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## Strategy & Policy Committee

### OPEN MINUTES

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**Minutes of a meeting of the Strategy & Policy Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 22 September 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 K Green Cr G Mallett Cr R Pascoe Cr L Tooman Cr E Wilson Cr P Yeung

In Attendance	Richard Briggs – Chief Executive Blair Bowcott – Executive Director Special Projects Chris Allen – General Manager City Infrastructure Debra Stan-Barton – Acting General Manager City Environments Sean Murray – Executive Director H3 & Events Luke O’Dwyer – City Planning Unit Manager Aaron Fleming – Strategy & Research Unit Manager Kelvin Powell – City Safe Unit Manager Robyn Denton – Network Operations Team Leader Chris Simpson – Business Manager Emily Botje – Water Asset Manager Andrew Parsons – Waters Manager
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Also In Attendance	Sandy Turner – General Manager, Hamilton Central Business Association Anthony Flannery – Chair, Urban Design Advisory Panel
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Committee Advisors	Mr B Stringer and Mrs J Pani
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At the invitation of the Chairperson, Her Worship the Mayor Hardaker led a moment of silence in memory of the passing of Samantha Kudeweh, Hamilton Zoo curator.

## 1. Apologies

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

That the apologies from Councillor Gallagher and Councillors Tooman and Macpherson (both for lateness) be received.

## 2. Confirmation of Agenda

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

The Committee to confirm the agenda.

## 3. Declarations of Interest

No members of the Council declared a Conflict of Interest.

## 4. Public Forum

**Sandy Turner**, represented the Hamilton Central Business Association ('HCBA'), spoke in favour of the draft Central City Transformation Plan ('CCTP' – Item 9). The HCBA was supportive of leading some of the proposed actions. In response to questions, Ms Turner noted:

- criteria to measure the success of the Plan would include increased pedestrian count; additional development and tenancies and more inner city workers; and
- some carparking facilities were under-utilised and further education was required to assist people with their commute to the city.

**Kiri Goulter**, represented Hamilton & Waikato Tourism ('HWT'), was not able to attend the Meeting but provided a written statement that was circulated to Elected Members. HWT supported the CCTP (Item 9) that, along with the River Plan, provided a clear framework for the transformation of the city. These plans sent a strong signal to attract businesses and investors to the city. HWT wished to thank Council for the opportunity to take part in the workshops to develop the CCTP.

## 5. Strategy and Policy Committee Open Minutes 11 August 2015

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

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Strategy and Policy Committee Meeting of 11 August 2015.

## 6. Annual Reports from the Chairs of the Advisory Panels

The Chairperson welcomed Anthony Flannery, Chair of the Urban Design Advisory Panel ('the UD Panel'), who was supported by the City Planning Unit Manager. Mr Flannery highlighted the following from his report:

- The UD Panel acted at the invitation, and on behalf, of Council in expressing its opinions. It was open and willing to do more to help Council;

- There was a cross-representation of leaders from the urban design industry, including community advocates;
- It would be beneficial for the Vista Design Guide to be reviewed and refreshed – this would need to be addressed through a report at a future Committee meeting.

Mr Flannery and the City Planning Unit Manager responded to questions on the following:

- **UD Panel's Remit and Process**

The UD Panel's Terms of Reference enabled it to review and comment on projects above a specified scale.

*Voluntary Process*

It was voluntary for applicants to submit their project plans to the UD Panel for consideration. The UD Panel provided its advice directly to Council on a project, which staff would forward to the applicant. It was affirmed that the UD Panel's advice had no statutory weight and it was completely at the applicant's discretion whether to take on that advice.

Mr Flannery stated that for some applicants, the support of the UD Panel was important. There were no restrictions on the number of times an applicant could submit their project to the UD Panel.

*Formal Planning Consent Process*

The Acting General Manager City Environments reiterated that staff assessed a planning consent application to Council on the basis of the statutory framework – the District Plan and Resource Management Act. Where the UD Panel's advice had been included in the application, that opinion would only be considered in light of the requirements of the relevant District Plan and legislation; not in itself.

- **Cost**

The UD Panel's costs were borne by the Planning Unit's budget, not applicants. It was estimated this was \$40,000 per annum, though the City Planning Unit Manager advised he would need to check this.

- **UD Panel Membership**

The Property Council had a nominated appointee on the Panel and supported the Panel's work.

The Chairperson and Executive Director Special Projects suggested there should be a briefing for Elected Members to provide an opportunity for further discussion on the work and role of the UD Panel. It was acknowledged that a briefing for that purpose had been undertaken in February 2015.

