetings to capture, assess and monitor risks.

**Resolved:** (Crs Forsyth/Wilson)

**Recommendation to Council**

That:

- a) the Report be received; and
- b) the Draft Council Risk Management Policy be adopted.

It was requested that the General Manager Performance circulate the current Organisational Risk Register to Elected Members and the risk rating accompanying this.

**8. Proposed alteration to the Garden Place Pedestrian Mall, deliberation and decision report**

The Chair noted this was the last stage for this matter, following hearing public submissions.

In response to questions, the General Manager City Infrastructure confirmed that the staff's recommendation was that there continued to be no parking in the Shared Zone and more steps be taken in relation to enforcement.

**Resolved:** (Her Worship J Hardaker/Cr Forsyth)

**Recommendation to Council**

That:

- a) the Report be received;
- b) Council determine that following the outcome of the consultation period the Garden Place Pedestrian Mall boundaries remain as they are; and
- c) staff work with key stakeholders to improve the safety and usability of the Shared Zone, including providing a layout that discourages parking in the Shared Zone and Garden Place Mall interface.

**The Motion was declared carried, with Councillors King and Mallett dissenting.**

## 9. Consideration and Retrospective Approval of Four HCC Submissions to External Organisations

In response to a question on the development of rail passenger services between Hamilton and Auckland in the medium to long term, the General Manager City Infrastructure noted that 'medium term' would be more than three years.

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

That:

- a) the Report be received;
- b) the four HCC submissions outlined in Section 2 of the Report be considered and retrospectively approved;
- c) the relevant organisations be advised of any changes made to the four HCC submissions at the 24 February 2015 Strategy and Policy Committee meeting;
- d) subsequent to the Strategy and Policy Committee's approval, the four finalised submissions be uploaded to HCC's website; and
- e) local Members of Parliament be advised of the four HCC submissions adopted at the 24 February 2015 Strategy and Policy Committee meeting.

**The Motion was declared carried, with Councillor Mallett dissenting**

## 11. Traffic Bylaw 2015 Deliberation and Adoption Report

The Chair confirmed this was the last stage in the process for this Bylaw.

The Committee deliberated on the submissions. There were no questions on Part 1 (Deliberations) of the Report.

In response to questions, the General Manager Performance confirmed paragraph (b) in the recommendation was a standing legal requirement for all bylaws.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Forsyth)

### Recommendation to Council

That:

- a) the Report be received;
- b) Council determine that the Hamilton Traffic Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- c) Council accept the recommended changes to the Hamilton Traffic Bylaw 2015 as shown in Attachment 3 and that the Hamilton Traffic Bylaw be adopted and come into force on 5 March 2015;
- d) Council adopts the Registers as shown in Attachment 4 and that they come into force on 5 March 2015; and
- e) the Hamilton City Traffic Bylaw 2012 (Amended) be revoked on 5 March 2015.

## 12. Proposed Stormwater Bylaw 2015 for Public Engagement

Prior to discussion on the Report, Hugh Keane from the Waikato Regional Council, spoke in relation to the proposed Stormwater Bylaw and highlighted the following:

- a. A comprehensive stormwater discharge consent was in place for Hamilton City, which required the city to improve water quality and make improvements on the stormwater network. The Bylaw would help Hamilton City comply with this consent.
- b. The Bylaw would be an effective tool in the management and response to spills that occurred in the city.
- c. The Bylaw supports the city's strategy with its ongoing growth.

The General Manager City Infrastructure, the Water Asset Manager, and Hugh Keane responded to the following questions:

- **Memorandum of Understanding (MoU) between Waikato Regional Council and Hamilton City Council**

It was confirmed that the MoU itself did not require the Council to implement a bylaw.

- **Enforcement**

The Bylaw would be an important enforcement tool that would be complementary to education campaigns. It was difficult to assess with any certainty whether there would have been more prosecutions had the Bylaw already been in place. The Bylaw would allow staff to work more effectively with site owners should an event, such as a spill, occur.

It was suggested that a bylaw would enable high risk industries to work with the Council in order to mitigate and prevent contaminants from entering into the stormwater network. The proposed Bylaw was intended not only to allocate liability if required, but also clearly set out requirements with which the public and specific industries would need to comply, and assist with education of key issues.

- **Particulars of the Bylaw**

- i. It was clarified that 'Hamilton' under clause 3 (Scope) referred to the Hamilton City Council district. This would be updated in the version to be sent to Council for adoption.
- ii. It was explained that the High Risk Facilities Register denoted industries that were likely to have more of an effect on the city's stormwater network, which would enable the Council to assist targeted companies in developing their stormwater management plans.
- iii. Clause 12 of the Bylaw would be updated to specify the amount of the maximum penalty that could be imposed.

- **Public Consultation**

It was confirmed that five of the eight organisations that met with and provided feedback to Council in relation to drafting a proposed bylaw, would be classified as operating high risk facilities. All eight were provided with a copy of the proposed bylaw and took part in detailed discussions with Council. No substantive changes were made to the proposed Bylaw as a result of such engagement, which was noted as being generally positive.

As the proposed Bylaw would affect the general public, a period to enable feedback to be provided was appropriate under Council's Significance and Engagement Policy. A short summary and the proposed Bylaw would be made available online and through a printed advertisement in a local newspaper. An update would be provided separately to the 50 organisations that were invited to provide initial comments. Any feedback would then be collated and included in a final report to the Committee for consideration.

- **Bylaws with other councils**

Hugh Keane noted that neighbouring councils had similar bylaws already in place. Waipa District Council used their bylaw to actively monitor specific sites and to assist with compliance of their discharge water consent.

**Resolved:** (Cr Forsyth/Her Worship the Mayor Hardaker)

**Recommendation to Council**

That:

- a) the Report be received;
- b) Council determine that the proposed Hamilton Stormwater Bylaw 2015 is the most appropriate form of bylaw;
- c) Council determine that the proposed Hamilton Stormwater Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- d) Council adopt the draft Hamilton Stormwater Bylaw 2015 to commence public engagement;
- e) Council determine that a four week online public engagement process commences on 4 March 2015 and runs until 1 April 2015;
- f) Staff report back to 26 May Strategy and Policy Committee with feedback for deliberation and adoption of the bylaw; and
- g) the existing education programme continues under the proposed bylaw and responds to the needs of the community as and when required.

**Cr. Green retired from the Meeting (2:43pm) during discussion of the above item and was not present for voting.**

**The Meeting adjourned from 3.00pm to 3.15pm during the above item.**

### 13. Proposed Dog Control Policy and Hamilton Dog Control Bylaw 2015 Statement of Proposal

The General Manager City Environments and Programme Manager - Bylaws, Strategy and Research responded to the following questions:

- **Hearing public submissions**

The process of having a subcommittee of the Committee to hear and consider submissions and make a recommendation back to the Committee was available for this matter. This would need to follow the structure and process that was used during the recent public consultation of the Traffic Bylaw. The General Manager Performance noted that each Elected Member of the Committee would need to consider all the information when this was reported back to the full Committee.

- **Dog Exercise Areas**

It was confirmed that the only substantive point raised during the review stage was the need for more off-leash dog exercise areas.

The proposed Policy and Bylaw refined the dog-prohibited areas, and had not created any additional prohibited areas.

- **Public Consultation**

It was explained that the Local Government Act 2002 (the Act) required the Council to consult with local Māori regarding proposed bylaws. Te Hā o te Whenua o Kirikiriroa was therefore included in the list of key stakeholders for consultation.

It was also confirmed that Special Consultative Procedure was required under the Act for the proposed Policy, and it was therefore appropriate to include the Bylaw with such public consultation. Amendments to the Act had not affected this.

It was requested that staff improve their use of plain English and grammar when drafting bylaws.

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

#### **Recommendation to Council**

That:

- a) the Report be received;
- b) Council determine that the proposed Dog Control Policy and Hamilton Dog Control Bylaw 2015 are the most appropriate form of policy and bylaw;
- c) Council determine that the proposed Hamilton Dog Control Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- d) Council adopt the draft Statement of Proposal (including a Summary of Information, draft Dog Control Policy 2015, draft Hamilton Dog Control Bylaw 2015, and proposed Dog Control Exercise and Prohibited Areas Register) to commence public consultation;
- e) staff will report back to 26 May 2015 Strategy and Policy Committee following the completion of the public consultation and hearings; and
- f) a subcommittee (comprising of Councillors Tooman (Chair), Chesterman and O'Leary) be established to hear submissions, deliberate and make recommendations to the Strategy and Policy Committee on the matters consulted on in the draft Statement of Proposal (including a Summary of Information, draft Dog Control Policy 2015, draft Hamilton Dog Control Bylaw 2015, and proposed Dog Control Exercise and Prohibited Areas Register), and that the subcommittee be disestablished at the completion of this hearing process.

**Cr. Forsyth retired from the Meeting (3:25pm) during the above item and was not present for voting.**

## 14. Open Air Burning Bylaw 2015 Deliberation and Adoption Report

The Chair welcomed representatives from the New Zealand Fire Service that were present at the Meeting.

The Committee deliberated on Part 1 of the Report.

The General Manager City Environments and the Environmental Health Manager responded to the following questions on the particulars of the Bylaw:

- **Clause 5.1(d)**  
It was confirmed that central government legislation would take precedence over local laws, though in practice the intention was that all legislation was complementary. The purpose of this clause was to capture requirements from a district or regional plan in relation to burning prohibited materials that would not otherwise be included in the Bylaw. An authorised officer of the Regional Council would accordingly be authorised to act under this Bylaw, which provided a lower threshold for enforcement than would be the case under the Regional Plan.
- **Clause 7.4**  
It was clarified that this clause was to cover situations where Council would directly incur costs. Council would retain discretion as to whether such costs would be recovered.
- **Wording Clarifications**  
At the request of Elected Members, the following wording in the proposed Bylaw would be clarified:
  - i. To distinguish between 'Authorised officer' and 'Enforcement Officer';
  - ii. To replace references to 'property' with 'premises';
  - iii. To clearly explain where a note was to have legal effect; and
  - iv. To clarify the purpose of clause 7.4 was to enable the Council to recover any costs it incurred in extinguishing fires and to move the note currently placed under this clause to a more appropriate provision.
- **Traditional Cooking Fire**  
It was explained that the additional wording – 'using traditional cooking methods' – had been re-inserted to the definition of Traditional Cooking Fire in the proposed Bylaw to avoid confusion as to what would be classified as a Traditional Cooking Fire. By way of example, it was noted that a barbecue was not intended to fall within this defined term. This directly addressed submitters' feedback.

**Motion:** (Crs Wilson/Pascoe)

That:

- a) the Report be received;
- b) Council determine that the Hamilton Open Air Burning Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- c) Council accepts the recommended changes to the Hamilton Open Air Burning Bylaw 2015 as shown in Attachment 2 and that the Hamilton Open Air Burning Bylaw 2015 be adopted; and
- d) the Hamilton Open Air Burning Bylaw 2015 comes into force on 5 March 2015.

**Amendment:** (Crs King/Mallett)

That:

- a) the Report be received;
- b) Council determine that the Hamilton Open Air Burning Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- c) Council accepts the recommended changes to the Hamilton Open Air Burning Bylaw 2015 as shown in Attachment 2 and that the Hamilton Open Air Burning Bylaw 2015 be adopted;
- d) the Hamilton Open Air Burning Bylaw 2015 comes into force on 5 March 2015; and
- e) Council removes Clauses 5.1(d) and 7.4 from the proposed Hamilton Open Air Burning Bylaw 2015.

**Those for the Amendment:**

Councillors Mallett and King

**Those against the Amendment:**

Her Worship the Mayor Hardaker,  
Councillors Gallagher, O'Leary, Tooman,  
Wilson, Yeung, Chesterman and Pascoe

**The Amendment was declared lost.**

The Motion was then put, with additional wording to take account of the clarifications to the Bylaw's content sought by Elected Members.

**Resolved:** (Crs Wilson/Pascoe)

**Recommendation to Council**

That:

- a) the Report be received;
- b) Council determine that the Hamilton Open Air Burning Bylaw 2015 does not give rise to implications under the New Zealand Bill of Rights Act 1990;
- c) Council accepts the recommended changes to the Hamilton Open Air Burning Bylaw 2015 as shown in Attachment 2 of the Report and that the Hamilton Open Air Burning Bylaw 2015 be adopted subject to the minor wording changes raised at the Committee meeting and to be presented to the Council on 26 February 2015; and
- d) the Hamilton Open Air Burning Bylaw 2015 comes into force on 5 March 2015.

**The Motion was declared carried, with Councillors King and Mallett dissenting.**

## 15. Community Assistance Policy

The General Manager Community and the Community Development and Leisure Manager responded to the following questions:

- **Efficiency and Cost Effectiveness**

It was noted that since 2012 there had been a number of changes to the Community Assistance Funding programme which have delivered improvements, including reduced staff time required to deliver the programme and reduced time required from community organisations in relation to allocation of funding.

- **Policy Structure**

It was suggested by Elected Members that:

- i. The guidelines and criteria set out in Attachment 2 of the Report were not consistently reflected in the Policy itself, and that this should be rectified;
- ii. Some of the processes in Policy would be best incorporated into the separate 'Guidelines and Criteria' document; and
- iii. Clarity was required in relation to the \$5,000/project funding limit - in particular the application and exceptions to this limit.

- **Funding Allocation**

It was explained that there were two Allocation Committees – one for single-year grants (such Committee supported by Crs Yeung and Gallagher) and another for multi-year grants (such Committee supported by Cr Gallagher). It would be up to these Committees to ensure a balanced approach on allocation be adopted. The working group that considered the Policy, after detailed discussions, recommended consolidating the single-year fund with the effect that this would be contestable across all community sectors. The Community Development and Leisure Manager was confident the recommended process and guidelines would ensure funding applications be dealt with equitably, though noted there would always be organisations that did not receive funding.

It was confirmed that staff members of an Allocation Committee would not have voting rights.

The Elected Members requested that the Policy be updated to provide greater clarity in relation to the concerns noted in the Meeting. The Chair thanked the members of the Working Group who contributed to the development of the revised Policy.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Yeung)

That:

- a) the Report be received; and
- b) the Community Assistance Policy be reported back to the next Strategy and Policy Committee Meeting on 8 April 2015.

## 16. Social Housing Strategy

The General Manager Community and the Community Development and Leisure Manager responded to the following questions:

- **D.V. Bryant Trust**  
It was confirmed that the D.V. Bryant Trust had been involved in discussions since prior to Christmas 2014 and continued to be included in this matter.
- **Membership of the Hamilton Social Housing Strategic Governance Group**  
Membership of this Group would be finalised once the date for its meeting was confirmed.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Tooman)

That:

- a) the Report be received;
- b) Council approves the appointment of Deanne McManus-Emery and Luke O'Dwyer to the Hamilton Social Housing Strategic Governance Group; and
- c) Staff report progress back to the Strategy and Policy Committee.

## 17. Hamilton Central City Safety Plan update report

The General Manager City Environments, the Community Development and Leisure Manager and City Safe Unit Manager responded to the following questions:

- **Measuring Success of Plan**  
It was noted that the Plan remained a work-in-progress, and actions were moving in a positive direction. Further refinements would be required to the measurements as baseline data continued to be collated.  
  
Information as to tracking work to budget would be provided to Elected Members, though staff were confident actions were being delivered within existing budgets.
- **Cost of Technology**  
It was confirmed that the cost of camera technology had decreased and the standard of technology had improved. Both wireless and cable technology were being used.
- **Truancy Officers**  
It was explained that the programme to deal with recidivist truants was now managed by an external organisation contracted to the MoE. The focus of this programme was high-risk families and individuals. Responsibility for dealing with truancy generally now substantially rested with each school.
- **Hamilton Central Business Association**  
Regular meetings continued with the HCBA and its members.

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

That the Report be received.

## 18. Strategic Round Up Report

The General Manager City Environments, General Manager Performance and General Manager Infrastructure responded to the following questions:

- **Potential Growth of Hamilton City boundaries**

Staff were keeping a close eye on any changes and ongoing discussions in relation to proposed changes to the Regional Policy Statement and Waipa District Plan. The inclusion of additional areas as part of Hamilton City would likely involve significant challenges, depending on the extent of change required.

It was acknowledged that Hamilton would need more land in the future and one issue to consider, at the appropriate time, would be whether such land be categorised as urban or rural.

- **Governance**

It was noted that the Governance workstream was likely to commence when the Spatial Plan workstream begins. The Governance workstream would deal with some of the macro issues noted in the Report, such as amalgamation and reorganisation.

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

That the Report be received.

19. **Six Monthly Report from the Chairs of the Subcommittees to the Strategy and Policy Committee**

**Hearings Subcommittee**

In the absence of Cr Forsyth, Chairperson of this Subcommittee, the Chair noted that the reference to “cancelled” in Section 3 of this Report should read as “called”.

**Resolved:** (Crs O’Leary/Yeung)

That the Report from the Chairperson of the Hearings Subcommittee be received.

**Civil Defence and Emergency Management Subcommittee**

Cr Tooman, the Chairperson of this Subcommittee, spoke to his report noting the issue of having a quorum that required attendance by all members. Cr Tooman proposed the quorum for this Subcommittee was reduced to two members, which was supported by the General Manager Performance.

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

That:

- a) the Report from the Chairperson of the Civil Defence and Emergency Management Subcommittee be received; and
- b) the quorum for the Civil Defence and Emergency Management Subcommittee be amended from three members to two members with immediate effect.

**Community Forum Subcommittee**

Cr Gallagher, the Chairperson of this Subcommittee spoke to his Report and tabled a supplementary report providing further details on the Subcommittee’s work. The following was highlighted:

- i. The importance of the Subcommittee being seen to be meeting in different community locations.
- ii. The positive Pacific and Ethnic Communities Forum that took place in October 2014.
- iii. The Subcommittee was forward-looking, engaging with the community and other key stakeholders, such as Members of Parliament.
- iv. Council’s involvement with the ongoing developments for Richmond Park School to ensure the community’s interests were taken into account.

Cr Gallagher thanked the Mayor and Deputy Mayor for their respective input to this Subcommittee, as well as that of the staff.

**Resolved:** (Crs Gallagher/Yeung)

That:

- a) the Report (and Supplementary Reports tabled at the Meeting) from the Chairperson of the Community Forum be received; and
- b) the Strategy and Policy Committee note that staff will prepare an update report on the future use of Richmond Park School land and facilities taking account of the current and future use in the area.

**Business and Investment Subcommittee**

**Resolved:** (Her Worship the Mayor Hardaker/Cr King)

That the Report from the Chairperson of the Business and Investment Subcommittee be received.

