

Notice of Meeting:

I hereby give notice that an extraordinary Meeting of the Council will be held on:

Date: Wednesday 14 September 2022
Time: 9.30am
Meeting Room: Council Chamber and Audio Visual link
Venue: Municipal Building, Garden Place, Hamilton

Lance Vervoort
Chief Executive

Council *Kaunihera* OPEN AGENDA

Membership

Chairperson Mayor P Southgate
Heamana

Deputy Chairperson Deputy Mayor G Taylor
Heamana Tuarua

Members

| | |
|------------------|-----------------|
| Cr M Bunting | Cr A O’Leary |
| Cr M Gallagher | Cr R Pascoe |
| Cr R Hamilton | Cr S Thomson |
| Cr D Macpherson | Cr M van Oosten |
| Cr K Naidoo-Rauf | Cr E Wilson |
| Cr M Donovan | |

Quorum: A majority of members (including vacancies)

Meeting Frequency: Monthly – or as required

Amy Viggers
Mana Whakahaere
Governance

6 September 2022

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www.hamilton.govt.nz

Purpose

The Council is responsible for:

1. Providing leadership to, and advocacy on behalf of, the people of Hamilton.
2. Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Terms of Reference

1. To exercise those powers and responsibilities which cannot legally be delegated by Council:
 - a) The power to make a rate.
 - b) The power to make a bylaw.
 - c) The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan.
 - d) The power to adopt a Long Term Plan or Annual Plan, or Annual Report.
 - e) The power to appoint a Chief Executive.
 - f) The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan, or developed for the purpose of the Council's governance statement, including the 30-Year Infrastructure Strategy.
 - g) The power to adopt a remuneration and employment policy.
 - h) The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
 - i) The power to approve or amend the Council's Standing Orders.
 - j) The power to approve or amend the Code of Conduct for Elected Members.
 - k) The power to appoint and discharge members of committees.
 - l) The power to establish a joint committee with another local authority or other public body.
 - m) The power to make the final decision on a recommendation from the Parliamentary Ombudsman, where it is proposed that Council not accept the recommendation.
 - n) The power to amend or replace the delegations in Council's *Delegations to Positions Policy*.
2. To exercise the following powers and responsibilities of Council, which the Council chooses to retain:
 - a) Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
 - b) Approval of any changes to Council's vision, and oversight of that vision by providing direction on strategic priorities and receiving regular reports on its overall achievement.
 - c) Approval of any changes to city boundaries under the Resource Management Act.
 - d) Adoption of governance level strategies plans and policies which advance Council's vision and strategic goals.

- e) Approval of the Triennial Agreement.
- f) Approval of the local governance statement required under the Local Government Act 2002.
- g) Approval of a proposal to the Remuneration Authority for the remuneration of Elected Members.
- h) Approval of any changes to the nature and delegations of the Committees.
- i) Approval of all Council and Committee Advisory Groups and their terms of reference.
- j) Appointments to, and removals from, CCO CCTO and CO boards;
- k) Approval of proposed major transactions or constitutional adjustments of CCOs, CCTOs and COs.
- l) Approval or otherwise of any proposal to establish, wind-up or dispose of any holding in, a CCO, CCTO or CO.
- m) Approval of city boundary changes, including in respect of Strategic Boundary Land Use Agreements.
- n) Approval Activity Management Plans.

Oversight of Policies and Bylaws:

- *Corporate Hospitality and Entertainment Policy*
- *Delegations to Positions Policy*
- *Elected Members Support Policy*
- *Significance and Engagement Policy*

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1 Apologies – *Tono aroha*

2 Confirmation of Agenda – *Whakatau raarangi take*

The Council to confirm the agenda.

3 Declaration of Interest – *Tauaakii whaipaaanga*

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

4 Public Forum – *Aatea koorero*

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

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 Governance Team will be available to co-ordinate this. As many speakers as possible will be heard within the allocated time.

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

Council Report

Item 5

Committee: Council

Date: 14 September 2022

Author: Tyler Gaukrodger

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Council Open Minutes - 18 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Council Meeting held on 18 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Council Unconfirmed Open Minutes - 18 August 2022

Council *Kaunihera* OPEN MINUTES

Minutes of a meeting of the Council held in the Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio Visual link on Thursday 18 August 2022 at 9.33am.

PRESENT

Chairperson Mayor P Southgate

Heamana

Deputy Chairperson Deputy Mayor G Taylor

Heamana Tuarua

Members

- Cr M Bunting
- Cr M Gallagher
- Cr R Hamilton
- Cr D Macpherson
- Cr K Naidoo-Rauf
- Cr M Donovan
- Cr A O’Leary
- Cr R Pascoe
- Cr S Thomson
- Cr M van Oosten
- Cr E Wilson

In Attendance

- Lance Vervoort – Chief Executive
- Blair Bowcott – General Manager Growth
- Andrew Parsons - Executive Director Strategic Infrastructure
- Justine Kennedy – Project Manager
- Julie Clausen - Unit Manager Strategy and Planning
- Cathy Kopeke – Sustainability & Climate Senior Advisor
- Mark Davey – City Planning Unit Manager
- Paul Bowman - Team Leader
- Paul Gower - Programme Manager Assets Strategy

Governance Team

- Amy Viggers – Governance Lead
- Tyler Gaukrodger – Governance Advisor
- Arnold Andrews - Governance Officer

The meeting was opened with karakia by Kelvin Powell.

1. Apologies – *Tono aroha*

Resolved: (Mayor Southgate/Cr Thomson)

That the apologies for early departure from Cr Bunting are accepted.

Council 18 AUGUST 2022 - OPEN

2. Confirmation of Agenda – *Whakatau raarangi take*

Resolved: (Mayor Southgate/Cr Hamilton)

That the agenda is confirmed noting that:

- a) Item 12 (Recommendations from Open Committee Meetings) is to be taken after Item 6 (Chair's Report) to accommodate public in attendance; and
- b) Item C6 (Update on Infrastructure Acceleration Fund – Central City Bid) is accepted. The report was circulated under separate cover to enable the most up to date information to be included.

3. Declarations of Interest – *Tauaakii whaipanga*

During Item 12 (Recommendations from Open Committee Meetings – General Manager's report), Crs Wilson and Donovan declared an interest in the item. They did not take part in the discussion and vote on the matter.

During Item C5 (Recommendations from Public Excluded Committee Meetings - 242 to 266 Victoria Street - VOTR Southern Edge Activation Project) Mayor Southgate declared an interest in the Item. She noted that she was not conflicted and would take part in the discussion and vote on the matter.

4. Public Forum – *AAtea korero*

Andrea Graves spoke to Item 12 (Recommendations from Open Committee Meetings - Our Climate Future: Te Pae Tawhiti o Kirikiriroa – strategy approval) to the climate emergency, the shrinking of the ozone hole, and the importance of climate initiatives.

Benjamin Doyle spoke to Item 12 (Recommendations from Open Committee Meetings - Our Climate Future: Te Pae Tawhiti o Kirikiriroa – strategy approval), noting the transformational actions Council is making in response to the climate crisis, and the need to ensure that climate change strategies centre on the needs of those at risk.

Eilidh Huggan spoke to Item 12 (Recommendations from Open Committee Meetings - Our Climate Future: Te Pae Tawhiti o Kirikiriroa – strategy approval), noting the urgent need for climate action, examples of climate change, Council's lack of action, and the need for progress for future generations.

Hannah Huggan spoke to Item 12 (Recommendations from Open Committee Meetings - Our Climate Future: Te Pae Tawhiti o Kirikiriroa – strategy approval), noting the alarming changes to the climate, and the need for substantial changes to save the environment for future generations.

Lauren McLean spoke to Item 12 (Recommendations from Open Committee Meetings - Our Climate Future: Te Pae Tawhiti o Kirikiriroa – strategy approval), noting the lack of progress in climate initiatives by Council, challenges to Council, the need to protect future generations, and the need for adequate reform.

5. Confirmation of the Council Open Minutes of 29 June 2022

Resolved: (Mayor Southgate/Cr Donovan)

That the Council confirm the Open Minutes of the Council Meeting held on 29 June 2022 as a true and correct record.

6. Confirmation of the Council Open Minutes of 30 June 2022

Resolved: (Mayor Southgate/Cr Donovan)

That the Council confirm the Open Minutes of the Council Meeting held on 30 June 2022 as a true and correct record.

7. Confirmation of the Council Open Minutes of 20 July 2022

Resolved: (Mayor Southgate/Cr Donovan)

That the Council confirm the Open Minutes of the Council Meeting held on 20 July 2022 as a true and correct record.

8. Confirmation of the Elected Member Open Briefing Notes - 28 June 2022

Resolved: (Mayor Southgate/Deputy Mayor Taylor)

That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 28 June 2022 as a true and correct record.

9. Chair's Report

The Chair took the report as read.

Resolved: (Mayor Southgate/Cr van Oosten)

That the Council receives the report.

Item 12 (Recommendations from Open Committee Meetings) was taken after item 9(Chair's report) to accommodate public in attendance.

12. Recommendations from Open Committee Meetings

Our Climate Future: Te Pae Tawhiti o Kirikiriroa - strategy approval

Staff responded to questions from Elected Members concerning the timeline of the Climate Change action plan, implementation within the Annual Plan, climate actions to take before the Annual Plan, collaboration with local authorities, carbon emissions in Hamilton, Long Term Plan amendments as part of the Annual Plan processes, and climate emissions reduction messaging in project communications.

Resolved: (Cr Thomson/Cr Gallagher)

That the Council:

- a) adopts the climate change strategy:
 - i) 'Our Climate Future: Te Pae Tawhiti o Kirikiriroa';
 - ii) Next steps for Our Climate Future: Te Pae Tawhiti o Kirikiriroa - Our Plan for 2022-23; and
- b) requests staff report back with potential climate actions in time for the next Annual Plan.

The meeting was adjourned from 10.57am to 11.23am.

Plan Change 12: Intensification Planning Instrument (IPI) - approval to notify

Staff responded to questions from Elected Members concerning engagement and events with the community, differences between Plan Change 12 and the National Policy Statement – Urban Development, design principles in Plan Change 12, design outcomes, zoning requirements within the National Policy Statement – Urban Development, timeline of Plan Change hearings, intensification considerations, risk of judicial review, and collaboration with Waipa District Council and Waikato District Council.

Staff Action: Staff undertook to consider and advocate to Central Government for changes to legislation which would enable better design outcomes.

Staff Action: Staff undertook to note in communications concerning Plan Change 12 that the National Policy Statement – Urban Development in all future communications was a decision of Parliament.

Resolved: (Cr Hamilton/Cr Thomson)

That the Council approves public notification of Proposed Plan Change 12 – Intensification Planning Instrument (IPI) pursuant to subpart 5A and Part 6 of Schedule 1 to the Resource Management Act (Enabling Housing Supply and other Matters) Amendment Act 2021, subject to the Plan Change 12 documentation being circulated alongside the recommendation to Council on 18 August 2022.

Deputy Mayor Taylor, Crs Pascoe and Bunting Dissenting.

The meeting was adjourned from 12.36pm to 1.31pm.

Cr Gallagher left the meeting during the above adjournment.

General Manager's Report

At the beginning of the discussion on the matter (Item 12: Recommendations from Open Committee Meetings - General Manager's Report) Crs Wilson and Donovan declared an interest in the item. They did not take part in the discussion and vote on the matter.

Resolved: (Mayor Southgate/Cr Hamilton)

That the Council:

- a) appoint commissioners Bill Wasley (chair), Dr Lee Beattie and Cr Ewan Wilson and the delegation of its powers to hear, determine, and make decisions on all submissions and matters relating to the Tramway Block Private Plan Change;
- b) appoint commissioners Bill Wasley (chair), Dr Lee Beattie and Cr Mark Donovan, and the delegation of its powers to hear, determine, and make decisions on all submissions and matters relating to the Te Rapa Racecourse Private Plan Change;

Hamilton City Parking Policy – Approval

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

That the Council approves for adoption the principles-based Hamilton City Parking Policy noting that:

- a) the policy guiding principles were developed by Members alongside the Access Hamilton Strategy refresh 2022;
- b) the guiding principles of the policy will be used in the development of any future parking management plans (area focused);
- c) the policy will be used to help make future decisions on the direction and approach of parking management in Hamilton city; and
- d) the policy will be reviewed every three years, in response to any issues that may arise, at the request of Council or in response to changed legislative and statutory requirements (whichever occurs first).

Speed Management Plan review- Deliberations and Adoption report

Resolved: (Cr O’Leary/Cr van Oosten)

That the Council approves Option One of the staff report, adopts the Hamilton Speed Management Plan 2022 (**Attachment 1** of the staff report).

10. Reform Response Programme – update

Executive Director Strategic Infrastructure and the Unit Manager Strategy and Planning took the report as read. Staff responded to questions from Elected Members concerning collaboration with other local authorities to provide central government with suggestions for local government reform.

Resolved: (Cr Thomson/Deputy Mayor Taylor)

That the Council:

- a) receives the report;
- b) requests the Chief Executive seek an extension of time or deadline waiver from the Department of Internal Affairs to enable Council to be fully informed when considering the “Three Waters Reform - Better Off Funding Agreement” and provide an update at the Council as part of the meeting on 14 September 2022; and
- c) notes the cost reimbursement contract “Three Waters Services Reforms - Transition Support Package (Tranche 1) Funding Agreement” will be signed under staff delegation.

Cr Gallagher re-joined the meeting (1.34pm) during the above item. He was present when the matter was voted on.

11. Update on building programme and policy

The Programme Manager Assets Strategy spoke to the report, noting the changes to earthquake prone building legislation, the seismic performance of Council facilities, and renewals of facilities. He responded to questions from Elected Members concerning timeline of building renewals, risk of renewals not taking place sooner, risk to Council, increased insurance premiums covering at-risk buildings, central government policy replacing local building policy, timeline for buildings to require safety upgrades, obligations to tenants, information provided to Council’s insurance provider, and information being made available to the public.

Resolved: (Mayor Southgate/Cr van Oosten)

That the Council:

- a) notes that the Council’s seismic programme has been continuing over recent years with upgrades being undertaken to a range of Council owned buildings;
- b) notes that Earthquake Prone building notices will be applied to the identified buildings over the coming months; and
- c) rescinds the existing Seismic Performance of Council Buildings Policy as of 18 August 2022, noting that this is now being managed through comprehensive regulatory mechanisms.

13. Resolution to Exclude the Public

Resolved: (Mayor Southgate/Cr Hamilton)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

consideration of the public excluded agenda.

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|--|
| C1. Confirmation of the Council Public Excluded Minutes of 30 June 2022 |) Good reason to withhold) information exists under) Section 7 Local Government | Section 48(1)(a) |
| C2. Confirmation of the Elected Member Closed Briefing Notes - 28 June 2022 |) Official Information and) Meetings Act 1987) | |
| C3. Confirmation of the Elected Member Closed Briefing Notes - 8 August 2022 | | |
| C4. Peacocke - Whatukooruru Drive - Contract Award | | |
| C5. Recommendations from Public Excluded Committee Meetings | | |
| C6. Update on Infrastructure Acceleration Fund - Central City Bid | | |

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

| | | |
|----------|--|---|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C3. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C4. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C5. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C6. | to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations to prevent the disclosure or use of official | Section 7 (2) (h) Section 7 (2) (i) Section 7 (2) (j) |

information for improper gain or improper
advantage

The meeting went into a Public Excluded session at 2.03pm.

The meeting was declared closed at 4.27pm.

Council Report

Item 6

Committee: Council

Date: 14 September 2022

Author: Narelle Waite

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Hearings and Engagement Committee Open Minutes -
21 June 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Hearings and Engagement Committee Meeting held on 21 June 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Hearings and Engagement Committee Open Unconfirmed Minutes - 21 June 2022

Hearings and Engagement Committee

Komiti Whiriwhiri Kaupapa

OPEN MINUTES

Minutes of a meeting of the Hearings and Engagement Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 21 June 2022 at 9.31am.

PRESENT

| | |
|--|---|
| Chairperson <i>Heamana</i> | Cr E Wilson |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr M Donovan (via audio-visual link) |
| Members | Deputy Mayor G Taylor (via audio visual link) Cr M Bunting (via audio visual link) Cr R Pascoe Cr M Gallagher (via audio visual link) Cr S Thomson Cr M van Oosten Cr A O'Leary (via audio visual link) |
| In Attendance | Eeva-Liisa Wright – General Manager Infrastructure Robyn Denton – Network Operations Team Leader |
| Governance Staff | Carmen Fookes – Senior Governance Advisor Narelle Waite – Governance Advisor Chantal Jansen – Governance Officer |

- 1. Apologies - *Tono aroha***
Resolved: (Cr Wilson/Cr van Oosten)
That the apologies for absence from Mayor Southgate, Crs Hamilton, Naidoo-Rauf, Donovan, Macpherson and Maangai Hill, and for early departure from Crs O'Leary and Thomson are accepted.
- 2. Confirmation of Agenda - *Whakatau raarangi take***
Resolved: (Cr Wilson/Cr van Oosten)
That the agenda is confirmed.
- 3. Declarations of Interest - *Tauaakii whaipanga***
No members of the Council declared a Conflict of Interest.

4. **Confirmation of the Hearings and Engagement Committee Open Minutes of 5 April 2022**

Resolved: (Cr Wilson/Cr Thomson)

That the Hearings and Engagement Committee confirm the Open Minutes of the Hearings and Engagement Committee Meeting held on 5 April 2022 as a true and correct record.

5. **Hamilton Speed Management Plan review - Submissions and Hearings report**

The Network Operations Team Leader introduced the report, noting it was a refresh to the current Speed Management Plan, the review process, timeline, and collaboration with Waikato Regional Council.

[Graham Ferry](#) spoke to his submission, noting his past expertise in the area of speed management and infrastructure, the aspirations of Vision Zero, changing driver behaviour including at signalised intersections, and road and parking requirements. He responded to questions from Members concerning how to change driver behaviour change and mode shift.

Cr Bunting left the meeting (9.43am) at the conclusion of the above submission.

The meeting was adjourned from 9.43am to 9.56am.

Cr Pascoe joined the meeting during the above adjournment.

[John Butler](#) spoke to his submission, noting his provided written materials (**Appendix 1**), safety for pedestrians from lower road speeds, residential safety, consideration of walking and multimodal travel, lower speed impact including carbon footprint. He responded to questions from Members considering clearing of cycle lanes, Te Rapa Road cycling, reducing speed limits around shopping centres and signage, ideal shopping centre speeds.

[Peter H Bos \(Living Streets Hamilton\)](#) spoke to their submission and the picture attached as **Appendix 2**, noting their support of the speed management plan and proposed speed limit changes. He requested that the Speed Management Plan be completed in 3 years with an additional principle for roundabouts.

After the verbal submissions, Members requested the following points be included in the deliberations report:

- shopping centre considerations and risks;
- cycle safety and education;
- Waka Kotahi involvement;
- speed limit changes on spine roads;
- challenges within Long-Term Plan funding;
- responses to submissions;
- roundabout changes;
- Regional Speed Management Plan;
- Parking, inclusion of key transport corridors and areas of intensification;
- public consultation process;
- school facility speed considerations; and
- speed and red light cameras.

Resolved: (Cr Thomson/Cr van Oosten)

That the Hearings and Engagement Committee:

- a) receives the report;
- b) hears and considers public submissions with regard to the consultation process that was held from 28 February 2022 to 14 April 2022 on the Statement of Proposal to review Hamilton

Speed Management Plan; and

- c) notes that a Deliberations and Adoption Report that includes feedback from the consultation and hearings will be brought to the Infrastructure Operations Committee meeting on 9 August 2022.

6. Traffic, Speed Limit and Road Closure Hearings Panel Terms of Reference Proposed Amendment
(Recommendation to the Council)

The Governance Advisor introduced the report noting the planned revocation of the Hamilton City Speed Limits Bylaw 2018 and the intent of the staff recommendation. She responded to questions from Members concerning the Panel's current delegations.

Resolved: (Cr Wilson/Cr Pascoe)

That the Hearings and Engagement Committee:

- a) receives the report;
- b) recommends that the Council:
 - i. approves the amendments to the Traffic, Speed Limit and Road Closure Panel Terms of Reference as outlined in **Attachment 1** of the staff report; and
 - ii. notes that the amendments to the Terms of Reference do not change the powers of the Traffic, Speed Limit and Road Closure Panel but only reflect the recent change in process for setting Speed Limits.

The meeting was declared closed at 10.55am.

Appendix 1

SUBMISSION PAGE 1 of 7

HAMILTON SPEED MANAGEMENT PLAN REVIEW 21.06.2022
SPEED FOR THE ST ANDREWS / BEERESCOURT NEIGHBOURHOOD AREA
SUBMISSIONS 365204129 /681708074 From John Butler

INTRODUCTION

Good Morning.

I would like to briefly explain the purpose of the 7 sheets I have circulated.

Page 2 is a copy of the two written submissions that I made.

Page 3 is a blow up of the St Andrews and Beerescourt Neighbourhood Area showing and road speeds circulated by council for comment.

Page 4 is a plan of the roading network in the St Andrews and Beerescourt Neighbourhood Area but showing the speeds we feel more appropriate.

This is 40 km/hr on all residential streets. For clarity the roads affected have been accent marked in yellow.

Page 5 is a roading plan for the St Andrews Beerescourt Community Area giving the street names.

Pages 6 and 7 contain updates and community feed back.

SUBMISSION PAGE 2 of 7

HAMILTON SPEED MANAGEMENT, PLAN REVIEW 21.06.2022

SPEED FOR THE ST ANDREWS / BEERESCOURT NEIGHBOURHOOD AREA

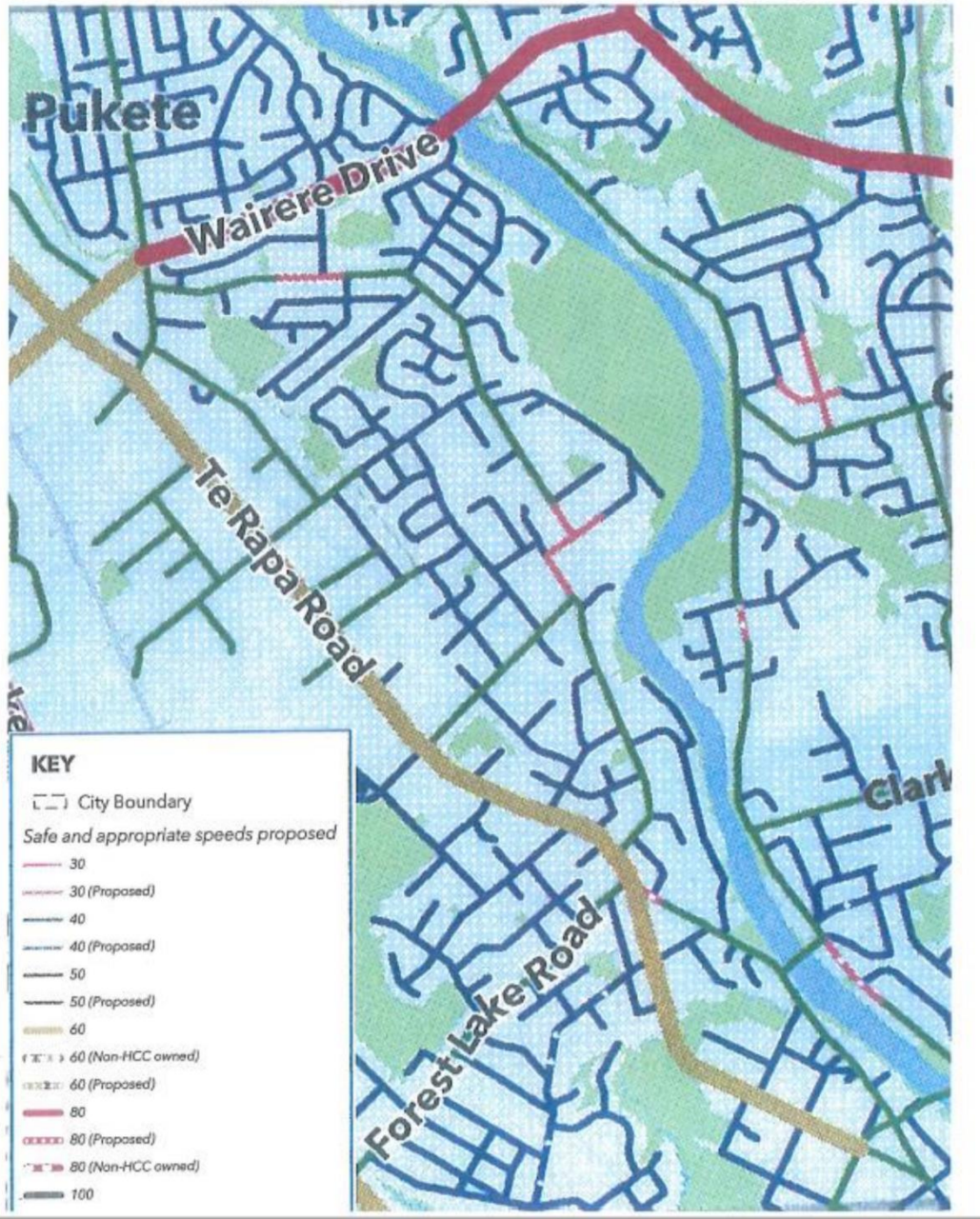
SUBMISSIONS 365204129 /681708074 From John Butler

Preamble and Apology

I did not know if the original submission had gone through and hence the second submission was hurried thru in the last day or so, just in case.