In relation to the Amendment moved by Councillor King, the following was discussed:

- The Chief Executive advised that, if required, he could report back to the Committee in terms of a draft terms of reference and budget for the proposed independent review team;
- For Controlled activities, urban design issues were not usually relevant; and
- A review of the UD Panel was contemplated under the CCTP.

**Motion:** (Cr Chesterman/Cr Forsyth)

That the report from the Chairperson of the Urban Design Advisory Panel be received.

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

That:

- a) the report from the Chairperson of the Urban Design Advisory Panel be received; and
- b) Council set up an independent team (not consisting of staff) to be chosen and reporting to the Chief Executive, to talk with all those that lodged a Planning application as "Controlled", "Discretionary" or "Restricted Discretionary" (guaranteeing name suppression) in the first half of this year, asking them about their experience, around Urban Design Planners requests on their projects, and the effects and report back to this committee by February 2016.

**Those for the Amendment:**

Councillors King, Green and Mallett

**Those against the Amendment:**

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

**The Amendment was declared lost. The Motion was then put.**

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

That the report from the Chairperson of the Urban Design Advisory Panel be received.

**Those for the Motion:**

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

**Those against the Motion:**

Councillors King, Green and Mallett

**The Motion was declared carried.**

Cr Tooman arrived during discussion of Item 6 (2:06pm).

Cr Wilson left (2:15pm) and returned to the Meeting (2:30pm) during discussion of Item 6. He took part in voting on that matter.

**The Meeting adjourned from 3:00pm to 3:15pm**

## **7. Review of the Hamilton City Public Places Bylaw - Determination Report**

The City Safe Unit Manager introduced his report and, in response to questions, noted that the public would be able to comment on the trading of pop-up shops and retail carts in Hamilton as part of the consultation process.

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

**Recommendation to Council**

That:

- a) the report be received;
- b) Council determine that a bylaw continues to be the most appropriate mechanism to manage commercial activities in public places whilst ensuring pedestrian access and public safety is not compromised (Option 3); and
- c) Should Council determine that a bylaw is the most appropriate way forward and should be put in place prior to revocation (25 February 2016), that:
  - i. A draft bylaw, in conjunction with a draft policy, be presented to the Strategy and Policy Committee on 3 November 2015 to be adopted for public engagement; and
  - ii. An Extraordinary Meeting of Council be convened on 3 November 2015 to adopt the bylaw for public engagement.

**Minute Note:** Subsequent to the Meeting, it was advised that, subject to a recommendation from the Strategy and Policy Committee, a draft policy be presented to Council on 26 November 2015 to adopt for public engagement.

**8. Trade waste and Wastewater Bylaw - Determination Report**

The Water Asset Manager and Waters Manager took the report as read and responded to questions on the following:

- **Key Stakeholders**  
MWH (page 33 of the Agenda) referred to Montgomery Watson Harza.
- **Costs**  
Staff would provide an indicative cost of the bylaw process when they reported back to the Committee with a draft bylaw.
- **Review of Bylaw**  
Staff confirmed that a review of the bylaw once implemented, could occur at any point in time.
- **List of Discharged Matters**  
With reference to staff's preferred approach for Issue 1 (in the table on page 35 of the Agenda), staff were wanting to ensure that the current list of matters that could and could not be discharged to the wastewater system remained robust.

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

**Recommendation to Council**

That:

- a) the report be received;
- b) Council determine that a combined trade waste and wastewater bylaw is the most appropriate mechanism to manage use of, and protect, the wastewater system; and
- c) staff work with key stakeholders and draft a proposed trade waste and wastewater bylaw, to be presented to the Strategy and Policy Committee on 23 February 2016 to be adopted for public consultation.

## 9. Central City Transformation Plan

The Executive Director H3 & Events, supported by the Business Manager, spoke to the report and noted that the CCTP provided a vision, and did not provide additional statutory powers for Council or to override the District Plan. They responded to the following questions:

- **Drivers for the CCTP**

The Plan was created following public demand across the city for leadership to be shown for central city issues.

- **Industry Growth**

Tertiary and scientific sectors in the central area were starting to grow, which was a positive sign. Market pricing in the central city was already determining which industries were looking to develop there, rather than as a result of the Proposed District Plan.

- **Previous Council Plans**

Previous plans for the central city were single-focussed and had not worked. The CCTP provided an over-arching framework from which the private sector could invest and take forward.

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

That:

- a) the report be received;
- b) the Committee approves the draft Central City Transformation Plan for public engagement, noting that the final plan will be reported to the Committee for approval on 8 December 2015; and
- c) the Committee approves the timetable for public engagement.