**Cr. Pascoe retired from the Meeting (5:00pm) during the above item and was not present for voting.**

**20. Action List for 24 February 2015, Actions Still Underway  
or Pending for HCC Submissions to External Organisations and Policy & Bylaw Review  
Scheduling**

The Chair advised the Elected Members that a briefing on LAPP (Psychoactive Substances) would now be included in the Council Briefing on 17 March 2015.

The General Manager Performance updated the Committee on the Liquor Licensing Policy (LAP), noting staff were shortly to recommence this work after the Thames/Coromandel hearing was completed. It was requested that a full briefing be provided to Elected Members before this matter came before Council again.

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

That the Report be received.

**21. Resolution to Exclude the Public**

**Resolved:** (Cr O'Leary/Her Worship the Mayor Hardaker)

**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

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

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Strategy and Policy Committee Public Excluded Minutes 19 November 2014 and Extraordinary Strategy and Policy Committee Public Excluded Minutes 18 February 2014 a	) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 )	Section 48(1)(a)

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

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
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**The Meeting moved to Public Excluded from 5:15pm to 5:20pm.**

**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015  
**Report Name:** Review of the Public Places      **Author:** Ihsana Ageel  
 Liquor Control Bylaw 2010 -  
 Determination Report

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>This item affects Hamilton Safety Plan.</i>
<b>Financial status</b>	<i>The review of bylaw is covered with existing budgets.</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance and Engagement Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- The purpose of this report is to determine whether a bylaw is the most appropriate mechanism to address issues associated with the possession and consumption of alcohol in public places.

## 3. Executive Summary

- Hamilton City Public Places Liquor Control Bylaw 2010 prohibits or controls the consumption and possession of alcohol in specified public places. Currently there are 24/7 bans in Central City Area and Te Rapa area. A further 10pm to 6am ban applies city wide.
- A review of data on current liquor control areas shows that bylaw and its associated ban areas has made a positive impact on the crime and behaviour in identified ban areas since its introduction.
- Both the NZ Police and the Waikato District Health Board share the view that without the current ban areas there is no other effective tool to manage the possession and consumption of alcohol in public places.
- Staff recommend that a bylaw is the most appropriate mechanism to manage the issues associated with alcohol consumption and possession in public places.

## 8. Recommendations from Management - Recommendation to Council

That:

- the Report be received;
- pursuant to s155(1) of the Local Government Act 2002, Council resolve that a bylaw is the most appropriate way of addressing the issues relating to the possession and consumption

of alcohol in public places; and

- c) Council resolve that a draft bylaw and stakeholder feedback be reported to the Business and Investment Subcommittee on 13 May 2015.

## 9. Attachments

10. Attachment 1 - Initial key stakeholder feedback

## 11. Key Issues

### 12. Background

13. The purpose of the Hamilton City Public Places Liquor Control Bylaw is to prohibit or control the consumption and possession of alcohol in specified public places for the purpose;

- of protecting the public place from nuisance,
- protecting, promoting and maintaining public health and safety, and
- minimising the potential offensive behaviour in public places.

14. Council first adopted the bylaw in October 2003. The liquor ban areas were developed over consecutive reviews as follows:

- 2003 - Liquor Ban in the Central City from 6pm on Thursdays to 7am Sundays.
- 2005 - Liquor Ban area remained the same, times extended to 24/7.
- 2007 - Central City area ban remained unchanged, and 24/7 ban introduced to Te Rapa area to help manage the alcohol related antisocial behaviour of the illegal street races in the area.
- 2010 - Central City and Te Rapa bans remained unchanged and an additional ban introduced city wide from 10pm to 6am 7 days a week.

15. The bylaw is enforced by the NZ Police as per powers granted by sections 169 and 170 of the LGA.

16. The current bylaw is required to be reviewed by September 2015, a period of 5 years since it was made.

17. Changes to the legislative framework for alcohol bans introduced alongside the Sale and Supply of Alcohol Act 2012 will need to be considered through the bylaw review. These changes include:

- Key terminology changes
- Extending the definition of 'public place' to include land generally open to the public (but excluding licensed premises). For example, this means a city wide ban, would apply to privately owned parking lots, or school grounds.
- A requirement to review current liquor control bylaws and liquor bans.
- The requirement for all liquor bans to meet evidence-based criteria (see paragraph 22)
- The ability for the police to issue an infringement fine (\$250) for alcohol ban breaches in addition to the power of arrest.

18. Reviewing the bylaw is a key action in the Hamilton Central City Safety Plan.

19. Legislative requirements or legal issues
20. Sections 145 and 147 of the LGA allows councils to make bylaws to control the possession and consumption of alcohol in public places to reduce alcohol related harm.
21. The Local Government (Alcohol Reform) Amendment Act 2012 amended the sections 147, 147A, 147B and 147C (the sections) of the LGA.
22. The sections now state that before making a new bylaw or replace an expiring bylaw, councils must be satisfied that a high level of crime or disorder is caused or made worse by the consumption of alcohol in a public place and that the proposed/continued control is a reasonable restriction on people's rights in light of that evidence.
23. Before deciding that a bylaw under section 147 of the LGA should continue without amendment, councils must be satisfied that the level of crime or disorder experienced before the bylaw was made is likely to return to the area to which the bylaw is intended to apply if the bylaw does not continue.
24. If a bylaw is not considered the appropriate mechanism to deal with a problem, it should not be used to address the problem. Similarly, no bylaw can be made that is inconsistent with the New Zealand Bill of Rights Act 1990.
25. Problem Definition
26. The problem can be defined as alcohol-related crime or disorder caused or made worse by the consumption of alcohol in public places.
27. Examples of crime or disorder associated with alcohol in public places include offensive behaviour (urinating in public, use of anti-social language), assault, property damage (vandalism and graffiti), fighting, trespass, theft, littering, noise, and reckless use of vehicles.
28. Police report that alcohol related violence and offending are highest in the Central City Area. The current Central City Area ban (24 hour ban) gives NZ Police the ability to manage this issue. It has been noted by the NZ Police to be working well, based on the data collected through the Alcohol Infringement Offence Notices (AION).
29. The Te Rapa ban (24 hour) was initially introduced to address the issue of alcohol related antisocial behaviour of the illegal street racers in the area. This ban has aided the police in effectively stopping the antisocial behaviour of the illegal street racers in the area. The on going issues with illegal street racers on the outskirts of Hamilton indicates that a removal of this ban could lead to an increase in alcohol related offending in this area.
30. City wide ban (10pm – 6am) was introduced to address the issue of out of control parties where there is drinking taking place on the street. Introduction of this ban has also effectively stopped people drinking alcohol on their way to the city centre in the evening.
31. Liquor bans are effective suppression tools, however they do not remove the root cause.
32. Determination
33. In addressing the issue associated with the possession and consumption of alcohol in public places, a bylaw is determined to be an appropriate response.
34. A benchmarking of other council's showed that a bylaw was the approach being used in all cases.
35. Section 78 of the LGA requires local authorities to give consideration to the views and preferences of persons likely to be affected by, or have an interest in, the subject matter at every stage of the process.

36. To this end, staff have been working alongside key stakeholders. Their feedback and the data gathered (Attachment 1) indicates that a bylaw is needed and supported.
37. Options
38. The following options have been identified and considered for the bylaw:
- 39. Option 1 – no bylaw (remove all alcohol bans in public places)**
40. This option means that Council revoke the existing bylaw or allow for the bylaw to lapse and rely on existing legislation.
41. Existing legislation does not allow for proactive management of the issues in relation to possession and consumption of alcohol in public place.
42. Not having a bylaw will also remove the enforcement powers of the NZ Police, meaning NZ Police will have to rely on their general powers to protect public safety and individuals.
43. This would adversely affect the Council’s ability to deliver the outcomes of its Central City Safety Plan.
44. Removing the ban areas is expected to lead to an increase in alcohol-related crime and disorder. This option is unlikely to meet the community’s expectations that the Council will exercise its powers to protect community safety.
45. This option is **not recommended**.
- 46. Option 2 – Regulation by bylaw (enable the use of alcohol bans in public places)**
47. This approach is already in place and is consistent with Council’s strategic approach in increasing public safety.
48. Alcohol bans are familiar to all stakeholders and members of the public and are generally seen as effective and providing a useful tool for the NZ Police to protect public safety.
49. A bylaw is seen as the most appropriate mechanism because it provides the NZ Police with enforcement powers. Council policies can not be punitively enforced.
50. This is the **recommended option**
51. Should Council determine a bylaw to be the most appropriate mechanism to address the issue of alcohol-related crime or disorder caused by the consumption of alcohol in public places, the extent of any further public consultation required will need to be considered in the development of the Statement of Proposal report. The extent of any changes to the bylaw will be a factor in the consultation plan.
- 52. Financial and Resourcing Implications**
53. The cost of developing and reviewing city bylaws is budgeted for.
- 54. Risk**
55. With no bylaw, Council will not have the ability to regulate the issue of possession and consumption of alcohol in public places. Without a bylaw and ban areas, Council is also effectively removing a tool available for the NZ Police to deal with this issue.

### Signatory

Authoriser	Brian Croad, General Manager City Environments Group
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# HAMILTON CITY PUBLIC PLACES LIQUOR CONTROL BYLAW 2010

## Feedback from key stakeholders

The following organisations provided high level feedback on the current bylaw.

- Hamilton Central Business Association
- Youth Council Advisory Panel
- Older Person’s Advisory Panel
- CCS Disability Action
- Hospitality New Zealand
- NZ Police
- Stakeholders from the Alcohol Industry

Please also note that staff have been working with the NZ Police, Waikato District Health Board (Population Health) and key internal staff.

### 1. Majority of stakeholders (9) support the current bylaw in principle

*Most believe that the current system is working fine and allows the regulatory authorities to control disorder as and when required. –There was also the view that the community seems to have a reasonable level of security around this.*

*The only issues identified where the bylaw isn't enforced enough .*

### 2. Feedback on relevance of existing ban areas (number of responses)

Ban Area	Support	Not Support	Do not know
Central City Area (27/7)	11	0	0
Te Rapa Area (24/7)	9	1	1
City Wide Ban (10pm to 6am)	11	0	0

### 3. Only 2 stakeholders said that there are other public places that are experiencing high level of alcohol related issues.

*These were identified broadly as “schools, playgrounds, parks, community centres, down along the river banks’ as well as the “Chartwell, Rototuna and Flagstaff’ areas.*

*There is no evidence to support these areas with a liquor ban.*

## NZ POLICE FEEDBACK

*Police strongly support the continuation of the Liquor Ban Bylaw as it is a valuable tool to reduce the incidence of alcohol harm in the CBD and suburbs. It allows us to have an earlier intervention point, thus preventing the higher end assaults and disorder resulting due to excessive alcohol intake. This will occur if people are allowed to preload on their way into town and sideload when they are in town. It also assists with out of control private parties where party goers spill out onto the streets with alcohol in hand - the glass vessels quickly become weapon*

**CBD** - *It has taken Police a number of years to change the culture of consuming alcohol on the way to town and in vehicles or carparks in the CBD. The introduction of Infringement Notices also appears to have contributed to this mind shift. If the Liquor Ban was to be lifted, we would quickly lose the momentum we have gained and with that, the safety of the CBD day and night would be compromised.*

**City Wide Ban** - *This has enabled Police to reduce the high volume of people walking into the CBD at night consuming alcohol and depositing litter (empty vessels) along the way or into the river prior to the 24/7 ban. There is also an increasing trend for holding parties advertised on Social media that draw large numbers or party goers. This has resulted in increasing complaints made by neighbouring residents around disorder, damage and noise most weekends over the summer. Police use the City Wide Ban as an intervention tool for these occasions and also to increase the safety of city parks when we get calls for service for groups of people consuming alcohol and being disorderly/threatening to other park users.*

**Te Rapa** - *This ban was introduced to assist with Policing the Illegal Street Racing fraternity who congregated in the area to race, carry out burnouts, and party. Road users were threatened and their safety jeopardised. Businesses had to clean up their property weekly of rubbish, glass, urine, excretion and graffiti. Police used the liquor ban and a heavy police presence to disrupt and disband the crowds congregating. This has not got rid of the problem, but instead has made it more mobile. In recent months, there has been a resurgence of Illegal Street Racers congregating in Te Rapa and rural locations. They have begun congregating in Te Rapa again prior to the City Wide ban starting at 2200 hours which means that Police will not have the same capability for early intervention that the 24 hour Liquor Ban provides.*

**Other areas:** *The biggest issue across the city usually occurs after 2200 hours. The current bans are sufficient to manage the risks.*

**Police preference is to maintain the Status Quo.** *(i.e. not looking into creating new ban areas or make changes to the existing areas and hours)*

**Introduction of bylaw in 2003** (CBD area ban from Thursday 6:00pm to Sunday 7:00am)

- Enforcement of the bylaw by Police leads to the recording of liquor ban breach offences by the Police. This contributes to a significant decline in violence and disorder in public places.

Bylaw was **reviewed in 2005** and the hours of ban in CBD were extended to 24/7.

- The use of the breach of liquor ban offence by Police is considered a vital component of the policing tool box. Using Prevention First methodology, by intervening at low level offending Police can keep people out of the criminal justice system while reducing the seriousness of harm caused through excess alcohol consumption, in terms of both offending and victimisation.
- Levels of public place violence and disorder can fluctuate depending on the range of methods used in policing the CBD. For example, increasing the numbers of police staff in the CBD at “hot times” can increase the numbers of offences detected, but reduce the seriousness of those offences.

**2007 bylaw** introduced a 24/7 ban in Te Rapa area in addition to the existing 24/7 CBD ban.

- The addition of Te Rapa area was mainly a response to the identified issue of illegal street racer activity in the area.
- Effective enforcement of the Te Rapa liquor ban area provided another opportunity for Police to address community concerns regarding illegal street racer activity. Liquor ban enforcement in conjunction with a range of other police responses led to a significant decline of those issues in the Te Rapa area.
- Illegal street racer activity fluctuates across time and space. Enforcement in some areas can lead to displacement of illegal activity to other locations; the very nature of vehicular-based offending is that it is mobile. While illegal street racer activity in Te Rapa had been minimal over the last few years, recent indications are that there may need to be a refocus on the Te Rapa area again.
- The average number of violence and disorder calls for service in Te Rapa (by hour band for the last five years). The hot times **are between 10pm and midnight**. This is earlier than in the CBD, which allows Police the opportunity to manage different parts of city over time.

**2010 review** of the bylaw included the introduction of an additional citywide ban (10pm to 6am).

- The response was mainly to address the issue of out of control residential parties in the suburbs and people walking into the CBD consuming alcohol after pre-loading in residential areas.
- Police state that this ban has proven to be an effective tool in addressing nuisance and violence behaviour in residential areas.
- Please note that from 2011 onwards there is an increase in disorder in public places and a marked increase in liquor ban breaches. This was driven in large part by changes in Police tactics (including the introduction of specialist policing teams and a zero tolerance approach to initiate a culture change).
- Some of the increase in public place disorder may be linked to the Psychoactive Substances Act 2012 coming into force and the opening of legal high shops in Hamilton. The period of extra enforcement shows a significant decrease in violence in public places.

- Local Government Act was amended in 2012 providing the NZ Police with the ability to deal with liquor ban breaches by way of infringements, rather than arrest. There is some indication that use of infringements has proven to be a more effective tactic.

**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015  
**Report Name:** Hamilton Lake Domain - Reserve Management Plan Review      **Author:** Jamie Sirl

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Lake Domain Management Plan 2010</i>
<b>Financial status</b>	<i>There is budget allocated</i>
<b>Assessment of significance</b>	<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. This report outlines the process to be followed to review the Operative Hamilton Lake Domain Management Plan 2010 (Operative Plan), following the Reserves Act 1977 (the Act).
3. This report seeks approval to publicly notify Council's intention to review the Operative Plan; and to invite the public to make suggestions on the Proposed Hamilton Lake Domain Management Plan (Proposed Plan).

## 4. Executive Summary

5. Preparation and review of management plans is mandatory under the Act.
6. The most recent review of the Operative Plan was completed in 2010.
7. Hamilton Lake Domain is a significant destination for Hamilton which requires an informed, up-to-date management plan to guide decision-making.
8. The management plan review process involves comprehensive community and key stakeholder consultation that is required under the Act.
9. The outcome of the review will be an easy-to-read, contemporary management plan that reflects current community aspirations for Hamilton Lake Domain and Innes Common and guides decision making.
10. This report outlines the proposed process and seeks approval to undertake the first step to publicly notify Council's intention to review the Operative Plan; and invite public feedback.

## 11. Recommendations from Management – Recommendation to Council

That:

- a) the Report be received; and
- b) the Strategy and Policy Committee recommend to Council that:
  - (i) Council gives public notice of its intention to review the Operative Hamilton Lake Domain Management Plan 2010 under section 41(5) of the Reserves Act 1977;

- (ii) The public are invited to make written suggestions to Council on the Proposed Hamilton Lake Domain Management Plan; and
- (iii) 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.

## 12. Attachments

- 13. There are no attachments for this report.

## 14. Key Issues

### 15. Background

- Hamilton Lake Domain is a significant recreational area for residents and visitors to Hamilton. Offering a lake-edge walkway, destination playground and café, it provides a focal point for a variety of water and land-based activities. The lake itself provides a unique ecological environment in central Hamilton. Neighbouring Innes Common provides for informal and organised recreation including hockey, cricket and an off-leash dog exercise area.
- Hamilton Lake Domain and Innes Common are classified as recreation reserves under the Act. Preparation and review of management plans for recreation reserves is mandatory under the Act.
- A management plan was initially developed in 1985, with subsequent reviews and amendments, the most recent being the [Operative Plan](#) which covers both Hamilton Lake Domain and Innes Common.
- Reserve management plans act as a guide for Council in making day-to-day and long-term decisions about how reserves are to be used, managed and developed.
- The Act requires management plans to be kept under continuous review to remain relevant and to adapt to changing circumstances or increased knowledge. It is general practice to undertake a comprehensive review at least every ten years.
- There is increasing demand for occupation and use of Hamilton Lake Domain and Innes Common from existing and new user groups, as well as community aspirations for enhanced facilities. A review of the Operative Plan will ensure demand and aspirations are considered through a transparent, inclusive and comprehensive process. The review will provide an opportunity to understand community views and to identify appropriate uses and activities.
- A concept plan identifying future development, as resources permit, will be developed as part of the process.
- Hamilton Lake Domain is a significant destination for Hamilton and requires an informed up-to-date Plan to guide decision-making. The Proposed Plan will provide for and ensure the use, enjoyment, maintenance and protection of Hamilton Lake Domain and Innes Common by residents and visitors to Hamilton, and will assist with day-to-day management and decision-making.