I live in St Andrews and am a keen walker and cyclist. My wife I spend spent much of our holiday cycling the numerous cycle trails around New Zealand. During this time we meet people from all over the country who, like us, drive long distances in order to enjoy our cycling. We all agree that that we would like to be able to use our bikes on a daily basis to visit friends and shop on a bike in our own cities and that this is something we should all be doing in order to reduce climate change. Instead we are put off by the risk of travelling along roads with vehicles going past us at 50 to 60 km per hour. I agree that we cannot expect traffic free cycle routes on an existing network but a speed reduction to 40 km per hour and freeing up the cycle lanes on each side of the roads on the main feeder routes in our area would be a good start. The main feeder roads are Sandwich, Totara, Bryant, Part Braid, Taylo, Beerescourt and Vardon. This gives everyone a safer access to friends, schools, parks and the riverside walk / cycle routes.

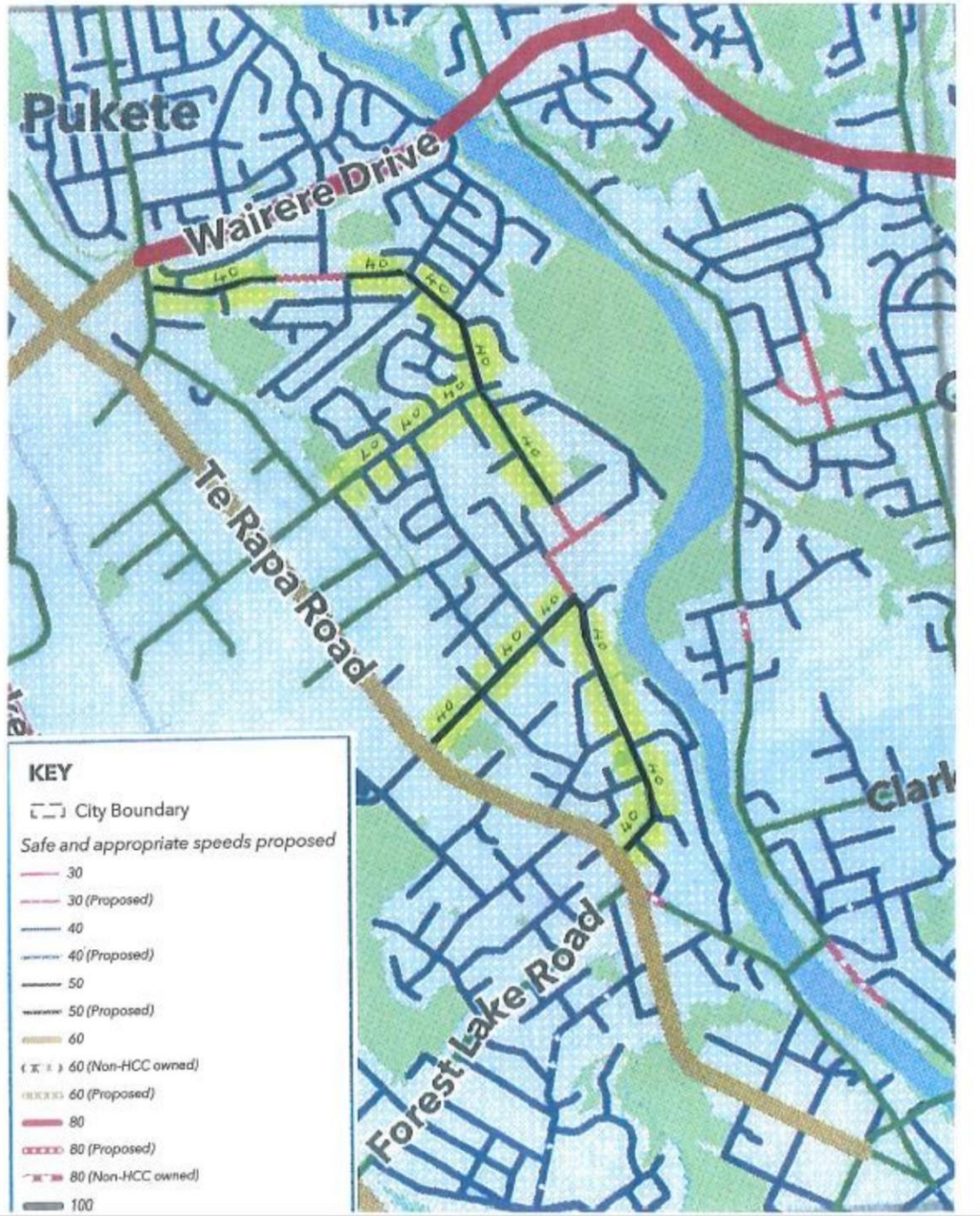
I submit that more care and input is needed in setting speed limits to all city streets used by cyclists and pedestrians in order to protect and encourage walking and cycling. Logical cycle routes to town and schools need to be developed and to have unencumbered access to the cycle lanes preferably on both sides of the road so they are not forced into the main traffic flow. It may be necessary to purchase sections to develop for resident parking as part of the overall scheme.



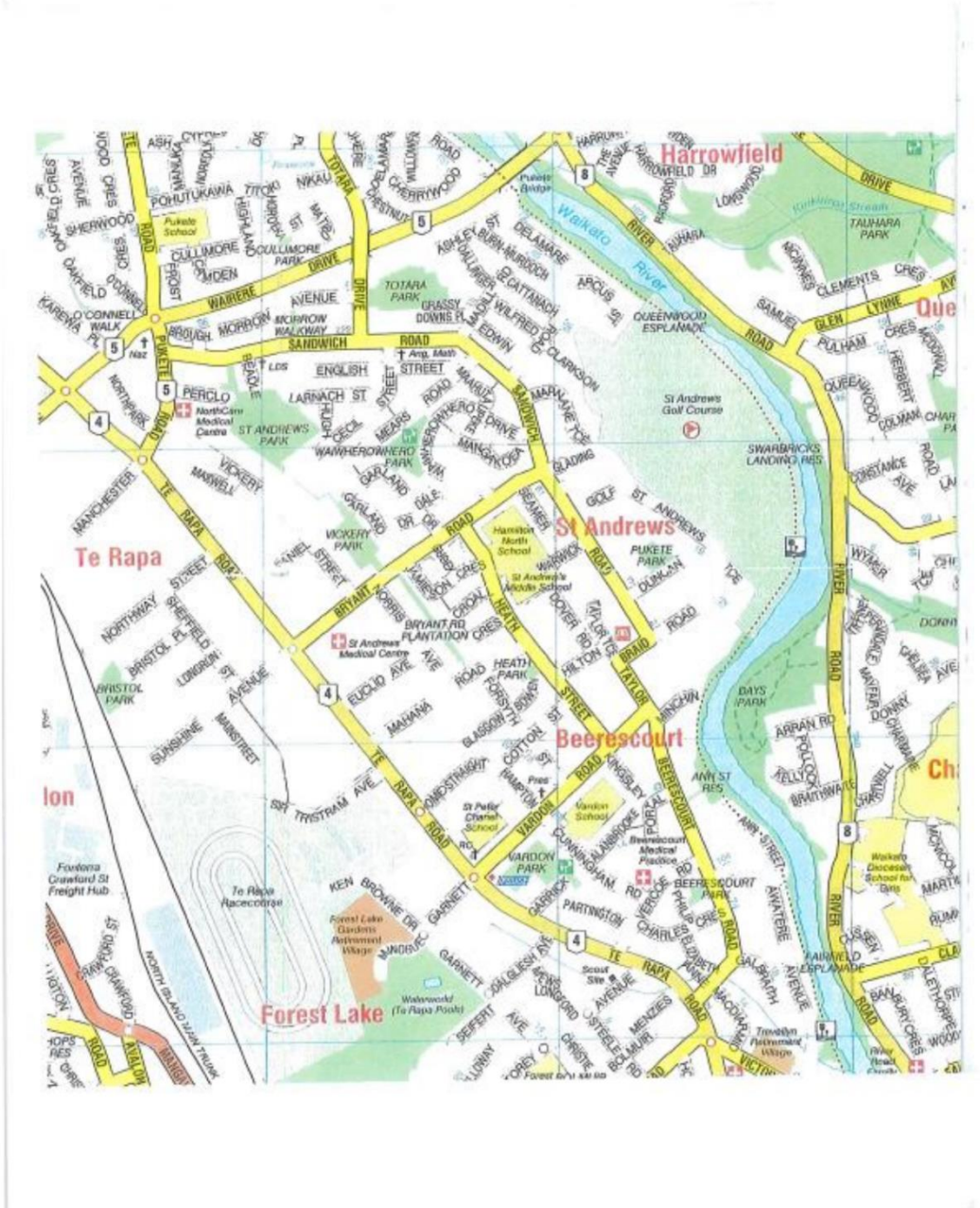
HAMILTON SPEED MANAGEMENT PLAN REVIEW 21.06. 2022

SPEED FOR THE ST ANDREWS / BEERESCOURT NEIGHBOURHOOD AREA

MAP OF THIS SUBMISSIONS PROPOSAL 365204129 /681708074



HAMILTON SPEED MANAGEMENT PLAN REVIEW 21.06.2022
SPEED FOR THE ST ANDREWS / BERESCOURT NEIGHBOURHOOD AREA
MAP OF ST ANDREWS / BEERESCOURT SHOWING STREET NAMES



SUBMISSION PAGE 6 of 7

HAMILTON SPEED MANAGEMENT PLAN REVIEW 21.06. 2022
SPEED FOR THE ST ANDREWS / BEERESCOURT NEIGHBOURHOOD AREA
UPDATES AND COMMUNITY FEED BACK.

1 EXCLUSIVITY

This Submission applies to the St Andrews / Beerescourt area only because I have lived there for 50 yrs .. There is no reason why the same reasoning could not apply to all suburbs.

2 WHAT IS BASICALLY WRONG WITH THE PRESENT MIX OF ROAD SPEEDS

The quiet out of the way residential roads and even cul-de-sacs, with few safety issues, are gazetted 40 km/hr.

The busier feeder residential roads, where all residents have to travel on, have many more cars, cyclists and pedestrians and have much higher risk of injury, but remain at 50km/hr

The need to reduce residents carbon footprint has not been taken into account.

Resident safety has not been properly taken into account.

3 THE REASONS FOR ASKING FOR A REDUCTION FROM 50 TO 40 KM/HR ON ALL RESIDENTIAL STREETS

3.A WALKING

Pedestrian deaths and injuries will be potentially halved .

Road noise will be significantly reduced.

Walking will become a joy full part of the days routine

Street crossing would be easier and safer.

More people will leave their cars at home..

SUBMISSION PAGE 7 of 7

HAMILTON SPEED MANAGEMENT PLAN REVIEW 21.06.2022
SPEED FOR THE ST ANDREWS / BEERESCOURT NEIGHBOURHOOD AREA

3.B CYCLING

Cyclist deaths and injuries will be potentially halved.

The fear factor when pulling out of the cycle lane and into the traffic lane would be reduced.

The fear factor of just passing vehicle would be reduced.

Cycling will become a viable transport option again.

More people will leave their cars at home.

4 HOW DO I KNOW A LOWER SPEED WOULD HELP

Recently we spent a week in Orewa. The speed limit on the main street there is now 30 km per hour. Walking the town was a pleasure and riding felt safe. They even have special crossings for cyclists. We had booked for 2 days and stayed for a week. It was a joy full experience.

In the Brisbane Suburb of Hamilton the main central area and thru road was 40 km per hour 15 years ago. You can dine right on the footpath with very little disturbance from traffic.

Appendix 2



Item 6

Attachment 1

Council Report

Item 7

Committee: Council

Date: 14 September 2022

Author: Carmen Fookes

Authoriser: Michelle Hawthorne

Position: Senior Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Environment Committee Open Minutes - 2 August
2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Environment Committee meeting held on 2 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Environment Committee Unconfirmed Open Minutes - 2 August 2022

Environment Committee

Komiti Taiao

OPEN MINUTES

Minutes of a meeting of the Environment Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio Visual link on Tuesday 2 August 2022 at 9.33am.

PRESENT

| | |
|--|--|
| Chairperson <i>Heamana</i> | Cr M Gallagher |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr S Thomson |
| Members | Cr K Naidoo-Rauf Cr D Macpherson (via audio visual link) Cr M Donovan Mayor P Southgate Maangai Maaori N Hill |
| In Attendance | Cr M van Oosten (via audio visual link) Sean Hickey – General Manager Strategy and Communication Charlotte Catmur – Sustainability and Climate Change Manager Poppy Barran – Sustainability and Environment Advisor Luke Archbold – Operations Planning and Capital Projects Manager |
| Governance Staff | Carmen Fookes – Senior Governance Advisor Narelle Waite – Governance Advisor |

- 1. Apologies – *Tono aroha***
Resolved: (Cr Gallagher/Cr Thomson)
That the apologies for absence from Cr O’Leary are accepted.
- 2. Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Cr Gallagher/Maangai Hill)
That the agenda is confirmed.
- 3. Declarations of Interest – *Tauaakii whaipaaanga***
No members of the Council declared a Conflict of Interest.
- 4. Public Forum – *Aatea korero***
No Members of the public wished to speak.

Environment Committee 2 AUGUST 2022 - OPEN

5. **Confirmation of the Open Environment Committee Minutes - 10 May 2022**

Resolved: (Cr Thomson/Maangai Hill)

That the Environment Committee confirm the open Minutes of the Environment Committee meeting held on 10 May 2022 as a true and correct record.

6. **Chair's Report**

The Chair spoke to his report and noted the significance of the upcoming agenda items, especially those regarding the climate strategy. He acknowledged the work of staff and committee Members and his desire that the incoming Council continue the Environment work of this Committee. He responded to questions from Members regarding focus of Climate Change Action Plan and community communications.

Resolved: (Cr Gallagher/Cr Thomson)

That the Environment Committee receives the report.

7. **Update on 2021/22 Climate Change Action Plan**

The Sustainability and Environment Advisor introduced the report noting that the purpose was to provide an update on the 2021/22 Climate Action Plan and highlights from the year which included the drop in Council's natural gas emissions, fuel, and waste. Staff responded to questions from Members concerning biogenic emissions of the wastewater treatment plant, workplace travel plan, progress of transport actions, staff resource, consideration of airport emissions and opportunities for climate goals, and relationships with stakeholders to support climate actions.

Staff Action: *Staff undertook to circulate the Workplace Travel Plan actions to Member via an Executive Update.*

Resolved: (Cr Thomson/Mayor Southgate)

That the Environment Committee receives the report.

8. **Nature in the City Programme Update**

The Operations Planning and Capital Projects Manager introduced the report, noting the official launch was in May 2022 and that the key to the long-term success of the programmes was the engagement and collaboration with the community. Staff responded to questions from Members concerning volunteer monitoring, mature tree health and succession, canopy cover, inclusion of maatauranga maaori, cultural baseline in Waikato, Significant Natural Areas, and promoting the community relationships.

Staff Action: *Staff undertook to provide the incoming Council with information concerning the current state and management of urban trees as well as how to improve management of urban trees and increase urban tree canopy cover moving forward.*

Resolved: (Cr Thomson/Maangai Hill)

That the Environment Committee receives the report.

The meeting was adjourned from 10.56am to 11.25am.

Cr Macpherson retired from the meeting during the above adjournment.

9. Our Climate Future: Te Pae Tawhiti o Kirikiriroa - strategy approval (*Recommendation to the Council*)

The Sustainability and Climate Change Manager introduced the report noting that the work that been undertaken by staff and Member to develop the strategy. Staff responded to questions from Members concerning the alignment of the strategy with the Action Plan, how the community would be informed and the related education programme, how it would contributed to Waikato Wellbeing project, connection to Waikato Regional Airport, development of emissions reductions pathway actions, and the measurement of outcomes and how they would be reported to the future Council.

Resolved: (Cr Thomson/Cr Naidoo-Rauf)

That the Environment Committee:

- a) recommends the Council;
 - (i) adopts the climate change strategy 'Our Climate Future: Te Pae Tawhiti o Kirikiriroa',
 - (ii) Next steps for Our Climate Future: Te Pae Tawhiti o Kirikiriroa - Our Plan for 2022-23; and
- b) notes that the supporting documents will be published on Council's website following the approval of the strategy.

10. General Manager's Report

The General Manager outlined the report.

Resolved: (Mayor Southgate/Cr Donovan)

That the Environment Committee

- a) receives the report; and
- b) request staff present resourcing options for delivering the Our Climate Future strategy at a relevant information session of the new triennium so that any funding implications can be considered as part of the 2023/24 Annual Plan.

The meeting was declared Closed at 12.24pm.

Council Report

Item 8

Committee: Council

Date: 14 September 2022

Author: Tyler Gaukrodger

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the District Plan Committee Open Minutes - 4 August
2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the District Plan Committee meeting held on 4 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - District Plan Unconfirmed Open Minutes - 4 August 2022

District Plan Committee *Komiti Ture-aa-takiwaa* OPEN MINUTES

Minutes of a meeting of the District Plan Committee held in the Council Chamber, Municipal Building, Garden Place, Hamilton and by Audio Visual link on Thursday 4 August 2022 at 9.33am.

PRESENT

| | |
|--|---|
| Chairperson <i>Heamana</i> | Cr Ryan Hamilton |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr Angela O’Leary (exclusively via Audio Visual link) |
| Members | Mayor Paula Southgate (exclusively via Audio Visual link) Cr Sarah Thomson Cr Rob Pascoe Cr Martin Gallagher Maangai James Whetu |
| In Attendance | Cr Maxine van Oosten Cr Mark Donovan Blair Bowcott – General Manager Growth Chris Allen – General Manager Development Mark Davey – City Planning Manager Paul Bowman – Team Leader City Planning Keith Hornby – Principal Planner Jackie Colliar – Strategic Manager Lachlan Muldowney – City Solicitor |
| Governance Team | Amy Viggers – Governance Lead Narelle Waite – Governance Advisor Arnold Andrews – Governance Officer |

Maangai Whetu opened the meeting with a karakia.

- 1. Apologies - *Tono aroha***
Resolved: (Cr Hamilton/Cr Thomson)
That the apologies for absence from Deputy Mayor Taylor are accepted.
- 2. Confirmation of Agenda - *Whakatau raarangi take***
Resolved: (Cr Hamilton/Cr Pascoe)
That the agenda is confirmed.
- 3. Declarations of Interest - *Tauaakii whaipanga***
No members of the Council declared a Conflict of Interest.

District Plan Committee 4 AUGUST 2022 - OPEN

4. **Public Forum - Aatea koorero**
No members of the public wished to speak.
5. **Confirmation of the District Plan Open Minutes of 16 June 2022**
Resolved: (Cr O’Leary/Cr Pascoe)
That the Committee confirm the Open Minutes of the District Plan Committee meeting held on 16 June 2022 as a true and correct record.
6. **Chair's Report**
The Chair spoke to his report and outlined the work that had been undertaken in the last 18 months.
Resolved: (Cr Hamilton/Cr O’Leary)
That the District Plan Committee receives the report.

Mayor Southgate joined the meeting (9.39am) during the discussion of the above item. She was present when that matter was voted on.

7. **Plan Change 12: Intensification Planning Instrument (IPI) - approval to notify (Recommendation to the Council)**

The City Planning Manager introduced the report noting that there were some errors identified after the report was circulated. An addendum that outlined the errors was circulated to Members and is attached to the Minutes as **appendix 1**. The Team Leader City Planning then spoke to the staff recommendation. Staff responded to questions from Members concerning the notification and submissions process, the detail of Plan Change 12 and how it relates to Plan Change 9, cost of implementation, Te Ture Whaimana, proposed education programme, housing impact from the Plan Change, the Enabling Housing Supply Amendment Act, feedback from stakeholders, and links to the Hamilton Urban Growth Strategy (HUGS).

Staff Action: *Staff undertook to include a FAQ sheet with the notification letters as well as a factsheet for Members to enable them to respond to questions from members of the community.*

Staff Action: *Staff undertook to consider options to strengthen provisions to discourage lower density development within high and medium density zoned areas.*

Resolved: (Cr Hamilton/Cr O’Leary)

That the District Plan Committee:

- a) receives the report;
- b) recommends that the Council approves public notification of Proposed Plan Change 12 – Intensification Planning Instrument (IPI) pursuant to subpart 5A and Part 6 of Schedule 1 to the Resource Management Act (Enabling Housing Supply and other Matters) Amendment Act 2021, subject to the Plan Change 12 documentation being circulated alongside the recommendation to Council on 18 August 2022;
- c) notes that an Independent Hearings Panel has been appointed to hear determine and make decisions on all submissions and matters relating to Plan Change 12 – IPI;
- d) notes that Commissioners for the Hearing Panel for Plan Change 12 – IPI were appointed by Council at the 17 March 2022 meeting and the 14 April 2022 meeting, and are David Hill (Chair), Nigel Mark-Brown, Dave Serjeant, and Vicki Morrison-Shaw; and
- e) notes that in accordance with Section 77T of the Amendment Act, Plan Change 12 – IPI will

also include changes to the financial contribution provisions chapter in the District Plan.

The meeting was adjourned 11.24am to 11.48am.

Mayor Southgate left the meeting during the above adjournment.

8. General Manager's Report (*Recommendation to the Council*)

The General Manager Growth took the report as read and responded to questions from Members concerning the process of appointing Commissioners.

Resolved: (Cr Gallagher/Cr Hamilton)

That the District Plan Committee:

- a) receives the report;
- b) recommends that the Council:
 - i. appoint commissioners Bill Wasley (chair), Dr Lee Beattie and Cr Ewan Wilson and the delegation of its powers to hear, determine, and make decisions on all submissions and matters relating to the Tramway Block Private Plan Change;
 - ii. appoint commissioners Bill Wasley (chair), Dr Lee Beattie and Cr Mark Donovan, and the delegation of its powers to hear, determine, and make decisions on all submissions and matters relating to the Te Rapa Racecourse Private Plan Change;
- c) notes that Dr Lee Beattie (see CV **Attachment 1**) is not currently on the Hamilton City Council approved RMA Commissioner Panel;
- d) notes that the Tramway Block Private Plan Change application to be submitted by Tainui Group Holdings will be progressed through CE Delegation, in line with Council's Delegations Policy, provided the private plan change application satisfies necessary requirements;
- e) notes that the Te Rapa Racecourse Private Plan Change application to be submitted by Waikato Racing Club Inc will be progressed through CE Delegation, in line with Council's Delegations Policy, provided the private plan change application satisfies necessary requirements;
- f) requests staff to undertake the required work on Plan Change 14 – Flood Hazard Plan Change, as outlined in the staff report; and
- g) notes that:
 - i. preparation of Plan Change 14 will be funded from the City Planning Unit's current budget;
 - ii. staff intend Plan Change 14 to be publicly notified before decisions on Plan Change 12 are publicly notified;
- h) notes that staff have commenced discussions with Kāinga Ora to explore new urban development powers under the Urban Development Act (2020) for Enderley-Fairfield and the central city;
- i) notes that Plan Change 12 is scheduled to commence hearings on 14 February 2023 and Plan Change 9 is scheduled to commence hearings on 27 February 2023;
- k) notes that this is the final meeting of the Committee for this triennial. On behalf of staff, thanks the committee for their guidance and leadership regarding the District Plan Programme.

9. **Resolution to Exclude the Public**

Resolved: (Cr Hamilton /Cr Pascoe)
Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|--|--|
| C1. Confirmation of the District Plan Public Excluded Minutes of 16 June 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Inclusionary Zoning - approval to progress plan change |) | |

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

| | | |
|----------|---|------------------------|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to maintain the effective conduct of public affairs through protecting persons from improper pressure or harassment | Section 7 (2) (f) (ii) |

The meeting went into a Public Excluded session at 12.06pm.

The meeting was declared closed at 12.48pm.

Appendix 1

ADDENDUM

Please note the changes to the following paragraphs in the report *Plan Change 12: Intensification Planning Instrument (IPI) - approval to notify*

What it means to be inside the overlay

- 52. Generally, for those properties which fall inside the overlay, the consenting pathway will be more onerous, additional planning provisions will apply which control density, and require stronger 3-waters mitigation. **These areas include all existing residential zoned and developed area outside of Stage 1.**
- 57. For properties in the **General Residential Zone** that are **in Stage 1 (outside the Infrastructure Capacity Overlay)** the following applies:

| | |
|--|--|
| Permitted Activity not requiring a Resource Consent | Develop up to 3 residential units and comply with water efficiency standards (no density restrictions) |
| Restricted Discretionary Activity requiring a Resource Consent | Develop 4 or more units and/or do not comply with the water efficiency standards. |
| Matters for discretion | Council’s discretion in assessing a Restricted Discretionary Activity will include an infrastructure design assessment. The infrastructure assessment will not consider strategic network capacity. Council cannot refuse an application if there is insufficient strategic network capacity. Discretion will also relate to urban design and other related matters. |

- 58. For properties in the **Medium Density Residential Zone** that are **in Stage 1 (outside the Infrastructure Capacity Overlay)** the following applies:

| | |
|---|--|
| Permitted Activity not requiring a Resource Consent | Develop up to 3 residential units and comply with water efficiency standards (no density restrictions) |
|---|--|

Purpose Three - Local infrastructure network renewals

- 105. To ensure that pipe renewals are occurring at the local level, PC12 proposes to collect a portion of the cost of renewing local network infrastructure currently identified in the Development Contributions Policy through financial contributions. While the cost of renewals is calculated in the DC Policy, they are actually collected through rates. Therefore, ratepayers would **no longer pay less** for the cost of renewing local infrastructure assets; **a portion of this cost** would transfer to developers through a financial contribution.
- 106. This charge does not guarantee local network capacity, its purpose is to off-set the adverse effects of intensification on the network which necessitates renewals to occur.
- 107. Renewals have been calculated to cost ~~\$5,700,000~~ **\$2,850,000** over the next 10 years, resulting in a financial contribution of ~~\$212~~ **\$106** per dwelling. This is the non-development contribution component of upgrades.