**Councillors King and Mallett dissenting.**

## 10. Recommendations from the Community Forum Subcommittee - 19 August 2015

Councillor Yeung, Deputy Chair of the Community Forum Subcommittee, introduced the report.

### *Sustainability Report*

The Executive Director Special Projects clarified the purpose of the report and the background to the recommendations. He confirmed that the recommendation in paragraph 9(a) of the staff report was intended to instruct the Chief Executive to undertake a 'stock-take' of Council activities that would fall within the Sustainability Framework.

The Chief Executive advised that the recommendations reflected best practice and not as a result of a legal requirement. The recommendation in paragraph 9(b) of the staff report required the Chief Executive to consider all options in relation to a Sustainability Strategy, including whether to discard such a strategy altogether.

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

That:

- a) the Sustainability Report be referred to the Chief Executive for review as to its application to Council's operations. The Chief Executive is to report to the Strategy and Policy Committee by February 2016; such report to include a summary of all initiatives within the organisation that fit within the Sustainability Framework contained in the Sustainability Report;
- b) the Chief Executive gives consideration to, consult with the Sustainability Panel on, and make a recommendation to the Strategy and Policy Committee as to whether the Council should have a stand-alone Sustainability Strategy; and
- c) the Voluntary Targeted Rates (VTR) Scheme (including the option for rates postponement) is considered in the 2016/17 Annual Plan.

**Cr Mallett dissenting.**

## 11. Six Monthly Report from the Chairs of the Subcommittees to the Strategy and Policy Committee

### **Business and Investment Subcommittee**

The Chair of the Subcommittee, Her Worship the Mayor Hardaker, presented her report.

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

That the Business and Investment Subcommittee Chairperson's Report from February 2015 to July 2015 be received.

### **Civil Defence and Emergency Management Subcommittee**

The Chair of the Subcommittee, Cr Tooman, presented his report. In response to questions, he advised that in the event of a civil defence emergency, Elected Members should ensure that they and their families were safe and well first before responding to any community needs.

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

That the Civil Defence and Emergency Management Chairperson's Report from February 2015 to July 2015 be received.

### **Community Forum Subcommittee**

The Deputy Chair of the Subcommittee, Cr Yeung, presented the report in the absence of Cr Gallagher. He encouraged all members to attend the Subcommittee meetings.

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

That the Community Forum Subcommittee Chairperson's Report from February 2015 to July 2015 be received.

### **Hearings Subcommittee**

The Chair of the Subcommittee, Cr Forsyth, presented her report. She explained the purpose and process of the Subcommittee.

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

That the Hearings Subcommittee Chairperson's Report from February 2015 to July 2015 be received.

## **12. Regional Roundup Report**

The General Manager City Infrastructure ('the General Manager'), supported by the Network Operations Team Leader, introduced the report. The General Manager noted that the National Speed Management Guide ('the Guide') had been issued after the staff report was produced, and was being reviewed by staff prior to being distributed to Elected Members. He highlighted and responded to questions in relation to the Guide:

- **Speed Management Plan**  
The New Zealand Transport Agency would use national data sets on travel speeds and safety risks and apply this to the One Network Road Classification to create a draft speed management plan for each local authority.
- **Speed Limits**  
The Guide detailed what was considered safe and appropriate speeds for cities in New Zealand that ranged from 30 to 50 kilometres per hour. A change of legislation would eventually be implemented to effect required variations to speed limits.
- **Waikato Demonstration Project**  
Waikato had been selected to test the Guide; from collation of data to discussion on recommended changes to speed limits. It was suggested a briefing was provided to Elected Members to discuss the demonstration project and its implications in detail, including costs and its effect on Council's Speed Management Policy and Speed Limit Bylaw.

The General Manager answered additional questions on the staff report on the following:

- **SH1 Gallagher Drive Intersection Improvements**  
This matter was actively being progressed.
- **National Land Transport Programme Expenditure**  
Funding was allocated on a nationally hypothecated basis, not necessarily based on the population of, or revenue accrued from, a specific region. Economic development and safety were the priorities of the current Government.

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

That the Report be received.

**13. Action List for 22 September 2015; Actions Still Underway or Pending for HCC submissions to External Organisations; and Policy & Bylaw Review Scheduling**

Subcommittee Members requested that the status for the actions from 28 November 2013 be updated.

The Chairperson expressed concern as to changes made to the timing of actions to be reported back to Council, and requested that Democracy review the control process in that regard.

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

That the Report be received.

**The Meeting was declared closed at 4:52pm**