### 16. Proposed process

- The process for review of a management plan is prescribed in Section 41 of the Act. The proposed process meets these requirements as follows:

Description	Date
Strategy and Policy Committee recommend to Council to publicly notify Council's intention to review the Management Plan	April 2015
<u>Phase 1 Consultation</u> <ul style="list-style-type: none"> <li>Public notification Council is reviewing the management plan, invite written suggestions (one month period)</li> <li>Key stakeholder meetings</li> <li>Drop-in session (Hamilton Yacht Club)</li> </ul>	May 2015
Summarise submissions, develop concept plan and draft management plan	June 2015
Elected Member Briefing	July 2015
Strategy and Policy Committee recommend to Council to adopt draft management plan as a draft for public consultation	August 2015
<u>Phase 2 Consultation</u> <ul style="list-style-type: none"> <li>public notification draft plan is available for inspection and open for written objections or suggestions (two month period)</li> </ul>	August – October 2015
Hearings	November 2015
Finalise draft Management Plan	November 2015
Strategy and Policy Committee recommend to Council to adopt draft management plan as operative	December 2015

#### 17. Consultation

- A high level of community interest is expected in this project. Consultation will be undertaken in accordance with the process outlined in the Act and will involve a suite of communication tools including use of social media, friendly website URL, drop-in session and direct engagement with stakeholders.
- In terms of engagement with Waikato-Tainui, the process outlined in Council's Joint Management Agreement (JMA) with the Waikato Raupatu River Trust will be followed.

#### 18. **Financial and Resourcing Implications**

19. The proposed review will be undertaken by staff and within existing operational budgets, including the concept plan development.

#### 20. **Risk**

21. Risks will be mitigated by following the required processes in the Act, the JMA, and the communications plan prepared for this project.

#### **Signatory**

Authoriser	Lance Vervoort, General Manager Community
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**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015

**Report Name:** Waikato Expressway      **Author:** Tony Denton

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Urban Growth Strategy, Regional Land Transport Plan, Waikato Expressway Network Plan, Access Hamilton Strategy, Hamilton Economic Agenda</i>
<b>Financial status</b>	<i>There is not budget allocated or required for connection and macro scope approval</i>
<b>Assessment of significance</b>	<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

- The purpose of this report is to confirm Councils support of the connection strategy for the Waikato Expressway and to approve the macro scope of the Hamilton City Council Resolution Drive extension project prior to presenting agreements to the 21 May 2015 Finance Committee meeting for consideration and approval.

## 3. Executive Summary

- The Waikato Expressway is a key identified project in the Hamilton Plan to build a stronger economy and a more attractive city for families. Its completion will be a major step forward to allow Hamilton to be the third city economy in New Zealand.
- To maximize the opportunity of the Waikato Expressway for Hamilton it is important that the right transport connections are in place noting that these have been under discussion for many years and have been the subject of many planning processes.
- The New Zealand Transport Agency (NZTA) is now tendering the Hamilton Section of the Waikato Expressway and one of the critical connections to the City's outstanding Ring Road infrastructure is the Resolution Drive extension.
- NZTA have undertaken to meet the full cost of providing the Resolution Drive Interchange which was not included in the original designation provided Council is in a position to construct the Resolution Drive extension.
- Staff will bring a report to Finance Committee in May 2015 that proposes the Council project be included in the Waikato Expressway construction package to be built by NZTA in order to optimize value for money and to allow better project coordination.
- To allow this to happen NZTA is undertaking an alteration to designation of the Waikato Expressway and have requested Council support for its proposals, which are the subject of this report. The report also confirms all of the other connection details.

10. Council approval at a macro scope level is also required for the Resolution Drive extension project which will then inform the costing's that are brought to the May 2015 Finance Committee meeting.

## 11. Recommendations from Management – Recommendation to Council

That:

- a) the Report be received;
- b) Council supports the updated connection principles for the Waikato Expressway- Hamilton section as set out in Attachment 2 to this report noting that:
  - i. Council will accept the responsibility for upgrading the Link Road between Wairere Drive and the Greenhill Drive Interchange from two lanes to four lanes at some time in the future when required; and
  - ii. NZTA propose to exclude the Osborne Road over bridge and to mitigate its exclusion by providing, in consultation with the affected community, good quality walking and cycling facilities on Reynolds Road and Resolution Drive and to work with Council to incorporate a Roundabout at the intersection of Resolution Drive and Kay Road.
- c) Council agrees the macro scope of its Resolution Drive extension project to include:
  - i. A four lane corridor;
  - ii. Initial two lane construction;
  - iii. A roundabout connection at the intersection with Kay Road consistent with other adjacent roundabouts;
  - iv. A significant east-west walking and cycling link under Resolution Drive located between Borman Road and Kay Road; and
  - v. A north-south walking and Cycling link under the Waikato Expressway to service the north-east Rototuna area.
- d) Staff present to the 21 May 2015 Finance Committee meeting a Memorandum of Understanding (MOU) between NZTA, Hamilton City Council, Waikato District Council and Tainui Group Holdings (Tainui) that sets out the respective responsibilities for delivering the Waikato Expressway –Hamilton section along with a Multi Party Funding Agreement (MPFA) that defines cost responsibility to deliver the Resolution Drive interchange.

## 12. Attachments

13. Attachment 1 - 2013- NZTA Expressway Connection Proposals
14. Attachment 2 - 2015- NZTA Expressway Connections
15. Attachment 3 - Resolution Drive Extension and Expressway Connection (DRAFT)
16. Attachment 4 - Rototuna Town Centre Concept Plan

## 17. Key Issues

18. Background
19. NZTA has secured \$973million of funding and commenced the tendering phase of the Hamilton section of the Waikato Expressway. Prior to awarding any contract they wish to enter into agreements with Hamilton City Council and other key stakeholders that establish respective responsibilities.
20. NZTA have proposed an overarching MOU between the following parties:
  - NZTA
  - Hamilton City Council
  - Waikato District Council
  - Tainui
21. The intent of the MOU is to formalize a co-operative working relationship between the parties and to list all of the associated relevant agreements between the parties.
22. The following agreements will be listed under the MOU:
  - Resolution Drive – NZTA/Hamilton City Council/Waikato District Council
  - Ruakura Interchange – NZTA/Tainui
23. It is proposed that the MOU and the Resolution Drive agreement, which commits Hamilton City Council to funding local road components, are presented to the 21 May 2015 Finance Committee meeting for approval.
24. Prior to this meeting it is important to update Council on the proposed connections to the local road network and to confirm a position on the Resolution Drive Interchange and extension which will inform the Resolution Drive agreement.
25. Waikato Expressway Connections
26. In April 2013 Council formed a position on each of the five proposed interchanges directly relevant to Hamilton City. The NZTA proposals for the following interchanges at that time are summarised in Attachment 1.
  - Lake Road Interchange
  - Resolution Drive Interchange
  - Greenhill Road Interchange
  - Ruakura Road Interchange
  - Southern (Cherry Lane) Interchange
27. Lake Road Interchange
28. This interchange is unchanged from that supported by Council in 2013.
29. Greenhill Road Interchange
30. This interchange is unchanged from that supported by Council in 2013 except that NZTA have now re-aligned the Expressway link road to connect directly to the Ring Road roundabout at Gordonton Road/Crosby Road/Wairere Drive, which is an improvement.
31. NZTA propose providing sufficient land for a four lane corridor but only building two lanes for the connection between the Interchange and the Gordonton Road/Crosby Road/Wairere Drive roundabout with Hamilton City Council assuming the responsibility to upgrade to four lanes in future years. This is not likely to be required for many years and staff are working with NZTA to ensure that the design allows a least cost future upgrade.
32. Ruakura Road Interchange
33. This interchange layout is unchanged from that supported by Council in 2013.
34. The Ruakura Private Plan change reflecting this layout has been through a statutory Board of Inquiry (BOI) process, for which Hamilton City Council was significantly involved in the submission and hearing elements.

35. The September 2014 decision of the BOI was unchallenged and the changes were incorporated into the Operative Hamilton District Plan (Waikato section) with effect from 1 December 2014.
36. Council has authorized the preparation of a Variation ( Council meeting 11 December 2014) to the Proposed District Plan to reflect the decision and content of the BOI decision and to address the balance of the Ruakura area which was not part of the Ruakura Private Plan Change
37. NZTA has made its decision on its alteration to the Waikato Expressway designation to reflect the Ruakura interchange layout shown in Attachment 2 and this decision is currently in the appeal period.
38. Hamilton City Council submitted in support of the alteration seeking minor amendments (Strategy and Policy Committee 19 November 2014).
39. NZTA and Tainui have advised that they propose to enter into a MPFA to construct the interchange and the realigned roads both on the eastern side of the Expressway in Waikato District Council and on the western side in the City.
40. Staff are aware that Tainui wish the costs and benefits of this interchange be reflected in a Private Developer Agreement with Hamilton as part of the Ruakura development.
41. A proposed MOU will detail the standards of the realigned Ruakura Road to reflect interim and long term requirements.
42. The Ruakura BOI decision contains provisions regarding staging and upgrade requirements for the preparation of Land Development Plans and Integrated Transport Assessments as part of the developers' resource consent process.
43. Southern Interchange
44. This interchange is unchanged from that supported by Council in 2013.
45. Since 2013 joint transportation modeling and investigation has resulted in:
  - The completion of the designation of Southern Links (subject to three appeals)
  - Confirmation of the upgrade of Hillcrest roundabout to commence in 2016/17
  - A decision in principle to progress traffic signals for the Ring Road connection with Cobham Drive.
46. Resolution Drive Interchange
47. The proposal presented by NZTA in 2013 only included northern on and off ramps and did not propose a strategic road link to Horsham Downs Road on the northern side of the Expressway (Attachment 1).
48. In April 2013 Council supported the proposed connection to Resolution Drive but indicated that it would like to see a full diamond interchange (north and south bound facing ramps) together with a new strategic road link to Horsham Downs Road.
49. NZTA have now secured a land designation for the full diamond interchange and propose to build all of the earthworks which will facilitate the future construction of the southbound ramps, but they are not proposing to include the ramp construction as part of the current works. Their proposal however is a significant step towards Councils position.
50. NZTA have also undertaken wide community consultation on the Horsham Downs Road link and have worked closely with Waikato District Council who will be owner and funder of the link. They now propose to seek an alteration to the Waikato Expressway designation to allow the link road to be constructed and it is important to establish a Council position to inform a submission on the proposal.
51. Most parties including those identified through community consultation have agreed that the Horsham Downs Link is a good strategic outcome.

52. NZTA has indicated that if the Horsham Downs Link is built then the road over bridge at Osborne Road is not required and have proposed its omission. Some sections of the community had concerns about the loss of connectivity in this area with the omission of the bridge, noting that the Horsham Downs Road School is off Osborne Road immediately on the eastern side of the Expressway.
53. NZTA have taken into account the concerns raised and have proposed mitigation in the form of good quality walking and cycling facilities on the Resolution Drive extension and the Horsham Downs Link road and in addition a good quality walking and cycling connection to Resolution Drive made at Reynolds Road (Attachment 4).
54. Another key mitigation identified from the community consultation is the provision of a road connection at Resolution Drive and Kay Road. This is proposed as part of the scope of Hamilton City Council's Resolution Drive extension as outlined later in this report.
55. Hamilton City Council understands that Waikato District Council is likely to be supportive of the omission of the Osborne Road over bridge subject to implementation of this mitigation, noting that the over bridge is in the jurisdiction of Waikato District Council. Staff believe that the local community will be generally supportive of the mitigation package proposed.
56. The exclusion of the bridge is a decision for NZTA but to give effect to this they have advised that they will need an alteration to designation. This requires a consultative approach and they propose to undertake one more community open day prior to lodging an application to Waikato District Council.
57. NZTA have indicated to both Waikato District Council and Hamilton City Council that any savings incurred by not building the bridge can be reallocated to reduce Councils cost of building the Resolution Drive extension and the Horsham Downs Link.
58. Resolution Drive extension
59. Council is responsible for the extension of Resolution Drive from its current termination point at Borman Road to meet with the interchange to be constructed by NZTA (at their cost). Council proposes to seek an NZTA subsidy for the extension on the basis that is an important associated project for the Expressway.
60. Council approval of the macro scope for this project is sought.
61. The macro scope as shown in Attachment 3 will include
  - A four lane corridor
  - Initial two lane construction
  - A roundabout connection with Kay Road consistent with other roundabouts on this corridor
  - A significant walking and cycling link under Resolution Drive between Borman Road and Kay Road.
62. Council has made funding provision for the Resolution Drive extension in its draft 2015-25 10-Year Plan and staff are negotiating with NZTA to have the work included as part of the Waikato Expressway construction which will offer the best value for money for Council. The details of this will be included in the report to the 21 May 2015 Finance Committee.
63. North-East Rototuna Walking and Cycling Link
64. The Expressway has severed the north-west residential area of the Rototuna structure plan. The Operative and Proposed District Plan has indicated a walking and cycling connection under the Waikato Expressway that will connect the residential areas to the City and in particular to the developing education and town centre (refer Attachment 4- Rototuna Town Centre).
65. Development is now occurring and the connection in the form of an underpass is required to be built as part of the Waikato Expressway or the opportunity will be lost. This underpass is proposed as part of the Resolution Drive Extension scope of works.

66. Funding provision has been made in the 2015-25 10-Year Plan which will be largely funded by development contributions.
67. The MPFA proposed to the 21 May 2015 Finance Committee meeting will also include this facility to be paid for by Hamilton City Council but constructed by NZTA.

### **68. Financial and Resourcing Implications**

69. Funding provision is included in the 2015-25 10-Year Plan to undertake the Resolution Drive Extension and the north-east Rotorua underpass.
70. Detailed costing's will be provided to the 21 May 2015 Finance Committee meeting and approval will be sought to enter into a MPFA to allow NZTA to construct the works as part of the Waikato Expressway.