Residential

- 109. All residential development will pay a financial contribution for each of the three purposes. This equates to approximately ~~\$4,879~~ **\$4,773** per dwelling. The projected number of dwellings to be built over the next 10 years is 12,011, therefore potentially ~~\$58,000,000~~ **\$57,000,000** could be generated over 10 years.

Council Report

Item 9

Committee: Council

Date: 14 September 2022

Author: Narelle Waite

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Infrastructure Operations Committee Open Minutes -
9 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Infrastructure Operations Committee Meeting held on 9 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Infrastructure Operations Committee Open Unconfirmed Minutes - 9 August 2022

Infrastructure Operations Committee

Komiti Hanganga

OPEN MINUTES

Minutes of a meeting of the Infrastructure Operations Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio Visual link on Tuesday 9 August 2022 at 9.30am.

PRESENT

| | |
|--|---|
| Chairperson <i>Heamana</i> | Cr A O'Leary |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr S Thomson |
| Members | Mayor P Southgate (exclusively via Audio Visual link) Cr M Bunting Cr D Macpherson Cr R Pascoe Cr M Gallagher Cr M van Oosten Cr E Wilson Cr M Donovan Maangai N Hill |
| In Attendance | Eeva-Liisa Wright – General Manager Infrastructure Maire Porter – City Waters Manager Gordon Naidoo – City Transport Unit Director Robyn Denton – Network Operations Team Leader Martin Parkes – Programme Delivery Lead Phil Haizelden – Transport Strategy Principal |
| Governance Staff | Carmen Fookes – Senior Governance Advisor Narelle Waite – Governance Advisor Arnold Andrews – Governance Officer |

Maangai Hill opened the meeting with a karakia.

- 1. Apologies - *Tono aroha***
Resolved: (Cr O'Leary/Cr Pascoe)
That the apologies for absence from Deputy Mayor Taylor and Cr Naidoo-Rauf and for partial attendance from Mayor Southgate, Crs Hamilton and van Oosten are accepted.
- 2. Confirmation of Agenda - *Whakatau raarangi take***
Resolved: (Cr O'Leary/Cr van Oosten)
That the agenda is confirmed noting that Item 10 (Hamilton City Parking Policy – Approval) is to be taken following Item 8 (Access Hamilton Strategy Refresh 2022 – Approval) to accommodate availability.

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

No members of the Council declared a Conflict of Interest.

4. **Public Forum – *Aatea koorero***

Celia Hope spoke to Item 11 (Cycling Improvement Opportunities for 2022/23), noting her personal experience of loss due to a lack of safe cycling, unsafe road users, and the need to improve conditions for those cycling. She further outlined that there was a need to ensure adequate defensive cycle skills and safety and driver education in order to prevent cycle accidents. She responded to questions from Members concerning driver education for both drivers and cyclists.

Mayor Southgate joined the meeting (9.40am) during the above public forum submission.

Vanessa Williams (Hamilton Central Business Association) spoke to Item 10 (Hamilton City Parking Policy – Approval), noting that she supported the Parking Policy and the application of the parking management technology because it provides the necessary framework and parking principles for parking decisions going forward. She responded to questions from Members concerning incentives for developers to include end of journey cycle facilities, future need of car parks and priorities, and business discussions of paid commuter parking.

Liam Carter spoke to Item 11 (Cycling Improvement Opportunities for 2022/23) noting his difficulty when cycling his tricycle around Hamilton city due to the wideness of the bike and fast aggressive drivers. He explained the impact that gutters and drains and resealing can cause when driving on busy roads in order to avoid injury, and that he supported making transportation more accessible for everyone. He responded to questions from Members concerning the width of his tricycle, problem streets, consultation, and chicanes.

Phil Evans (Bike Action Hamilton) spoke to Item 11 (Cycling Improvement Opportunities for 2022/23), noting his support for much of the report, however, voiced his concerns regarding the need to roll out of cycle wands and education campaigns for drivers. He responded to questions concerning consultation, Waka Kotahi consultation and response, support for young cyclist education, and social media campaign.

Gerri Pomeroy and Helen Tuteao spoke to Item 8 (Access Hamilton Strategy Refresh 2022 – Approval), noting the large disability community (24%) within Hamilton and the formation of the Disabled People’s Forum. They further noted that they supported much of the overall strategy, but expressed the need to consult with the disabled community regarding the implementation due to unique needs and a requirement to complete a detailed accessibility audit inclusive of disabled peoples’ transport.

Melissa Smith spoke to Item 11 (Cycling Improvement Opportunities for 2022/23), noting her support of the improvements to traffic management and parking issues, which would assist cycle users, however, requested that additional road sweeping be undertaken on Te Rapa Road, education focused on drivers rather than cyclists. She suggest there was a need for an additional crossing be on Knighton Road.

Richard Porter (Bike Waikato) spoke to Item 8 (Access Hamilton Strategy Refresh 2022 – Approval) noting his support for the strategy and elevating the transport options, however, noted a need to come up with monitoring targets including additional on-road cycle facilities and connected cycleways. In regard to Item 10 (Hamilton City Parking Policy – Approval), he support the change in mindset and proposed hierarchy, allowing for the movement of people and goods, noting that there was support for more temporary and permanent biking routes along the routes indicated. He

responded to questions from Members regarding need for cycling facilities audit and inclusion within Long-Term Plan process.

5. Confirmation of the Infrastructure Operations Committee Open Minutes - 31 May 2022

Resolved: (Cr Wilson/Cr Donovan)
That the Infrastructure Operations Committee confirm the Open Minutes of the Infrastructure Operations Committee Meeting held on 31 May 2022 as a true and correct record.

6. Chair's Report

The Chair introduced the report, noting some of the achievements of the Committee, and thanked all Committee Members, General Managers, staff and Mayor Southgate for their work during the Triennium.

Resolved: (Cr Thomson/Cr O'Leary)
That the Infrastructure Operations Committee receives the report.

The meeting was adjourned from 10.52am to 11.22am.

7. Waters Stimulus Project Delivery Update

The City Waters Manager introduced the report, noting that it was the final update as the funding had been fully utilised and the programme completed. She outline some of the benefits and achievements of the programme, and thanked staff and Members for their work.

Resolved: (Cr O'Leary/Cr Bunting)
That the Infrastructure Operations Committee

- a) receives the report; and
- b) notes the re-allocation of central government funding between projects within the Delivery Plan, noting that the overall programme budget remains \$17,460,000 as approved by Council and the Department of Internal Affairs.

8. Access Hamilton Strategy Refresh 2022 – Approval

The Transport Strategy Principal acknowledged the hard work of staff and Elected Members and outlined the process undertaken to review the strategy. Staff responded to questions from Members regarding target setting and monitoring, accuracy of infographics, public engagement and communication, mana whenua input and implementation, integration of metro-spatial plan, anticipated population growth, and future document and consultation.

Staff Action: *Staff undertook to include development of the Action Plan with Members in the new triennium.*

Resolved: (Cr O'Leary/Cr Macpherson)
That the Infrastructure Operations Committee:

- a) receives the report;
- b) approves the refreshed 2022 Access Hamilton Strategy - Ara Kootuitui Kirikiriroa (**Attachment 1** of the staff report) subject to inclusion of the changes agreed within the meeting; and
- c) notes the draft Hamilton City Parking Policy was developed concurrently and has been informed by the Access Hamilton Strategy Refresh 2022.

9. **Hamilton City Parking Policy – Approval** (*Recommendation to the Council*)

The Transport Strategy Principal spoke to the report, noting the link to the Access Hamilton Strategy and the process undertaken. Staff responded to questions from Members regarding car sharing, parking enforcement including in school areas.

Staff Action: *Staff undertook to provide an update to Members concerning the School Travel Plan in the new triennium.*

Resolved: (Cr O’Leary/Cr Thomson)

That the Infrastructure Operations Committee:

- a) receives the report; and
- b) recommends that the Council approves for adoption the principles-based Hamilton City Parking Policy noting that:
 - i. the policy guiding principles were developed by Members alongside the Access Hamilton Strategy refresh 2022;
 - ii. the guiding principles of the policy will be used in the development of any future parking management plans (area focused);
 - iii. the policy will be used to help make future decisions on the direction and approach of parking management in Hamilton city; and
 - iv. the policy will be reviewed every three years, in response to any issues that may arise, at the request of Council or in response to changed legislative and statutory requirements (whichever occurs first).

10. **Speed Management Plan review- Deliberations and Adoption report**

The Network Operations Team Leader introduced the report noting the process undertaken. She responded to questions from Members regarding speed management plan timing, Waka Kotahi process and rulings, priority areas, schools and consultation, lower speed limits in school areas, retrofitting roads for multi-modal transport, speed regulation priorities, new technology integration, public proposals and requests, accuracy of GPS speed limits, and technology ability to pick up driver enforcement issues.

Resolved: (Cr Bunting/Cr Wilson)

That the Infrastructure Operations Committee:

- a) receives the report; and
- b) recommends that the Council approves Option One of the staff report, adopt the Hamilton Speed Management Plan 2022 (**Attachment 1** of the staff report).

Mayor Southgate left the meeting (12.55pm) during the discussion of the above item. She was not present when the matter was voted on.

The meeting was adjourned from 1.07pm to 1.55pm.

Cr van Oosten retired from the meeting during the above adjournment.

11. **Cycling Improvement Opportunities for 2022/23**

The Programme Delivery Lead introduced the report, outlining the cycling improvements and community views. Staff responded to questions from Members regarding cycle wands process, cost and assessments, Waka Kotahi funding and partnerships, audit of cycle improvement,

resourcing for works, road seal repair process and timeframes, road and cycleway sweeping process, narrow cycle lane areas and opportunities, funding and co-funding opportunities, driver advocacy, Eastern Pathways transport works, Comries to Wairere road, and school link.

Staff Action: Staff undertook to send a formal letter to the Minister of Transport concerning educations campaigns on road code and cycle safety for motorists.

Resolved: (Cr Thomson/Cr Macpherson)

That the Infrastructure Operations Committee:

- a) receives the report;
- b) delegates the General Manager Infrastructure Operations, in consultation with the Chair and Deputy Chair of the Infrastructure Operations Committee, to complete and submit an application for the Climate Emergency Response Fund 2022 (CERF) for the progression of known projects that include improvements for people walking, biking and using public transport;
- c) approves the use of the local share from the 2021-31 Long Term Plan Biking and Micromobility programme (2022/23 \$2.12m and 2023/24 \$2.568M) to support an application to the Transport Choices package from the Climate Emergency Response Fund and the appropriate level of staff resources to deliver;
- d) notes that updates on the progress of any application to the Climate Emergency Response Fund will be provided to the relevant Committee in the new Triennium;
- e) approves the reallocation of \$931k of local share funding from the Eastern Pathways School Link Programme (2022/23) to support the Biking and Micromobility Pre-Implementation phase; and
- f) notes that (e) is subject to Waka Kotahi Board approval of the Biking and Micromobility business case;
- g) notes that the funding reallocated to footpath maintenance at the 7 December 2021 Infrastructure Operations Committee will also include bike facility maintenance as part of this funding reallocation; and
- h) requests staff report back to new Council with options for i. and ii. below, in time for inclusion in the 2023-24 Annual Plan:
 - i. increase parking enforcement activity to improve safety and accessibility for active road users; and
 - ii. increase resourcing for carrying out education campaigns aimed at improving the safety of active road users.

12. Karewa Place and Wairere Drive intersection - macroscope approval for traffic signals

The Network Operations Team Leader introduced the report, noting the requirements in place due to Environment Court decision and previous engagement with Members. Staff responded to question from Members concerning 'no parking' zones, infrastructure upgrade costs, work management, consent process, preventing driving over median strips, traffic management in area, raised platforms, and area monitoring.

Resolved: (Cr Wilson/Cr Macpherson)

That the Infrastructure Operations Committee:

- a) receives the report.
- b) approves the macroscope design for the installation of traffic signals at the intersection of Karewa Place and Wairere Drive as presented in **Attachment 1** of the staff report; and

- c) notes that staff will provide updates on the progress of the traffic signals installation via Executive Updates and a monitoring report via the appropriate Council or Committee 4 to 6 months after Pak N' Save opens.

13. General Manager's Report (*Recommendation to the Council*)

The General Manager Infrastructure spoke to the report noting the recent passing of a colleague, and a new Waka Kotahi consultation seeking submission. Staff responded to questions from Members regarding cycle safety education campaigns for cyclists and motorists, message reinforcement through ad campaigns, campaign effectiveness, interest from scooter operators, cycle paint or stamps on Brooklyn road, scooter monitoring, retrieval, and responsibility, co-governance on regional public transport panels, transport centre and future rail plan, and future connections.

Staff Action: Staff undertook to bring an update concerning Worley Place shared crossing to the appropriate Council or Committee of the new triennium.

Resolved: (Cr Macpherson/Cr O'Leary)

That the Infrastructure Operations Committee:

- a) receives the report;
- b) approves the Draft 2 (**Attachment 1** of the staff report) submission to the Waikato Regional Council on the Draft Waikato Regional Public Transport Plan 2022-2032;
- c) notes that the following sites will be included for consideration in the proposed 2023/24 (Year 3) Low Cost Low Risk Programme projects:
 - i. raised platform at the controlled pedestrian crossing on Forest Lake Road;
 - ii. crossing facilities on Wairere Drive/Bisley Ave left turn slip lane;
 - iii. crossing facilities on Brooklyn Road; and
 - vi. footpath connection between Pembroke Street and the Fow St entrance to Hamilton West School;
- d) and notes that Crs Gallagher and Macpherson will present this submission at the Waikato Regional Public Transport Plan hearings alongside staff on Tuesday 16 August 2022.

Resolved: (Cr O'Leary/Cr Thomson)

That the Infrastructure Operations Committee delegates the Chair and Deputy Chair of the Infrastructure Operations Committee to work with staff to develop and finalise a submission to Waka Kotahi's *Reshaping Streets regulatory changes* consultation, by the closing date of 19 September 2022.

The meeting was adjourned from 3.42pm to 3.54pm.

14. External Committees Updates

The Council representative on the Regional Transport Committee noted that no meetings had taken place since the last committee meeting, however, hearings for the Regional Transport Plan would take place later on in the month. She responded to questions from Members regarding advocating Southern Links.

The Council representative on the Te Huia Committee provided an update, noting the requirement for the incoming council to continue the work with the Te Huia, the benefit of rail transport, passenger growth, and recent customer satisfaction survey.

Resolved: (Cr O’Leary/Cr Bunting)
That the Infrastructure Operations Committee receives the report.

15. Resolution to Exclude the Public

Resolved: (Cr O’Leary/Cr Donovan)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|--|--|
| C1. Confirmation of the Infrastructure Operations Committee Public Excluded Minutes - 31 May 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Charging Infrastructure Trial - Council Sites and Facilities |) | |
| C3. Waste and Stormwater Renewals Contract Award - 1377/2022 | | |
| C4. Ranfurly Gully Wastewater Renewal - Early Contractor Involvement | | |
| C5. Contracts for the Waiora 2 Capacity Upgrade | | |
| C6. General Managers Report | | |

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

| | | |
|----------|--|---|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to avoid the unreasonably, likely prejudice to the commercial position of a person who supplied or is the subject of the information to enable Council to carry out negotiations | Section 7 (2) (b) (ii) Section 7 (2) (i) |
| Item C3. | to enable Council to carry out negotiations | Section 7 (2) (i) |

| | | |
|----------|--|--|
| | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C4. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C5. | to enable Council to carry out negotiations to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C6. | to enable Council to carry out negotiations to maintain legal professional privilege to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (g) Section 7 (2) (h) |

The meeting moved into Public Excluded session at 4.07pm.

The meeting was declared closed at 4.40pm.

Council Report

Item 10

Committee: Council

Date: 14 September 2022

Author: Tyler Gaukrodger

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Economic Development Committee Open Minutes -
11 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Economic Development Committee Meeting held on 11 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Economic Development Committee Unconfirmed Open Minutes - 11 August 2022

Economic Development Committee

Komiti OOhanga Whakatupu

OPEN MINUTES

Minutes of a meeting of the Economic Development Committee held in the Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio Visual link on Thursday 11 August 2022 at 9.30am.

PRESENT

Chairperson Cr R Hamilton

Heamana

Deputy Chairperson Cr E Wilson

Heamana Tuarua

Members Mayor P Southgate

Cr M Gallagher

Cr R Pascoe

Cr M van Oosten

Cr M Donovan

Maangai O Te Ua (exclusively via Audio Visual link)

Maangai T P Thompson-Evans (exclusively via Audio Visual link)

In Attendance

Blair Bowcott – General Manager Growth

Sean Murray – General Manager Venues Tourism and Major Events

Tilly Murcott – Programme Manager - Central City

Tracey Musty – Financial Director

Nicolas Wells – Strategic Property Manager

Tiki Mossop - Programme Manager - Economics & Policy

Kate Harris - Business Relationship Advisor

Vanessa Williams – Hamilton Central Business Association

Richard Legatt and Nicola Greenwell – Hamilton and Waikato Tourism Limited

Kelvin French – Co-Lab

Tony Giles – Waikato Innovation Growth Limited

Mark Morgan and Scott Kendall – Waikato Regional Airport Limited

Governance Team

Carmen Fookes – Senior Governance Advisor

Narelle Waite and Tyler Gaukrodger – Governance Advisors

1. Apologies – *Tono aroha*

Resolved: (Cr Hamilton/Cr van Oosten)

That the apologies for absence from Deputy Mayor Taylor, and partial attendance from Crs Pascoe, Donovan, Wilson and Maangai Thompson-Evans are accepted.

2. Confirmation of Agenda – *Whakatau raarangi take*

Resolved: (Cr van Oosten/Cr Pascoe)

The agenda is confirm noting:

- a) the late Item 6 (Chair’s Report) is accepted. The report was circulated under separate cover to enable the most up to date information to be included;
- b) that the meeting adjourn 11.00am to 11.15am and be followed by Item C2 (Strategic Review of Investment in New Zealand Food Innovation (Waikato) Ltd (NZFIWL)) and Item C3(Review of Council Investment - Waikato Regional Airport Limited) to accommodate speakers availability; and
- c) that the meeting will adjourn 1.00pm to 1.30pm and be followed Item C6 (242 to 266 Victoria Street - VOTR Southern Edge Activation Project) to accommodate speakers availability.

3. Declarations of Interest – *Tauaakii whaipanga*

No members of the Council declared a Conflict of Interest.

4. Public Forum – *Aatea koorero*

No members of the public wished to speak.

5. Confirmation of the Economic Development Committee Open Minutes of 24 May 2022

Resolved: (Cr Hamilton/Cr van Oosten)

That the Economic Development Committee confirm the Open Minutes of the Economic Development Committee Meeting held on 24 May 2022 as a true and correct record, noting amendments to the minutes.

Item 6 (Chair’s Report) was deferred to later in the agenda to accommodate availability.

7. Hamilton Central Business Association - Six-monthly update

Vanessa Williams and Mike Neale (Hamilton Central Business Association) spoke to the report noting the current retail environment and security concerns in the central city. They responded to questions from Members concerning increased crime incidents, and public design guide principals to deter crime.

Staff Action: *Staff undertook to provide information to Members regarding Central City crime statistics.*

Resolved: (Mayor Southgate/Cr Gallagher)

That the Economic Development Committee receives the HCBA six-monthly report to 30 June 2022.

8. Hamilton and Waikato Tourism Limited - Year End Report to 30 June 2022

Nicola Greenwell (Hamilton and Waikato Tourism Limited) spoke to the report noting the occupancy rate of hotels, advertising campaigns, and general tourism updates. She responded to questions from Members concerning how hotel occupancy rates were calculated, maximization of tourism opportunities following the increase to international flights, the necessity of additional accommodation, business events, activation of the Kingitanga story, and collaboration opportunities with restaurants.

Resolved: (Cr Pascoe/Cr Donovan)

That the Economic Development Committee receives the report.

Economic Development Committee 11 AUGUST 2022 - OPEN

Cr Wilson joined the meeting (10.00am) during the discussion of the above item. He was present when the matter was voted on.

Maangai Thompson-Evans left the meeting (10.06pm) during the discussion of the above item. She was not present when the matter was voted on.

9. Co-Lab Annual Report 30 June 2021

Kelvin French (Co-Lab) spoke to the report noting this was the 2021 Annual Report, the audit timeline, and progress of the 2022 Annual Report. He responded to questions from Members concerning the Local Government Reform.

Resolved: (Cr Hamilton/Cr Wilson)

That the Economic Development Committee receives the report.

10. Waikato Innovation Growth Ltd, New Zealand Food Innovation (Waikato) Ltd Annual Reports 30 June 2021

Tony Giles (Waikato Innovation Growth Limited) spoke to the report noting that this was the 2021 Annual Report.

Resolved: (Cr Hamilton/Cr Wilson)

That the Economic Development Committee receives the report.

11. Waikato Regional Airport Limited - Year End Report to 30 June 2022

The General Manager Venues, Tourism and Major Events and Mark Morgan and Scott Kendall (Waikato Regional Airport Limited) spoke report in particular the effect of Covid on business, hotel usage as a MIQ facility, and noted the report was subject to final audit sign off. They responded to questions from Members concerning Hamilton City Council representation at the airport, and changes to Air New Zealand flight offerings.

Resolved: (Cr Wilson/Cr Donovan)

That the Economic Development Committee receives the draft yearend report, noting the final audited version will be circulated to Elected Members when it is available in November 2022.

Item 6 (Chair's Report) was taken after item 11 (Waikato Regional Airport Limited - Year End Report to 30 June 2022) to accommodate availability.

6. Chair's Report

The Chair and Deputy Chair spoke to the report noting the work of the Economic Development Committee over the triennium, the need for long term investment in the city, sister city relationships, and the Municipal Endowment Fund.

Resolved: (Cr Hamilton/Cr Wilson)

That the Economic Development Committee receives the report.

12. Municipal Endowment Fund - Quarterly Report - Q4 2021/22 FY

The Strategic Property Manager spoke to the report noting the updated value of the fund.

Resolved: (Cr Pascoe/Cr Wilson)

That the Economic Development Committee receives the report.

13. H3 Group - Quarter 4 and Year End Activity Report 2021/22

The General Manager Venues Tourism and Major Events spoke to the report noting successful staff recruitment and the high quality of H3 staff.

Resolved: (Cr Wilson/Cr Gallagher)

That the Economic Development Committee receives the report.

14. General Manager's Report

The General Manager Growth, Programme Manager - Economics & Policy, and Business Relationship Advisor spoke to the report noting the current state of the economy, collaboration with businesses and innovation in advertising. They responded to questions from Members concerning the current economy outlook and concerns of recession, risk of growth being funded by central government debt, and central government support.

Resolved: (Cr Hamilton/Cr Wilson)

That the Economic Development Committee receives the report.

15. Resolution to Exclude the Public

Resolved: (Cr Wilson/Cr van Oosten)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|--|--|
| C1. Confirmation of the Economic Development Committee Public Excluded Minutes of 24 May 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Strategic Review of Investment in New Zealand Food Innovation (Waikato) Ltd (NZFIWL) |) | |
| C3. Review of Council Investment - | | |

-
- Waikato Regional Airport Limited
 - C4. Approval of Waikato Regional Airport Limited Director Remuneration and Appointments
 - C6. 242 to 266 Victoria Street - VOTR Southern Edge Activation Project
 - C7. Commercial Partnership Agreement - FMG Stadium Waikato
 - C8. General Manager's Report

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

- | | | |
|----------|---|--|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C3. | to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations | Section 7 (2) (h) Section 7 (2) (i) |
| Item C4. | to protect the privacy of natural persons to maintain the effective conduct of public affairs through protecting persons from improper pressure or harassment to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (a) Section 7 (2) (f) (ii) Section 7 (2) (h) |
| Item C6. | to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations | Section 7 (2) (h) Section 7 (2) (i) |
| Item C7. | to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations | Section 7 (2) (h) Section 7 (2) (i) |
| Item C8. | to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations | Section 7 (2) (h) Section 7 (2) (i) |

The meeting moved into a Public Excluded session at 10.57am.

The meeting was declared closed at 3.27pm.

Council Report

Committee: Council
Author: Carmen Fookes
Position: Senior Governance Advisor
Date: 14 September 2022
Authoriser: Michelle Hawthorne
Position: Governance and Assurance Manager
Report Name: Confirmation of the Community Grants Allocation Sub-Committee Open Minutes - 16 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Community Grants Allocation Sub-Committee meeting held on 16 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Community Grants Allocation Sub-Committee Open Unconfirmed Minutes - 16 August 2022

Community Grants Allocation Sub-Committee

Komiti Whaaiti Tohaina Puutea Hapori

OPEN MINUTES

Minutes of a meeting of the Community Grants Allocation Sub-Committee held in Committee Room 1, Municipal Building, Garden Place, Hamilton and audio visual link on Tuesday 16 August 2022 at 9.30am.