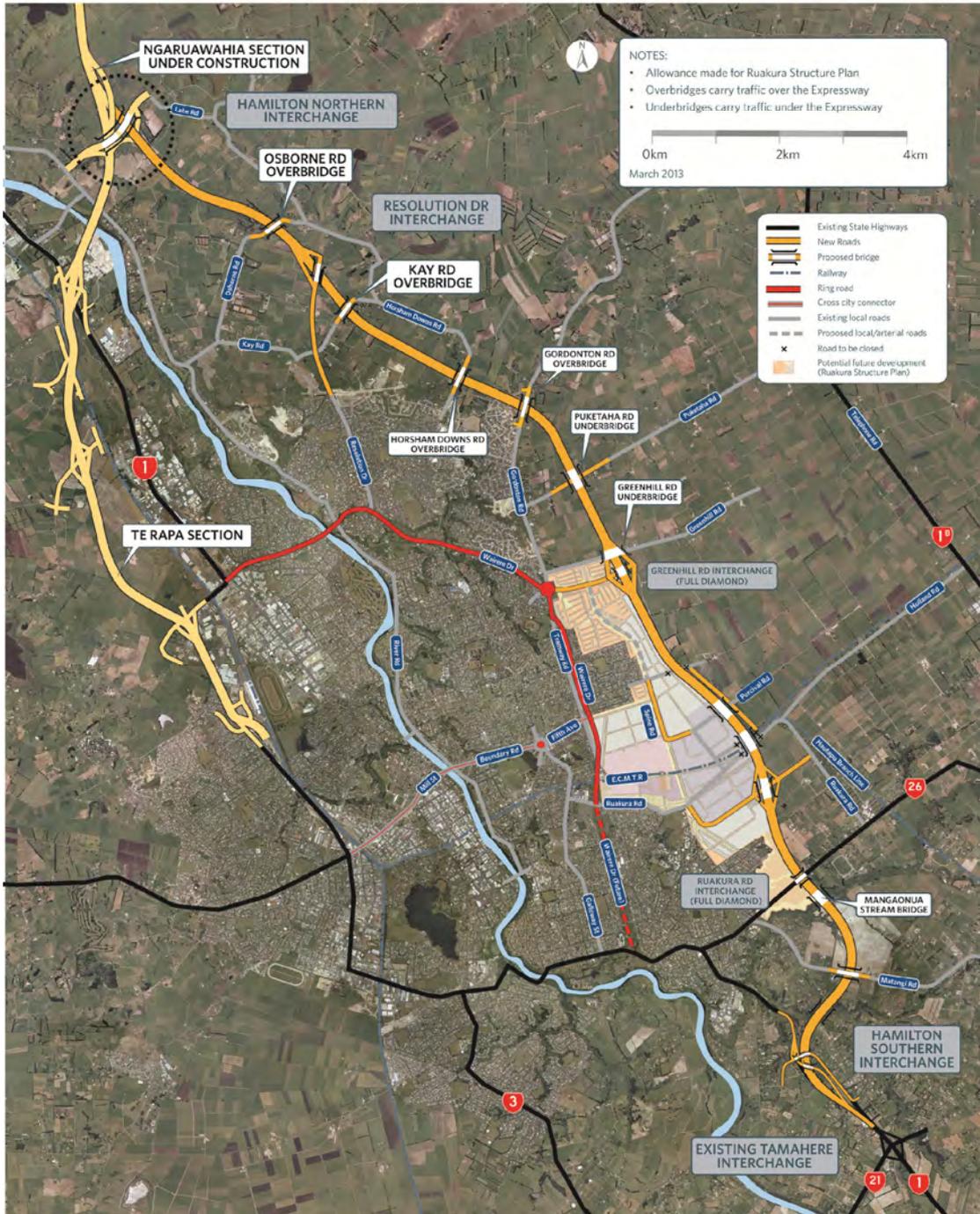
### **71. Risk**

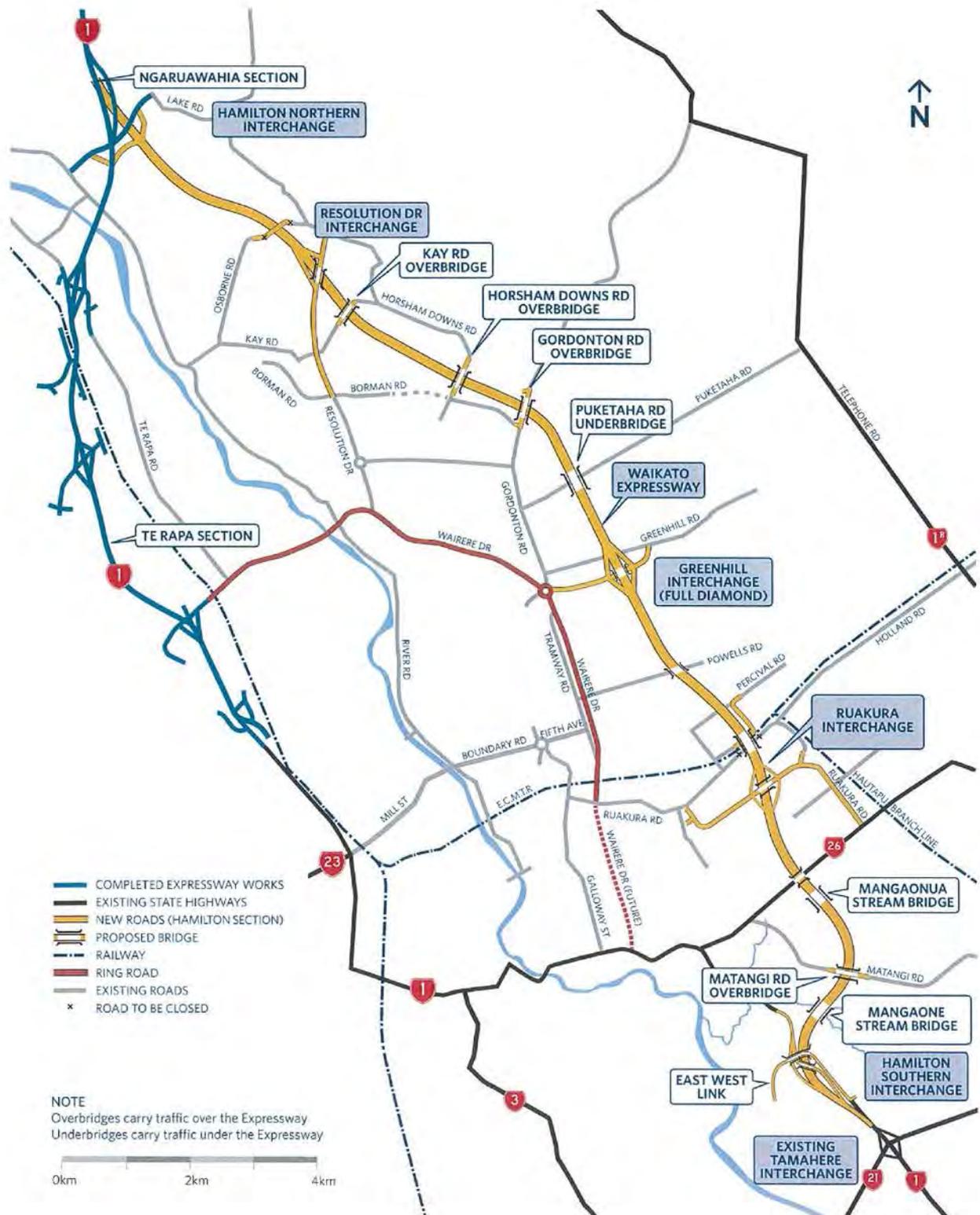
72. All connection proposals have been subject to or will be subject to full planning approval process which includes public consultation and involvement.

### **Signatory**

Authoriser	Chris Allen, General Manager City Infrastructure Group
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# Hamilton Section: Recommended Option





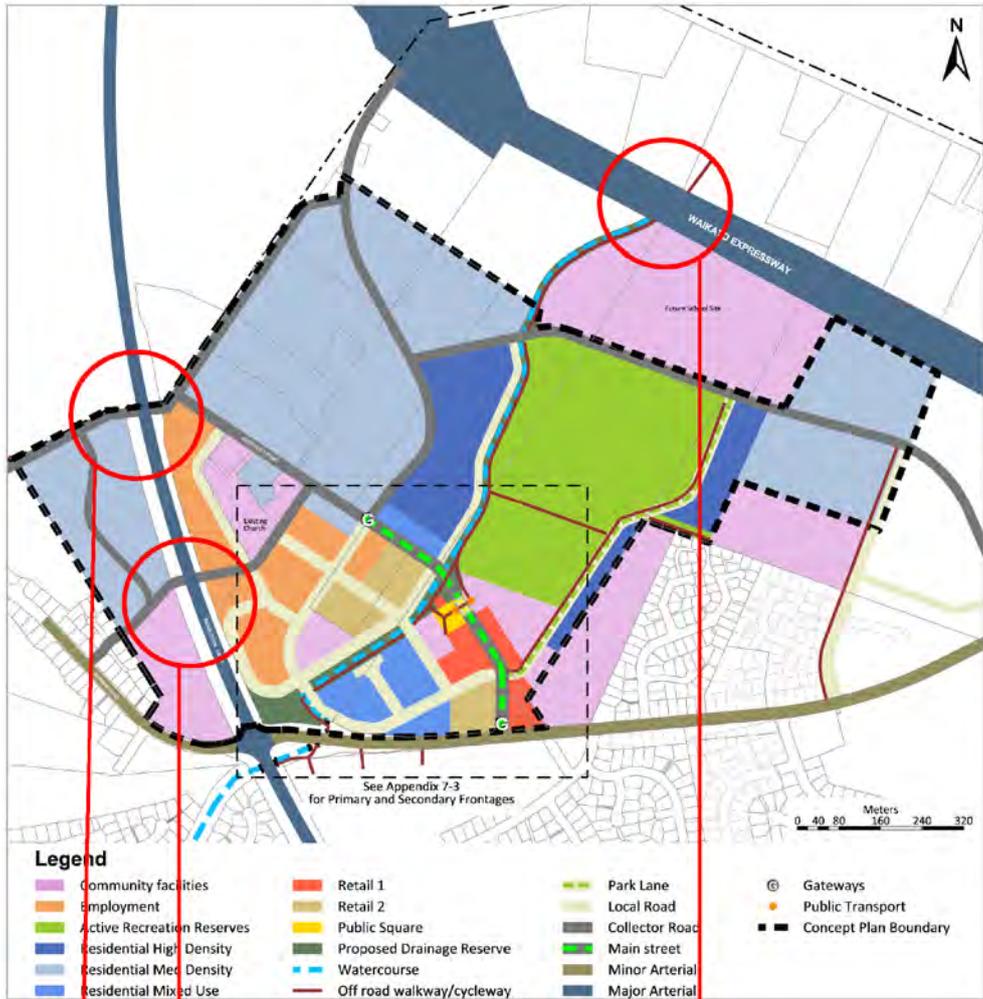
### Resolution Drive Extension and Expressway Connection (DRAFT)



**Note:** Pedestrian access across the Resolution Drive interchange will be 'at grade' and RABs will be required on the interchange.

**Appendix 7: Rototuna Town Centre**

**Figure 7-1: Rototuna Town Centre Concept Plan**



Resolution Drive Walking/Cycling Underpass

Resolution Drive/Kay Road Roundabout

North-East Rototuna Walking/Cycling Underpass

**Committee:** Strategy & Policy Committee

**Date:** 08 April 2015

**Report Name:** Community Assistance Policy

**Author:** Deanne McManus-Emery

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Social Well-Being Strategy</i>
<b>Financial status</b>	<i>\$1,160,000</i>
<b>Assessment of significance</b>	<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

- The purpose of this report is to present elected members with the revised Community Assistance Policy and Grant Criteria.

## 3. Executive Summary

- At the 4 March 2014, Ordinary Council meeting, it was resolved that the Chief Executive review the efficiency and cost effectiveness of delivering this service, and the policies be reviewed as part of the Long Term Plan.
- The Community Assistance Funding Working Group reviewed the Community Assistance Funding programme and policy during 2014, and identified the efficiency and cost effectiveness of delivering the service.
- At the 4 February 2015 Council meeting, the Working Group recommendations were adopted.
- The revised changes to the policy include formatting to align to the new look of existing Policy's, consistency of language, inclusion of the diverse sectors and includes clarity of the purpose, objectives, and funding process.
- Supplementary to the Community Assistance Policy, both the single year, and multi year grants have new clearly defined funding guidelines and criteria that also include the sectors and consistency of language to enable robust decision making.
- The Single Year Grants quantum will be set at \$260,000, annually and the Multi-Year grants will be set at \$900,000 over a 3 year period.

## 10. Recommendations from Management – Recommendation to Council

That:

- the Report be received; and
- the proposed 'Community Assistance Policy' and supporting schedules (Attachment 1) be adopted.

## 11. Attachments

12. Attachment 1 - DRAFT Council Policy - Community Assistance Policy (April 2015)

## 13. Background

14. The Community Assistance Funding Working Group was established after the 16 July 2014 Strategy and Policy Committee, with the purpose to review the efficiency and cost effectiveness of delivering the Community Assistance Funding programme and the related Policy.
15. Staff and elected members reviewed the Community Assistance Policy and allocation process at the working group meetings, between September and November 2014 and presented to Council in December 2014. Council requested the revised policy, and guidelines be presented to Strategy and Policy in February 2015.
16. The principles of single-year and multi-year community grants were discussed with the working group in 2014. The working group made the following recommendations: to consolidate the current three funding grants—Arts and Culture, Performing Arts Contestable and Small Grants, into a single grant, and provide clear guidelines and criteria for both single-year and multi-year grants be developed.
17. Additional work has been completed at the request of Council at the February 2015 Strategy and Policy Committee meeting and include the reformatting of the policy to align it to the existing policy, consistency of language, inclusion of the diverse sectors and clarity of the purpose, objectives, and funding process.
18. The specific grant criteria and guidelines attached support the implementation of this policy.
19. New Criteria and Guidelines for Single Year and Multi Year Grants
20. The criteria and guidelines for both the single-year and multi-year grants provides clear guidance to the both the eligibility and allocation of funding.
21. It is proposed that the available funds (\$1,160,000) be split in the following way;
  - A minimum fund of \$260,000 is set aside for Single-Year Community Grants,
  - A maximum fund of \$900,000 is set aside for Multi-Year Community Grants, with any unallocated funding being added to the Single-Year Community Grant.
22. Previously the annual income threshold of \$1,000,000 for an organisation to be eligible for the Single-Year grant has been reduced to an annual income of up to \$750,000. This approach is supported by as best practice within the funding sector.

## 23. Financial and Resourcing Implications

24. The review of the policy, criteria and guidelines were funded within existing budget.
25. The Community Assistance Funding will not have inflation adjustments applied to it.

## 26. Risk

27. Regular consultation has occurred between staff and the community organisations during the review process.
28. Following the adoption of the policy and guidelines, the Multi-Year Community Fund will be opened for applications.

- 29. Staff will ensure funding support across Community Events, Environment, Recreation, Social Service, Arts and Culture, sectors remain. Staff will continue to support the allocation committee to ensure the specific interest groups within the community are not disadvantaged by the consolidation of the current single-year grants.

**Signatory**

Authoriser	Lance Vervoort, General Manager Community
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First adopted:	11 December 1996
Revision dates/version:	April 2015/ Version 7
Next review date:	April 2018
Engagement required:	No engagement required
Document number:	D-1048504
Associated documents:	n/a
Sponsor/Group:	General Manager Community



## COMMUNITY ASSISTANCE POLICY

### Purpose and Scope

1. This policy sets out the Hamilton City Council 's funding and allocation process for assistance provided through grants by to community organisations.
2. The policy applies to all council contestable community grants that fit within the scope of both 'Multi-year grants' and 'Single-year grants'
3. The policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or major event sponsorship and capital projects.

### Definitions

10-Year Plan	Is Council's adopted Long Term Plan (LTP) as defined by the Local Government Act 2002.
Community Organisation	<p>Is a not-for-profit organisation that has the primary objective to provide programmes, services or activities that benefit the social, cultural, artistic and environmental wellbeing of communities in Hamilton.</p> <p>A community organisation must be a registered legal entity and have charitable status as defined by the Charities Act 2005.</p>
Single-year grants	<p>Is an annual one-off grant that support small community led projects that are aligned with Council plans and strategies.</p> <p>Single-year grant funding will be considered for applications that meet the funding criteria for this fund, and will be for a period of 12 months, with a maximum funding allocation up to \$5,000 per project.</p>
Multi-year grants	<p>Is funding, for the purpose of supporting the operational management of community infrastructure, that deliver services, programmes and activities that benefit the social, cultural, artistic and environmental wellbeing of communities in Hamilton.</p> <p>Multi-year grant funding will be considered for applications that meet the funding criteria for this fund, and will align to the 10-year plan review, and will be for a maximum term of 3-years.</p>

**Policy**

4. The total financial assistance provided to the community through grants and funding covered by this policy is \$1,160,000 per year.
5. The funding split between multi-year grants and single-year grants for the 3-year term beginning 2015/16 is:
  - a. The Multi-year grant will be allocated up to a maximum of \$900,000 per year for each year of the 3-year term.
  - b. The total funds remaining after allocating the Multi-year grant will be allocated through the Single-year grant. The minimum amount available for the Single year grant will be \$260,000 per year.
6. The criteria applying to Single-year grants are set out in schedule 1.
7. The criteria applying to Multi-year grants are set out in schedule 2.
8. An Allocation Committee(s) is delegated to assess applications for funding based on the criteria outlined in schedule 1 and 2.
9. The Allocation Committees for both the Single-year and Multi-year Community Grants will have a membership of 7 consisting of 2 elected members, and 5 community representatives selected each year by the General Manager Community. All members are voting members
10. The Allocation Committees will have a non-voting staff member present as an ex-officio member.
11. Funding priorities will be determined at the discretion of Council.

## SCHEDULE 1 – Single-Year Grant Criteria and Guidelines

### Criteria

Hamilton City Council Single-year Grant supports not-for-profit community organisations that support small community led projects that are aligned with Council plans and strategies and contribute to the social wellbeing of the city by delivering community wide services.

The word ‘community’ is used in its broadest sense; it signals that our single-year grants programme will support the social, cultural, artistic and environmental wellbeing of Hamilton people and neighbourhoods.

Funding consideration will be given to community organisations which:

- Encourage and support community-led initiatives
- Strengthen participation across diverse communities
- Inspire communities to take pride and ownership in Hamilton

Single-year Grants will fund organisations for:

- Operating and administrative costs
- Equipment and resources that support the project or organisation
- Programme development and implementation

The Single-year Grant is an annual contestable fund of at least \$260,000. The fund opens in March of each year for events and projects taking place within the next financial year starting 1 July.

### Application Process:

How much is available?	Minimum funds available \$260,000 per annum
How much can I apply for?	Maximum grant \$5,000
When can you apply?	Fund opens 01 March Closes 31 March
Grant Decision	Applicants will be advised 6 weeks after application closing date

All applications must be made through the Hamilton City Council online system. No paper applications will be accepted.

### Who can apply?

- Applicants must be a legally constituted community group or organisation registered with Charities Services (not for profit, charitable trust, incorporated society)
- Projects must take place within the Hamilton city boundaries
- Organisations must have the capacity to deliver outcomes

### Ineligibility

- Projects or operational costs already substantially funded by Hamilton City Council
- Retrospective funding, ie projects that have already started or have been completed
- Political organisations or social clubs
- Repayment of debt, Loan, mortgage repayments or investments of any kind
- Organisations that have an annual income in excess of \$750,000

### All Applications must be accompanied by:

- A statement of financial position showing year to date income and expenditure (no greater than 6 months old)
- Audited or Reviewed Financial Accounts
- Accountability must be received for previous grants before any new grant application will be processed
- A current bank statement for each account held
- Printed bank deposit slip

**Accountability and Reporting**

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

## SCHEDULE 2 – Multi-Year Grant Criteria and Guidelines

### Criteria

Hamilton City Council's Multi-year Grants support the operational management of community infrastructure, to deliver services, programmes and activities that benefit the social, cultural, artistic and environmental wellbeing of communities in Hamilton.

The word 'community' is used in its broadest sense: it signals that our Multi-year grants programme will support the social, cultural, artistic and environmental wellbeing of Hamilton people and neighbourhoods.

Funding consideration will be given to community organisations which:

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

Multi-year Grants will fund organisations for operating costs delivering:

- A multi-purpose space available for the community to utilise
- Programmes and activities delivered in the facility that address the needs of the local community
- Opportunities for the wider community to increase social connection
- Services that are conducive to the needs of communities in high deprivation areas

### Application Process:

How much is available?	Maximum funds available \$900,000 per annum
When can you apply?	Fund opens 01 April 2015 Closes 30 April 2015
Grant Decision	Applicants will be advised 6 weeks after application closing date

All applications must be made through the Hamilton City Council online system. No paper applications will be accepted.

### Who can apply?

Applicants must be a legally constituted community group or organisation registered with Charities Services (not for profit, charitable trust, incorporated society), which:

- Have community development and community capability building as a core function of the organisation
- Are located in Hamilton
- Has a management committee to proactively manage the facility
- Are sustainable and have the capacity to deliver agreed outcomes

### Your organisation is ineligible if:

- It has projects/operational costs already substantially funded by Hamilton City Council
- Applications for retrospective funding, ie projects which have already started or completed projects
- Loan/mortgage repayments or investments of any kind
- Not provided adequate reports on past funding.

### All applications must be accompanied by:

- A statement of financial position showing year to date income and expenditure (no greater than 6 months old)
- Audited or Reviewed Financial Accounts
- Accountability must be received for previous grants before any new grant application will be processed
- A current bank statement for each account held by the organisations
- Printed bank deposit slip
- Letters of support from other community organisations

- Information of other sources of funding

**Accountability and Reporting**

- All successful applications will be required to sign a funding agreement prior to payment of the grant.
- Successful applicants must adhere to the funding reporting requirements as prescribed by Council.
- All recipients of community grants will provide periodic accountability reports documenting how their activities have contributed to the objectives for which the funding was allocated.
  - Multi-year Grant – 6-month reports
- Recipients that fail to submit acquittal reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
  - accountability conditions have been met and/or grant monies returned and
  - The organisation can demonstrate their ability to meet Council’s eligibility criteria for a grant, and the organisation is capable of delivering the project outcomes of which they are making an application for.

**Committee:** Strategy & Policy Committee

**Date:** 08 April 2015

**Report Name:** Community Facilities Report

**Author:** Deanne McManus-Emery

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	
<b>Financial status</b>	<i>There is/is not budget allocated Amount \$</i>
<b>Assessment of significance</b>	<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 agree on a process and scope to review the Community Facilities portfolio.

## 3. Executive Summary

4. Council own and operate a diverse Community Facilities portfolio that includes Community Halls, Centre's, Sports Clubs, Theatres, Stadia, Pools and Libraries.
5. Staff have held three Community Facilities workshops with elected members during late 2014, and a more recent one in March 2015.
6. It is recommended a working group be established comprising of elected members and key senior staff to determine the scope and process to review the community facilities portfolio. It is anticipated that the Stadia, Theatres, Pools are excluded from this scope as strategic reviews have already been completed, however there is an opportunity for the findings of the review to be included as part of the Libraries Facilities Plan.