PRESENT

| | |
|--|---|
| Chairperson <i>Heamana</i> | Cr M Bunting |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr K Naidoo-Rauf |
| Members | Cr R Pascoe Cr S Thomson (via audio visual link) Cr E Wilson Cr M Donovan Maangai T P Thompson-Evans (via audio visual link) |
| In Attendance | Helen Paki – General Manager Community Tracey Woods – Event and Engagement Manager Philippa Clear – Community and Social Development Manager Gary Ho – Funding Advisor |
| Governance Staff | Carmen Fookes – Senior Governance Advisor Arnold Andrews – Governance Officer |

- 1. Apologies – *Tono aroha***
Resolved: (Cr Bunting/Cr Wilson)
That the apologies for absence from Deputy Mayor Taylor, Crs Hamilton, O’Leary, van Oosten and Macpherson are accepted.
- 2. Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Cr Bunting/Cr Donovan)
That the agenda is confirmed.
- 3. Declarations of Interest – *Tauaakii whaipanga***
Cr Donovan declared an interest in C3 (Community Event Fund 2022/23). He noted that he was not conflicted and would take part in the discussion and vote.
- 4. Public Forum – *AAtea koorero***
No members of the public wished to speak.

5. Confirmation of the Community Grants Allocation Sub-Committee Open Minutes 24 May 2022

Resolved: (Cr Bunting/Cr Wilson)

That the Sub-Committee confirm the Open Minutes of the Community Grants Allocation Sub Committee Meeting held on 24 May 2022 as a true and correct record.

6. Resolution to Exclude the Public

Resolved: (Cr Wilson/Cr Naidoo-Rauf)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| C1. Confirmation of the Community Grants Allocation Sub-Committee Open Minutes 24 May 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Creative Partnerships Fund 2022/23 |) | |
| C3. Community Event Fund 2022/23 | | |

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

| | | |
|----------|--|-----------------------|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to protect information which is subject to an obligation of confidence and disclosure would likely prejudice continual supply of similar information where it is in the public interest for that information to continue to be available | Section 7 (2) (c) (i) |
| Item C3. | to protect information which is subject to an obligation of confidence and disclosure would likely prejudice continual supply of similar information where it is in the public interest for that information to continue to be available | Section 7 (2) (c) (i) |

The meeting went into Public Excluded session at 9.33am.

The meeting was declared closed at 11.59am.

Council Report

Committee: Council

Date: 14 September 2022

Author: Narelle Waite

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Finance Committee Open Minutes - 23 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Finance Committee Meeting held on 23 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Finance Committee Open Unconfirmed Minutes - 23 August 2022

Item 12

Finance Committee *Komiti Tahua* OPEN MINUTES

Minutes of a meeting of the Finance Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton and via Audio Visual link on Tuesday 23 August 2022 at 9.31am.

PRESENT

| | |
|--|--|
| Chairperson <i>Heamana</i> | Cr R Pascoe |
| Deputy Chairperson <i>Heamana Tuarua</i> | Cr M van Oosten |
| Members | Mayor P Southgate Deputy Mayor G Taylor (exclusively via Audio Visual link) Cr M Bunting Cr M Gallagher (exclusively via Audio Visual link) Cr M Donovan Cr K Naidoo-Rauf Cr A O'Leary Cr S Thomson Cr E Wilson Cr D Macpherson Maangai J Kana |

| | |
|-----------------------|--|
| In Attendance: | Lance Vervoort – Chief Executive David Bryant – General Manager People and Organisational Performance Sean Murray – General Manager Venues, Tourism and Major Events Chris Allen – General Manager Development Eeva-Liisa Wright – General Manager Infrastructure Operations Andrew Parsons – Executive Director Strategic Infrastructure Tracey Musty – Financial Director Iain Anderson – Capital Financial Lead Julie Clausen - Unit Manager Strategy and Planning Katy Nudd – Strategic Performance Manager |
|-----------------------|--|

| | |
|-------------------------|---|
| Governance Team: | Narelle Waite and Tyler Gaukrodger – Governance Advisors Arnold Andrews – Governance Officer |
|-------------------------|---|

1. Apologies - *Tono aroha*

Resolved: (Cr Pascoe/Cr van Oosten)

That the apologies for absence from Cr Hamilton, for partial attendance from Deputy Mayor Taylor and Cr Gallagher, and for early departure from Mayor Southgate, Cr Bunting (Council Business), and Cr O'Leary (Council Business) were accepted.

2. Confirmation of Agenda - Whakatau raarangi take

The Chair responded to questions from Members concerning reasons for items being publicly excluded.

Resolved: (Cr Pascoe/Cr van Oosten)

That the agenda is confirmed, noting that the agenda order will be flexible to accommodate availability.

3. Declarations of Interest – Tauaakii whaipanga

At the beginning of the discussion on the matter (Item 10: PWC Internal Audit Contract) Cr Pascoe declared an interest in the item. He did not take part in the discussion and vote on the matter.

Prior to the following matter (Item C9: Facilities Building Renewals and Improvements Contract) Crs Pascoe and Donovan declared an interest in the item. They did not take part in the discussion or vote on the matter.

4. Public Forum - Aatea koorero

No members of the public wished to speak.

5. Confirmation of the Finance Committee Open Minutes of 17 May 2022

Resolved: (Cr Pascoe/Cr Wilson)

That the Finance Committee confirm the Open Minutes of the Finance Committee Meeting held on 17 May 2022 as a true and correct record.

6. Chair's Report

The Chair and Deputy Chair spoke to the report, noting the work completed by the Finance Committee over the triennium, the quality and conciseness of the current Council financial strategy, feedback from Audit NZ, and thanked Members and Staff for the work of the committee.

Resolved: (Cr Pascoe/Cr van Oosten)

That the Finance Committee receives the report.

7. Capital Portfolio Monitoring Report

The General Manager Development and Capital Financial Lead spoke to the report, noting the total spend in the financial year, key deliverables of Council in the last financial year, effects of Covid-19 on the capital programme, the current capital programme, changes to the budget, Software as a Service costs, project works in progress, contract awards, transportation assets and roading maintenance. Staff responded to questions concerning transport corridor renewals, financial forecasting of upcoming projects, mitigation of delays on capitalisation, maximisation of Waka Kotahi funding uses, micro-mobility funding, prioritization of projects to maximize Development Contribution funding, inflationary pressures on cost escalation, project timelines, delays to financial auditing, and the accuracy of depreciation estimates.

Staff Action: Staff undertook to investigate opportunities for funding from Waka Kotahi for the micro-mobility project.

Resolved: (Cr Pascoe/Cr Macpherson)

That the Finance Committee:

- a) receives the report; and
- b) requests staff report to the appropriate committee prior to June 2023 on the progress to realise benefits as well as identify risks for the Peacocke Business Case including yield, development contributions, general development activity and overall financial arrangements.

Finance Committee 23 AUGUST 2022 - OPEN

Cr Gallagher left the meeting (10.17am) during discussion of the above item. He was not present when the matter was voted on.

Deputy Mayor Taylor retired from the meeting (10.41am) during discussion of the above item. He was not present when the matter was voted on.

The meeting was adjourned 11.14am To 11.39am.

8. Financial Performance & Strategy Report to 30 June 2022 (Recommendation to the Council)

The Financial Director spoke to the report, noting that the yearend results were not audited, and that the audited results would be presented with the report at the end of the year. She outlined Council's financial expectations, fees and charges budgeting shortfalls, depreciation effect on the budget, and financial forecasting. She responded to questions from Members concerning the debt to revenue ratio and funding deficits through debt.

Resolved: (Cr Pascoe/Cr Donovan)

That the Finance Committee receives the report.

That the Finance Committee recommends that the Council:

- a) approves the capital movement as identified in paragraph 33 of the 30 June 2022 Capital Portfolio Monitoring Report;
- b) approves the significant forecast adjustments as set out in paragraphs 59 to 60 of the staff report; and
- c) approves the revised Financial Strategy position for Debt to Revenue, Net Debt and Balancing the Books as set out in paragraphs 62 to 64 of the staff report.

9. Provisional Non-Financial Service Performance Results for 2021-22

The Unit Manager Strategy and Planning and Strategic Performance Manager spoke to the report, noting that the performance results were yet to be audited. Staff responded to questions from Members concerning City Safe Unit resourcing, resolutions to noise control complaints, collaboration with Waka Kotahi's 'road to zero' road safety initiatives, rubbish and recycling usage and communication, the waste minimisation plan, missed collection rates, waste collection resourcing, illegal dumping of waste, and potential audit feedback.

Staff Action: *Staff undertook to provide information to the incoming 2022-25 Elected Members concerning potential budget increases to maintain adequate waste collection resourcing.*

Resolved: (Cr Pascoe/Maangai Kana)

That the Finance Committee:

- a) receives the report; and
- b) notes that these are the provisional un-audited Non-Financial Service Performance results and commentary – the final results and commentary will be presented as part of the 2021-22 Annual Report.

Cr Bunting retired from the meeting (11.53am) during discussion of the above item. He was not present when the matter was voted on.

Cr O'Leary retired from the meeting (11.56am) during discussion of the above item. She was not present when the matter was voted on.

At the beginning of the discussion on the following matter (Item 10: PWC Internal Audit Contract) Cr Pascoe declared an interest in the item. He did not take part in the discussion and vote on the matter. Cr van Oosten, as the Deputy Chair, assumed the role of Chair.

10. PWC Internal Audit Contract

The Financial Director spoke to the report, noting the one-year contract being recommended. She responded to questions from Members concerning the contract award timeline, contract cost, and differences between internal and external auditing.

Resolved: (Cr van Oosten/Mayor Southgate)

That the Finance Committee:

- a) receives the report; and
- b) approves a one-year contract extension with PwC for the provision of Internal Audit services from 1 June 2022 to 30 June 2023.

Mayor Southgate left the meeting (12.19am) at the conclusion of the above item. She was present when the matter was voted on.

11. Resolution to Exclude the Public

Resolved: (Cr Wilson/Cr Donovan)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|--|
| C1. Confirmation of the Finance Committee Public Excluded Minutes of 17 May 2022 |) Good reason to withhold information exists under Section 7 Local Government | Section 48(1)(a) |
| C2. Report on overdue debtors as at 30 June 2022 and Debt write-offs 2021/22 |) Official Information and Meetings Act 1987 | |
| C3. Information Services - Contract Renewal and Contract Authority Transfer | | |
| C4. Information Services - Lagom Contract Extension (CON00000899/2021) | | |
| C5. Fleet Contracts | | |
| C6. Borman Horsham Down Roads Construction - Contract Award | | |

- C7. FMG Stadium Waikato Lighting
Renewal Project Contract
1018B/2021
- C8. Facilities Plumbing
Maintenance Service Contract
1340/2022
- C9. Facilities Building Renewals and
Improvements Contract
- C10. Facilities Maintenance
Contracts
- C11. Hamilton Gardens Visitor
Precinct Construction Contract
- C12. Sports Park Flood Lighting and
Safety Lighting (Stages 2 & 3 of
3) Contract Award

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

- | | | |
|-----------|---|---|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to protect the privacy of natural persons to maintain the effective conduct of public affairs through protecting persons from improper pressure or harassment | Section 7 (2) (a) Section 7 (2) (f) (ii) |
| Item C3. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C4. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C5. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C6. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C7. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C8. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| Item C9. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C10. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C11. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C11. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C11. | to enable Council to carry out negotiations | Section 7 (2) (i) |

- Item C12. to enable Council to carry out commercial Section 7 (2) (h)
activities without disadvantage Section 7 (2) (i)
to enable Council to carry out negotiations

The meeting went into a Public Excluded session at 12.20pm.

The meeting was declared closed at 3.38pm.

Council Report

Item 13

Committee: Council **Date:** 14 September 2022
Author: Tyler Gaukrodger **Authoriser:** Amy Viggers
Position: Governance Advisor **Position:** Governance
Report Name: Confirmation of the Dog Control Hearings Panel Open Minutes - 24 August 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Dog Control Hearings Panel Meeting held on 24 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Dog Control Hearing Panel Unconfirmed Open Minutes - 24 August 2022

Dog Control Hearings Panel He Koomiti Whiriwhiri I Ngaa Take Kuri OPEN MINUTES

Minutes of a meeting of the Dog Control Hearings Panel held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Wednesday 24 August 2022 at 12.00pm.

PRESENT

Chairperson Cr Ewan Wilson
Heamana

Members Cr Maxine van Oosten
Cr M Donovan

In Attendance: Kelvin Powell – City Safe Unit Manager
Susan Stanford – Animal Control Manager
Peter Crocker – Waikato District Council
Shannon Eldridge - Tompkins Wake

Governance Team: Tyler Gaukrodger – Governance Advisor
Arnold Andrews – Governance Officer

- 1. Apologies – *Tono aroha***
Resolved: (Cr Wilson/Cr Donovan)
That the apologies for absence from Crs O’Leary and Pascoe are accepted.
- 2. Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Cr Wilson/Cr Donovan)
That the agenda is confirmed.
- 3. Declarations of Interest – *Tauaakii whaipanga***
No members of the Council declared a Conflict of Interest.
- 4. Confirmation of the Dog Control Hearings Panel Open Minutes 4 June 2021**
Resolved: (Cr Wilson/Cr van Oosten)
That the Dog Control Hearings Panel confirm the Open Minutes of the Dog Control Hearings Panel Meeting held on 4 June 2021 as a true and correct record.
- 5. Objection to disqualification from dog ownership - Crystal Han**

Crystal Han and Martin Dillon (Barrister) spoke in opposition of Ms Han’s disqualification from dog ownership classification, outlined the additional evidence provided to the panel, previous noise complaints from neighbours, the timeline of infringement events and notices received, improvements made to the dogs welfare, timeline of dog ownership disqualification, dog housing

conditions, number of dogs on the property, dog control legislation, and the ability to exhibit dog ownership competency. They responded to questions from Members concerning the decision to not appeal previous infringement notices, the timeline of additional evidence, the timeline of dog impoundment, other dogs in the area, dog training, ownership and routine, the number of dogs on the property, and de-sexing of dogs.

The Animal Control Manager and Shannon Eldridge (Tompkins Wake) spoke to the report, noting additional evidence provided by the objector, the intent of dog control legislation, the timeline and reasons for infringement notices, moving out of Hamilton City Council jurisdiction, concern for animal welfare, and additional photo evidence provided by Waikato District Council. They responded to questions from Members concerning the timeline of the disqualification from dog ownership, seizure of the dogs, police involvement in the case, previous collaboration with Ms Han to improve animal welfare, and the number of dogs permitted in rural areas.

Peter Crocker (Waikato District Council) then spoke to the additional photo evidence provided by Waikato District Council concerning the timeline of additional evidence being collected, Waikato District Council Animal Control Officers visiting the property, and the living condition on the property.

Crystal Han and Martin Dillon (Barrister) spoke to police’s decision to not pursue legal action, and the timeline of infringements. They responded to questions from Members concerning dog control legislation interpretation.

6. Resolution to Exclude the Public

Resolved: (Cr Wilson/Cr van Oosten)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| C1. Confirmation of the Dog Control Hearings Panel Public Excluded Minutes - 4 June 2021 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Objection to disqualification from dog ownership - Crystal Han |) | |

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

Item C1. to prevent the disclosure or use of official Section 7 (2) (j)

- | | | |
|--------|--|------------------------|
| Item 5 | information for improper gain or improper advantage to maintain the effective conduct of public affairs through protecting persons from improper pressure or harassment | Section 7 (2) (f) (ii) |
|--------|--|------------------------|

The meeting went into a Public Excluded session at 2.23pm.

During the public excluded session of the meeting the panel resolved the following:

Objection to disqualification from dog ownership - Crystal Han

That the Dog Control Hearings Panel:

- a) receives the report; and
- b) determines that the disqualification from dog ownership of Crystal Han is upheld, noting that the disqualification from dog ownership is for a period of 3 years, effective from 8 March 2021; and
- c) approves the above decision be released to the public via these open minutes of this meeting.

The meeting was declared closed at 2.48pm.

Council Report

Item 14

Committee: Council

Date: 14 September 2022

Author: Narelle Waite

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Community Committee Open Minutes - 30 August
2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Community Committee meeting held on 30 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Community Committee Open Unconfirmed Minutes of 30 August 2022

Community Committee

Komiti Hapori

OPEN MINUTES

Minutes of a meeting of the Community Committee held in the Council Chamber, Municipal Building, Garden Place, Hamilton and via audio visual link on Tuesday 30 August 2022 at 9.32am.

PRESENT

| | |
|---------------------------|--|
| Chairperson | Cr M Bunting |
| <i>Heamana</i> | |
| Deputy Chairperson | Cr K Naidoo-Rauf |
| <i>Heamana Tuarua</i> | |
| Members | Deputy Mayor G Taylor Cr M Gallagher Cr R Hamilton (via audio-visual link) Cr D Macpherson Cr R Pascoe (exclusively via audio-visual link) Cr S Thomson (exclusively via audio-visual link) Cr M van Oosten Cr E Wilson Cr M Donovan Maangai T P Thompson-Evans (exclusively via audio-visual link) Maangai O Te Ua |
| Members | Lance Vervoort – Chief Executive Helen Paki – General Manager Community Sean Murray – General Manager Venues, Tourism and Major Events Kelvin Powell – City Safe Unit Manager Judy Small – Disability Advisor Cait Cresswell – Strategy and Policy Advisor Philippa Clear – Community and Social Development Manager Stephen Pennruscoe – Libraries Director Steven Webb – Parks Contract Manager Karen Kwok – Senior Advisor Community and Recreation Facilities |
| Attendance | Tyler Gaukrodger and Narelle Waite – Governance Advisors Chantal Jansen – Governance Officer |

The meeting was opened with prayer from Waikato Interfaith

1. Apologies - *Tono aroha*

Resolved: (Cr Bunting/Cr Naidoo-Rauf)

That the apologies for absence from Mayor Southgate and Cr O'Leary (Council Business), and for partial attendance from Deputy Mayor Taylor, Crs Pascoe, van Oosten, Thomson, Maangai Te Pora and Te Ua are confirmed.

Community Committee 30 AUGUST 2022 - OPEN

2. Confirmation of Agenda - *Whakatau raarangi take*

Resolved: (Cr Wilson/Cr Naidoo-Rauf)

That the agenda is confirmed noting that:

- a) item 7 (Disability Policy – 2022 Review and Action Plan) is to be taken following item 5 (Confirmation of the Open Community Committee Minutes – 14 June 2022); and
- b) item 11 (Civil Defence Emergency Management (CDEM) Quarterly Update) is to be taken following item 7 (Disability Policy – 2022 Review and Action Plan).

3. Declarations of Interest - *Tauaakii whaipanga*

No members of the Council declared a Conflict of Interest.

4. Public Forum - *AAtea koorero*

Ellie Wilkinson and Ofa Pouono (HMS Trust) spoke to item 10 (Community Occupancy Applications) noting the Hamilton Multicultural Services (HMS) Trust lease application, discussions had with Mana Whenua concerning kaitiakitanga, external funding, additional resourcing available, and community connections.

Vinod Bhika (Frankton Business Network) spoke to item 8 (General Manager’s Report) noting their support for the redevelopment of the Kent Street Carpark greenspace, vandalism at the carpark, community support in maintaining the greenspace.

Kelli Pike (Go Eco) spoke to item 8 (General Manager’s Report) noting support for the Frankton pocket park, community support for funding directed to the Frankton Village, and maintaining heritage. She provided a presentation which was circulated to members prior to the meeting (**Appendix 1**). She responded to questions from Members concerning this Triennium’s impact, micro mobility, and actioning the Frankton Plan.

Paul Burrows, Helena Tuteao and Sarah Mason spoke to item 7 (Disability Policy – 2022 Review and Action Plan) noting support and cooperation with the deaf and disabled community when developing policy, improved accessibility in community facilities, and their support for the Disability Policy.

Liam Carter provided a written submission to item 7 (Disability Policy – 2022 Review and Action Plan) which was circulated to members prior to the meeting (**Appendix 2**).

5. Confirmation of the Open Community Committee Minutes – 14 June 2022

The Governance Advisor responded to questions from Members concerning the archiving of Committee meeting recordings.

Resolved: (Cr Naidoo-Rauf/Cr Hamilton)

That the Community Committee confirm the Open Minutes of the Community Committee Meeting held on 14 June 2022 as a true and correct record.

Item 7 (Disability Policy – 2022 Review and Action Plan) was taken following Item 5 (Confirmation of the Open Community Committee Minutes – 14 June 2022) to accommodate members of the public.

6. Disability Policy – 2022 Review and Action Plan (*Recommendation to the Council*)

The Strategy and Policy Advisor, the Disability Advisor and the Community and Social Development

Manager spoke to the report noting the Policy's initial adoption, purpose and review process, the central government's Disability Policy in development, activities within the Action Plan including community lead activities. They responded to questions from Members concerning the Action Plan reporting measures, timing for implementation, resourcing and funding proposals in the next Annual Plan, and Council's inclusivity policies as employers.

Staff Action: *Staff undertook to consider how to bring funding for Accessible Communication into the Plan's year one budget.*

Resolved: (Cr Thomson/Cr Bunting)

That the Community Committee:

- a) receives the report;
- b) recommends that the Council approves the updated Disability Policy;
- c) approves the Community Action Plan (2022-24) for year one;
- d) notes staff will work with a wide range of community, including community organisations, rights holders and government organisations to develop a disability strategy for the city;
- e) notes that annual progress reports on the strategy will be presented to the Committee, beginning in October 2023; and
- f) requests staff report to the incoming Council on practical actions that could be taken to implement elements of the Disability Action Plan in time for inclusion in the 2023/24 Annual Plan.

Cr van Oosten joined the meeting (10.32am) during discussion of the above item. She was present when the matter was voted on.

Item 11 (Civil Defence Emergency Management (CDEM) Quarterly Update) was taken following item 5 (Confirmation of the Open Community Committee Minutes – 14 June 2022) to accommodate Members.

7. Civil Defence Emergency Management (CDEM) Quarterly Update

The City Safe Unit Manager spoke to the report noting contract renegotiations with Waikato Regional Council, the civil defence protocols during the election period, newly appointed city Civil Defence Controller, and the deployment of Council staff to Nelson for flooding emergency response. He responded to questions from Members concerning Council's Civil Defence training protocols.

Resolved: (Maangai Thompson-Evans/Maangai Te Ua)

That the Community Committee receives the report.

The meeting was adjourned from 11.12am to 11.41am.

8. Chair's Report

The Chair introduced the report noting the work of the Committee over the Triennium.

Resolved: (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee receives the report.

Cr Pascoe joined the meeting (11.45am) during discussion of the above item. He was present when the matter was voted on.

Community Committee 30 AUGUST 2022 - OPEN

Cr Hamilton retired from the meeting (12.02pm) during discussion of the above item. He was not present when the matter was voted on.

9. General Managers Report

The General Manager Community spoke to the report noting the updates provided on the Age Friendly Plan and Steering Group, the Welcoming Communities Fund, and approval required for the Aotearoa People's Network Kaharoa Agreement. Staff responded to questions from Members concerning actions against the Hamilton East and Frankton Neighbourhood Plans, Frankton community engagement, community value of Aotearoa People's Network Kaharoa, and the Richmond Park School Land expression of interest process.

Resolved: (Cr Thomson/Cr Gallagher)

That the Community Committee:

- a) receives the report;
- b) notes the appointment of Brian Findsen to the role of Chair of the Age Friendly Steering Group;
- c) notes that the Welcoming Communities Advisory Group (WCAG) will provide recommendations to the General Manager (Community) for approval of fund administration;
- d) notes that following further analysis, recommendations from the Central City Safety Survey will be reported via the Safest City Taskforce;
- e) requests staff prepare a report on the current status and future of the Hamilton East and Frankton Neighbourhood Plans, and the plans' alignment with the Central City and River Plan programme of work, at a future committee meeting in early 2023;
- f) approves the retrospective payment of \$153,556 to the Aotearoa People's Network Kaharoa Agreement, funded through operational budgets;
- g) requests staff prepare a report to the incoming Council on the outcome of the Expression of Interest Process for Richmond Park School Land and any recommendations for potential development options; and
- h) notes the requirement to undertake an economic assessment impact of policy changes (food trucks) on retail food outlets in the central city is not applicable and no further action will be taken;
- i) approves that the \$100,000 for the renewal of Commerce Street play equipment be redirected to the redevelopment of Kent Street Carpark green space as per Layout 1 in Attachment 3 of the staff report;
- j) recommends to the Council the inclusion of a further \$55k in the 2023/24 Annual Plan for the redevelopment of the Kent Street Carpark green space;
- k) notes that staff will work in collaboration with the Frankton Business Network (FBN) on a final design; and
- l) requests staff report back to the incoming Council with the option to formally classify the green space as reserve.

Deputy Mayor Taylor retired from the meeting (12.22pm) during discussion of the above item. He was not present when the matter was voted on.

10. Hamilton Park Cemetery Denominational Area Requests

The Parks Contract Manager took the report as read. He responded to questions from Members

concerning capacity of the denominational areas.

Resolved: (Cr Macpherson/Cr Wilson)

That the Community Committee:

- a) receives the report;
- b) approves denominational areas be set aside for the Waikato Shia Muslim Community and the Waikato Ahmadiyya Muslim Community; and
- c) notes that Memorandums of Understanding will be developed with each party to outline and agree operational expectations relating to the management of areas.

11. Community Occupancy Applications

The Senior Advisor Community and Recreation Facilities took the report as read. She responded to questions from Members concerning the Te Whare o te Ata and Hamilton Harriers Club leases.

Resolved: (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;
- b) approves a new *community group lease* under s54(1)(b) of the Reserves Act 1977, to **Hamilton Harriers Club Incorporated** for land area of 289m² at 1 Hillsborough Terrace (clubhouse footprint), as shown in **Attachment 1**, being Lot 1 DPS 5642, subject to the following terms and conditions:
 - i. Term – 15 years;
 - ii. Rent - \$220.22 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. Special Condition – early termination clause, should the site be required for development of the Aranui water sports hub;
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines.
- c) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Waikato Sport Fishing Club Incorporated** for land area of 289m² at 1 Hillsborough Terrace (clubhouse footprint), as shown in **Attachment 2**, being Lot 1 DPS 5642, subject to the following terms and conditions:
 - i. Term – 15 years;
 - ii. Rent - \$220.22 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. Special Condition – early termination clause, should the site be required for development of the Aranui water sports hub;
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines.
- d) approves a new *community group licence to occupy*, under s54(1)(b) of the Reserves Act 1977, to **River Glade Archers Incorporated** for land area of 6,350m² at Graham Park (archery range and container footprint), as shown in **Attachment 3**, being Sec 1 SO 337569, subject to the following terms and conditions:
 - i. Term – 5 years;
 - ii. Rent - \$1,522.50 plus GST per annum, in accordance with the Community Occupancy Policy;

- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines.
- e) approves a new *community group lease*, under s61(2A) of the Reserves Act 1977, to **Te Whare o Te Ata** for Fairfield Hall building (category 3) being 561m² at Fairfield Park, as shown in **Attachment 4**, being Part Lot 66 DPS 4963, subject to the following terms and conditions:
 - i. Term – 10 years;
 - ii. Rent - 561m² – \$3,856.88 plus GST per annum, in accordance with the Community Occupancy Policy (building category 3);
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines.

12. Resolution to Exclude the Public

Resolved: (Cr Wilson/Maangai Te Ua)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| C1. Confirmation of the Public Excluded Community Committee Minutes - 14 June 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Waikato Regional Theatre Precinct Agreement |) | |
| C3. Recommendations from Public Excluded Community Grants Allocation Sub-Committee Meeting | | |

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 maintain legal professional privilege | Section 7 (2) (g) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C2. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C3. | to prevent the disclosure or use of official | Section 7 (2) (j) |

information for improper gain or improper
advantage

Cr Gallagher left the meeting (1.10pm) at the conclusion of the above item. He was present when the matter was voted on.

The meeting went to Public Excluded session 1.10pm.

The meeting was declared closed at 1.21pm.

Appendix 1



Appendix 2

**Public Forum written submission from Liam Carter
Community Committee, 30/08/2022**

Good morning Councilors

This relates to Item 7, the Disability Policy.

I can't be at this meeting today because I have school, but just wanted to remind you that this policy includes the roading network which needs to be designed for people with different abilities.

The new bike lane that was put into Rostrevor recently shows that the policy wasn't considered, because the cycle wands were put close to the deep drain, and was too narrow to get my trike through safely. If I hadn't seen the drain and the driveway ramp, my trike could easily have tipped over and injured me.

Even people without any disability could have been injured and damaged their bikes riding along there.

I have lots of freedom when I ride around the city, but it needs to be safe.

Please make sure that the transport people understand this when they are designing new bike lanes and fixing ones that are there already.

Liam Carter



Council Report

Item 15

Committee: Council

Date: 14 September 2022

Author: Amy Viggers

Authoriser: Michelle Hawthorne

Position: Governance

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Open Minutes of the CE Review Committee Meeting -
6 September 2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the CE Review Committee Meeting held on 6 September 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - CE Review Committee Open minutes 6 September 2022

CE Review Committee

Komiti kaiwhakahaere matua

OPEN MINUTES

Minutes of a meeting of the CE Review Committee held in Mayor's Boardroom and Audio Visual Link, Municipal Building, Garden Place, Hamilton on Tuesday 6 September 2022 at 9.37am.

PRESENT

| | |
|--|---|
| Chairperson <i>Heamana</i> | Mayor Paula Southgate |
| Deputy Chairperson <i>Heamana Tuarua</i> | Deputy Mayor Geoff Taylor (exclusively via Audio Visual Link) |
| Members | Cr Rob Pascoe Cr Ewan Wilson Cr Maxine van Oosten |
| In Attendance | Lance Vervoort – Chief Executive Greg Tims – Consultant |
| Governance Staff | Amy Viggers – Governance Lead |

24. **Apologies – *Tono aroha***
Resolved: (Cr Wilson/Cr Pascoe)
That the apologies for lateness from Cr Bunting are accepted.
25. **Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Mayor Southgate/Cr Wilson)
That the agenda is confirmed.
26. **Declarations of Interest – *Tauaakii whaipanga***
No members of the Council declared a Conflict of Interest.
27. **Public Forum – *Aatea koorero***
No members of the public wished to speak.
5. **Confirmation of the Open Minutes of the CE Review Committee Meeting of 9 June 2022**
- Resolved:** (Southgate/Pascoe)
- That the CE Review Committee confirm the Open Minutes of the CE Review Committee Meeting held on 9 June 2022 as a true and correct record.

6. **Resolution to Exclude the Public**

Resolved: (Cr Wilson/Cr van Oosten)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|--|--|
| C1. Confirmation of the Public Excluded Minutes of the CE Review Committee meeting of 9 June 2022 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Chief Executives End of Year Review 2021-2022 |) | |

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 to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (a) Section 7 (2) (j) |
| Item C2. | to protect the privacy of natural persons | Section 7 (2) (a) |

The meeting moved into a Public Excluded session at 9.40am.

The meeting was declared closed at am.

Council Report

Item 16

Committee: Council

Date: 14 September 2022

Author: Tyler Gaukrodger

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Elected Member Open Briefing Notes - 10 August
2022

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 10 August 2022 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Elected Member Open Briefing Notes - 10 August 2022

Elected Member Briefing Notes – 10th August 2022 – OPEN

| | |
|--|---|
| Time and date: | 9.30am, 10 th August 2022 |
| Venue: | Committee Room 1, Hamilton City Council and audio visual link |
| In Attendance: | Mayor Southgate (via audio visual link), Deputy Mayor Taylor, Crs Bunting, Macpherson, van Oosten, Thomson, Wilson, Pascoe, Hamilton, Naidoo-Rauf, Gallagher, and Donovan |
| Apology for Full Session: | Cr O’Leary, and Maangai Kana, Te Ua, Thompson-Evans, Whetu and Hill |
| Apologies for lateness/early departure: | Crs Pascoe, Hamilton, Naidoo-Rauf, and Gallagher |

Discussion

The briefing session covered in an open session.

- Disability Policy – 2022 Review and Action Plan
- Public Realm Design Guidelines
- Reform Response Programme Update

There were a few key points arising from the discussion:

1. **Disability Policy – 2022 Review and Action Plan**

The Community and Social Development Manager and Team Leader - Planning & Policy explained that the purpose of the presentation was to receive feedback aspects of accessibility that are missing from the draft disability policy.

Members asked questions in relation to the following:

- disabled community engagement;
- policy purpose;
- feedback post implementation;
- policy scope and inclusiveness;
- limitation of public council space;
- action plan implementation;
- future feedback from disabled community of the Council; and
- resource availability.

2. **Public Realm Design Guidelines**

The Programme Manager Central City and the Project Delivery Team Leader explained that the purpose of the presentation was to ensure there is a consistent look and feel across our central city public realm while supporting the heritage and character of Hamilton Kirikiriroa in both strategic alignment and technical manual aspects

Members asked questions in relation to the following:

- design concerns;
- mana whenua inclusion;
- cultural influence;

- street furniture practicality and play;
- heritage site opportunities;
- resource sustainability;
- multi-use space;
- removal of residential parking;
- imagery limitation
- timeframes;
- consultation with stakeholders;
- high density retro-fitting; and
- pavement durability.

3. **Reform Response Programme Update**

The Project Manager, Special Projects explained that the purpose of the presentation was to inform members of the reform's next steps, consultation undertaken, and exposure draft of the Natural Built proposal.

Members asked questions in relation to the following:

- spatial strategies;
- Regional Council responsibility;
- future sustainable public transport options
- sustainability management;
- environmental considerations;
- systems in place to ensure requirements are met;
- funding;
- metro strategies;
- regional scope; and
- delivery outcomes.

Council Report

Committee: Council

Date: 14 September 2022

Author: Tyler Gaukrodger

Authoriser: Amy Viggers

Position: Governance Advisor

Position: Governance

Report Name: Chair's Report

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

Recommendation – *Tuutohu*

That the Council receives the report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Chair's Report



Chair's Report

The triennium is rapidly coming to an end, but there is a lot of important work to focus on. This includes:

- Staff are currently analysing responses to Plan Change 9, while Plan Change 12 remains open for submissions until the end of September. Following further submissions, the next step will be the Hearings process next year. I would like to thank Crs Hamilton and O'Leary for their leadership in the District Plan Committee, and also Blair Bowcott, Mark Davey and their team delivering this work against a challenging backdrop. I acknowledge the uncertainty and stress this has caused some of our residents who are directly affected, and want to assure them that Council will listen to and consider their concerns. None of us on Council were happy with the stipulations placed upon us by bipartisan agreement in Parliament which removed much of the ability we previously had to manage growth. Our work focuses on a strong *Hamilton* response to the challenges and opportunities to modify any adverse impacts.
- Cr O'Leary and I, along with Andrew Parsons, recently presented Council's and the wider community views on the Water Services Entities Bill to the Finance and Expenditure Committee. This built on our written submission. On behalf of Council, we set out once again our strong concerns with multiple facets of the Bill, and called for it to be revoked.
- As we will discuss at this meeting (and as covered in a briefing recently), negotiations are continuing on our IAF bid. Although there is more work to do, I am excited by the growth of our central city that this bid could unlock, helping to deliver on our agreed priority to create 'a central city where people love to be'.
- Another issue we will cover at this meeting is the replacement of the Resource Management Act, with new legislation due to be released next month. The Spatial Planning Act and the Natural and Built Environments Act will fundamentally change the form and function of councils and how we plan for the future. Council continues to provide feedback and guidance to the Government on this reform programme, and staff will be working to prepare submissions on the Bills when they are released. This will need to be an early priority for the incoming Council next term.

It was a privilege and huge opportunity to be invited as a key speaker to the Affordable Housing Conference in Auckland recently. I talked about the work we are doing to support the work of the Waikato Housing Initiative and the aspirations of our community in Fairfield-Enderley. Although we're all excited by the growth of our city in new suburbs such as Peacocke, one of my priorities as Mayor has been ensuring that older parts of the city are not left behind, and I'm proud of what we're doing in Fairfield-Enderley, alongside community groups, to ensure there is both suitable housing and community infrastructure for those communities. I would like to acknowledge the role of Cr Buntings and Naidoo-Rauf supporting that community. As I've always said, our job isn't just to build houses, but to build communities.

As ever, I would like to thank all Councillors and staff for their hard work to improve the wellbeing of Hamiltonians. I look forward to the last meeting of the triennium when we can honour and celebrate the service of those who are not standing for re-election.

Chair's Recommendation

That the Council receives the report.

Paula Southgate

Mayor Hamilton City

Council Report

Committee: Council **Date:** 14 September 2022
Author: Carmen Fookes **Authoriser:** David Bryant
Position: Senior Governance Advisor **Position:** General Manager People and Organisational Performance
Report Name: Recommendations from Open Committee Meetings

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

Purpose – Take

To seek the Council’s approval of the following recommendations from Committee Meetings:

- a) Finance Committee meeting of 23 August 2022 (Agenda [Here](#), Minutes [Here](#)), in respect of:
 - i. Financial Performance & Strategy Report to 30 June 2022.
- b) Community Committee meeting of 30 August 2022 (Agenda [Here](#), Minutes [Here](#)), in respect of:
 - i. Disability Policy – 2022 Review and Action Plan.
- c) Strategic Risk and Assurance Committee meeting of 13 September 2022 (Agenda [Here](#)), in respect of:
 - i. 2022 Annual Report Update.

Recommendations from the Finance Committee meeting of 23 August 2022

Financial Performance & Strategy Report to 30 June 2022

That the Council:

- a) approves the capital movement as identified in paragraph 33 of the 30 June 2022 Capital Portfolio Monitoring Report;
- b) approves the significant forecast adjustments as set out in paragraphs 59 to 60 of the staff report; and
- c) approves the revised Financial Strategy position for Debt to Revenue, Net Debt and Balancing the Books as set out in paragraphs 62 to 64 of the staff report.

Recommendations from the Community Committee meeting of 30 August 2022

Disability Policy – 2022 Review and Action Plan

That the Council approves the updated Disability Policy.

Recommendations from the Strategic Risk and Assurance Committee meeting of 13 September 2022

2022 Annual Report Update

(To be circulated following the conclusion of the Strategic Risk and Assurance Committee meeting)

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Committee: Council **Date:** 14 September 2022
Author: Lance Vervoort **Authoriser:** Lance Vervoort
Position: Chief Executive **Position:** Chief Executive
Report Name: Notice of Motion - Founders Theatre Site

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

Purpose - *Take*

1. A Notice of Motion was received by the Chief Executive on 6 September 2022.
2. The motion in question is a further motion to the 'Recommendations from Open Committee Meetings (TOTI Business Case Proposal Decision – Founders Theatre Site)' resolution for the 12 May 2022 Council meeting.
3. The Notice of Motion is in accordance with Standing Order 27.

Motion: (Cr O'Leary/Cr Macpherson)

4. That the Council:
 - a) requests staff include in the options paper for purpose-built community facilities that meet the needs for community space in Hamilton, a business case for the establishment or development of a community hub, which includes the Founders site, noting:
 - i. Staff will work with Community Funding Organisations, TOTI and other funders;
 - ii. The report will include independent analysis of the capital budget, operating budget, and fundraising plan for each option;
 - iii. The report will include independent analysis of the costs, benefits, and potential disadvantages of each option (to provide community facilities), including the Founders option, along with an overall comparison of the options and recommendations on the optimum option(s) to progress;
 - iv. The report will be completed and reported to Council for consideration by 1 March 2023; and
 - v. The [12 May 2022 decision](#) to proceed with the 2021-31 Long Term Plan-funded activity for the West Town Belt Implementation – Founders Theatre Site Upgrade Project – will not be acted upon prior to the consideration of the report, but will remain the active Council decision on the future of Founders Theatre unless and until it is superseded; and
 - b) delegates a reference group, consisting of the Mayor, Chair of Community Committee and Chair of Finance Committee (or closest equivalents in the next triennium) review the development of the [options paper][business case] mentioned in a) above).

Attachments - *Ngāā taapirihanga*

There are no attachments for this report.

Council Report

Item 20

Committee: Council
Author: Dan Finn
Position: People, Safety & Wellness Manager
Report Name: Report from the Strategic Risk and Assurance Committee - Safety and Wellness

Date: 14 September 2022
Authoriser: David Bryant
Position: General Manager People and Organisational Performance

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

1. To inform the Council on safety and wellness strategic progress, performance, and activities for the period covering 1 May 2022 to 31 July 2022.
2. The Safety and Wellness Report – 1 May 2022 to 31 July 2022 as presented to the Strategic Risk and Assurance Committee of 13 September 2022 is provided as **Attachment 1**.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Council receives the report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Safety and Wellness Report - 1 May 2022 to 31 July 2022

Council Report

| | | | |
|---------------------|---|--------------------|---|
| Committee: | Strategic Risk and Assurance Committee | Date: | 13 September 2022 |
| Author: | Dan Finn | Authoriser: | David Bryant |
| Position: | People, Safety & Wellness Manager | Position: | General Manager People and Organisational Performance |
| Report Name: | Safety and Wellness Report - 1 May 2022 to 31 July 2022 | | |

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

Purpose - *Take*

- To inform the Strategic Risk and Assurance Committee on safety and wellness strategic progress, performance, and activities for the period covering 1 May to 31 July 2022.

Staff Recommendation - *Tuutohu-aa-kaimahi*

- That the Strategic Risk and Assurance Committee:
 - receives the report; and
 - recommends that the Council receives the Safety and Wellness Report – 1 May 2022 to 31 July 2022.

Executive Summary - *Whakaraapopotanga matua*

- This report is focussed on our continued progress of key strategic activities that are aligned to risks, relationships, and resources. To provide governance with a more comprehensive overview of our progress we have included supplementary updates on wider activities, assurance, and successes.
- Our redeveloped Safety Management System (SMS) has been made available across wider Council with supporting documentation (forms, templates, standard operating procedures, guidelines) being developed and refined. Once finalised these supporting documents will be introduced and made standard.
- Council's replacement safety software system, Ora, was launched during this reporting period. With improved access through mobile application, as well as simplified reporting, we have seen an immediate lift in the number of events being reported. Ongoing training and system support will continue to be provided across Council, with dashboard reporting and data analysis to form part of our continuous improvement programmes.
- Another key activity to note during this reporting period includes progress on our Contractor Management workstream, with important training and documentation being presented to the decentralised health and safety team for their feedback. It is intended that this training would then be presented to those business units who engage contractors regularly to establish a consistent approach and methodology towards key processes.

7. To support our effort and focus on critical risk management, we have engaged Coachio Group to work with us to complete 'Bowtie Risk Assessments' on our organisational wide critical risks. We continue to make some progress in this area, with our resources and effort being prioritised towards completing other workstreams that we have previously reported on. Please refer to the Table 1 below.
8. Staff consider the matters in this report have low significance and that the recommendations comply with Council's legal requirements.

Discussion - *Matapaki*

Strategic Progress - *Te ahunga whakamua rautaki*

9. The following workstreams outline Council's progress on our 'safety reset' activities previously communicated. They are designed to strengthen and support our wider safety and wellbeing strategy and will continue to formulate part of this report until full completion.

| Workstream | Status | Next milestone | Comment |
|------------------------------------|--------|--|--|
| SafePlus review recommendations | 100% | Recommendations completed | Outstanding recommendations have now been completed through the introduction of our finalised SMS and Ora |
| SMS development and implementation | 100% | The Communication Team finalised the design of the SMS. | The SMS has been uploaded under the Safety & Wellbeing Tile on Velocity |
| Technology and communication (Ora) | 100% | The new incident management system (Ora) was launched on 6 July 2022 replacing Vault. | Ora can be accessed via desktop, mobile app and tablet. Training has been delivered over the past 6 weeks |
| Critical risk management | 40% | Organisational critical risks have been confirmed. Risk owners to be identified, along with Project Teams formed | Review previous bowties that have been completed. Coachio Group have been engaged to complete bowtie risk assessment training in August |
| Contractor management | 95% | Finalisation of documentation and formulating process on Promapp. Investigating software to support contractor induction process | Contractor management handbook completed, training to be delivered over September/October, a suite of inspection templates available in Ora to monitor contractors |
| Resourcing and structure review | 100% | The Safety & Wellness Team have a full complement of people now on board. | Aligning with the Business Partnering Model meeting key stakeholders and building on a collaborative approach to support Council in health, safety & wellbeing |

Table 1 Key workstreams

Risks and Incidents - *Ngaa Tuuraru me ngaa Paanga*

10. Incidents profiled for the quarter are summarised in below.

11. There was a total of 34 injuries this quarter, compared to 27 in the previous period. Of those injured, 3 resulted in lost time and 10 required medical treatment. Near hit reporting has slightly reduced from the previous period with 20 near hits recorded.



Council WorkSafe Notifiable Events

12. There were no notifiable events through to WorkSafe from Council during this period.

Contractor WorkSafe Notifiable Events

13. There were 2 events that were notified through to WorkSafe by contractors. Of those notified, 1 was a service strike event, where a pipe was struck, and gas was released. The second was a digger that rolled over approximately 130 degrees as the ground underneath gave way resulting in the digger landing in the river. Further details of these notifiable events can be found in **Attachment 1**.
14. Further information relating to service strikes will be addressed through a separate report provided in the public excluded agenda.

Relationships - *Whanaungatanga*

15. As an organisation we have seen a significant increase in the number sick leave days being used since April 2022. Both Covid-19 and general flu's/illnesses have seen a doubling of the number of days being claimed, putting pressure on teams and some facilities. Council has offered flu vaccinations to all staff and we encourage employees to stay home if they are feeling unwell.
16. During the previous quarter (March 2022) Council, in partnership with **Te Whatu Ora Waikato**, conducted a Work Well survey, which focusses on the following wellbeing topics; mental health, physical activity, smoke-free, breast feeding, alcohol and other drugs, infection controls, and immunisation and hygiene. The level of participation across Council was 27% (370 people), which is a decrease from 31% for the previous survey conducted in 2019.
17. Results from the Work Well survey indicated a total of 88% of participants rated their overall health as good, very good or excellent in comparison to 85% in 2019. Results indicated slightly more workload related stress compared to the previous survey, however the results also showed that respondents were able to maintain a better work life balance (72% in comparison to 61% for the previous survey).
18. Other key insights showed an increase in how respondents perceived their workload, increasing from 34% to 42% since the previous survey in 2019. There was also an 11% increase with 40% respondents saying that they are unable to switch off or relax after work.

19. Action planning by Council's Work Well Committee to address the highlighted areas is underway and this will be endorsed by **Te Whatu Ora Waikato**. Council is currently at Bronze status, however 75% of the Work Well Silver status requirements have been completed and we are aiming to be on track to be awarded Silver accreditation later this year in November.
20. Council continues to engage and participate as part of the **CoLab** health and safety working group, which provides some direction as well as identifying opportunities for Councils to collaborate on important safety and wellbeing topics. Four projects that have been agreed upon include contractor management, health monitoring, aggression and violence and elected member inductions – with the latter being a priority given the upcoming elections.
21. Members from the Safety & Wellbeing Team recently attended the **Safety Leaders' Summit** in Auckland, where there was a common theme highlighted for organisations to foster an environment of trust and create a safe environment for staff to have conversations about their mental health and wellbeing. Senior leaders can play an important part in this by sharing their own experiences and/or advocating for support services. This can help to break down some of the stigma associated with mental health. Upskilling people leaders on how to respond when staff raise concerns or when they are concerned about someone's wellbeing is also important.
22. To make it easier for our people to report these types of events, Ora includes sensitive reporting, whereby staff can report in confidence to the Safety and Wellbeing Team. Through improved and regular engagement with ELT will have increased oversight around mental health, which is one of Council's thirteen critical risks identified.
23. The Safety Governance Committee (SGC) met on 2 June 2022. The next meeting is scheduled for 7 September 2022. An excerpt from the minutes is below, and the full minutes are provided as **Attachment 2**.

'Mental Health was at the forefront of the SGC meeting with a presentation by Brad Norris of Synergy Health of their wellbeing platform. Mark Turner, Curator at the Hamilton Zoo then shared his insights and leadership knowledge with the Committee of his experience over 36 years in the industry and caring for animals and the mental health impact.'

Resources - Rauemi

24. Resources across the Safety & Wellbeing Team have incurred some absences resulting from Covid and other illnesses, similar to other teams across Council. The Safety and Wellbeing Business Partner who had a serious non work injury in early November 2021 has commenced on a return-to-work programme. The wider team continues to pick up additional responsibilities and cover important work during this limited and extended period.

Assurance - Kii Taurangi

25. Council's 'State of Safety' review that has been previously reported on forms part of the audit and assessment element of our SMS. Designed to measure the level of safety maturity across Council, the updated heatmap (**Attachment 3**) provides visibility on the progress of corrective actions assigned to each business unit. There has been significant improvement since our last report, attributed to the work undertaken by those teams and through our business partnering support.
26. It remains our intention to undertake further self-assessment audits to satisfy our own compliance requirements before engaging an external auditor to reassess our safety standards, practices, and progress towards continuous improvement. The completion of these projects/undertakings link directly into the assurance pillar of the SMS.

Success and Recognition - *Angituutanga me ngaa Mihi*

27. The Safety and Wellbeing Team were invited to run an activity at the Parks and Recreation Safety Day 2022. The team ran an interactive and fun activity to educate those teams on how to use Ora. The Parks and Recreation Teams were very engaged and interested in how the new incident management system affected them in their role, how they could use it and the difference it would make to them having the ability to report safety events in real time.



Financial Considerations - *Whaiwhakaaro Puutea*

28. This is a regular operating activity funded through the Long-Term Plan.

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

29. Staff confirm that any recommendations in this report comply with Council's legal and policy requirements.
30. Staff have also considered the key considerations under the Climate Change Policy and have determined that an adaptation assessment and emissions assessment is not required for the matter(s) in this report.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

31. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental, and cultural wellbeing of communities in the present and for the future ('the 4 well-beings').
32. The subject matter of this report has been evaluated in terms of the 4 well-being's during the process of developing this report.
33. This report addresses matters of safety and wellbeing. There are no known social, economic, environmental, or cultural considerations associated with the matters in this report.