## 7. Recommendations from Management

That:

- a) the Report be received;
- b) a Community Facilities Working Group be established to agree on a process and scope to review the community facilities portfolio;
- c) the Community Facilities Working Group is comprised of General Manager Community, Community Development and Leisure Manager, Strategic Property Manager and 5 Elected Members; and
- d) this matter be reported back to Council in July 2015.

## 8. Attachments

9. There are no attachments for this report.

## 10. Key Issues

### 11. Background

- Community Development and Leisure staff presented their community facilities information to elected members during a workshop held in September 2014. At this workshop council requested further information and instructed staff to take a wider holistic approach to complete a stock take of all community facilities across Hamilton City Council, with the exclusion of Stadia, Theatres, and Libraries to be presented at the November 2014 workshop.
- Staff provided an overview of the portfolio that included the types of facilities, location, responsibility, operating models and financial information, for all community facilities across the organisation.
- The information provided to date has highlighted the diversity of council owned Community Facilities that include Community Halls, Centre's, Sports Clubs, with the exclusion of Theatres, Stadia, and Libraries, as reviews of these areas have already been undertaken.
- The community facilities portfolio is currently managed by Community Development and Leisure, Parks and Open Spaces and Strategic Property and the portfolio is made up of the following:
  - o HCC owned building and land and is currently managed by Community Development and Leisure (community occupancy lease, bookable space),
  - o HCC owned building and land, managed through Parks and Open Spaces and Strategic Property (community occupancy lease)
  - o HCC owned land and externally owned building or structure, managed by Parks and Open Spaces (community occupancy lease)
  - o HCC owned land, but no building or structure, managed by Parks and Open Spaces (community occupancy lease)
- Council has undertaken asset management planning over the past 12 months, and during this process it has clearly highlighted the challenges Council face with the diversity of the current community facilities portfolio.
- The assets are tired, old and are not fit for purpose and are becoming expensive to maintain. The current operating model is not financially sustainable and the community expectations and needs are changing.
- Two working group meetings will enable elected members to provide staff feedback and direction of the community facilities scope and review, providing staff direction moving forward.
- The scope of the community facilities working group is to be determined, however it should consider the following: demographics, geographic and financial sustainability.
- It is anticipated that the development of the Facilities Plan, as identified through the Library Strategic Plan should align to the findings of the community facilities review, ensuring best practice and guiding principals for community hubs are incorporated.

**12. Financial and Resourcing Implications**

13. The review of Community Facilities will be completed within existing budgets.

**14. Risk**

15. Nil Risk.

**Signatory**

Authoriser	Lance Vervoort, General Manager Community
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**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015  
**Report Name:** Waikato Museum Strategic Review      **Author:** Helen Paki

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Plan</i>
<b>Financial status</b>	<i>There is no budget allocated The estimated amount of \$30 - \$50k for external expert consultancy and advice will be managed within existing operational budgets.</i>
<b>Assessment of significance</b>	<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

- The purpose of this report is to seek approval from Council to undertake a Strategic Plan for the Waikato Museum Te Whare Taongo o Waikato.

## 3. Executive Summary

- With the recent release of the Hamilton Plan, it is timely to undertake strategic planning for the Waikato Museum to invigorate the role this iconic institution plays in the life of Hamilton residents, the wider region and as a tourist destination.
- The strategic planning is proposed to commence in April 2015 and will include consultation with key stakeholders, external museum expert advice, input from Councilors on emerging themes and direction, as well as visitor and community feedback prior to a proposed completion date of December 2015.
- No additional funding is being requested to complete the planning which will be undertaken with a clear view of Council's long term financial strategy and will have a focus on innovation, partnerships and promotion.

## 7. Recommendations from Management

That:

- the Report be received; and
- the Strategy and Policy Committee approve the development of the new Waikato Museum Strategic Plan

## 8. Attachments

9. There are no attachments for this report.

## 10. Key Issues

11. Background
12. In 1987 Waikato Art Museum opened amalgamating two formerly separate institutions: The Waikato Art Gallery and The Waikato Museum and has endured a number of name changes including the Waikato Art Museum, Waikato Museum of Art and History and is currently known as the Waikato Museum, Te Whare o Taonga Waikato.
13. While the Waikato Museum provides a varied offer covering Tangata Whenua, art, history and science, anecdotal evidence suggests that the name Waikato Museum tends to have the Museum categorised as just a museum of historical subject areas.
14. The last Strategic Plan for Waikato Museum was undertaken in 2003. There have been a number of governance, operational and wider environmental changes since that time which warrants a fresh look at the future direction of this key visitor destination in Hamilton.
15. The Waikato Museum Director engaged an industry expert to advise of a potential framework for a Strategic Plan. The industry expert has identified there are opportunities for the Waikato Museum to increase community engagement, particularly with young people, something relevant to many Museums nationally and internationally. Over fifty per cent of visitors to the Waikato Museum are local Hamilton residents. While visitor numbers have shown a slight increase in recent years (118,000 in 2013/14), they do not fully realise the potential visitation possible within a city of Hamilton's size with a growing population.
16. Innovation and courageous experimentation have resulted in museums embracing new approaches and partnerships. They have searched for new ways of engaging with their communities with many classifying themselves as Identity Museums, drawing together many different streams of cultural diversity, endeavour and understanding to form a shared vision of place and people.
17. The proposal from the industry expert acknowledges existing strengths of the Museum and offers a framework for developing the Strategic Plan.
18. The strategic planning will be based primarily on the needs of a cross-generational audience – specifically family / whanau or family-like group of adults accompanied by children; schools and other specialist audiences including tourists.
19. The timeframe and process for the strategic planning is as follows:
  - April 2015 – detailed project plan; benchmarking and research; early contact with stakeholders
  - May/June 2015 – consultation and analysis of themes
  - Late June 2015 – Council briefing
  - July/August 2015 – write up draft Plan and Report to 11 August Strategy and Policy Committee seeking approval to consult on Draft
  - August/September 2015 – community and stakeholder feedback on draft
  - October 2015 – analyse feedback and report to 3 November Strategy and Policy Committee
  - November 2015 – Write up and design of final Strategic Plan
  - Final Strategic Plan to December Strategy and Policy Committee and Ordinary Council Meetings for adoption

- Publicise and implement the Strategic Plan

20. Strategic alignment

21. A goal of The Hamilton Plan is “To be Celebrated for our Arts and Culture”. The objective of the Strategic Plan will be to realise the opportunities and potential of the Waikato Museum as both a place of great pride to the people of the Waikato and a world class visitor destination in Hamilton.
22. There are strong links to the River Plan with the Waikato Museum being located on the banks of the Waikato River in the cultural precinct of the central city. As one of Hamilton’s primary visitor destinations, there are also opportunities for enhanced physical and strategic links with Hamilton Gardens.

23. Legislative requirements or legal issues

24. The development of a Museum Strategic Plan is not required under any Act.

25. Consultation

26. Consultation will include a programme of high level engagement with Waikato -Tainui as well as a series of focus groups and presentations to other stakeholders including (but not limited to) Waikato Museum staff, Creative Waikato, the University of Waikato, Wintec, Schools, Hamilton Waikato Tourism, Hamilton Arts Forum, Hamilton galleries, Friends of the Museum, Excite Trust, Waikato Society of Arts, donors and funders, other visitor destinations including Hamilton Gardens and Zoo, and the Project Manager for the River Plan.
27. Benchmarking and consultation will be also be undertaken with other national and international museums and art galleries to inform good practice and to explore innovative and fresh ideas that may be applicable to a Waikato context. External advice will also be provided through expert consultancy.
28. Councillors will be informed of progress and emerging themes following consultation and have an opportunity to inform the direction of the Strategic Plan at a Council briefing.
29. The Strategic Plan will also be informed by visitors to the Museum through existing feedback processes such as visitor surveys and social media. The community and stakeholders will have the opportunity to provide feedback on the Draft Consultation Plan.

30. Treaty requirements/implications

31. A key focus of the strategic planning will be to building on the existing partnership with Waikato-Tainui and they will be a key stakeholder throughout the consultation process.

## **32. Financial and Resourcing Implications**

33. The Strategic Plan process will be led by the Waikato Museum Director and project managed by Council staff with input from external stakeholders. Any additional costs associated with external expert consultancy will be managed within existing budget.
34. The Waikato Museum Strategic Plan will not bind Council to ongoing funding but does provide direction for development priorities to be considered in the 2015-2016 Annual Plan and the 2018-28 10 Year Plan. A key focus of the Strategic Plan will be on developing mutually beneficial partnerships.

**35. Risk**

- 36. There is a risk that the Strategic Plan could over promise and under deliver. Staff are well aware of the Council’s financial strategy and this will be a key consideration during the strategic planning process with a focus on innovation, partnership and implementation over an achievable timeframe (five years).

**Signatory**

Authoriser	Lance Vervoort, General Manager Community
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**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015

**Report Name:** Consideration and Retrospective Approval of Two Hamilton City Council Submissions      **Author:** Mark Brougham

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>HCC's Process for Developing Submissions to External Organisations.</i>
<b>Financial status</b>	<i>There is no budget allocated.</i>
<b>Assessment of significance</b>	<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. For the Strategy and Policy Committee to consider and retrospectively approve HCC's submission to:
  - The WEL Energy Trust's 2015-2016 Draft Annual Plan (submission sent 19/3/15).
  - Waikato District Council's Draft Sports Park and General Policies Reserve Management Plans (submission sent 19/3/15).

## 3. Executive Summary

4. The two submissions outlined in Section 2 are seen as being of significance to Hamilton and to HCC's operations and have already been sent to the respective organisations to meet the submission closing date.
5. As part of the process for developing submissions to external organisations, all HCC submissions need to be considered and approved by the Strategy and Policy Committee.
6. Elected Member feedback was included in the two submissions outlined in Section 2.

## 7. Recommendations from Management

That:

- a) the Report be received;
- b) the two HCC submissions outlined in Section 2 be considered and retrospectively approved; and
- c) the relevant organisations be advised of any changes made to the two HCC submissions at

- the 8 April 2015 Strategy and Policy Committee meeting;
- d) subsequent to the Strategy and Policy Committee’s approval, the two finalised submissions be uploaded to HCC’s website; and
  - e) local Members of Parliament be advised of the two HCC submissions adopted at the 8 April 2015 Strategy and Policy Committee meeting.

**7. Attachments**

- 8. Attachment 1 - HCCs Submission to the WEL Energy Trusts 2015-2016 Draft Annual Plan (19 March 2015)(PDF)
- 9. Attachment 2 - HCCs Submission to Waikato District Councils Draft Sports Park and General Policies Reserve Management Plans (19 March 2015) (PDF)

**Signatory**

Authoriser	Blair Bowcott, General Manager Performance Group
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Te kaunihera o Kirikiriroa

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19 March 2015

Mark Ingle  
Chair  
WEL Energy Trust  
PO Box 1336  
Hamilton 3240

Dear Mark

#### **WEL ENERGY TRUST'S 2015-2016 DRAFT ANNUAL PLAN**

##### **1.0 INTRODUCTION**

1.1 This letter is the Hamilton City Council submissions in response to the Trust's draft Annual Plan for the 2015/16 year. We also thank the Trust for continuing to support organisations, projects and events in Hamilton that make a difference to our community.

##### **2.0 KEY POINTS**

2.1 The Council supports a more focused approach to grants with establishment of categories and a more regular opportunity for the community to seek funding through the Quick Response Grants.

2.2 We note the budget for energy efficient projects was underspent last financial year by \$80,000 through a lack of attracting recipients. The Council regards projects related to healthier homes as very important for the city, given the strong relationship between healthy homes and healthy people. We suggest more publicity around the Energy Efficiency and Healthier Homes grant allocation to hopefully encourage more projects to come forward.

2.3 As a major provider of community infrastructure and public good amenity, the Council is very pleased to see establishment of a Major Transformational Projects Fund. Most transformational change projects take a longer time to implement and require significant financial contribution. This fund provides an opportunity for the Trust to be a partner in these sorts of projects and the Council looks forward to working with the Trust to define and then fund, major transformational projects in and around Hamilton.

### 3.0 FURTHER INFORMATION AND HEARINGS

- 3.1 Should the WEL Energy Trust require clarification of the points raised in this submission, or additional information, please contact Blair Bowcott (General Manager Performance) on 07 958 5987, email [blair.bowcott@hcc.govt.nz](mailto:blair.bowcott@hcc.govt.nz) in the first instance.
- 3.2 Hamilton City Council **does not wish to be heard** at the hearings of the WEL Energy Trust in support of this submission.

Yours faithfully



**Richard Briggs**  
**CHIEF EXECUTIVE**

Although this submission has been circulated to HCC's Elected Members for consideration and feedback, it has not been adopted through the formal committee process. HCC's submission is to be considered and adopted retrospectively at the 8 April 2015 Strategy and Policy Committee meeting. We will advise you after this meeting if HCC makes any changes to its submission.



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**Submission by  
Hamilton City Council**

**WAIKATO DISTRICT COUNCIL'S DRAFT SPORTS PARK AND GENERAL POLICIES  
RESERVE MANAGEMENT PLANS**

**19 March 2015**

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**Introduction**

1. Hamilton City Council (HCC) welcomes the opportunity to make a submission to the Waikato District Council's Sports Park Draft Reserve Management Plan and Draft General Policies Reserve Management Plan (referred to as the 'Draft Plans' throughout this submission).
2. Overall, HCC supports the Waikato District Council's Draft Plans. HCC supports Waikato District Council (WDC) meeting its obligations under the Reserves Act 1977 and supports provision of sports fields and meeting the current and future sport and recreational needs of the community.
3. However, HCC has comments about some aspects of the Draft Plans, and these are set out below.

**Specific Comments**

**Alignment to the Waikato Regional Sports Facility Plan**

4. The Waikato Regional Sports Facility Plan was adopted in 2014 and provides a high level strategic framework for regional sports facilities planning. The Plan provides a tool to assist the coordination of sport facility provision and optimisation in the region.
5. The Draft Sports Park Management Plan outlines proposals to develop, upgrade and renew sports fields within the Waikato District. Specifically, 3.2.1 proposes the development of Tamahere Recreation Reserve to include a sports pavilion, three junior playing fields, two senior playing fields and a cricket oval (artificial wicket).
6. The Draft Sports Park Management Plan does not demonstrate how WDC has considered the findings and recommendations of the Waikato Regional Sports Facilities Plan. HCC seeks that WDC demonstrate how the Proposed Facility Approach of the Waikato Regional Sports Facilities Plan has been considered in developing proposals to develop, upgrade and renew sports fields, in particular Tamahere Recreation Reserve.

**Cross-Boundary Partnerships**

7. Key principles of the Waikato Regional Sports Facility Plan are:
  - (a) **Partnerships** - working together with partners, both within and outside the Waikato Region, to develop and operate sports facilities will become increasingly important in order to optimise our network and maintain its sustainability.

*(b) Play to our strength and work with our neighbours - the Waikato must play to its strengths and not seek to duplicate facilities that can be satisfactorily delivered in neighbouring areas.*

8. The proposed development of Tamahere Recreation Reserve is likely to serve a local sporting catchment. HCC expects the catchment will be drawn from Hamilton City as well as Waikato District. This has the potential to impact capacity and demand of training and competition fields in Hamilton City.
9. To understand the impact on the Hamilton City network, HCC seeks clarification on the sports codes the fields will be allocated for, potential clubs targeted for occupation, and the likely timing of development.
10. HCC requests that WDC take a network wide view in terms of allocation and development of sports fields and consider cross-boundary partnerships to avoid duplicating facilities in neighbouring areas and to ensure provision of sports fields is cost-effective for ratepayers of Hamilton City and the Waikato District.

#### Further Information and Hearings

11. Should the Waikato District Council require clarification of the points raised in this submission, please contact Renee McMillan on 07 838 6695 or email [renee.mcmillan@hcc.govt.nz](mailto:renee.mcmillan@hcc.govt.nz) in the first instance.
12. HCC **does wish to be heard** in support of this submission at the hearings.

Yours faithfully



**Richard Briggs**  
**CHIEF EXECUTIVE**

Although this submission has been circulated to HCC's Elected Members for consideration and feedback, it has not been adopted through the formal committee process. HCC's submission is to be considered and adopted retrospectively at the 8 April 2015 Strategy and Policy Committee meeting. We will advise you after this meeting if HCC makes any changes to its submission.

**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015  
**Report Name:** Regional Operations Roundup Report      **Author:** Phil Consedine

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Various</i>
<b>Financial status</b>	<i>Not applicable</i>
<b>Assessment of significance</b>	<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

- An update on key issues discussed at the Waikato Regional Transport Committee, the Hamilton Public Transport Joint Committee, Waikato Regional Public Transport Plan Development Committee and the Waikato Civil Defence Emergency Management Joint Committee are outlined in the report.

## 3. Recommendation from Management

That the Report be received.

## 4. Attachments

- Attachment 1 - RLTP - Transport Planning Projects Update - March 2015

## 6. Key Issues

### 7. Waikato Regional Transport Committee

#### ***Regional Land Transport Plan***

- A key function of the Regional Transport Committee (RTC) is to prepare the 2015-2045 Regional Land Transport Plan (RLTP) for the approval of the Waikato Regional Council and to monitor its implementation. This new transport policy document will combine the previous requirements for a Regional Land Transport Strategy and a Regional Land Transport Programme.
- The RLTP sets the strategic framework for long term development of the land transport system in the region along with the shorter term prioritized programme of transport activities requiring investment through the National Land Transport Programme (via NZTA).

10. 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/Transport/>
11. The final draft RLTP will be reported to the RTC on 7 April 2015 with a recommendation to the Waikato Regional Council to adopt the RLTP at its meeting on 30 April 2015. Note that these dates have been updated from earlier advice.
12. The RLTP includes all transport related projects as proposed by Hamilton City Council.
13. The timetable for adoption is set out below.

Date	Key project stage
March 2015	RLTP Hearing Committee to make recommendations on the final RLTP to RTC
7 April 2015	RTC to endorse final RLTP and recommend it to Waikato Regional Council for adoption
30 April 2015	Waikato Regional Council to adopt final RLTP

14. The RTC received a report with an update on current regional transport planning projects. This report provided a useful summary of the status of key projects and it is included as Attachment 1 to this report for Councilor's information.
15. The NZTA advised the Committee that the government has now confirmed the funding for the completion of the Waikato Expressway. There are two remaining sections involved - Hamilton and Long Swamp – and the completion date is 2019 as previously programmed.