Risks - *Tuuraru*

35. There are no risks associated with the recommendations in this report.

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

Significance

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

Engagement

37. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Notifiable Events

Attachment 2 - Safety Governance Committee Meeting Minutes 2 June 2022

Attachment 3 - State of Safety Update

Notifiable Events

During this reporting period (1 May 2022 to 31 July 2022) there were 3 notifiable events involving contractors. A brief summary is below: (WHAT ABOUT SERIOUS NEAR HITS OR SERIOUS HARM)

| Date | Incident summary | Status |
|-------------|--|---|
| 1 July 2022 | <p>WorkSafe Notifiable – Contractor Work was being completed on the river walkway and rock was placed and spread on the particular section. The digger driver was sitting in the digger and waiting for the last small load of brown rock to cover the final 1-2m cloth.</p> <p>While waiting for the truck to reverse, the driver felt the excavator start to move, and they quickly exited through the door on the bank side as they were facing the south waiting for the truck to come back. The digger turned over approximately 130 degrees resting on its boom just above the waterline. It revved to a stop.</p> | <ol style="list-style-type: none"> 1. Prevention to stop any spillage of any waste into the waterways took place 2. Both Hamilton City Council and Waikato Regional Council were notified 3. WorkSafe were notified. <p>Next Steps:</p> <ul style="list-style-type: none"> • The rescue of the machinery was successful. • The investigation has been completed and the findings will be available shortly when the close out report is done. |
| 5 July 2022 | <p>WorkSafe Notifiable – Contractor The Drilling crew of the contractor were beginning to drill out for the next shot and upon drilling the first rod in the ground an unknown gas service was struck. This service was not shown on the plans or marked out. The depth was roughly 500mm in the road reserve.</p> | <ol style="list-style-type: none"> 1. Nearby residents were informed of strike and told to close windows 2. WSP (consultants) and First Gas contacted 3. Worksafe were notified 4. HCC contacted about incident 5. Gas main and temporarily repair completed at approx. 4pm |

Meeting Minutes

Safety Governance Committee

| | |
|----------------|---|
| Time and date: | 1:30pm, Thursday 2 June 2022 |
| Venue: | Hamilton Gardens |
| In Attendance: | Greg Dearsly (Independent Chair), Lance Vervoort (Chief Executive), Dan Finn (People, Safety & Wellness Manager), David Bryant (GM POP), Helen Paki (GM Community), Marie Snowball (Safety & Wellbeing Lead), , Claire Toko (H3), Dion Liddell (AWUNZ), Tania Hermann (City Delivery), Eeva-Liisa Wright (Infrastructure Operations), , Ewan Wilson (Elected Member), Olly Te Ua (Maaori Rep) Virginie Maene (Minutes), Mark Turner (Zoo Representative), Julie Ambury (Enterprise Risk Lead), Leanore Bullen (Safety and Wellness Business Partner, Brad Norris (Synergy Health Ltd) |
| Apologies: | Tracey Wood |

1. Welcome

Meeting opened by the Chair, marking this first face to face meeting since over a year a momentous occasion. Guests are Mark Turner, Leanore Bullen and Brad Norris from Synergy Health Ltd.

2. Confirmation of previous minutes and review of the Action Register

The minutes of the Safety Governance Committee Meeting held Monday 11 April 2022, have been confirmed.

Moved by: Lance Vervoort
Seconded by: David Bryant

The previous meetings action register was reviewed and amended as follows:

| Action | Assigned To | Due Date | Comments | Status |
|--|----------------|--------------|---|-----------|
| Speak to Lee-Ann Jordan and Kelvin Powell on setting up interdepartmental learning with Mark's team/leadership | Helen Paki | Next meeting | | |
| Investigate if the Chaplain/Counsellor service could be rolled out across the whole organisation | Marie Snowball | Next meeting | Service can be scaled up if require, based on interest and operational need | Completed |
| Review regulations for Plant, Structures and Working at heights and consider how these will apply to HCC | Marie | Next meeting | Considered approach using the hierarchy of control | Ongoing |

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3. Work Well Survey – key finding and insights

Leanore Bullen presented the Work Well Survey key findings and insights.

The following questions were asked by the Committee:

Q. What is the plan for the team to get out and learn about the Critical Risks?

A. Our Business Partners work closely with the leadership teams and always communicate with the team first. We will start doing this now.

Q. Can we see more results and statistics at this level? e.g., notifiable events and near hits – good stats and trends. It's something that we need to keep looking at – comparing results as we go on and keep our eye on that.

A. Ora has that in mind, we will be able to see trends and be more proactive.

Some comments on the presentation are listed below:

- We need work on normalising mental wellbeing, especially for ELT and all leaders.
- Mental health still has a stigma of being weak and incapable, we all need to be talking about it more.
- We need to recognise that the mental health system in NZ is broken and therefore we need to take responsibility as an employer by checking in with our staff and offering EAP and VITAE.
- Health insurance and culture are really important – a good leader is one who staff can trust and can talk to, who cares about their wellbeing.
- We need to recognise that we are protecting people's mental health at work.
- Sometimes it's small things like a personal thank you or a barbeque after work that can make a big difference.
- Remuneration becomes very relevant when people are having mental health issues themselves or in their family.
- There is nowhere to go for suicidal people.
- We always approve extra sessions with counsellors when requested.
- Use of EAP is underutilised, we need to promote it more to ensure people make use of it.
- EAP provided on site has proven effective as it breaks down barriers and builds one on one relationships.
- City Delivery and Waters used to have a chaplain visit on a regular basis and have one on one care conversations with staff, this was well received, and people liked it.
- We need to teach people the skills to talk to someone and check in with them – everyone has mental health issues.
- We need to become more innovative and give people the tools to assess where they are at every day so they can recognise that they may be under stress and have less good judgement.

4. Mental Health and Wellbeing

Brad Norris, organisational psychologist from Synergy Health provided an overview of the tool they offer which has different platforms and offers great workshops around mental health.

The following questions were asked by the committee:

Q. How do we get assurance that leaders are adopting it?

A. The assurance pillar will ensure that it is being adopted and that we are supporting people to be successful.

Meeting Minutes

Q. How would we ensure it's relevant to all staff?

A. Our engagement levels are so high because of customisation – instead of already engaging the engaged.

5. Critical Risk Deep Dive – Caring for animals and mental health impact.

Mark Turner, Curator at the Zoo shared his insight and leadership knowledge with the Committee.

- 36 years in the industry.
- Wellington Zoo/Melbourne Zoo/Tiger handler at Australia Zoo/Hamilton Zoo.
- Impossible not to get attached to animals and sickness/death affects people differently.
- When one of the wild hunting dogs died after giving birth and considering it had been a very difficult breeding program it was tough for the staff.
- We took the whole team out for dinner a couple of days afterwards and we received great support from Lee-Ann Jordan.
- 35 years ago, there was no emotional support when an animal was sick or passed away – HCC does this very well – better than Australia Zoo, there is a much higher emphasis on H&S including Mental Health.
- When working with Dangerous animals like tigers or chimps it's vital that staff are mentally stable to do that safely.
- We try to ensure people are in a good headspace and we give the opportunity to work in another section until better.

The following questions were asked by the committee:

Q. How could we be supporting staff more?

A. It would be helpful if someone would be on site at the Zoo to support wellbeing more often, Marika comes out once a week.

Q. Is there enough of a filter if someone is going through stress? Can you pick it out?

A. Yes, if there is any concern at all we step them down. There are always two people in a team looking after tigers. When people are stepped down, we make clear it's not a punishment.

Q. Could the Vitae chaplain service be of help?

A. The Vitae chaplain service is great, people used to book time with them on a regular basis.

Q. Is there an opportunity for other parts of council to connect with Mark's team to enable interdepartmental learnings?

A. Helen Paki will talk to Lee-Ann and Kelvin

6. General Discussion – around the table

- Tapping into the right people who show a great level of expertise is a key takeaway making sure that we partner and tap into knowledge.
- Interaction and discussions are very helpful to get a glimpse into the organisation.
- I am really focused on our holistic approach – we need to give people the tools to bring their best self to work – Leanore will start visiting the Zoo on a more regular basis
- This proves how important communicating is and the focus of team and understanding your role as a leader-leveraging
- I like seeing the growth and interaction from Marie's team with people on the ground.
- Great first meeting – good conversation and the meeting has triggered good action points.
- It's good to know we have such a great team looking after staff and animals in our care at the Zoo.
- Looking forward for us is covid anxiety – there is a lot of it in our org – protecting people – human perception that is more important than

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- Good conversations were had and it's great to see new people.
- Being close to the front line is the best part of this meeting. We need more transparency and how we can share our learnings across council. ORA will help with this.
- Chaplain service – could we spread that across org especially with covid?
- Mixed feelings on synergy health presentations, it needs to resonate with people and unsure if people will read it/value for money?

7. Completed Actions Register

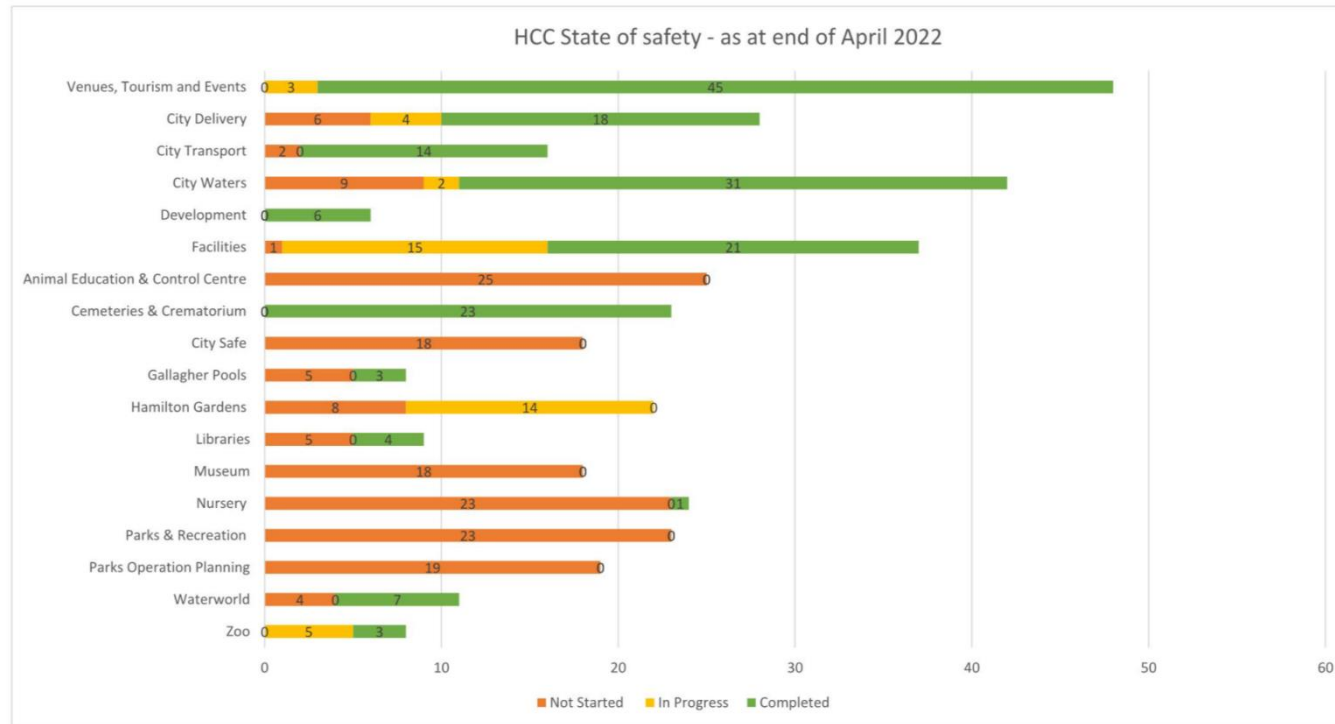
| Action | Assigned To | Due Date | Comments | Status |
|--|-------------|--------------|--|-----------|
| Plant, Structures and Working at heights – New regulations | H&S Team | Next meeting | Amanda Barlow presented on this item during this meeting | Completed |
| Looking at make-up of committee. | Dan | Next meeting | Eeva-Liisa should be here from Infrastructure Operations. Their group has a lot of critical risks areas. Let's review annually, we might swap areas around, so all the exec team gets some exposure. | Completed |
| It was agreed more time was required to digest the Monitoring What Matters survey results and discuss at next meeting. | Dan Finn | Next meeting | | Completed |
| Further follow up from Governance to confirm Safety and Wellness updates to be included at full Council Meetings. | Dan Finn | | Dan to discuss with Becca, more discussion on that. Minutes and reports will go to full council and SRA - quarterly | Completed |
| Ensure presentations and documents relating to the next meeting are sent out in advance | Marie/Dan | Next meeting | To provide members with time to review and consider questions as part of the discussion | Completed |

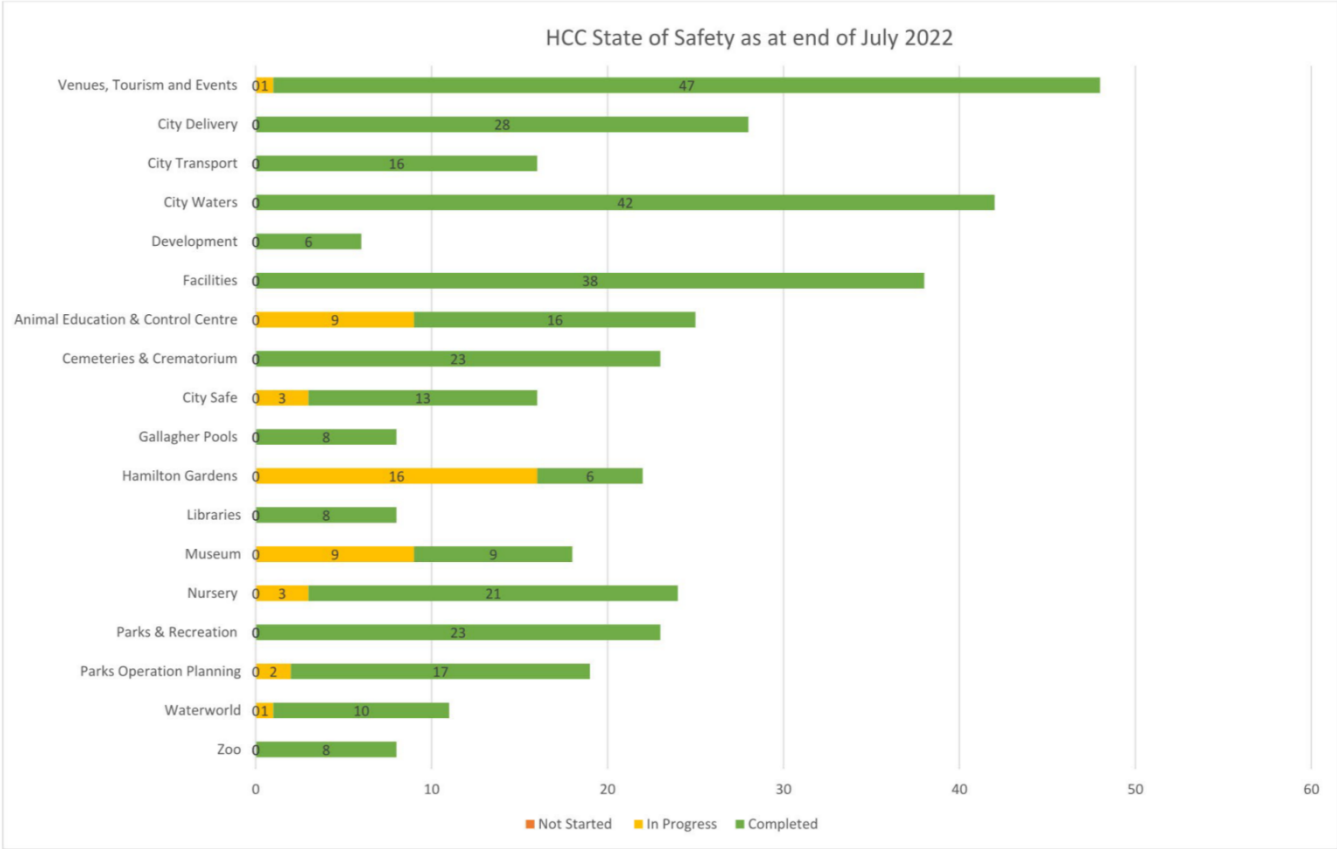
Meeting Minutes

| | | | | |
|---|-----------|--------------|---|-----------|
| Review previous work done by staff on controls for Critical Risks | Dan/Marie | Next meeting | Staff previously came up with ideas, that we need to consider and to take onboard. Critical risks reviews booked for November and to be facilitated by Coachio | Completed |
|---|-----------|--------------|---|-----------|

The meeting was declared closed at 3:30pm

State of Safety Review — Progress update July 2022





2

Council Report

Committee: Council **Date:** 14 September 2022
Author: Liz Cann **Authoriser:** Helen Paki
Position: Aquatics Manager **Position:** General Manager Community
Report Name: River Safety Project Funding Update

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

Purpose - *Take*

- To seek approval from the Council of the proposed approach to fund three Waikato River safety actions.

Staff Recommendation - *Tuutohu-aa-kaimahi*

- That the Council
 - receives the report;
 - approves **Option 2** (of the staff report), funding for the trial of increased riverside presence by City Safe Staff if the current funding application is not successful, noting that the River Safety Education Trial and Part 2 of the Communications Strategy would not be completed unless Council received external funding; and
 - approves \$60,000 be redirected from River Infrastructure funding (available 2022/23 and 2023/24) to enable b) above.

Executive Summary - *Whakaraapopotanga matua*

- New Zealand's drowning rates were highlighted through the 2021/22 summer swimming season. Through the Hamilton City Council Aquatics Strategy's outcome four "Haumarua Wai", Council have committed to supporting the safe use of natural water sources.
- At the 14 June 2022 Community Committee meeting eight actions were approved to mitigate some of the risk associated with river use.
- Most of the actions will be funded through current operating budgets, however three actions (a river safety education trial, and a trial of increased riverside presence by City Safe, and partial funding for a Communication Strategy) require external funding of \$146,000.
- Staff applied to Water Safety New Zealand for \$130,000 for a trial of increased riverside presence by City Safe, and partial funding for a Communication Strategy. Council is awaiting on the outcome of the application.
- Staff submitted an Expression of Interest for \$16,000 Sport Zealand's Tu Maanawa fund to fund a River Safety Education Trial. The opening date for the fund is set for 5 September 2022.
- Staff recommend **Option 2**, that only the trial of increased riverside presence by City Safe Staff is undertaken if the current funding application is not successful and that River Safety Education Trial and Part 2 of the Communications Strategy would not be completed.

9. Staff consider the matters in this report have medium significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

10. Natural bodies of water, such as the ocean or river, provide opportunities for aquatic recreation and contribute to cultural, physical and social benefits for our community. Use of natural water sources, however, come with higher levels of drowning risk.
11. At the 2 March 2022 Community Committee meeting, strong concern was expressed about water-related safety risks and staff were requested to investigate what actions could be undertaken to improve water safety outcomes within the city. The Waikato River is a popular natural water source for people to swim, manū and recreate, especially from labour weekend until Easter.
12. The Hamilton City Council Aquatics Strategy 2021-2031 was adopted by the Community Committee at the 25 November 2021 meeting. The Aquatics Strategy outcome 4 "Haumarū Wai" is about how council can support the safe use of natural water bodies.
13. The Vision and Strategy for the Waikato River - Te Ture Whaimana o Te Awa o Waikato as the primary direction setting document for activities that affect the Waikato River must also be considered. This strategy should help to guide council's interactions with the Waikato River, working towards supporting the aspirations of the Waikato River Authority.
14. Staff have developed actions to mitigate some of the risks associated with recreational river use. At the 14 June 2022 Community Committee Meeting ([Agenda](#), [Minutes](#)) the following actions were approved:
- i. Risk and River User enquiry
 - ii. Investigation to improve public access to aquatic facilities
 - iii. River safety education trial for schools and migrants
 - iv. A Regional Communications Strategy (partially requires external funding)
 - v. Training for Parks and Recreation Staff who work near the river
 - vi. Trial of increased riverside presence by City Safe staff
 - vii. Improved signage in known risk areas
 - viii. River Infrastructure inspection programme
15. At the meeting, five of the eight options were approved to be fully funded through current operating budgets, and that the remaining actions would be delivered if external funding could be secured.
16. In addition, staff applied to Water Safety New Zealand for \$130,000 to help achieve the other three options, and at the time of writing are waiting on the outcome of the application.
17. Staff submitted an Expression of Interest for \$16,000 Sport Waikato's Tu Maanawa fund, and a decision about the fund is expected before the summer swimming season begins.
18. The River Safety Partner's forum has been formed to include Hamilton City Council representatives, Local Government, Haapuu and Iwi, Regional Sports Trust, rivers user groups and Police. As the implementation of the action plan develops, staff will continue to work with forum partners to identify further opportunities to collectively improve river safety outcomes.

Discussion - *Matapaki*

19. Staff applied for funding for three actions (a river safety education trial, and a trial of increased riverside presence by City Safe), and partial funding for a Communication Strategy.

Trial of increased riverside presence by City Safe Staff

20. The river area from Wellington Street Beach to Hamilton Gardens has been identified as having a high level of use during the summer months. The action proposes that City Safe staff would patrol this area for the 6 summer months, Wednesday – Sunday, 10.30am – 7pm.
21. This presence of City Safe staff is likely to bring other benefits to recreational users of the river areas, for example, creating an increased sense of safety for river path users.
22. The trial will also enable the collection of data about river use, including information about numbers of users, user behaviour and any potential risks to be addressed by the River Safety Partner's forum.
23. The entire cost of the trial would be \$120k, \$60k of which was approved by the Community Committee at the 14 June 2022 meeting.

River Safety Education Trial

24. The River Safety Education trial would deliver practical and theoretical education, for Fairfield Intermediate, Melville Intermediate, Hamilton Junior High and Maeroa Intermediate students. In partnership with Hamilton Multicultural Services Trust, education will be delivered to 80 refugees, migrants and evacuees with the assistance of multiple interpreters.
25. Staff have applied for funding from the Te Maanawa Fund which is administered by Sport Waikato.
26. The education trial would include the following aspects:
- i. How to swim and recreate safely with someone else
 - ii. Know the depth and check for submerged objects
 - iii. Ability to recognise the features of a river, effect of weather events
 - iv. Recognise safe entry and exit points
 - v. How to safely provide support to someone needing assistance
27. The cost of the education trial is estimated at \$16k, which is expected to be delivered through external funding.

Communication Strategy

28. The Communication Strategy is made up of two parts.
29. **Part One** would use existing Council communications channels to deliver key safety messages for river users, a process around Rahui and safety warnings after a storm event. This work would be carried out as a business-as-usual activity through existing budgets.
30. **Part Two** of the Communication Strategy would be undertaken by an external agency to provide a partnership approach to encourage river user behaviour change.
31. The costs associated with part two of the Communications Strategy are approximately \$70k and has been included as part of an external funding application with Water Safety New Zealand.

Options

32. At the time of writing, Council had not received a decision from Water Safety New Zealand about whether the funding application has been successful.

33. Staff have been notified that Te Maanawa funding will open in early September with a decision expected a few weeks later.
34. If funding is not approved the Council may choose from the following four options:

| Option | Outcome | Costs |
|--|---|---|
| Option 1: Mitigation actions are not delivered | If funding is not received the unfunded actions will not be delivered over the 2022/23 swimming season. Staff would continue to work with the River Safety Partner's Forum to identify future opportunities to carry out the work. | No costs associated |
| Option 2: Scaled down Mitigation actions - Trial of increased riverside presence by City Safe staff | The trial of increased riverside presence by City Safe staff would be funded through the redirection of operational funding. Part 2 of the Communications Strategy and the River Education Trial would not be completed. The education trial would not go ahead unless external funding is granted. As part of the trial, City Safe staff will gather information to inform the River Infrastructure Programme. | \$60,000 redirected from River Infrastructure funding (available 2022/23 and 2023/24) |
| Option 3: Council partly funds the three unfunded actions | The currently unfunded (<i>excluding</i> Part 2 of the Communications Strategy) would be funded | \$76,000 |
| Option 4: Council funds the three unfunded actions | The currently unfunded (<i>including</i> Part 2 of the Communications Strategy) would be funded | \$146,000 |

35. Staff recommend **Option 2**, scaled down Mitigation actions which includes trial of increased riverside presence by City Safe Staff, the River Safety Education Trial and Part 2 of the Communications Strategy would not be completed unless Council received external funding.
36. Staff recommend this option because it is a cost-effective way of trialling safety improvements that are expected to have a positive impact on improving river safety.
37. Currently operational funding is budgeted for 2022/23 and 2023/24 to carry out investigative work for the River Infrastructure Programme. Staff will enable City Safe staff to effectively gather information throughout the trial to inform the programme.
38. If the full \$146,000 in external funding is received prior to November 22 all three actions for the Education trial, City Safe Staff and Communication plan will be delivered and the Council will be notified via Elected Members update.

Financial Considerations - *Whaiwhakaaro Puutea*

39. Staff have identified the ability to apply or redirect existing budget to achieve the actions outlined in this report if external funding is insufficient.
40. Budget would be redirected from the River Infrastructure Investigations fund.