***NZTA Investment Assessment Framework***

16. NZTA has released its draft Investment Assessment Framework which is intended to give effect to the changes signaled in the draft Government Policy Statement on Land Transport (GPS) for the 2015/16 to 2024/25 period. This framework will be used to support road controlling authorities to develop their land transport activities for the RLTP programme. A number of building blocks are expected to come together to support this investment assessment process approach including the One Network Road Classification (ONRC), the Business Case (four stage) approach and Activity Management Plans (AMPs).

***One Network Road Classification (ONRC) Update***

17. This item updates and expands on the item to the September 2014 Strategy and Policy Committee.
18. The ONRC is designed to provide a nationally consistent framework that will help to inform investment and management decisions in a more strategic, consistent and affordable way throughout the country. Consistent levels of service for roads with similar use and environments across the country will help provide for a fit for purpose and self-explaining national road network with the inherent safety and efficiency benefits. More information on the ONRC can be found on the Road Efficiency Group website at:  
<http://www.nzta.govt.nz/projects/road-efficiency-group/onrc.html>
19. The Road Efficiency Group (REG) is a combined Local Government New Zealand, Road Controlling Authority Forum and New Zealand Transport Agency governance group whose role is to oversee the implementation of the Road Maintenance Task Force recommendations (released in 2012). As part of these recommendations, the requirement to apply a ONRC is being developed by all Road Controlling Authorities.
20. Progress on the three functional elements of the development of the ONRC are described below.

21. Classification.

- The classification has been completed for Hamilton City using the national system and a cross check has been made with our District Plan hierarchy to compare the alignment.
- While there are different labels for the various hierarchies between Hamilton City's District Plan and the ONRC we have found broad alignment for the Arterial routes but there is a gap in the alignment for the Collector and Local roads. The overall length of Collector roads has increased to 234 Km (from 72 Km) and the Local roads has reduced to 286 Km (from 448 Km) under the ONRC system.
- The link for the range of classifications is  
<http://www.nzta.govt.nz/projects/road-efficiency-group/docs/functional-classification.pdf>

22. Customer Levels of Service.

- There is expected to be a consistency across all roading authorities in regard to the Levels of Service for the various classifications. This is being developed and refined jointly with other authorities in the region to provide a comprehensive set of CLoS that will eventually need to be applied. A draft set of CLoS is expected to be available by the end of June 2015.
- As these CLoS are developed staff will consider and advise on any funding implications.
- The link to provisional LOS is below:  
<http://www.nzta.govt.nz/projects/road-efficiency-group/docs/customer-levels-of-service.pdf>

23. Performance Measures and Targets

- Staff are working closely with NZTA and other local authority staff to agree suitable and appropriate performance measures based on an early draft proposal from NZTA. This is a lengthy process as the various local and regional priorities are required to be matched with national measures and targets. This is on track to be completed to draft status by the end of June 2015.
- The differences between the national and local expectation on the number and extent of measures to be determined and used are being addressed to arrive at a suitable and appropriate set.

24. As a local authority, we will be expected to apply the ONRC to our network, identify differences in Customer levels of service (CLOS) by using the agreed performance measures, and understand the financial implications of the ONRC so that by the 2018 LTP we are fully consistent with the new classification.

25. Local authorities are also expected to align their Transportation AMP's with this classification and align the road hierarchies in the District Plan with the ONRC classification and it is acknowledged that this process may require a number of years until full alignment is achieved.

***Regional Speed Management Governance Group***

26. The Regional Speed Management Governance Group was established with Councilor Tooman nominated as Chair. The group is to report back to the RTC by 30 June 2015 with a draft Regional Speed Management Policy.

27. **Hamilton Public Transport Joint Committee**

28. Waikato Regional Council has set up a Joint Committee to consider Hamilton Public Transport matters and Hamilton City Councils representatives are Councilors Forsyth and Tooman. The Joint Committee also has two representatives from Waikato Regional Council (Councilors Livingston and Hennebry), one from NZTA (Andrew McKillop) and one access and mobility representative.
29. The scope of this Joint Committee is to consider and recommend on matters relevant to the implementation and monitoring of the Regional Public Transport Plan as it affects Hamilton City.
30. There are no significant matters to report at this time due to the development of the next Regional Public Transport Plan.

31. **Waikato Regional Public Transport Plan Development Committee**

32. The scope of the Development Committee is to recommend a draft Regional Public Transport Plan (RPTP) to Waikato Regional Council for consultation and to ensure consistency with the developing Regional Land Transport Plan.

The following is a link to all of the agenda items and minutes of the Development Committee including the public submissions: <http://www.waikatoregion.govt.nz/Community/Whats-happening/Council-meetings/Agendas-and-minutes-for-council-and-standing-committees-from-28-November-2013/Regional-Public-Transport-Plan-Development-agendas-and-minutes/>

33. The timeframe for completion of the RPTP is shown below:

Date	Key project stage
March 2015	RPTP Hearing Committee to make recommendations on the final RPTP to Waikato Regional Council
26 March 2015	Waikato Regional Council to adopt the final RPTP

34. **Waikato Civil Defence Emergency Management Joint Committee**

***Community Response Planning***

35. Work continues on the production of Community Response Plans across the region with Hamilton City Council's Plan now completed.
36. It is considered that the average household in Hamilton requires at least 3 plans; for home preparedness, for the coordination of arrangements for work and also for children at school.
37. The aim is to provide a city wide Community Response Plan which details the locations of identified primary Civil Defence Centre's (formally known as welfare centres) as well as advice and guidance on household preparedness in order for the community to plan for an event.
38. The existing relationships with community groups and societies are key to the success of the plan and the dissemination of information to the public. Representatives of these groups have been engaged and a formal network has been created to promote community preparedness, educate the community in how to plan for an event as well as actively engaging more closely with the local community.
39. Community Response Planning is a major project for the Hamilton City Emergency Management team throughout 2015 and the next phase is to focus on the local business as part of the community. This focus will be small, locally owned business and, through the facilitation of business advisory groups to determine their own needs whilst the EM team educates and promotes Business Continuity Planning. The mandate is to enhance local

resilience through such topics as supply chain issues and access priorities during emergency events.

**2016-2021 Group Plan**

40. The 2011-2015 Group Plan is a long term strategic plan for civil defence and emergency management across the region. This plan forms the basis for the improvement programmes and operations of our civil defence teams. This plan must be reviewed by November 2016.

**Group Emergency Management Office 6 Year Strategy**

41. The Group Emergency Management Office has commenced a project to prepare the 2016-2021 Group Plan as well as set the foundations for Local emergency management plans. The new plan will incorporate the findings from the recent audit of Civil Defence by the Ministry.
42. As part of the preparation process, the strategy has been work shopped by Group Emergency Management Office (GEMO) and the local Civil Defence Professionals on a regular basis with a particular focus being placed on organizational readiness including response staff capability and interagency communications.
43. A following link is to the unconfirmed minutes from the 2 March 2015 Joint Committee meeting;

[http://www.waikatoregioncdemg.govt.nz/PageFiles/348/EWDOCS\\_n3296770\\_v2\\_Minutes\\_Waikato\\_Civil\\_Defence\\_Emergency\\_Management\\_Group\\_Joint\\_Committee\\_2\\_March\\_2015.pdf](http://www.waikatoregioncdemg.govt.nz/PageFiles/348/EWDOCS_n3296770_v2_Minutes_Waikato_Civil_Defence_Emergency_Management_Group_Joint_Committee_2_March_2015.pdf)

**Signatory**

Authoriser	Chris Allen, General Manager City Infrastructure Group
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## Report to Regional Transport Committee 2 March 2015 – To be received

**File No:** 03 04 11  
**Date:** 18 February 2015  
**To:** Chief Executive Officer  
**From:** Director Science and Strategy  
**Subject:** Transport Planning and Projects update March 2015  
**Section:** A (Committee has delegated authority to make decision)

### Purpose

To provide the Regional Transport Committee (RTC) with an update on current regional transport plans and projects as at 2 March 2015.

### Recommendation:

That the report **Transport Planning and Projects update** (Doc # 3262667 dated 18 February 2015) be received for information.

### Background

A number of transport projects are being undertaken as part of the Regional Land Transport Strategy 2011-41 Implementation Programme. This report provides an update on these projects, together with other national and regional transport matters of interest, sorted by national, inter-regional and regional sub-groups.

### National activities

Project	Status	Future actions
Proposed reforms to the Resource Management Act (RMA)	<p>Minister for the Environment/Building and Housing Nick Smith has recently put forward proposed changes to the RMA that seek to remove perceived barriers to building and development; resulting in an overhaul of the current legislation if the proposals are to be passed through Parliament.</p> <p>The Minister had commissioned reports indicating that the tight land regulation under the RMA was the reason for the rapidly increasing land prices up in Auckland and stunted development growth. The report has also highlighted that the plan making process within Council organisations is "too cumbersome and slow".</p>	<p>Updates will be provided to the RTC at upcoming meetings pending further changes to the Resource Management Act.</p>

Docs # 3262667

Project	Status	Future actions
Government Policy Statement on Land Transport Funding 2015-25 (GPS)	<p>The Ministry of Transport (MOT) released the final Government Policy Statement on Land Transport (GPS) on 18 December 2014, which comes into effect on 1 July 2015 until its review on 1 July 2018.</p> <p>This GPS is a \$38.7 billion investment, allocated as \$3 billion annually over the next 10 years for road improvements and maintenance, public transport, road safety, and walking and cycling. Additional funding is also available for the Accelerated Regional Roading Package's.</p> <p>3,599 submissions were received, most seeking additional funding for cycling. Local government submissions primarily sought additional funding for areas of public transport and local roading projects.</p> <p>The new GPS will continue the overall strategic direction set in the previous GPS 2012 focusing on economic growth and productivity, road safety, and value for money priorities.</p>	The new GPS informs and provide direction for the 2015-45 Regional Land Transport Plan.

#### Inter-regional activities

Project	Status	Future actions
SH1/29-ECMT Working Group	<p>The next SH1/29-ECMT Working Group meeting is planned for Friday 9<sup>th</sup> March 2015.</p> <p>The agenda for the meeting is:</p> <ul style="list-style-type: none"> <li>• <b>SH1/29-ECMT Draft Strategic Case</b> – NZTA will be looking for the steering group to indicate their support for the Strategic Case.</li> <li>• <b>Bay of Plenty Regional Land Transport Plan (RLTP) Update</b> – An update of progress towards completing the RLTP including a brief description of projects affecting the SH1/29-ECMT corridor and also the SH2 corridor.</li> <li>• <b>Waikato Regional Land Transport Plan (RLTP) Update</b> – An update of progress towards completing the RLTP including a brief description of projects affecting the SH1/29-ECMT corridor and also the SH2 corridor.</li> <li>• <b>Update from NZ Police (TBC)</b></li> <li>• <b>Update from KiwiRail (TBC)</b></li> </ul>	Further updates on the activities of the SH 1/29 – ECMT Working Group will be provided to the RTC at the April meeting.

Project	Status	Future actions
SH3 Working Group	<p>The SH3 Working Group is currently involved in a Programme Business case being undertaken for the Mt Messenger to Awakino section of SH 3 to identify projects to be undertaken as part of the Accelerated Funding package. Stakeholders including both Waikato and Taranaki Regional Councils have planned an upcoming meeting. There are further workshops planned for the business case in February/March.</p> <p>Friday 27 March 2015 is the next scheduled meeting of the SH 3 Working Group</p>	Further updates on the activities of the SH 3 Working Group will be provided to the RTC at the 7 April meeting.

### Regional activities

Project	Status	Future actions
Draft Regional Land Transport Plan 2015-45 (RLTP)	<p>The submission period closed on the 15<sup>th</sup> December 2014 for the draft RLTP and hearings were held over 16 and 17 February 2015. Deliberations will be held on 3 March 2015. The final Plan is due to be considered and endorsed by the RTC at its meeting on 7<sup>th</sup> April 2015 and then recommended to Waikato Regional council for adoption.</p> <p>The total number of submitters to the RLTP was 47 coming mainly from organisations involved with, or having an interest in, transport. Submissions tended to come from Hamilton City or outside the region; while NGO's and Local Government were the main submitters.</p>	Approval of the RLTP by the RTC on 7 April and recommended to Waikato Regional Council for adoption at their meeting on 30 April 2015
Draft Regional Public Transport Plan 2015-2025 (RPTP)	<p>The Submissions period has ended for the draft PT Plan and hearings will be held over the 2<sup>nd</sup> and 10<sup>th</sup> February 2015. Deliberations over 23-25 February 2015. The final Plan is due to be approved by WRC on 26 March 2015.</p> <p>The total number of submitters to the PT Plan was 97 coming from a wide range of organisations and the public. The most submissions tended to come from the wider Waikato District and Hamilton City areas; while Individuals, Non-Government Organisations and Local Government were the main submitters.</p>	Adoption of the Regional Public Transport Plan by Council at their meeting on 26 March 2015
Waikato Spatial Plan	<p>The Waikato Spatial Plan aims to be the collective voice for the Waikato Region on high priority issues, challenges and opportunities that affect the regional community and is being developed through a Joint Waikato Spatial Plan Committee.</p> <p>A meeting was held 12 February 2014, and outcomes will be presented at the next RTC meeting.</p>	Updates will be provided to the RTC on an ongoing basis.

Project	Status	Future actions
Waikato Expressway Designation alteration: Ruakura Interchange	<p>The NZ Transport Agency lodged a notice of requirement (NOR) with Hamilton City Council and Waikato District Council for an interchange at Ruakura (where previously there has been no interchange identified in the designation).</p> <p>Waikato Regional Council has lodged a submission to the Notice of Requirement supporting the proposal and noting the project is consistent with the Operative Regional Policy Statement and Regional Land Transport Strategy.</p> <p>A total of 38 submissions were received on the NOR (Supportive 7, Neutral 3, Opposing 28).</p> <p>A decision on the designated interchange has not yet been reached.</p>	An update will be provided to RTC once a decision is released.
Upper North Island Strategic Alliance (UNISA)	<p>Work to ascertain a realistic understanding for industrial land in the Upper North Island is underway.</p> <p>The Upper North Island Freight Story was published in April 2013. The Freight Story contained a number of implementation actions. A brief summary of recent work on the implementation actions is provided below.</p> <ol style="list-style-type: none"> <li>1. The nationwide HPMV priority investment programme continues to be implemented by NZTA. The identified UNI priority routes between Whangarei and Auckland, Auckland and Hamilton and Taupō via Rotorua to Tauranga are now open. The key route on SH29 between Tauranga and Hamilton opened in November 2014.</li> <li>2. As part of the current development of RLTP's and the NLTP a second tranche of HPMV routes are being investigated for implementation.</li> </ol>	WRC will continue to work with the NZTA to determine further development of the HPMV network in the region.

Project	Status	Future actions
Draft Forward Programme for the RTC 2015	<p>RTC meeting April 7<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• RTC to adopt final RLTP</li> <li>• One Network SG Guest – South-East Hamilton Network Operating Framework including SH1 Cobham Drive/ Wairere Drive connection.</li> <li>• Introduction to future priorities work</li> <li>• Road Safety and Police report</li> </ul> <p>Meeting 8<sup>th</sup> June</p> <ul style="list-style-type: none"> <li>• NZTA Quarterly Report</li> <li>• Potential Iwi representative</li> <li>• Potential Ministry of Transport representative talking of Future Focus</li> <li>• Continuation of future priorities work</li> <li>• Road Safety and Police report</li> </ul> <p>Meeting 3<sup>rd</sup> August</p> <ul style="list-style-type: none"> <li>• NZTA Quarterly Report</li> <li>• Road Safety and Police report</li> <li>• Continuation of future priorities work</li> <li>• Guest speaker</li> </ul> <p>Meeting 5<sup>th</sup> October</p> <ul style="list-style-type: none"> <li>• Possible Field Trip date</li> <li>• Transport Monitoring Report</li> <li>• Road Safety and Police report</li> <li>• Guest speaker</li> </ul> <p>Meeting 30<sup>th</sup> November</p> <ul style="list-style-type: none"> <li>• NZTA Quarterly Report</li> <li>• Road Safety and Police report</li> <li>• Possible Field Trip (alternative date)</li> </ul> <p>Hamilton Joint Public Transport Committee meetings are scheduled for 7<sup>th</sup> April, 3<sup>rd</sup> June, 8<sup>th</sup> September and 2<sup>nd</sup> November – Standing agenda items include the Strategic Influences on Public Transport and Hamilton Public Transport Operations Report</p> <p>The NZ Transport Agency is due to adopt the NLTP by 30<sup>th</sup> June 2015.</p> <p>Work is ongoing to secure a visit from the Minister of Transport at some stage during 2015</p>	Updates on the next meeting and other events will be provided to the RTC.

#### Assessment of significance

To the best of the writer's knowledge, this decision is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

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*Andrew Tester*  
**Analyst/Senior Policy Advisor**

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*Tracey May*  
**Director Science and Strategy**

**Committee:** Strategy & Policy Committee      **Date:** 08 April 2015

**Report Name:** Action List for 8 April 2015;  
Actions Still Underway or  
Pending for HCC submissions  
to External Organisations; and  
Policy & Bylaw Review  
Scheduling      **Author:** Blair Bowcott

<b>Status</b>	<i>Open</i>
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#### **Recommendation**

That the Report be received.