41. The financial implications of all components of **Option 2** are as follows:

| Item | Cost |
|--|-----------------|
| Communications strategy (Part 1 only) | No cost |
| Trial of increased riverside presence by City Safe staff | \$60,000 |
| Total | \$60,000 |
| Total covered by existing budgets | \$60,000 |

42. Staff confirm that this option would have no impact on Council's revenue and financing policy 2022/2023.

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

43. Staff confirm that the recommendation complies with the Council's legal and policy requirements. As per the Health and Safety act s36(3f) as a PCBU Council should as far as reasonably practicable ensure *'the provision of any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking'*.
44. Staff have considered the key considerations under the Climate Change Policy and have determined that an adaptation assessment and emissions assessment is not required for the matter(s) in this report.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

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

Social

48. Our natural bodies of water are places of significant importance to our residents. Through providing options that help to reduce the risks associated with natural bodies of water Council is supporting social wellbeing.
49. Natural bodies of water are places of gathering, sites of recreational enjoyment, and places of spiritual significance. They are accessible at low/no financial cost to residents and visitors. Safe access to these features/benefits supports social wellbeing.

Economic

50. The river is a significant economic benefit to our city, providing relief from the built environment, helping to contribute to the Council's aspiration of being a city where people want to live. However, drownings or near drownings negatively impact the economic value of the river and decrease perceived liveability of the city. Reduction in drownings and near drownings helps to mitigate these negative economic impacts.

Environmental

51. Safe interactions and connections to the river and other natural bodies of water can support a growth of knowledge and passion for the environment. Additionally, Water Safety education promotes respect for natural bodies of water, encouraging residents to care for and protect these natural assets reducing our community's negative impact on the environment.

Cultural

52. The Waikato Awa, and water in general terms, hold strong significance for Maaori. The water safety approach will be guided strongly by Te Ao Maaori in terms of connecting with the natural world and respecting the power of the awa. Council will be guided by continued conversations with Waikato-Tainui.
53. Our natural water bodies are regularly used by a wide range of cultural groups for recreational activities. The water safety approach will consider recreational users. The objective will be to determine the means to increase safety and safe decision making to ensure all Hamiltonians, and visitors to our city, share in our valuable natural resources.

Risks – Tuuraru

54. If Option 2 is not approved the status quo will be maintained and there will be limited ability for Council to mitigate risk to community members accessing natural bodies of water, including the Waikato River.
55. Any approaches and initiatives that are implemented will need to be monitored to mitigate for the risk of unintended negative consequences.

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

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

Engagement

57. Given the medium level of significance determined, the engagement level is medium. No engagement is required.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Committee: Council **Date:** 14 September 2022
Author: Alice Morris **Authoriser:** Blair Bowcott
Position: Principal Planner **Position:** General Manager Growth
Report Name: 2022/23 Heritage Fund Allocation

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

Purpose - *Take*

- To inform the Council on the 2022/23 Heritage Fund Allocation round.
- To seek the Council's approval of the allocation of the budgeted \$80,000 Heritage Fund.

Staff Recommendation - *Tuutohu-aa-kaimahi*

- That the Council:
 - receives the report; and
 - approves the allocation of the 2022/23 Heritage Fund to the recipients as set out in **Attachment 1** of the staff report.

Executive Summary - *Whakaraapopotanga matua*

- The Heritage Fund was first established through the 2015-2025 10-Year Long Term Plan, for an annual amount of \$100,000. The Heritage Fund amount in the 2021-2031 Long Term Plan is now \$80,000 per annum. Through the Long-Term Plan \$20,000 was removed from the original \$100,000 Heritage Fund per annum allocation and forward funded in one lump sum for the seismic strengthening of Beale Cottage, Hamilton's oldest known building.
- Since 2016, the Heritage Fund has positively assisted with maintaining and retaining Hamilton's heritage scheduled items. The Council's financial assistance helps ensure scheduled items and sites do not fall into disrepair, that they remain in good upkeep for current and future generations of Hamiltonians and visitors to enjoy and appreciate. These items and sites contribute positively to the quality of the environment and to sense of belonging and identify by the City's residents and visitors. The scheduled items and sites play an important part in telling Hamilton's growth and development story.
- Eight applications have been received for the 2022/2023 round; seven are deemed eligible to receive funding.
- Staff assessments and comments from the Urban Design Panel are in **Attachment 2**.
- Staff consider the decision in this report has low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

- The Council's Heritage Fund aligns with actions set out in the 2016 Heritage Plan.

10. There have been six funding rounds since 2016, supporting 69 projects. These projects have included heritage conservation plans, building assessment reports, earthquake strengthening, restoration and repair, and maintenance that is not considered normal building maintenance.
11. Applications for this funding round were called for between 10 June 2022 and 10 July 2022. Eight applications were submitted via Smarty Grants; seven have been deemed to meet the eligibility criteria set out in the Historic Heritage Fund Guideline.

Discussion - *Matapaki*

12. The seven eligible heritage projects are for physical works (joinery repair, exterior painting and seismic strengthening) as well as for the preparation of technical reports to support future works.
13. Five of the seven applications have been supported through previous Heritage Fund rounds. The ongoing support of these buildings ensures the protection of these scheduled items, and enables the staging of larger, more costly works such as earthquake strengthening or the repair of bespoke features.
14. The distribution of the Heritage Fund to the seven eligible applications has been based on the proposed works, whether these works are a continuation of works Council has been supporting through past funding rounds, and if, following advice from the Urban Design Panel's heritage expertise recommends the need for conditions reports before the physical works are started (refer to Attachment 2). There has also been the need to 'juggle' the allocation of the \$80,000 with some applicant's requested sum being marginally reduced or significantly cut. Doing so ensures Council can support all eligible applications.
15. The provision of the Heritage Fund gives effect to one of the actions of the Heritage Fund and the implementation of the Historic Heritage Funding Guidelines. If the recommendations are not approved the available funds will not be utilised as anticipated in the 2021-2031 Long Term Plan.

Options

16. No options are available for Council to consider as not allocating the Fund would not give effect to the intent of the Heritage Fund as set out in the funding guidelines.

Financial Considerations - *Whaiwhakaaro Puutea*

17. This is a regular operating activity funded through the 2021-2031 Long Term Plan.
18. The table below sets out the funding allocation for this funding round:

| Overall Funding allocation breakdown for the financial year (2022/23) | |
|--|---------------|
| Annual Heritage Fund \$80,000.00 | |
| Total cost of the proposed works by all eligible applicants | \$245,100.65* |
| Total amount of funding being sought from the Heritage Fund | \$126,115.23* |
| Total amount recommended to be allocated | \$80,000.00 |
| Un-allocated funds | \$0.00 |
| *Excluding the ineligible application (HF 02) | |

19. The table below summarises the funding allocation recommendations that are set out in full in **Attachment 1**:

| Fund Ref # | Applicant | DP Heritage building # | Proposed Works | Recommended funding |
|------------------------|---------------------------------------|--|---|---------------------|
| HF 02 | J Jamieson | This <u>was not an identified heritage building</u> at the time of this funding round. As a result of the notification of Plan Change 9 this building may be eligible to apply to the 2023/24 funding round. | Borer treatment | \$0.00 |
| HF 03 | G. Ji | H76 – House, 1331 Victoria Street | Roof and window repairs | \$16,500.00 |
| HF 05 | YWCA of Hamilton | H137 – Episcopal Chapel (former) Hamilton YWCA, 28 Pembroke Street | Seismic Strengthening works | \$ 5,600.00 |
| HF 06 | XANDRA Limited | H73 – Alexandra Building, 221 Victoria Street | Restoration work to front façade | \$ 9,000.00 |
| HF 07 | P van der Zee | H30 – Riverlea House, 10 Silva Crescent | Repairs to timber joinery, weatherboard and decorative bargeboards | \$ 2,000.00 |
| HF 08 | D Graham | H19 – Central Hotel, 27 Hood Street | Seismic Strengthening assessment | \$ 1,800.00 |
| HF 10 | P Hart | H49 – Waipahihi House, 129 Cambridge Road | Repair of bespoke guttering and replacement of water damaged cladding | \$11,500.00 |
| HF 11 | Waikato Cathedral Church of St Peters | H4 - St Peter's Cathedral - 51 Victoria Street | Earthquake strengthening investigations | \$33,600.00 |
| Heritage Funding Total | | | | \$80,000.00 |

20. The fund is allocated yearly and taken up during the financial year it is allocated in. Funding of projected cannot be carried over through multiple funding rounds; or if the allocated fund is unable to be used during that funding year presently that cannot be accrued into the following fund round.
21. Plan Change 9 – Historic Heritage and Natural Environment has added an additional 182 built heritage items, 32 Historic Heritage Areas and 57 additional archaeological sites to the district plan. There is a financial cost to the owners of properties that are identified for their heritage significance. To ensure Council is appropriately supporting the City's heritage the quantum of the existing heritage funding of \$80,000 and other support mechanisms (e.g. wavering of the resource consent lodgement fee) that are available to private landowners will need to be reviewed as part of the 2024-2034 Long Term Plan work.
22. Specifically the review will need to consider the present assistance provided for scheduled heritage, the total budget provided, the criteria of eligibility and what fees can be waived.

23. A review of the 2016 Heritage Plan and Historic Heritage Funding Guideline was commenced in mid – 2021, but due to Covid and other staff work commitments that has not been progressed beyond community engagement. The City Planning Unit are considering when to re-initiate this work based on work programme priorities.

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

24. Staff confirm that the allocation of the Heritage Fund as proposed complies with the Council's legal and policy requirements.
25. Under the Resource Management Act, historic heritage has value and needs to be safeguarded for future generations.
26. Staff have considered the key considerations under the Climate Change Policy and have determined that an adaptation assessment and emissions assessment is not required for the matter(s) in this report.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

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

Social

30. An appreciation of the past contributes to a sense of identity and belonging for residents and visitors to Hamilton.
31. Historic Heritage is a resource that contributes to an understanding and appreciation of the past that is derived from archaeological, architectural, cultural, historic, scientific and technological qualities.

Economic

32. The Heritage Fund positively assists with maintaining and retaining Hamilton's scheduled heritage items. It assists with the maintenance and repair of scheduled items to ensure those identified continue to be used and contribute to the quality of the city's environment.
33. Providing the Heritage Fund actively supports Sustainability Principle 3: Council anticipates and acts to prevent or mitigate environmental degradation where there are threats of serious or irreversible damage.
34. Plan Change 9 – Historic Heritage and Natural Environment has added an additional 182 built heritage items, 32 Historic Heritage Areas and 57 additional archaeological sites to the district plan. There is a financial cost to the owners of properties that are identified for their heritage significance.

Environmental

35. The types of historic heritage being considered through this round are not defined as being of the natural environment. Nevertheless, retaining, repairing and continued use of these buildings does ensure waste minimisation.

Cultural

36. Supporting the owners of scheduled heritage items assists with retaining these items to ensure the city's communities can continue to engage with the tangible connections of Hamilton's past.
37. The decision to allocation funding has no impact on Maaori or their opportunities to contribute to the decision-making process for heritage protection in general. Note that there has been full engagement with Mana Whenua on Plan Change 9 – Historic Heritage and Natural Environment.

Risks - *Tuuraru*

38. The risk of not allocating funds will result in the Council not giving effect to the intent set through the Long-Term Plan and the Heritage Plan.

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

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

Engagement

40. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - 2022/23 Heritage Fund Allocation Recommendations

Attachment 2 - Urban Design Panel comments

Attachment 1: 2022/23 Heritage Fund Allocation Recommendations –

| SUMMARY of the Heritage Fund Allocation Recommendations | | | | |
|---|---------------------------------------|---|---|---------------------|
| Fund Ref # | Applicant | DP Heritage building # | Proposed Works | Recommended funding |
| HF 02 | J Jamieson | This was not an identified heritage building at the time of this funding round. As a result of the notification of Plan Change 9 this building would be eligible to apply to the 2023/24 funding round. | Borer treatment | \$0.00 |
| HF 03 | G. Ji | H76 – House, 1331 Victoria Street | Roof and window repairs | \$16,500.00 |
| HF 05 | YWCA of Hamilton | H137 – Episcopal Chapel (former) Hamilton YWCA, 28 Pembroke Street | Seismic Strengthening works | \$ 5,600.00 |
| HF 06 | XANDRA Limited | H73 – Alexandra Building, 221 Victoria Street | Restoration work to front façade | \$ 9,000.00 |
| HF 07 | P van der Zee | H30 – Riverlea House, 10 Silva Crescent | Repairs to timber joinery, weatherboard and decorative bargeboards | \$ 2,000.00 |
| HF 08 | D Graham | H19 – Central Hotel, 27 Hood Street | Seismic Strengthening assessment | \$ 1,800.00 |
| HF 10 | P Hart | H49 – Waipahihi House, 129 Cambridge Road | Repair of bespoke guttering and replacement of water damaged cladding | \$11,500.00 |
| HF 11 | Waikato Cathedral Church of St Peters | H4 - St Peter's Cathedral - 51 Victoria Street | Earthquake strengthening investigations | \$33,600.00 |
| Heritage Funding Total | | | | \$80,000.00 |

| Table A – Heritage Fund Allocation Recommendations | | | |
|---|--|------------------------|----------------|
| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
| HF 02 | J Jamieson | N/A - 43A Nixon Street | \$3,091.03 |
| Proposed Works | Essential repairs – borer treatment of exterior walls and the replacement of weatherboards | | |
| Recommendation | | | |
| Funding | \$0.00 | | |
| Reasons | <p>a. This <u>was not an identified heritage building</u> when applications were called for this funding round. The 2022/23 Heritage Fund round closed 10 July.</p> <p>b. As a result of the notification of Plan Change 9-Historic Heritage and Natural Environment on 22 July 2022, this building is now identified as a scheduled buildings and, depending on the decisions made to Plan Change 9, may be eligible to apply to the 2023/24 funding round.</p> | | |
| Conditions | N/A | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|-----------------------|--|-----------------------------------|----------------|
| HF 03 | G. Ji | H76 – House, 1331 Victoria Street | \$41,700.00 |
| Proposed Works | Essential repairs – roof and window repairs | | |
| Recommendation | | | |
| Funding | \$16,500.00 | | |
| Reasons | <p>a. Supporting the project ensures the restoration of a prominent heritage building within the city.</p> <p>b. Prioritising the roof repairs will provide important weatherproofing of a main structural element of the building.</p> <p>c. Obtaining the Conditions Assessment Report will provide information and direction of what remedial works are required to be undertaken before the repairs are commenced; it will also establish a longer-term programme of works for the repair and maintenance for the building.</p> | | |
| Conditions | <ol style="list-style-type: none"> 1. Prior to works commencing a comprehensive Conditions Assessment Report for the building is to be prepared by a suitably qualified heritage expert. 2. This report shall identify the existing condition of the fabric of the building, identify any works that need to be addressed prior to the repairs being undertaken, and establish a programme of works for the repair and maintenance for the building. 3. A copy of the Conditions Assessment Report is to be submitted to Council prior to the roof and window repair work starting on site. 4. If the Conditions Assessment Report identifies works to be undertaken prior to the roof and window repairs, as proposed through this funding application, the allocated funding can also be used to assist with those works. 5. The written advice from the heritage architect and confirmation of obtaining any necessary resource consent is provided to Council prior to works commencing on the building. 6. That a photographic record of the works is prepare and a copy provided to Council. | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|-----------------------|---|--|----------------|
| HF 05 | YWCA of Hamilton | H137 – Episcopal Chapel (former) Hamilton YWCA – 28 Pembroke Street | \$5,652.00 |
| Proposed Works | Seismic strengthening works – review of the building’s earthquake prone building NBS% and the updating of the Long Term Maintenance Plan to include any identified strengthening works. | | |
| Recommendation | | | |
| Funding | \$5,600.00 | | |
| Reasons | <ol style="list-style-type: none"> The recommended funding will assist the understanding of the building’s seismic rating; and assist the owners in knowing what additional works are needed to be undertaken. Supporting the project ensures the continued retention of a key heritage building within the City. | | |
| Conditions | <ol style="list-style-type: none"> Copies of the reports on the assessment of the building’s Earthquake Prone Building NBS% and the revised Long Term Maintenance Plan are to be provided to Council. | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|-----------------------|---|--|----------------|
| HF 06 | XANDRA Limited | H73 – Alexandra Building – 221 Victoria Street | \$14,848.00 |
| Proposed Works | Restoration – painting the front facade | | |
| Recommendation | | | |
| Funding | \$9,000.00 | | |
| Reasons | <ol style="list-style-type: none"> This is a key building on Victoria Street While the owner of the building has not previously sought funding, the recommended funding is a continuation of the support already provided to the building through previous funding rounds. The works will ensure the protection of the historic fabric of the building’s front facade. Employing a qualified Heritage Architect ensures the proposed works do not negatively impact the heritage fabric and structural integrity of the building. | | |
| Conditions | <ol style="list-style-type: none"> Repairs to the windows is to be undertaken prior to the painting of the front façade. Prior to works commencing written advice is obtained from a suitably qualified heritage expert regarding how any repairs should be carried out. A copy of this written advice is provided to Council. That written advice from Heritage New Zealand is obtained to confirm the suitability paint colours to be used. The written advice from the heritage architect and confirmation of obtaining any necessary resource consent is provided to Council prior to works commencing on the building. That a photographic record of the works is prepare and a copy provided to Council. | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|------------|--|--|----------------|
| HF 07 | P van der Zee | H30 - Riverlea House, 10 Silva Crescent | \$5,357.00 |
| Proposed | Repair of timber joinery, weatherboards and decorative bargeboards | | |

| | |
|-----------------------|--|
| Works | |
| Recommendation | |
| Funding | \$2,000.00 |
| Reasons | <ol style="list-style-type: none"> The recommended funding is a continuation of the support already provided through previous funding rounds. The works will ensure the protection of the historic fabric of the building. |
| Conditions | <ol style="list-style-type: none"> The proposed works are to be carried out in accordance with the 2021 Conditions Assessment Report for the dwelling. That a photographic record of the works is prepared and a copy provided to Council. |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|-----------------------|--|--------------------------------------|----------------|
| HF 08 | D Graham | H19 – Central Hotel – 27 Hood Street | \$1,800.00 |
| Proposed Works | Seismic strengthening works – review of the seismic performance of the building since the 2017 change to guidelines; and to set out the works needed to bring the building up to 67%NBS | | |
| Recommendation | | | |
| Funding | \$1,800.00 | | |
| Reasons | <ol style="list-style-type: none"> This is a key building in the central city area. Obtaining correct earthquake advice is important to ensure the ongoing protection of the building. | | |
| Conditions | <ol style="list-style-type: none"> A copy of the building's Earthquake Prone Building NBS% review report is provided to Council. | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|-----------------------|---|--|----------------|
| HF 10 | P Hart | H49 - Waipahihi House - 129 Cambridge Road | \$11,758.23 |
| Proposed Works | Repair of guttering and replacement of water damaged timber | | |
| Recommendation | | | |
| Funding | \$11,500.00 | | |
| Reasons | <ol style="list-style-type: none"> The recommended funding is a continuation of the support already provided through previous funding rounds. Supporting the project ensures the completion of the repairs to the spouting repairs. Ensuring the weather tightness to protect the heritage fabric of the building. | | |
| Conditions | <ol style="list-style-type: none"> The replacement guttering profile is in keeping with the existing guttering profile of the dwelling. That written advice is obtained from a heritage architect regarding the appropriateness of the proposed works and replacement gutter profiles to ensure there is no impact on the overall heritage values of the building. This written advice is provided to Council prior to the removal and replacement of the guttering. That a photographic record of the works is prepared, and a copy provided to Council. | | |

| Fund Ref # | Applicant | DP Heritage building # | Funding Sought |
|------------|-------------------|--------------------------------|----------------|
| HF 11 | Waikato Cathedral | H4 - St Peter's Cathedral - 51 | \$45,000.00 |

| | | | |
|-----------------------|--|-----------------|--|
| | Church of St Peters | Victoria Street | |
| Proposed Works | Earthquake strengthening investigations | | |
| Recommendation | | | |
| Funding | \$33,600.00 | | |
| Reasons | <ol style="list-style-type: none"> This is a key building in the City. The recommended funding is a continuation of the support already provided through previous funding rounds. To enable the progression of the planning and design works for the building's extensive earthquake strengthening requirements. | | |
| Conditions | <ol style="list-style-type: none"> The fund money is to be used solely for the preparation of strengthening options report and the finalisation of seismic engineering plans. Those copies of the final reports are to be provided to Council Copies of the Options Report and the Seismic Engineering Plans are to be provided to Council. | | |

| | |
|---|---------------|
| Table B: Overall Funding allocation breakdown for the financial year (2022/23) | |
| Annual Heritage Fund \$80,000.00 | |
| Total cost of all works proposed in 2022/23 | \$245,100.65* |
| Total amount of funding being sought from the Heritage Fund | \$126,115.23* |
| Total amount recommended to be allocated | \$80,000.00 |
| Un-allocated funds | \$0.00 |
| *Excluding the ineligible application (HF 02) | |

HAMILTON CITY COUNCIL

**HERITAGE FUND ROUND
2022/2023**

28 July 2022

Hamilton City Council
Assessment of applications

Previous projects supported by the Hamilton City Council Heritage Fund

Item 22



Former Frankton Junction Supply Store - 245 Commerce Street, Frankton. Repairs and painting of building facade.



Wesley Chambers - 237 Victoria Street
Repairs to the original metal windows.

Attachment 2



House - 121 Grey Street - Repairs and Maintenance

Introduction

The City Planning Unit's Heritage Team has undertaken a review of the applications made to the 2020 Heritage Fund for funding of works to heritage buildings and group 1 archaeological sites.

As part of this review, all applications were presented to the Urban Design Panel who provided recommendations on the allocation of funds. The panel consisted of the following members:

- Steve King - Architect
- Brain Squair - Architect, Urban Design and Heritage
- Robin Byron - Heritage, Architect, Urban Design (Heritage New Zealand)
- Carolyn Hill - Architect and Heritage Consultant

This report has been prepared as an aid to assist Council with making decisions on the allocation of heritage funds totaling \$80,000 for the 2022/23 financial year.

Purpose of Fund

The Heritage Fund resulted from the actions set out in the Hamilton Heritage Plan.

The purpose of the fund is to encourage and assist owners with work required to maintain and enhance heritage buildings in the City.

The fund incentivises the protection, conservation, restoration and use of both built heritage and archaeological sites within Hamilton.

Past Funding Rounds

The previous Heritage Funding rounds have supported 69 projects, including the development of heritage conservation plans, building assessment reports, earthquake strengthening works, restoration and repair of joinery, repair to decorative plaster works, painting and borer treatment.

A number of the heritage buildings have been supported on an on-going basis to ensure that through a staged funding process the works to the buildings are completed.

Summary of past Heritage Funding rounds:

| Funding Round | 2017/18 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
|----------------------------------|--------------|--------------|--------------|--------------|--------------------------|
| Number of applications | 17 | 10 | 12 | 8 | 12 |
| Number of applications supported | 13 | 10 | 11 | 7 | 11 |
| Total amount of funds requested | \$663 544.95 | \$553 193.30 | \$169 645.25 | \$215 950.00 | \$246 690.96 |
| Total amount of funds allocated | \$100 000.00 | \$100 000.00 | \$100 000.00 | \$100 000.00 | \$80 000.00 |
| Total amount of funds spent | \$ 96 375.00 | \$ 83 300.00 | \$75 000.00 | \$100 000.00 | \$42 150.33 ¹ |
| | | | | | |

Note¹ - Decrease in expenditure relating from COVID-19.

Summary of Applications for the 20202/23 funding round.

Item 22

| No | Appl Ref No | Name | DP Ref No | Works | Requested Funding | Proposed Funding | Support |
|--|-------------|--|-----------|---|---------------------|--------------------|---------|
| Applications that meeting funding criteria | | | | | | | |
| 1 | HF03 | House 1331 Victoria Street | H76 | Essential Repair | \$41 700.00 | \$16 500.00 | In Part |
| 2 | HF05 | YWCA of Hamilton | H137 | Earthquake Strengthening | \$5 652.00 | \$5 600.00 | In Part |
| 3 | HF06 | Alexandra Building 221 Victoria Street | H73 | Restoration Project | \$14 848.00 | \$9 000.00 | In Part |
| 4 | HF07 | House 10 Silva Cres, Riverlea | H30 | Essential Repairs | \$5 357.00 | \$2 000.00 | In Part |
| 5 | HF08 | Grand Central Hotel - 27 Hood Street | H19 | Earthquake Strengthening | \$1 800.00 | \$1 800.00 | In Full |
| 6 | HF10 | Waipahihi House 129 Cambridge Road | H49 | Essential Repairs | \$11 758.22 | \$11 500.00 | In Part |
| 7 | HF11 | St Peter Cathedral | H4 | Earthquake Strengthening | \$45 000.00 | \$33 600.00 | In Part |
| Total | | | | | \$126 115.22 | \$80 000.00 | |
| Applications that do not meeting funding criteria | | | | | | | |
| 8 | HF02 | House - 43A Nixon St ¹ | - | Not a listed Heritage Building in the Operative District Plan | \$3 091.03 | NIL | N |

Attachment 2

Note:

1 - 43A Nixon Street has been identified as a heritage building through Plan Change 9 to the Operative District Plan. Plan Change 9 was public notified on the 22 July after the closing date for applications to the heritage fund therefore the application did not meet the heritage funding criteria of being a listed heritage building in the Operative District Plan.