#### **1. Attachments**

2. Attachment 1 - Strategy and Policy - Action List for 8 April 2015
3. Attachment 2 - Actions Still Underway or Pending for HCC Submissions to External Organisations
4. Attachment 3 - Policy & Bylaw Review Scheduling

## Strategy and Policy Committee - Action List at 25 March 2015

D-1330420

Meeting Date	Item	GM Responsible	Action	Status
25-Jul-13	Peace Tiles - Progress on Project	Performance	Staff to report back on status of project	Chair's report to February 2015 S&P Committee included recommendation to Council. Work to install tiles in Civic Square completed. Action completed.
06-Aug-13	Smoke-free Environment Policy Review:	Performance	Staff to report back on alternative options for enforcement of the Smoke-free stance and the inclusion of synthetic cannabis.	In development (an action of Central City Safety Plan)
28-Nov-13	Events Strategy Development	E&ED	Present draft strategy to S&P Committee meeting by 30 June 2015	In progress
28-Nov-13	Develop and recommend a strategy to optimise use of the Municipal Endowment Fund and Domain Endowment Fund	E&ED	Present draft strategy to S&P Committee meeting by 30 June 2015	In Progress
05-Feb-14	Public Art Process Review	Performance	An update on the review to be reported to 26 May 2015 S & P Committee meeting	In progress
26-Jun-14	Public Art Panel and Arts Forum Terms of References	Performance	Review of Public Art process, policy and plan is in progress. The Arts Forum is aiming to complete a review of the Arts Agenda for 26 May 2015.	In progress
18-Mar-14	Public Art Update (Passing Red Sculpture) - Hinemoa Park	Community	HCC working with Te Awa River Ride Trust on a site for the artworks. Site approval subject to Te Awa River Ride developments. No funding for Hinemoa Park redevelopment in 10-Year Plan.	In progress
30-Apr-14	Wairere Drive to Cobham Connection	Infrastructure	Parks and Open Spaces to include consideration of space required to four lane Wairere Drive during the review process of the East Town Belt Concept Plan which will take place in 2015/16.	In progress
15-Aug-14	Sustainable Hamilton Strategy (Sustainability Panel Report)	Performance	Circulate report to Sustainability Strategy Leadership Forum for consideration (resolution from Community Forum Sub-Committee).	In progress
16-Jul-14	Biking Plan (Cycleways)	Infrastructure	Staff report on Biking Plan to 26 May 2015 S&P Committee meeting.	In progress
16-Jul-14	Zoo Strategic Review - Zoo Master Plan	E&ED	The Working Group will report back to S&P Committee on 11 August 2015.	In progress
03-Sep-14	Herbicides Policy (Streetscape Beautification)	Community	Staff to report on plants used in streetscapes as part of the Streetscape Beautification and Management Policy Review to be scheduled for Business and Investment Sub-committee.	In progress

19-Nov-14	<b>Cemeteries Draft Management Plan</b>	Community	Following hearings on 31 March 2015, final plan reported to 26 May S&P Committee meeting.	In progress
24-Feb-15	<b>Wairere Drive/Huntington Drive (west) intersection</b>	Infrastructure	a. Staff to consult further with the Huntington community on minor safety management measures; and b. Staff continue monitoring the safety performance of the intersection.	In progress  Staff met with the petition organisers to discuss developing options for improvements to the intersection. Staff would be in contact again in May/June for discussions on these options with a view to include implementation in the 2015/16 programme. Staff have also advised the petition organisers that there is opportunity to submit to the 10-Year Plan.  A letter has been delivered to all residents by the petition organisers letting them know what is happening.
24-Feb-15	<b>Social Housing Strategy</b>	Community	To provide progress report to the Committee on strategy development by 11 August 2015.	In progress
24-Feb-15	<b>Liquor Licensing Policy</b>	Performance	A full briefing to be provided to Elected Members before the Policy comes before Council again.	In progress. Proposal to re-establish working group included in Chair's Report.

**ACTIONS STILL UNDERWAY OR PENDING FOR HCC SUBMISSIONS TO EXTERNAL ORGANISATIONS: 8 APRIL 2015 STRATEGY AND POLICY COMMITTEE 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 30/3/15**

**Submissions Removed – Process now Complete**

- # 365 - Freshwater Reform 2013 and Beyond
- # 410 - Discharge Dairy Factory Liquids to Land and Contaminants to Air - Waikato Region
- # 416 - Draft Government Policy Statement on Land Transport 2015/16-2024/25
- # 419 - Waikato District Council's Proposed Local Alcohol Policy 2014
- # 421 - Draft Waikato Regional Land Transport Plan 2015-2045
- # 422 - Draft Waikato Regional Public Transport Plan 2015-2025

**New Submissions Added**

- # 426 - WEL Energy Trust's 2015- 2016 Draft Annual Plan
- # 430 - Waikato Regional Council's 2015-2025 Draft Long Term Plan (includes the Proposed Regional Development Fund)
- # 432 - Five General Statements of Heritage Policy

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 24 February 2015 Strategy and Policy Committee meeting agenda are highlighted in yellow.

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
386B	<b>Alteration to Designation for the Waikato Expressway – Hamilton Section</b> <a href="http://www.waikatoregion.govt.nz/Services/Regional-services/Consents/Resource-consents/Significant-applications-hearings-and-decisions/Waikato-Expressway--Hamilton-Section/">http://www.waikatoregion.govt.nz/Services/Regional-services/Consents/Resource-consents/Significant-applications-hearings-and-decisions/Waikato-Expressway--Hamilton-Section/</a>	Waikato District Council	18/12/13	Final submission considered and retrospectively approved on 5/2/14.	<p>Waikato District Council and Hamilton City Council received Notices of Requirement from the NZ Transport Agency (NZTA) for alterations to the existing designation for the Hamilton section of the Waikato Expressway.</p> <p>Waikato Regional Council has received resource consent applications from the NZTA in relation to construction and operation of the Hamilton section of the Waikato Expressway. The hearing commenced on the 28/4/14 and the City Planning Manager tabled evidence on behalf of HCC. The hearing was then adjourned to 26/5/14 and closed on 10/6/14. Recommendations were sent to NZTA as the Requiring Authority.</p> <p>The NZTA has now sent their decisions to all submitters and directly affected parties. The appeal period closed on 8/8/14. Two appeals were received to the Designation within Waikato District.</p> <p>HCC has lodged a notice with the Environment Court to be a party to the proceedings</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
					<p>under Section 274 of the Resource Management Act in relation to one of the appeals (appellant A), which relates to the Resolution Drive Interchange. The Environment Court has been advised that HCC is agreeable to participating in mediation of the appeal in the first instance.</p> <p>The NZTA has met with appellants A and B and remains hopeful the parties will reach resolution through negotiation. NZTA is undertaking further work to provide appellant A with additional information regarding the Project's effects. <b>At a judicial conference held on 2/3/15, the Court extended the period allowed for negotiations between the NZTA and the appellants. Separate Judicial Teleconferences are scheduled for each appeal – on 24 March and 21 April 2015.</b></p>
398	<p><b>HCC's and the NZ Transport Agency's Notices of Requirement to the Southern Links Project</b>  <a href="http://www.waipadc.govt.nz/HamiltonSouthernLinks">http://www.waipadc.govt.nz/HamiltonSouthernLinks</a></p>	<p>Waikato District Council, Waipa District Council and Hamilton City Council</p>	28/2/14	<p>Final submission considered and retrospectively approved on 18/3/14.</p>	<p>The hearing commenced on 21/7/14. Staff spoke in support of HCC's submission on the NZTA's requirement on 24/7/14. Hearings were adjourned to 1/9/14 and were completed on that day.</p> <p>On 24/10/14, the Commissioners' made their recommendations on the NZTA's requirements and decisions on HCC's requirements and the NZTA's and HCC's resource consent applications. The decisions and recommendations were issued to the parties the following week.</p> <p>The decision confirms HCC's requirement (with conditions, including a lapse period of 20 years) and grants HCC consent (with conditions, including lapse periods of 20 years) to construct a bridge over the Waikato River east of Hamilton Gardens and another over the Mangakotukutuku Stream. One appeal was lodged against the decision on HCC's requirement. HCC did not appeal the decision.</p> <p>The Commissioners have granted the NZTA consent (subject to conditions, including a lapse period of 20 years) to construct a bridge crossing the Waikato River at the Narrows and recommended the NZTA confirms the new designations and alteration to existing designation subject to conditions, including lapse periods of 20 years. The NZTA's decisions on the Commissioner's recommendations regarding the NZTA's requirements were issued in December 2014. Two parties have appealed aspects of the NZTA's decisions. HCC (as Requiring Authority and the NZTA's Southern Links project partner) <b>submitted a notice to become a Section 274 party to one of the appeals.</b></p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
399	<p><b>Psychoactive Substances Regulations: A Consultation Document</b></p> <p><a href="http://www.health.govt.nz/publication/psychoactive-substances-regulations-consultation-document">http://www.health.govt.nz/publication/psychoactive-substances-regulations-consultation-document</a></p>	Ministry of Health	21/3/14	Final submission considered and retrospectively approved on 30/4/14.	<p>All psychoactive products became unapproved on 8 May 2014 and it is now an offence to possess, supply or sell them. The intent of the original Psychoactive Substances Act remains, with approved low risk products able to come to market in the future when regulations are made.</p> <p>Subsequent to the submission phase, on 1/8/14 the Ministry of Health released the Regulations which support the Psychoactive Substances Act 2013. The Regulations mainly deal with manufacture, labelling and advertising, and include the following:</p> <ul style="list-style-type: none"> <li>• Psychoactive Substances Regulations 2014.</li> <li>• Psychoactive Substances (Fees and Levies) Regulations 2014.</li> <li>• Psychoactive Substances (Infringement Fees and Form of Notices) Regulations 2014.</li> </ul> <p>The Psychoactive Substances Regulations 2014, which took effect on 3/11/14, allows for applications for product approvals and licensing for import, research, manufacturing and sale on unapproved products to be made.</p> <p>The new Psychoactive Substances Regulatory Authority website, which went live on 3/11/14, can be accessed at <a href="http://psychoactives.health.govt.nz/">http://psychoactives.health.govt.nz/</a></p> <p>All psychoactive products must have approval from the Regulatory Authority before they can be sold on the New Zealand market. The products must pose no more than a low risk of harm to users, and go through a pre-market approval process similar to that required for medicines. This approval process ensures that the products have been formulated, manufactured and tested to a high level of quality and safety that satisfies the Authority and meets the intention of the Act.</p> <p>Products that previously had an interim product licence will have to reapply for approval and meet the new requirements. Approvals will not be automatically renewed.</p> <p>The pre-market approval requirements mean that comprehensive information on the product needs to be provided. This includes developing quality systems for manufacturing and testing for safety which includes the specific, pharmacological, psychoactive and toxicological effects of the substance. It also includes the potential for dependence, the potential misuse of the substance, and its effects on vulnerable members of the community.</p>

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					<p>All this information will need to be created, collated, assessed and approved. It is considered that the first product approval would not be able to be granted for at least 2-5 years. The second set of regulations, which allow for applications for retail and wholesale licences, are in progress and should take effect in mid 2015.</p> <p>At its 3/9/14 meeting, the Strategy and Policy Committee noted that the Ministry of Health's Regulations, which support the Psychoactive Substances Act 2013, dealt with issues that had an impact on the Hamilton City Council Policies and that these should be discussed at a Council briefing. This briefing occurred on 17/3/15. Elected Members agreed that HCC's policy is still fit for purpose and no review or further action is required.</p> <p>On 1/10/14 the MOH advised that they will not be publishing a formal summary of submissions on the consultation of the Psychoactive Substances Regulations. However, they have addressed the most common concerns highlighted during the consultation process as part of the FAQs on their website <a href="http://psychoactives.health.govt.nz/psychoactive-substances-act-2013/frequently-asked-questions">http://psychoactives.health.govt.nz/psychoactive-substances-act-2013/frequently-asked-questions</a></p>
404	<p><b>Building (Earthquake-Prone Buildings) Amendment Bill</b>  <a href="http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL12960_1/building-earthquake-prone-buildings-amendment-bill">http://www.parliament.nz/en-nz/pb/legislation/bills/00DBHOH_BILL12960_1/building-earthquake-prone-buildings-amendment-bill</a></p>	Local Government and Environment Select Committee	17/4/14	Final submission considered and retrospectively approved on 30/4/14.	<p>A Council workshop on this topic was held on 15/5/13. Councillor O'Leary presented HCC's submission via teleconference to the Local Government and Environment Select Committee hearing on 19/6/14 at 11.20 a.m. (a 20 minute timeslot). HCC's Building Control Manager was also in attendance at the hearing.</p> <p>In December 2014 HCC staff sent an information update to all stakeholders/building owners advising them that the Building (Earthquake-Prone Buildings) Amendment Bill could potentially replace HCC's 'Earthquake-Prone, Dangerous and Insanitary Buildings Policy' with a national regime for earthquake strengthening work. The letter updated stakeholders/building owners on key changes and how the Bill could affect them if enacted.</p> <p>The Local Government and Environment Select Committee is now scheduled to report back on this Bill to Parliament by 30/7/15 (the previous committee was originally scheduled to report back to Parliament on 5/9/14 – this was then extended to 30/3/15).</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
414	<b>Proposed Auckland Unitary Plan – Further Submissions</b> <a href="http://www.aucklandcouncil.govt.nz/EN/planspolicies/projects/plansstrategies/unitaryplan/Pages/submissions.aspx">http://www.aucklandcouncil.govt.nz/EN/planspolicies/projects/plansstrategies/unitaryplan/Pages/submissions.aspx</a>	Auckland Council	22/7/14	Submissions and further submissions in 2014 made under the Chief Executive's delegated authority for RMA submissions.	<p>The consultation period for further submissions opened on 11/6/14 and closed on 22/7/14. City Planning staff analysed approximately 100,000 further submission points and identified where any further submissions were required to be made in line with HCC's original 28/2/14 submission.</p> <p>As there were no points of a contentious nature, HCC's 'further submission' was made under the Chief Executive's delegated authority for RMA submissions.</p> <p>Hearings for further submissions commenced in September 2014 and the process will continue until July 2016. HCC's submission and further submissions will be considered as part of the Independent Hearings Panel hearing process. Hearing documents can be found at <a href="http://www.aupihp.govt.nz/hearings/">http://www.aupihp.govt.nz/hearings/</a></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>
418	<b>NZ Transport Agency's Notices of Requirement to Alter Existing Designations for the Waikato Expressway (Hamilton Section) to Accommodate the Ruakura Interchange and Connecting Roads</b> <a href="http://www.hamilton.govt.nz/our-council/council-publications/operativedistrictplan/Pages/Waikato-Expressway---Hamilton-Section---Ruakura-Interchange.aspx">http://www.hamilton.govt.nz/our-council/council-publications/operativedistrictplan/Pages/Waikato-Expressway---Hamilton-Section---Ruakura-Interchange.aspx</a>	Waikato District Council and Hamilton City Council (submission was sent to Rice Resources Limited)	22/10/14	Final submission considered and retrospectively approved on 19/11/14.	<p>HCC and Waikato District Council received Notices of Requirement (NoRs) from the NZ Transport Agency (as the requiring authority) to alter the existing designations for the Hamilton Section of the Waikato Expressway to enable the construction, operation and maintenance of the Ruakura Interchange and connecting roads.</p> <p>The NoRs provide for widening of existing designations to accommodate the Ruakura Interchange ramps, connecting roundabouts and roads and a stormwater wetland. The NoRs are intended to enable a direct link between the proposed Inland Port/Logistics and Industrial Areas of the Ruakura Development and the Hamilton Section of the Expressway. Furthermore, they will enable a link to State Highway 26 via the existing and a new relocated Ruakura Road.</p> <p>If the NoRs are confirmed and the Ruakura Interchange is able to be constructed at the same time as the remainder of the Hamilton Section of the Waikato Expressway, then NZTA will not construct the currently designated north facing ramps at State Highway 26 (Morrinsville Road).</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
					<p>The City Planning Unit co-ordinated development of HCC's submission which supported the NoRs. This was circulated to Elected Members on 16/10/14 for feedback, with comments due back by 21/10/14. As no feedback was received, the final submission sent remained unchanged to that of the draft.</p> <p>A total of 38 submissions and one late submission were received on the Ruakura Interchange NoRs. The NoRs were heard by Independent Commissioners appointed by HCC and Waikato District Council, between 9<sup>th</sup> and 11<sup>th</sup> December 2014. A HCC staff member presented evidence at the hearing. On 9/2/15, the Commissioners recommended to the NZTA that each of the two NoRs should be confirmed subject to a separate set of conditions.</p> <p>The NZTA issued its decision on the recommendations in a letter dated 3/3/15. The decision confirms the requirements (with conditions, including a lapse date of 22 July 2022). As a submitter, HCC has until 30/3/15 to appeal to the Environment Court against any part the decision, should it wish to do so. A HCC staff member has reviewed the conditions. No appeal will be lodged against the NZTA's decision.</p>
423	<p><b>Using Land for Housing (Issues Paper, November 2014)</b>  <a href="http://www.productivity.govt.nz/inquiry-content/20607stage=2">http://www.productivity.govt.nz/inquiry-content/20607stage=2</a></p>	New Zealand Productivity Commission	23/1/15	Final submission to be considered and retrospectively approved on 24/2/15.	<p>The Government asked the NZ Productivity Commission to review and make recommendations on how to improve planning and development systems in order to deliver an adequate supply of land for housing.</p> <p>In particular, the Commission was asked to examine the by-laws, processes and practices of local planning and development systems across New Zealand's faster-growing urban areas. The Commission was also asked to identify councils that are effective in making enough land available to meet housing demand and processes that could be adopted more widely. In addition, the Commission will examine overseas approaches to identify leading practices that may provide valuable lessons for New Zealand.</p> <p>HCC's draft submission was circulated to Elected Members for feedback on 15/1/15. There was significant Elected Member input into development of HCC's final 23/1/15 submission.</p> <p>Staff from the NZ Productivity Commission met with HCC representatives on 23/2/15 to discuss Council's submission as well as the various processes that are used to ensure Hamilton has an adequate supply of land for housing development. The meeting was very</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
					<p>successful and provided a useful opportunity to outline HCC's land release processes and key issues impacting Hamilton.</p> <p>The NZ Productivity Commission will now take on board all feedback and develop a draft report by May 2015. This report will also be available for public submissions. Their final report will be sent to Government in September 2015.</p>
426	<p><b>WEL Energy Trust's 2015- 2016 Draft Annual Plan</b>  <a href="http://www.welenergytrust.co.nz/documents.cfm">http://www.welenergytrust.co.nz/documents.cfm</a></p>	WEL Energy Trust	19/3/15	Final submission to be considered and retrospectively approved on 8/4/15.	<p>HCC's draft submission was circulated to Elected Members on 16/3/15 for feedback. As there were no comments, the final submission sent to the Trust remained unchanged to that of the draft.</p> <p>HCC did not speak in support of its submission at the Trust's 24/3/15 hearings.</p> <p>The final 2015-2016 Annual Plan was adopted at the Trust meeting held on 24/3/15.</p>
427	<p><b>Waikato District Draft Sports Park Reserve Management Plan</b>  <a href="http://www.waikatodistrict.govt.nz/Documents-Library/Files/Have-your-Say/Public-consultations/Sports/Draft-Sports-Park-Management-Plan-compressed.aspx">http://www.waikatodistrict.govt.nz/Documents-Library/Files/Have-your-Say/Public-consultations/Sports/Draft-Sports-Park-Management-Plan-compressed.aspx</a></p> <p><b>Waikato District Council Draft General Reserve Policies Management Plan</b>  <a href="http://www.waikatodistrict.govt.nz/Documents-Library/Files/Have-your-Say/Public-consultations/Sports/Draft-General-Policies-Reserve-Mgmt-Plan-Master.aspx">http://www.waikatodistrict.govt.nz/Documents-Library/Files/Have-your-Say/Public-consultations/Sports/Draft-General-Policies-Reserve-Mgmt-Plan-Master.aspx</a></p>	Waikato District Council	Closing date is 20/3/15.	Final submission to be considered and retrospectively approved on 8/4/15.	<p>The Draft Sports Park Reserve Management Plan outlines the future use and development of sports parks (including golf courses and tennis courts) administered by Waikato District Council. The Draft General Reserve Policies Management Plan outlines management policies for all reserves in Waikato District.</p> <p>This was high level strategic submission (developed by the Parks and Open Spaces Unit) recommending that WDC's use and development of sports parks:</p> <ul style="list-style-type: none"> <li>• Is aligned to the Waikato Regional Sports Facility Plan 2014.</li> <li>• Takes a holistic view and considers important cross-boundary issues that are cost-effective for ratepayers of Hamilton and the Waikato District.</li> </ul> <p>HCC's draft submission was circulated to Elected Members for feedback on 10/3/15, with comments due by 18/3/15. There were some minor revisions made to the final submission to make it clearer that the Draft Sports Park Management Plan does not demonstrate how WDC has considered the findings and recommendations of the Waikato Regional Sports Facilities Plan i.e. it now states that "HCC seeks that WDC demonstrate how the Proposed Facility Approach of the Waikato Regional Sports Facilities Plan has been considered in developing proposals to develop, upgrade and renew sports fields, in particular Tamahere Recreation Reserve".</p> <p>Her Worship the Mayor will speak at the hearings in support of HCC's submission.</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
429	<p><b>Local Government Funding Review: A Discussion Paper (February 2015)</b></p> <p><a href="http://www.lgnz.co.nz/home/news-and-media/2015-media-releases/lgnz-review-launches-discussions-on-new-funding-model-for-local-government/">http://www.lgnz.co.nz/home/news-and-media/2015-media-releases/lgnz-review-launches-discussions-on-new-funding-model-for-local-government/</a></p> <p><a href="http://www.lgnz.co.nz/assets/Uploads/Our-work/Local-Government-Funding-Review.pdf">http://www.lgnz.co.nz/assets/Uploads/Our-work/Local-Government-Funding-Review.pdf</a></p>	LGNZ	Closing date is 9/4/15.	Final submission to be considered and retrospectively approved on 26/5/15.	<p>On 2/2/15 LGNZ released a consultation paper outlining a number of fundamental challenges facing local government in New Zealand and said that a new cooperative funding model with central government is required.</p> <p>In the first of a two-stage review, LGNZ describes the extent of the demographic, economic and infrastructure challenges facing councils, and considers options and alternatives which can complement councils' available funding tools and provide incentives to stimulate economic growth.</p> <p>The paper notes that the funding challenge is not limited to operational costs. There are also pressures on long-term capital expenditure e.g. Auckland alone is likely to spend \$10 to \$15 billion over the next 30 years.</p> <p>LGNZ proposes a "principles-based partnership" model with central government. This would include central government "fully considering the costs and benefits of decisions for local communities and co-funding costs where policy proposals have significant national and local benefit".</p> <p>The second stage of the review will be to receive responses and incorporate the best ideas into a final paper which proposes a strategy and long-term, sustainable funding model. Councils presently spend approximately 10.5% of all public expenditure, yet raise only 8.3% of all public revenue.</p> <p>HCC's draft submission will be circulated to Elected Members for feedback.</p> <p>Through the 2015-2025 Draft Long Term Plan submission process, the Waikato Regional Council (WRC) is also seeking feedback on the proposed Regional Development Fund.</p> <p>The proposed Regional Development Fund has two key aims, which are to:</p> <ul style="list-style-type: none"> <li>• Enable the WRC to make strategic investments in projects that will improve the region's economic outcomes in a way that also supports environmental, social and cultural outcomes.</li> <li>• Ensure projects receive support commensurate with the level of regional benefit by using a robust assessment framework.</li> </ul> <p>Specifically, the WRC is seeking feedback on the merits of the proposal; the funding</p>
430	<p><b>Waikato Regional Council's 2015-2025 Draft Long Term Plan (includes the Proposed Regional Development Fund)</b></p> <p><a href="http://www.waikatoregion.govt.nz/ltp/">http://www.waikatoregion.govt.nz/ltp/</a></p>	Waikato Regional Council	Closing date is 14/4/15	Final submission to be considered and retrospectively approved on 26/5/15	<p>HCC's draft submission will be circulated to Elected Members for feedback.</p> <p>Through the 2015-2025 Draft Long Term Plan submission process, the Waikato Regional Council (WRC) is also seeking feedback on the proposed Regional Development Fund.</p> <p>The proposed Regional Development Fund has two key aims, which are to:</p> <ul style="list-style-type: none"> <li>• Enable the WRC to make strategic investments in projects that will improve the region's economic outcomes in a way that also supports environmental, social and cultural outcomes.</li> <li>• Ensure projects receive support commensurate with the level of regional benefit by using a robust assessment framework.</li> </ul> <p>Specifically, the WRC is seeking feedback on the merits of the proposal; the funding</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
432	<p><b>Five General Statements of Heritage Policy</b>  <a href="http://www.heritage.org.nz/protecting-heritage/consulting-on">http://www.heritage.org.nz/protecting-heritage/consulting-on</a></p>	Heritage New Zealand	Closing date is 17/4/15	Final submission to be considered and retrospectively approved on 26/5/15	<p>source; and the criteria of the draft Regional Development Fund Policy.</p> <p>Elected Members were advised of the draft plan being available for public submissions on 17/3/15 through Executive Update and given the opportunity to provide any key messages on the proposed Regional Development Fund and other sections of WRC's 2015-2025 Draft Long Term Plan by 23/3/15.</p> <p>Feedback will be used to develop HCC's draft submission which will then be circulated to Elected Members for feedback.</p> <p>Heritage New Zealand is preparing five general statements of policy under the Heritage New Zealand Pouhere Taonga Act 2014 to provide leadership and direction in key areas of work.</p> <p>The five policies being consulted on are:</p> <ul style="list-style-type: none"> <li>• Administration of the archaeological provisions of the Heritage New Zealand Pouhere Taonga Act 2014.</li> <li>• Management and use of historic places owned or controlled or vested in Heritage New Zealand.</li> <li>• Administration of the NZ Heritage List/Rārangi Kōrero.</li> <li>• Administration of the National Historic Landmarks List/Ngā Manawhenua o Aotearoa me ōna Kōrero Tūturu.</li> <li>• Statutory role of advocacy for historical and cultural heritage.</li> </ul> <p>The draft policies will be reviewed based on feedback and considered by Heritage New Zealand's Maori Heritage Council and Board for final approval. The final policies will be published on Heritage New Zealand's website no later than 20/11/15.</p> <p>City Planning staff are presently reviewing these policies and developing HCC's draft submission, which will then be circulated to Elected Members for feedback</p> <p>Members of the Hamilton Heritage Advisory Panel have also been contacted to see if there are any matters/specific issues that they would like included in HCC's submission.</p>

SUB #	TITLE OF DOCUMENT/ISSUE	ORGANISATION	DATE SUB. SENT	STRATEGY & POLICY COMMITTEE APPROVAL	STATUS OF SUBMISSION PROCESS
435	<b>Rules Reductions Submissions</b> <a href="https://www.govt.nz/browse/housing-and-property/renovating-and-building/rules-reduction-submissions">https://www.govt.nz/browse/housing-and-property/renovating-and-building/rules-reduction-submissions</a>  <a href="http://beehive.govt.nz/release/taskforce-cut-red-tape-announced">http://beehive.govt.nz/release/taskforce-cut-red-tape-announced</a>	Department of Internal Affairs	Closing date is 1/6/15	Final submission to be considered and retrospectively approved on 7/7/15	<p>The Rules Reduction Taskforce has been established to remove confusing and costly property rules and regulations that are stopping people from 'getting on with the job'. Taskforce members have considerable experience across the building and trades sectors as well as central and local government.</p> <p>The Taskforce will hold public hearings around the country between March and May 2015, as well as consider submissions made online, and report back to Government outlining areas where improvements can be made and red tape cut.</p>
436	<b>Watercare's December 2013 Application for a Water - Take Resource Consent from the Waikato River</b>	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"> <li>• "Watercare has made an application to the Waikato Regional Council to take a further 200,000m<sup>3</sup> of water, per day from the Waikato River to supply Auckland's growing water need.</li> <li>• Future Proof is currently looking at whether HCC, Waipa and Waikato District Council's have enough consented water to support current and projected populations.</li> <li>• The findings of this work will inform our position on the Watercare consent, should the application be publicly notified".</li> </ul> <p>The Waikato Regional Council is still to assess the application and has indicated that they are unlikely to do so until 2016.</p>

## Policy and Bylaw Review Scheduling 2015

S&P			
Committee	Draft policies or bylaw reports	Description of report	Information current as at 30/3/15
Date			Review led by
8 April	Public Places Liquor Control Bylaw 2010 Determination Report	<ul style="list-style-type: none"> <li>For Council to determine whether a bylaw is the most appropriate way of addressing the issue of consumption of alcohol in public.</li> </ul>	City Environments
	Community Assistance Guidelines and Criteria	<ul style="list-style-type: none"> <li>Updated policy is provided to respond to the requests from 24 February Strategy and Policy Committee meeting around policy structure and clarity with guidelines</li> </ul>	Community
7 May (hearings)	Dog Control Bylaw and Policy 2015 – Hearings* **	<ul style="list-style-type: none"> <li>Elected members to hear submitters who wish to speak</li> <li>Hearings report is to provide an overview of submissions made in regards to the review of the Dog Control Bylaw 2015 and Dog Control Policy.</li> </ul>	
26 May	Art in Public Places	<ul style="list-style-type: none"> <li>To be reviewed in conjunction with the Public Art Plan</li> <li>Largely operationally focused to guide the management and maintenance of Council's public art collection e.g. public art panel role and de-accessioning or relocation criteria</li> <li>Recommendation is to delete policy and capture key content in Public Art Plan.</li> </ul>	Community / <b>Hamilton Arts Forum</b>
	Class 4 Gambling Venue Policy* **	<ul style="list-style-type: none"> <li>To be reviewed in conjunction with the Board TAB Venue Policy</li> <li>Gambling Act amended 4 September 2013. New provisions required to be considered at first review of policy.</li> <li>Policy due for review August 2016</li> <li>Recommendation to review earlier to clarify relocation requirements and amend other inconsistencies identified</li> <li>Briefing provided September 2013</li> <li><b>Further detailed briefing strongly recommended</b></li> </ul>	City Environments
	Gambling – Board (T.A.B) Venue Policy* **	<ul style="list-style-type: none"> <li>To be reviewed in conjunction with the Class 4 Venue Policy</li> <li>Policy due for review August 2016</li> <li>Recommendation to review earlier</li> <li><b>Further detailed briefing strongly recommended</b></li> </ul>	City Environments
	Older Persons Plan	<ul style="list-style-type: none"> <li>Council tasked the Older Persons Advisory Panel with the development of an Older Persons Plan for Hamilton.</li> <li>A variety of goals and actions designed to consider the needs of older people in terms of council facilities and services, safety, having their say on key issues and being recognised and celebrated</li> <li>Recommendation is to adopt plan</li> <li>Briefing recommended to provide context</li> </ul>	Community/ <b>Older Persons Advisory Panel</b>
	Heritage Plan	<ul style="list-style-type: none"> <li>Adoption of Plan for public engagement</li> </ul>	City Environments
	Councillor's attendance at Conferences,	<ul style="list-style-type: none"> <li>Policies outline guidelines or 'rules' around elected member activity</li> </ul>	Customer Relationships

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Policy and Bylaw Review Scheduling 2015

S&P		Information current as at 30/3/15	
Committee	Draft policies or bylaw reports	Description of report	Review led by
Date			
	Seminars and Training Elected Member's Expenses and Allowances Remuneration to External Members of Council Committees Elected Member's Remuneration Elected Member's IT Corporate Hospitality and Entertainment Policy Elections – Comms with the Public	<ul style="list-style-type: none"> <li>Review has identified overlap between policies and opportunity for significant streamlining.</li> <li>Recommendation that the current 7 policies be deleted and the key content be captured into 2 overarching key policies</li> <li>Briefing strongly recommended. Review contains some complex matters and potential implications on current practise.</li> </ul>	
	Storm Water Bylaw – Adoption Report	<ul style="list-style-type: none"> <li>Presents the proposed bylaw for adoption following consultation, taking into account feedback received during consultation</li> </ul>	City Infrastructure
	Dog Control Bylaw Amendment 2009 – Final Report* **	<ul style="list-style-type: none"> <li>Presents the outcome of the consultation, submissions and deliberation process with a draft Dog Control Policy and Dog Control Bylaw 2015 for Adoption.</li> </ul>	City Environments
<b>7 July 2015</b>	Citizens Initiated Referenda		Customer Relationships
	Election Signs		Customer Relationships/ City Environments
	Trade Waste Bylaw 2006 Determination Report*	<ul style="list-style-type: none"> <li>LGA 2002 requires the bylaw be reviewed 10 years after it has been made. The review process set out in the LGA 2002 for Trade Waste bylaws requires at least a two month consultation period and specific consultation with the Minister of Health.</li> <li>The bylaw review needs to start at least a year prior to the required review date.</li> </ul>	City Infrastructure
	Service Connections and Charging Policy for Three Waters		City Infrastructure
<b>11 August 2015</b>			
<b>22 Sept 2015</b>	Liquor licensing Policy Licensed Premises Policy LAP**-underway	<ul style="list-style-type: none"> <li>This work has been deferred until key appeal issues have been resolved.</li> </ul>	City Environments

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## Policy and Bylaw Review Scheduling 2015

B&I			
Committee	Draft policies or bylaw reports	Description of report	Information current as at 30/3/15
Date			Review led by
13 May 2015	Public Places Bylaw 2009 – Trading Signage and event	<ul style="list-style-type: none"> <li>To begin reviewing subsequent to the Central City Transformation Plan</li> </ul>	City Environments/City Transformation Plan working group
	Public Places Policy	<ul style="list-style-type: none"> <li>Public Places bylaw requires reviewing, and the policy need to be reviewed alongside.</li> </ul>	City Environments/City Transformation Plan working group
	Public Places Liquor Control Bylaw 2010 – Statement of Proposal Report and draft bylaw*	<ul style="list-style-type: none"> <li>LGA 02 requires that the form of bylaw be determined and that the proposed bylaw is not inconsistent with NZBORA.</li> <li>Present draft bylaw to Council to adopt for public consultation</li> </ul>	City Environments
S&P			
Committee	Draft policies or bylaw reports	Description of report	Review led by
Date			
Unknown	Municipal Endowment Fund Investment		Events & ED/ Business and Investment subcommittee
	Property Sale & Disposal		Events & ED/ Business and Investment subcommittee
	Free holding of Council Domain & Municipal Endowment Leases Policy		Events & ED/ Business and Investment subcommittee
	Smoke-free Environments Policy	<ul style="list-style-type: none"> <li>Reports back on alternative options for enforcement of the Smoke-free stance and the inclusion of synthetic cannabis.</li> </ul>	Community/City Environments
	Earthquake prone, Dangerous and Insanitary Buildings* **		City Environments
	Speed Management Policy		City Infrastructure
	Business Improvement District Policy (BID)	<ul style="list-style-type: none"> <li>The policy provides guidance on the establishment and administration of BID programmes and associated targeted rates</li> <li>Need to review to ensure its up to date and aligns with CCTP.</li> <li>Minor changes suggested and need for supporting documents identified.</li> </ul>	Events & ED/ Business and Investment subcommittee
Street & Directional Signage	<ul style="list-style-type: none"> <li>To be reviewed in conjunction with the Gateways Policy</li> <li>Largely operational detail to guide staff implementation</li> </ul>	City Infrastructure/ Business and	

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Policy and Bylaw Review Scheduling 2015

S&P Committee		Draft policies or bylaw reports		Information current as at 30/3/15	
Date		Description of report		Review led by	
		<ul style="list-style-type: none"> <li>Recommendation is to delete both policies and incorporate into the Signage Plan</li> <li>Signage criteria likely to remain the same</li> </ul>		Investment subcommittee	
	Hamilton City Gateways Policy	<ul style="list-style-type: none"> <li>To be reviewed in conjunction with the Directional Signage Policy</li> <li>Strategic decisions required to determine location and LOS for gateways but does not need to be documented in Policy</li> <li>Significant funding implications in the 10 Year Plan</li> <li>Recommendation is to delete both policies and incorporate into the Signage Plan</li> </ul>		City Infrastructure (Community)/ Business and Investment subcommittee	
	Streetscape Beautification & Management	<ul style="list-style-type: none"> <li>The Policy outlines the high level approach to managing the road reserve and has several focuses: street trees, street planting and berm management.</li> <li>Recommendation is that the policy be retained with some changes                             <ul style="list-style-type: none"> <li>streamline content</li> <li>add in a broad criteria and process for the removal and/or replacement of trees</li> <li>change name of policy to 'street beautification and berm maintenance'</li> </ul> </li> </ul>		City Infrastructure/ Business and Investment subcommittee	

10 Year Plan Related Policies (Full Council)		
- in conjunction with 10 Year Plan	Revenue and Financial Policy * (s103)	Finance
	Development Contributions Policy * (s106)	Performance
	Investment & Liability Policy	Finance
	Rating Policy	Finance
	Growth Funding Policy	Performance
	Asset Management Policy	Performance

Bylaw or policy linked to bylaw  
 New policies  
 \* Legislatively required  
 \*\* Requires SCP

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## Policy and Bylaw Review Scheduling 2015

Completed Reviews/Bylaw Milestones		Status
4 June 2014	External Funding Applications Policy	Policy updated
16 July 2014	Council Representation on External Organisations Policy	Policy updated
3 Sept 2014	Fencing Policy	Deleted - key content captured in management policy
	Use of Herbicides Policy	Deleted - key content captured in management policy
15 Oct 2014	Library Censorship Policy	Deleted - key content captured in management policy
	Library Collection Policy (proposed)	Incorporated into censorship management policy
19 Nov 2014	Significance and Engagement Policy	New policy adopted
26 Nov 2014	Safety in Public Places Bylaw Adopted	New bylaw adopted
24 Feb 2015	Proposed Storm Water Bylaw – Statement of Proposal	Adopted for consultation
	Dog Control Policy and Dog Control Bylaw 2015 Statement of Proposal	Adopted for consultation
	Traffic Bylaw 2012 Amendment – Deliberations and Adoption Report	Bylaw adopted
	Amendment to Garden Place Pedestrian Mall, Deliberation and Declaration Report	Pedestrian mall declaration completed
	Proposed Open Air Burning Bylaw – Deliberations and Adoption Report	New bylaw adopted
	Risk Management Policy	Policy updated

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