Assessment Criteria

A full description of the assessment criteria is set out in the Heritage Fund Application Form. In summary the following factors are to be considered:

- Is the Building within Hamilton?
- Is the item listed in the District Plan?
- Is the item registered by the Heritage New Zealand?
- Ownership? Building owned by the Crown, state-enterprise, district health boards, tertiary institutions, and local and regional authorities are not eligible for funding.
- Is the building earthquake prone under the Building Act 2004? Earthquake prone building will be given priority.
- Type of works proposed? The following types of projects are eligible for funding:
 1. Essential repairs, emergency works, stabilisation or core structural works of the original heritage fabric
 2. Restoration projects
 3. Upgrades to code/regulation standards to enable contemporary use of heritage places, e.g. fire, earthquake, access provisions
 4. Specific “like for like” material replacement or maintenance projects that protect the integrity of heritage buildings
 5. Preparation of heritage conservation plans and/or maintenance plans.
- Does not detract from the heritage values of the item?
- Does the works contribute to the retention, preservation and the continued use or compatible reuse of the heritage building?
- Work is supported by a conservation/maintenance plan prepared by a heritage professional.
- Financial contribution to be made by the applicant

Eligible for Funding

The fund is open to private individuals, companies and non-profit organisations/groups:

- For a project within Hamilton, and
- a building that is listed as a heritage item in Schedule 8A of the Operative District Plan, or
- A site that is listed as a group I archaeological and cultural site in Schedule 8B of the Operative District Plan.

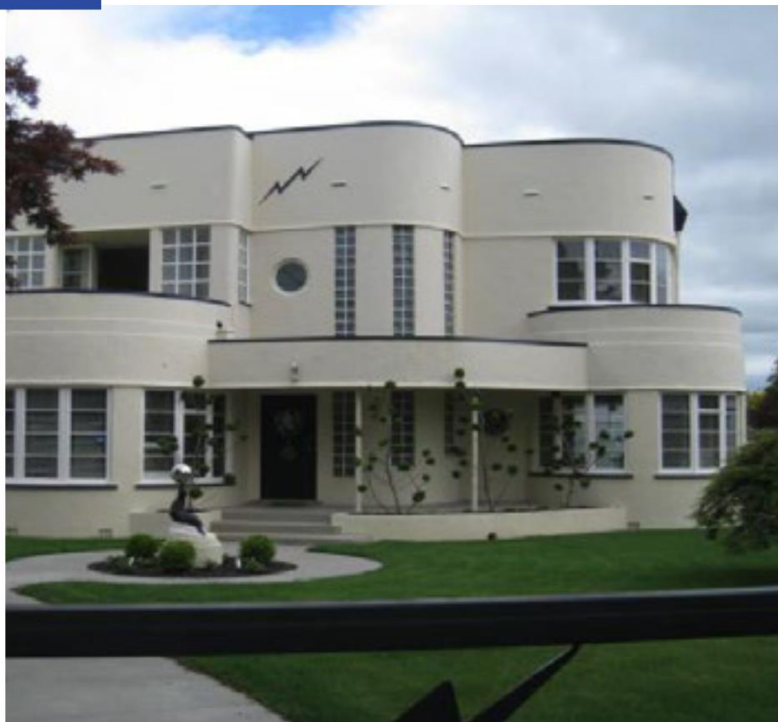
Only applications for works that have not yet commenced will be considered for funding.

Description and Assessment of Applications

Refer to the following pages for a brief description of each application along with an assessment and recommendation.

1

HF03 - 2022/2023
H76 - House - 1331 Victoria Street, Hamilton West



History of Building

The house is significant as an example of the work in Hamilton of architect Terrence Philip Vautier, the son of a well-known Hamilton architect Charles Alfred Vautier (1884-1949). Terrence Vautier was born in 1905 and died on March 6 1987. He attended Southwell School and in 1951 he designed additions and alterations to the school chapel (H64). Vautier studied for his diploma in architecture by correspondence from London before becoming a registered architect.

The house is significant for its architectural design influenced by Art Deco and Moderne style. It was generally not until the late 1930s that architects in New Zealand began to adopt styles that reflected the enormous changes in direction that had occurred earlier in Europe. In Hamilton, the houses designed by Terrence Vautier are very good examples of substantial houses designed in this style. The use of curving stucco forms is a strong characteristic of his designs, with his house at 1331 Victoria Street, Hamilton being described as a 'waterfall house'.

The house remains on its original site and its garden setting makes an important contribution to its significance. The house is set well back on the site, with lawns and a sinuous driveway which sweeps to the left (south) side of the house. A path with circular feature, leads from the drive to the terrace on the right side of the house. Stepped plastered boundary walls reflect the Moderne style of the house and form a strong boundary edge. The landscape design, incorporating the plastered street walls, curving driveway, level lawns and specimen trees adjacent to the drive and northern boundary, is consistent with and reinforces the Moderne character of the house.

Purpose of Application

Essential Repairs

Previous Funding Received:

None

Funding Amount Requested

\$41 700.00

Assessment Criteria

| | |
|---|---|
| District Plan Listing | District Plan Ranking = B Date of Construction = c 1944 Architect = Terrence P Vautier Registered HNZ = No |
| Ownership | Private |
| Is the building earthquake-prone? | N/A |
| Works Proposed | Repair to leaking roof and repair windows |
| Does the work detract from the heritage values of the item? | No - proposed work supports the ongoing protection of the building's heritage values. |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - The essential repairs to repair a leaking roof and windows will ensure the ongoing retention of the heritage values of the house. |
| Is the work supported by a conservation/ maintenance plan | No |
| What funding is the applicant bringing to the project? | Total cost of works = \$54 200.00 Applicants funding contribution = \$ 12 500.00 Heritage funding sought = \$41 700.00 |
| Comments - Urban Design Panel | Supporting the project ensures the restoration of a prominent heritage building within the city. Roof repairs and weather proofing should be prioritised. Ensuring a conditions report is prepared prior to any works commencing on the building. |

Recommendation

A grant of **\$16 500.00** should be offered for the undertaking repairs to leaking roof and windows. With the following condition:

- Funding to be used for main roof fixing and replacement of iron roof and gutter above main door.
- A condition report is to be prepared and provided to HCC before the repair works commence.



History of Building

The Episcopal Chapel is a modest single storey chapel designed in an Arts and Crafts style with a steeply pitched gabled roof, and exposed rafters and purlins to the eaves and gable ends. The clay tiled roof was recently replaced. The Chapel has rough cast plastered walls and the interior was described at the time of its consecration in 1927, as being of 'pressed red brick', since painted over.

The side walls of the Chapel incorporate four sloped buttresses linked by arches. The north elevation includes two pairs of pointed arched windows and a door. The west elevation has a large central pointed window, while at the eastern end there are three pointed arched windows above the entrance. Below the windows in the eastern gabled wall is what would have been a pointed doorway, reminiscent of English churches. The doorway has been partially filled in with a simple rectangular glass panelled door opening into the lean-to style lobby, which has a sarked ceiling. The lobby's external exit still has the original solid double doors, facing Bishopscourt. Three sets of paired windows on the southern side have been blocked up with only one of the alcoves still visible: it is likely that the other window alcoves exist behind the carved panels. All the chapel windows have steel framing. A kitchen area added on the South side envelopes the entire south wall.

Inside the Chapel, the ceiling is sarked with exposed rafters and purlins and Queen Post trusses supported on curved timber brackets evoking a sense of a long English tradition in church design.

The interior incorporates the Te Whare Wahine decoration including carved pointed arch panels and painted decoration above board and batten panelling, the original red brick interior has been painted over. The wooden floor has been carpeted.

Purpose of Application

- Earthquake Strengthening - Review of building strengthening

Funding Amount Requested

\$ 5 652.00

Previous Funding Received:

None

Assessment Criteria

| | |
|--|--|
| District Plan Listing | District Plan Ranking = B Date of Construction = 1927 Architect = likely Architect H. I. Foster, Registered HNZ = Category II, Register No. 7801 |
| Ownership | Private |
| Is the building earthquake-prone? | Yes |
| Works Proposed | Earthquake Strengthening - Review of building strengthening completed in 2010-2011. |
| Does the work detract from the heritage values of the item? | No |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - would reduce potential for total loss of heritage building due to earthquake. |
| Is the work supported by a conservation/ maintenance plan | No |
| What funding is the applicant bringing to the project? | Total cost of works = \$8 152.00 Applicants funding contribution = \$ 2 500.00 Heritage funding sought = \$5 652.00 |
| Comments - Urban Design Panel | Supporting the project ensures the continued retention of key heritage buildings within the city The applicant should apply for future funding to ensure the protection of the heritage building. |

Recommendation

A grant of **\$5 600.00** should be offered. With the following condition:

- Copy of earthquake assessment to be provided to HCC.

3

HF06 - 2022/2023

H73 Alexandra Building - 221 Victoria Street**History of Building**

The Alexandra Buildings was built c.1903, originally housing the offices of Mr C.L. MacDiarmid, a local solicitor, and early member of the Hamilton Club at the upper floor. Ground floor retailers included Mr TA Brown, hairdresser and tobacconist and Mrs Penlington who operated a clothing and millinery store.

While the architect responsible for the design of the building has not been confirmed, it is similar in style to a number of other buildings in Hamilton designed by FE Smith. Alterations to the building were designed by the practice of Daniell and Anderson in 1912.

The offices at the upper floor housed a variety of professionals including accountants, medical practitioners and architect Charles A Vautier in the 1920s. During the 1930s the Waikato A & P Association and Hamilton Rugby Union had offices here. In the 1950s the building housed the Carpenter and Joiners Union, Drivers Union, Engineers Union and Communist Party of New Zealand as well as Bennet & Simons Land Agents.

The Alexandra Buildings is an example of Edwardian classical style, utilising classical composition, detailing and decorative elements. It is a good example of a style utilised for main street commercial buildings in towns and cities throughout New Zealand at this time.

The building demonstrates the pattern of commercial development in Hamilton, which expanded along Victoria Street from the late 1870s, with increasing development during the early 1900s. Built in c. 1903-1907, the building was constructed at a similar time to many of Hamilton's public buildings. In the early 1900s Victoria Street was the primary location for Hamilton's professional offices as well as its retail main street.

Purpose of Application

Painting of the front facade of the building.

Funding Amount Requested

\$14 848.00

Previous Funding Received:

\$15 000.00

2018 - DSA and engineering design

2020 - Joinery Repairs (External doors, sash windows and surrounds)

Funding not taken up.

Assessment Criteria

| | |
|--|--|
| District Plan Listing | District Plan Ranking = B Date of Construction = c. 1903 Architect = not Identified Registered HNZ = No |
| Ownership | Private - New Owners |
| Is the building earthquake-prone? | Yes |
| Works Proposed | Painting of the front facade of he building. |
| Does the work detract from the heritage values of the item? | No - proposed work supports the heritage fabric. The works will also support the heritage value of the proposed Victoria Street Historic Heritage Area |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - will ensure the building has a long term use and ensures the heritage values of the building are protected. |
| Is the work supported by a conservation/ maintenance plan | Yes |
| What funding is the applicant bringing to the project? | Total cost of works = \$17 075.20 Applicants funding contribution = \$ 2 227.20 Heritage funding sought = \$14 848.00 |
| Comments - Urban Design Panel | A key heritage building on Victoria Street. The repairs to windows should be undertaken prior to the painting of the front facade of the building. The applicant should apply for future heritage funding support to ensure the heritage values of the building are retained.. |

Recommendation

A grant of **\$9 000.00** should be offered to assist with the repairs to original sash windows on the front facade and the painting of the buildings front facade. With the following condition:

- Funding to be used to repair windows as a priority prior to the painting of the front facade.
- Heritage advice is obtained regarding any repairs and confirmation on appropriate paint colours.

4

H30 Riverlea House - 10 Silva Crescent, Hillcrest



History of Building

Riverlea House is situated on land first surveyed in 1865 as Allotment 255 Parish of Kirikiriroa, bounded by the Waikato River on the west-southwest, Cambridge Rd on the east, the Allotment was 50 acres, surveyed as grants to militiamen of the Waikato Militia. The Allotment 255 was one of seven rural land parcels allocated to Captain James McPherson; he also received a one-acre town allotment in Hamilton East. McPherson had been a career soldier in the 70th Surrey Regiment and served in the Commissariat Transport Corps during the Waikato Wars. He received the commission of captain in the 3rd Regiment of Waikato Militia in July 1864 and was allocated his land in September 1866.

The style of the house is in the tradition of vernacular cottages and houses built in the mid to late 19th century. The house was originally two-storeyed and T-shaped in plan with gabled roof forms. The cross-gable roof form enabled the construction of larger houses using the short-span gable roof. The house was neatly detailed, with scalloped and pierced barge boards. Four brick chimneys with stepped cappings remain, now painted.

The house remains on its original site, however the extent of the setting surrounding the house has been progressively reduced as surrounding residential subdivision and development occurred in the 1960s and 1970s. The remaining front garden setting contributes to the significance of the house. The house is set back from the street edge with lawns, trees and shrubs, including a tall Washingtonian palm tree that may date from the 19th century development of the property. The bank at the street edge, stairs and path leading to the front door are likely to date from the time Silva Crescent was formed.

Purpose of Application

Repair of rotten and split weatherboards on the exterior of the house
 Replace delaminated decorative bargeboards on the exterior of the house.

Funding Amount Requested

\$5,357.00

Previous Funding Received:

\$8 964.71

2021 - Restoration and repair of the original sash windows and framing in lounge bay window.

2021 - Preparation of a condition report

Assessment Criteria

| | |
|--|--|
| District Plan Listing | District Plan Ranking = A Date of Construction = 1866 -1876 Architect = not Identified Registered HNZ = Category II (4195) |
| Ownership | Private |
| Is the building earthquake-prone? | No |
| Works Proposed | Repair of rotten and split weatherboards and replace delaminated decorative bargeboards on the exterior of the house. Replace putty from exterior windows. |
| Does the work detract from the heritage values of the item? | No - proposed work supports the heritage fabric. |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - the on going maintenance of the building ensures the ability for the long term use of the building and ensures the heritage values of the building are protected. |
| Is the work supported by a conservation/ maintenance plan | Yes |
| What funding is the applicant bringing to the project? | None |
| Comments - Urban Design Panel | Proposed works to be carried out in accordance with the condition report prepared for the building. It is noted that the applicant is not contributing any funds to the project. The applicant is encouraged to continue to apply for funding to ensure the works to the house are completed. |

Recommendation

A grant of \$ 2 000.00 should be offered. With the following condition:

- Work to be done in accordance with the existing heritage advice

5

HF08 - 2022/2023 H19 Grand Central Hotel - 27 Hood Street



History of Building

The former Grand Central Hotel was built as a private hotel for Joseph Hooper in 1915 and designed by architects Warren and Blechynden. It catered for boarders and tourists. During the Second World War the hotel was used to accommodate members of the Women's Auxiliary Armed Forces. It continued to operate as a hotel and later a bed and breakfast until 1996 when it was adapted for use as a bar and restaurant. Early hotels in Hamilton included the Hamilton Hotel, built in 1865 and expanded in the 1870s and replaced in the early 1920s by the existing building, the Commercial Hotel built in 1875 and replaced by the existing building in 1937, and the Frankton Hotel which opened for business in 1878 and was also replaced in 1895 and again in 1929 by the existing hotel.

The practice of Warren & Blechynden was also responsible for some remarkably individual designs such as Kauhanganui, (the Maori Parliament Building) Ngaruawahia, (1919), which is significant for its combination of Maori decorative features within a European architectural idiom. Warren was also responsible for the design of Henry Greenslade's house known as "Wairere", Hamilton (1911-12) as well as St Paul's Catholic Church in Ngaruawahia (1913), St Joseph's Church in Pirongia (1911-12) and renovations to the Office of the Waikato District Hospital Charitable Aid Board in Hood Street, Hamilton, following a fire in 1911. Warren & Blechynden designed St Peter's Anglican Cathedral in Victoria Street, Hamilton built in 1916.

Purpose of Application

Earthquake Strengthening - review of the seismic performance of the building

Funding Amount Requested

\$1 800.00

Previous Funding Received:

\$20 000.00

2020 - Conditions Assessment Report for the building
2020 - Painting and repairs to exterior of building

Assessment Criteria

| | |
|---|---|
| District Plan Listing | District Plan Ranking = A Date of Construction = 1915 Architect = Warren and Blechynden Registered HNZ = Category II, 5310 |
| Ownership | Private |
| Is the building earthquake-prone? | Yes |
| Works Proposed | Earthquake Strengthening - review of the seismic performance of the building |
| Does the work detract from the heritage values of the item? | No - proposed work supports the heritage fabric. |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Earthquake strengthening will help prevent any future damage to the heritage fabric of the building that may occur due a seismic event. |
| Is the work supported by a conservation/ maintenance plan | No |
| What funding is the applicant bringing to the project? | Total cost of works = \$1 800.00 Applicants funding contribution = None Heritage funding sought = \$1 800.00 |
| Comments - Urban Design Panel | This is a key building in the central city area. Obtaining correct earthquake advise is important to ensure the ongoing protection of the timber building. |

Recommendation

- A grant of **\$1 800.00** should be offered.
- Copy of seismic reports to be provided to HCC.

6

H49 Waipahihi House - 129 Cambridge Road



History of Building

The house is significant as an example of the work of architect Frederick Smith who designed a number of buildings in Hamilton in the early 20th century, many of which are scheduled historic places. He is known to have designed the Hamilton premises of A.M. Bisley, a 1904-5 single level building at the corner of Victoria and Collingwood Streets, later added to and known as Wesley Chambers (H37) and Jones shoe shop. . He also designed the Tingey's building in Victoria Street, Wellington and the Dexter & Crozier premises in Albert Street Auckland. In 1911 a design he prepared for the new parliament buildings was published in the periodical Progress.

The house is of significance for its architectural style and design. Built in 1907, it is a substantial Edwardian villa designed in an Arts and Crafts style with Queen Anne influences. Edwardian domestic architectural styles in England influenced the design of housing in New Zealand.

The house remains on its original site however the original large allotment that the house was built on has been subsequently subdivided and development along Cambridge road obscures views of the house. The garden around the house, including lawns and trees generally located around the perimeter, enhances the significance of the house. The small timber outbuilding to the east enhances understanding of the way the house originally functioned, with a separate outside laundry. Detailing such as the rough cast plastered chimney matches that of the house.

Purpose of Application

Essential repairs - complete the repairs to leaking spouting and repair water affected timber cladding

Funding Amount Requested

\$11 758.23

Previous Funding Received:

\$7 000.00

2021 - Stage 1 - repair leaking spouting and repair timber cladding

Assessment Criteria

| | |
|--|--|
| District Plan Listing | District Plan Ranking = B Date of Construction = 1910 and 1923 Architect = not Identified Registered HNZ = No |
| Ownership | Private |
| Is the building earthquake-prone? | No |
| Works Proposed | Essential repairs - repair leaking spouting and repair water affected timber cladding. |
| Does the work detract from the heritage values of the item? | No - proposed work supports the heritage fabric. |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - the on going maintenance of the building ensures the ability for the long term use of the building and ensures the heritage values of the building are protected. |
| Is the work supported by a conservation/ maintenance plan | No - will be supervised by a heritage architect. |
| What funding is the applicant bringing to the project? | Total cost of works = \$23 516.45 Applicants funding contribution = \$11 758.22 Heritage funding sought = \$11 758.23 |
| Comments - Urban Design Panel | Supporting the project ensures the completion of the repairs to the spouting and replacing of damaged timber cladding Ensuring the weather tightness ensures the protection of the heritage fabric of the building. |

Recommendation

A grant of **\$11 500.00** should be offered. With the following condition:

- Heritage advice is obtained regarding the repair to leaking spouting and repair water affected timber cladding.
- Provide Council with record of works done.

7

HF11-2022/2023

H4 St Peter's Anglican Cathedral - 51 Victoria Street



History of Building

The Cathedral Church of St Peter was built as St Peter's Church in 1916 on the hill known as Pukerangiora in Hamilton West. The site was already associated with the Anglican Church, as the first services had been held there in a militia hut within the redoubt built by the Fourth Regiment of Waikato Militia in late 1864-65.

St Peter's Church was the fourth Anglican church to be built on Victoria St, the first two wooden churches being further to the north opposite the end of Marlborough Place. The first church burnt down in 1867 before completion, and the second, completed in 1871, was deconsecrated and sold to the Waikato Times in 1875. The third church (built 1876), also wooden, was built just south of the extant church hall (built 1893-4), close to the footpath and below the site of the current cathedral; it was named St Peter's St.

Peter's Cathedral has a direct association with several influential people within the Hamilton community and as a key place of worship for Anglican churchgoers. European settlers such as Thomas Jolly, William A. Graham and Alice Graham, Joseph Barugh and Philip Le Quesne were instrumental in religious and community activities for the earlier churches; later parishioners Annie McPherson and Sarah Frear for their bequests which enabled building additions, and Alexander Young, a councillor, mayor and later Member of Parliament who facilitated the land purchase. The trustees were always men of prominence in the town, men such as George Edgecumbe, Isaac Coates, Robert J. Gwynne, John Atkinson and Arthur Swarbrick lending their support to the church's development and thereby consolidating the church's place in the community.

Purpose of Application

Engineering design

Funding Amount Requested

\$45 000.00

Previous Funding Received:

\$40 000.00

Earthquake Strengthening -
Preparation of final Strengthening
options

Assessment Criteria

| | |
|--|--|
| District Plan Listing | District Plan Ranking = A Date of Construction = 1916, additions dedicated 1933 Architects = John W. Warren and John Blechynden, Registered HNZ = Category II, Register No. 4206 |
| Ownership | Private |
| Is the building earthquake-prone? | Yes |
| Works Proposed | Earthquake Strengthening - Preparation of final reports: <ul style="list-style-type: none"> • Strengthening options • Finalize engineering plans |
| Does the work detract from the heritage values of the item? | No - proposed work supports the heritage fabric. |
| Does the work contribute to the retention, preservation and the continued use of the heritage building ? | Yes - the earthquake strengthening of the building ensures the ability for the long term use of the building and ensures the heritage values of the building are protected. |
| Is the work supported by a conservation/ maintenance plan | No |
| What funding is the applicant bringing to the project? | Total cost of works = \$135 000.00 Applicants funding contribution = \$90 000.00 Heritage funding sought = \$45 000.00 |
| Comments - Urban Design Panel | This is a key heritage building within the region. Continue to support the earthquake strengthening of the building The panel members note the financial contribution made by the applicant to the proposed works. |

Recommendation

A grant of **\$33 600.00** should be offered. With the following condition:

- Funding to be used to prepare strengthening options report and finalizing engineering plans
- Copies of the reports prepared are to be provided to Council.

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| C1. Confirmation of the Council Public Excluded Minutes - 18 August 2022 |) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987) | Section 48(1)(a) |
| C2. Confirmation of the District Plan Committee Public Excluded Minutes - 4 August |) | |
| C3. Confirmation of the Infrastructure Operations Committee Public Excluded Minutes - 9 August 2022 | | |
| C4. Confirmation of the Economic Development Committee Public Excluded Minutes - 11 August 2022 | | |
| C5. Confirmation of the Community Grants Allocation Sub-Committee Public Excluded Minutes - 16 August 2022 | | |
| C6. Confirmation of the Finance Committee Public Excluded Minutes - 23 August 2022 | | |
| C7. Confirmation of the Dog Control Hearings Panel Public Excluded Minutes - 24 August 2022 | | |
| C8. Confirmation of the Community Committee Public Excluded Minutes - 30 August 2022 | | |
| C9. Confirmation of the Elected Member Public Excluded Briefing Notes - 10 August 2022 | | |
| C10. Confirmation of the Elected | | |

Member Public Excluded
Briefing Notes - 31 August
2022

- C11. Recommendations from
Public Excluded Committee
Meetings
- C12. City Honours
Recommendations
September 2022
- C13. Strategic Land Purchase -
Enderley
- C14. Gully Restoration and Other
Works (Contract 17160)
- C15. Contract Approvals
- C16. Information Services -
Performance Framework
Closed Request for
Procurement
- C17. Information Services –
Milestone (CCTV) Migration
and Maintenance Contract
- C18. Development Contribution
Remission Application
- C19. Infrastructure Acceleration
Fund – Central City Proposal
- C20. Confirmation of the Public
Excluded Minutes of the
Council (CE Review
Committee Matters)
meeting - 29 June 2022
- C21. Confirmation of the Public
Excluded Minutes of the CE
Review Committee Meeting
– 6 September 2022
- C22. Recommendations from the
Public Excluded CE Review
Committee Meeting of 6
September 2022

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:

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| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C3. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |

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| Item C4. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C5. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C6. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C7. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C8. | to maintain legal professional privilege | Section 7 (2) (g) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C9. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C10. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C11. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C12. | to protect the privacy of natural persons | Section 7 (2) (a) |
| Item C13. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C14. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C15. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C16. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C17. | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C18. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C19. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) |
| | to enable Council to carry out negotiations | Section 7 (2) (i) |
| Item C20. | to protect the privacy of natural persons | Section 7 (2) (a) |
| | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C21. | to protect the privacy of natural persons | Section 7 (2) (a) |
| | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C22. | to protect the privacy of natural persons | Section 7 (2) (a) |
| | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |