

**Notice of Meeting:**

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

**Date:** Tuesday 3 December 2024  
**Time:** 1:00 pm  
**Meeting Room:** Council Chamber  
**Venue:** Municipal Building, Garden Place, Hamilton

Lance Vervoort  
Chief Executive

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## **Council Kaunihera OPEN AGENDA**

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**Membership**

**Chairperson** Mayor Paula Southgate  
*Heamana*

**Deputy Chairperson** Deputy Mayor Angela O'Leary  
*Heamana Tuarua*

<b>Members</b>	Cr Maxine van Oosten	Cr Geoff Taylor
	Cr Moko Tauariki	Cr Sarah Thomson
	Cr Ewan Wilson	Cr Emma Pike
	Cr Mark Donovan	Cr Maria Huata
	Cr Louise Hutt	Cr Anna Casey-Cox
	Cr Andrew Bydder	Cr Kesh Naidoo-Rauf
	Cr Tim Macindoe	

**Quorum:** A majority of members (including vacancies)

**Meeting Frequency:** Monthly – or as required

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Amy Viggers  
Mana Whakahaere  
Governance Lead

**25 November 2024**

Telephone: 07 838 6699  
Governance@hcc.govt.nz  
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<sup>1</sup>:
  - 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.
  - 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 does 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 1991.
  - d) Adoption of governance level strategies plans and policies which advance Council's vision and strategic goals.

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<sup>1</sup> [Clause 32, Schedule 7, Local Government Act 2002](#)

- 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 or otherwise of any proposal to establish, wind-up or dispose of any holding in, a CCO, CCTO or CO.
- j) Approval of city boundary changes, including in respect of Strategic Boundary Land Use Agreements.
- k) Approval of Activity Management Plans.
- l) Sister City relationships.

**Oversight of Strategies, Plans and Reports:**

- Long Term Plan
- Annual Plan
- Annual Report
- Shaping Hamilton Kirikiriroa Together
- Our Climate Future
- He Pou Manawa Ora

**Oversight of Policies and Bylaws:**

- *Corporate Hospitality and Entertainment Policy*
- *Delegations to officers specific to the Resource Management Act 1991*
- *Delegations to Positions Policy*
- *Elected Members Support Policy*
- *Significance and Engagement Policy*
- *Climate Change Policy*
- *Any Community Engagement Policies*

ITEM	TABLE OF CONTENTS	PAGE
1	Apologies – <i>Tono aroha</i>	5
2	Confirmation of Agenda – <i>Whakatau raarangi take</i>	5
3	Declarations of Interest – <i>Tauaakii whaipaaanga</i>	5
4	Public Forum – <i>Aatea koorero</i>	5
5	Recommendations from Open Committee Meetings	6
6	Alcohol Fees Bylaw - approval to consult	7
7	Wairere Drive Speed Limit Change - Approval to Consult	25
8	Resolution to Exclude the Public	46

**1 Apologies – *Tono aroha***

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

The Council to confirm the agenda.

**3 Declaration of Interest – *Tauaakii whaipanga***

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

**4 Public Forum – *Aatea koorero***

As per Hamilton City Council's Standing Orders, a period of up to 30 minutes has been set aside for a public forum. Each speaker during the public forum section of this meeting may speak for five minutes or longer at the discretion of the 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 6699.

# Council Report

**Committee:** Council

**Date:** 03 December 2024

**Author:** Keryn Phillips

**Authoriser:** Michelle Hawthorne

**Position:** Governance Advisor

**Position:** Governance and Assurance  
Manager

**Report Name:** Recommendations from Open Committee Meetings

<b>Report Status</b>	Open
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## Purpose - *Take*

1. To seek the Council's approval of the recommendations from the following Committee meetings:
  - i. Strategic Growth and District Plan Committee meeting 7 November 2024 concerning the public notification of Plan Change 14 – Flood Hazards ([Agenda and Minutes](#)); and
  - ii. Strategic Risk and Assurance Committee meeting 28 November 2024 concerning the adoption of the 2023/24 Annual Report and approval of 'Our Climate Statement 2023/24' ([Agenda and Minutes](#)).

### **Recommendation from the Strategic Growth and District Plan Committee meeting of 7 November 2024**

#### **2. District Plan Update – November 2024**

That the Council approves public notification of Plan Change 14 – Flood Hazards.

### **Recommendations from the Strategic Risk and Assurance Committee meeting of 28 November 2024**

#### **3. 2023/24 Annual Report, 2023/24 Summary Annual Report and Representation Letters**

That the Council:

- a) adopts the Annual Report 2023/24 and the Summary Annual Report 2023/24; and
- b) approves the letters of representation to Audit New Zealand be signed by the Chief Executive and the Mayor on behalf of Council.

#### **4. 'Our Climate Statement 2023/24'**

That the Council approves 'Our Climate Statement 2023/24' – Hamilton City Council's climate change disclosure report alongside the 2023/24 Annual Report.

## Attachments - *Ngāā taapirihanga*

There are no attachments for this report. .

# Council Report

Item 6

**Committee:** Council

**Date:** 03 December 2024

**Author:** Narelle Waite

**Authoriser:** Helen Paki

**Position:** Strategy and Policy Advisor

**Position:** General Manager Customer and Community

**Report Name:** Alcohol Fees Bylaw - approval to consult

<b>Report Status</b>	Open
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## Purpose - *Take*

1. To inform the Council of the development of an Alcohol Fees Bylaw.
2. To seek a determination from the Council that a bylaw is the most appropriate mechanism for setting alcohol licensing fees.
3. To seek approval from the Council to commence public consultation on the proposed Alcohol Fees Bylaw 2025 with the draft Statement of Proposal.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

4. That the Council:
  - a) receives the report;
  - b) determines that a bylaw is the most appropriate mechanism for setting alcohol licensing fees;
  - c) approves the draft Statement of Proposal (**Attachment 1**);
  - d) approves the Draft Alcohol Fees Bylaw 2025 (**Attachment 2**) for the purpose of consultation; and
  - e) approves public consultation of the Draft Alcohol Fees Bylaw 2025 to occur from 21 January to 25 February 2025.

## Executive Summary - *Whakaraapopototanga matua*

5. An Alcohol Fees Bylaw is being developed to allow for increases to fees for alcohol licenses that were set in December 2013 by the Sale and Supply of Alcohol (Fees) Regulations 2013. A bylaw is the only mechanism to set new alcohol licensing fees.
6. Current fees do not cover costs of alcohol licensing activities undertaken by Council. It is therefore recommended that Hamilton City Council develops an Alcohol Fees Bylaw under section 405 of the Sale and Supply of Alcohol Act 2012 to increase licence fees.
7. Staff are seeking approval to publicly consult on the Draft Alcohol Fees Bylaw 2025.

8. The Draft Bylaw proposes a 20% increase to current fees charged to alcohol licensees (e.g. bars, alcohol stores and supermarkets), to reduce the portion of alcohol licensing activities currently paid by ratepayers.
9. Staff recommend Option 2 – approve the Draft Alcohol Fees Bylaw for public consultation, as detailed in paragraph 26 below.
10. Staff consider the matters in this report have medium significance and that the recommendations comply with Council’s legal requirements.

### **Discussion - *Matapaki***

11. Council has two options to charge fees relating to alcohol licensing activities; charge the fees prescribed by legislation (Sale and Supply of Alcohol (Fees) Regulations 2013), or develop a bylaw to set different fees (as enabled by the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013. The intent of the Act was for licensing authorities (Council) to achieve cost recovery (Regulatory impact statement on the fees regime, 2013).

#### **Fees prescribed by legislation**

12. Council currently charges the fees prescribed in the 2013 regulations; however, these have not increased in 11 years. Staff have identified that the cost of alcohol licensing is no longer recovered by the legislatively prescribed fees.
13. Many Councils are now opting to develop Bylaws to achieve cost recovery. Of the seven Councils with current Bylaws, five were developed in 2024 and more are in development.

#### **Alcohol fees bylaws and cost recovery**

14. Developing a bylaw allows Council to set fees to recover all costs associated with licensing activities (e.g., district licensing committee, inspectors, enforcement activities, monitoring, and administration costs).
15. Fees must not exceed cost-recovery (s405 Sale and Supply of Alcohol Act 2012), and must use the fee structures provided in the fees regulations.
16. To support the draft bylaw development, staff have undertaken an analysis of all alcohol licensing activities; working with the varying internal groups who participate in these activities.
17. The assessment considered Council’s current costs and planned future costs (in the 2024-34 Long-Term Plan). Staff note that any changes to licensing activities in future will affect cost recovery. Costs to Council are expected to continue to increase, due to inflation as well as legislative changes, for example the Sale and Supply of Alcohol (Community Participation) Amendment Act 2023, which made it more accessible for members of the public to participate in the licensing process.

#### **Proposed changes to fees**

18. Staff propose to increase fees for applications, annual fees, special licenses, temporary authorities and temporary licenses.
19. Application and annual fees are based on the assigned risk rating for a premises, as determined by the [fees regulations](#), the proposed bylaw will affect all fee categories listed above. The tables in this report use the medium risk application fee as an example because this is the most common risk category for premises in Hamilton.
20. The public consultation would propose a Council preferred option of increasing alcohol licensing fees by 20%, a second option of increasing the licensing fees by 38% but over two years, and a third option of not adopting the bylaw.



21. Table 1 shows an example of the proposed fee increases for a Medium Risk Application Fee for the proposed Council preferred option. The full table of potential fee increases is provided in the Statement of Proposal (**Attachment 1**).

*Table 1. Proposed fee increases (excluding GST) for a Medium Risk Application*

Application fee (\$)	Current fees (set by legislation)	1 July 2025 - 30 June 2026	1 July 2026 - 30 June 2027	1 July 2027 - 30 June 2028	1 July 2028 - 30 June 2029	1 July 2029 - ongoing
Medium Risk	\$710	\$852	\$878	\$904	\$931	\$959

22. No changes are proposed for permanent club charters (there are no current licence-holders in this category) Manager's Certificates (which must remain a consistent charge nationally), or for extracting a record from a register (already cost-recoverable).
23. Staff are proposing consultation on two options, both would achieve cost recovery of 84% in the first year, however without an additional increase in 2026/27, a drop in cost recovery would occur. These differences are provided in the financial section of this report.

### Other Council approaches

24. Other Councils have identified different needs to achieve cost recovery. Most Councils with a Bylaw aim to achieve 85-100% cost recovery, however, depending on their licensing activities their cost to revenue rates will differ.
25. Porirua City Council, for example, recover 20% of their costs and are aiming to reach 100% by year 3 of their bylaw. Wellington City Council initially recovered 65% before adopting a Bylaw (2018) and now aims to recover 85%.
26. Table 2 shows the proposed 2025/26 fees for a Medium Risk Application Fee of the 7 Councils with Bylaws. The full table is provided as **Attachment 3** (note this attachment provides the costs including GST).

*Table 2. Proposed 2025/26 fees (excluding GST) for a Medium Risk Application for other Councils*

Application fee	Legislation	Hasting District	Hutt City	Porirua City	Kapiti Coast	Wellington	Waipā District	Whangārei District
Medium risk	\$710.00	\$1,313.48	\$1,349.00	1,722.00	\$1,136.09	\$937.39	\$958.26	\$1,266.09

### Options

27. Staff have assessed all options and note that there are two practicable options for Council to consider.
28. The two options are set out in Table 3.

*Table 3. Options*

<b>Option 1</b> ( <i>status quo</i> ) – do not progress development of an Alcohol Fees Bylaw.	This will mean development of a Bylaw will not progress, and Council will continue to charge the fees prescribed in legislation.  This option will prevent Council from recovering the costs associated with alcohol licensing.
<b>Option 2</b> ( <i>recommended</i> ) – approve the draft bylaw for public	Determine that an Alcohol Fees Bylaw is the appropriate mechanism for setting alcohol licensing fees.  Approve the draft Alcohol Fees Bylaw and draft Statement of

consultation	<p>Proposal for public consultation on the proposed fees.</p> <p>The development of the Alcohol Fees Bylaw will progress to hear submissions from wider public consultation.</p> <p>Three options will be provided for consultation:</p> <ol style="list-style-type: none"> <li>1. a 20% increase in 2025/26 (preferred)</li> <li>2. a staged increase totalling 38% by 2026/27</li> <li>3. no bylaw (status quo).</li> </ol>
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29. Staff recommend **Option 2** – approve the Draft Alcohol Fees Bylaw 2025 for consultation and determine the Bylaw is the correct mechanism for setting alcohol fees because this option reflects the feedback heard from Members and stakeholders engaged so far.

### Financial Considerations - *Whaiwhakaaro Puutea*

30. Table 4 and Table 5 present cost recovery projections for the two options identified for consultation in the Statement of Proposal.

*Table 4. Cost recovery rate for Option 1 of the Statement of Proposal*

	Y2 25/26	Y3 26/27	Y4 27/28	Y5 28/29	Y6 29/30
<b>Fees increase</b>	<b>20% increase</b>	<b>3% increase</b>	<b>3% increase</b>	<b>3% increase</b>	<b>3% increase</b>
<b>Fees and Charges</b>	\$557,890.00	\$583,445.56	\$600,948.93	\$618,977.39	\$637,546.72
<b>Expenditure</b>	\$672,902.00	\$807,057.00	\$838,866.00	\$865,292.00	\$891,582.00
<b>Cost Recovery</b>	<b>83%</b>	<b>72%</b>	<b>72%</b>	<b>72%</b>	<b>72%</b>

*Table 5. Cost recovery rate for Option 2 of the Statement of Proposal*

	Y2 25/26	Y3 26/27	Y4 27/28	Y5 28/29	Y6 29/30
<b>Fees increase</b>	<b>20% increase</b>	<b>18% increase</b>	<b>3% increase</b>	<b>3% increase</b>	<b>3% increase</b>
<b>Fees and Charges</b>	\$557,890.00	\$668,413.36	\$688,465.76	\$709,119.73	\$730,393.33
<b>Expenditure</b>	\$672,902.00	\$807,057.00	\$838,866.00	\$865,292.00	\$891,582.00
<b>Cost Recovery</b>	<b>83%</b>	<b>83%</b>	<b>82%</b>	<b>82%</b>	<b>82%</b>

31. Members should note that projections above do not directly align to the 'liquor licensing' activity within regular financial reporting. The activities considered in the modelling undertaken for the Draft Alcohol Fees Bylaw include all functions relating to alcohol licensing activities that the Act allows Councils to recover.
32. Annual reviews will be undertaken to assess cost recovery. Review of the Bylaw will be required after five years but can be brought forward if the proposed fees are not meeting optimum cost recovery.
33. In anticipation of this work being completed, Long-Term Plan projections anticipated revenue increases from July 2025. In anticipation of this work being completed, Long-Term Plan projections anticipated revenue increases. If the Bylaw is not adopted following consultation an amendment to the revenue for alcohol licensing will be required.

34. The costs incurred to date, consultation costs, and are within the estimated budget for this project. These costings include staff hours to progress the work (100 hours), engagement and consultation costs (\$5,000), which include design, public notice, media placements, and printing.

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

35. The Draft Bylaw aligns with Councils Revenue and Financing Policy in achieving 80-100% cost recovery for liquor licencing activities. However, if the bylaw is not adopted there is a risk the Council will not achieve this target.

### **Climate Change Impact Statement**

36. Staff have assessed this option against the Climate Change Policy for both emissions and climate change adaptation. Staff have determined no adaptation assessment is required and no emissions assessment is required.

### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

37. 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').
38. 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.
39. The recommendations set out in this report are consistent with that purpose.

#### **Social**

40. The Alcohol Fees Bylaw development work is an opportunity for Council to assess the social wellbeing outcomes of Council's alcohol licensing activities. Alcohol regulation encourages responsible drinking, and the fees paid to Council in part support the regulatory functions of alcohol licensing.

#### **Economic**

41. The development of the Alcohol Fees Bylaw enables Council to assess the appropriate proportion for licensees and ratepayers each to contribute to alcohol licensing operations.
42. The proposed fee increases will have an impact on local business. Early engagement with hospitality and club organisations highlighted the concerns of these groups on any increase to their licensing fees. However, this needs to be weighed up with the increasing costs of licensing activities.
43. The user-pays 100% cost recovery rate proposed during development of the Act may not reflect the appropriate model for Hamilton. The preferred level of cost recovery for Hamilton City Council is a key consideration for Members for the development of the Bylaw.

#### **Environmental**

44. There are no known environmental wellbeings associated with the matters discussed in this report.

#### **Cultural**

45. Differing values and beliefs will determine varied perspectives on alcohol matters in Hamilton City. The work programme will seek to consider these perspectives equitably.

### **Risks - *Tuuraru***

46. If an Alcohol Fees Bylaw is not developed Council will risk a reducing level of cost recovery year-on-year, and an increasing misalignment with the intention of the Act.

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

47. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of the matter(s) in this report.
48. There is a statutory requirement to consult as per legislation outlined below.
49. The Local Government Act 2002 and Section 405 of the Sale and Supply of Alcohol Act 2012 provide direction on the level of public engagement required throughout the development process.
50. The staff recommendation is to consult on the draft in accordance with the legislation and Council's Significance and Engagement Policy.
51. Council partners, interested agencies and community stakeholders were engaged to support the development of the Draft Alcohol Fees Bylaw, wider community consultation will enable broader community feedback and test the outcome of the draft with Community stakeholders.

### **Attachments - *Ngaa taapirihanga***

Attachment 1 - Draft Statement of Proposal for consultation on Draft Alcohol Fees Bylaw 2025

Attachment 2 - Draft Alcohol Fees Bylaw 2025 for consultation

Attachment 3 - Licensing fees (2025/26) of Councils with adopted Alcohol Fees Bylaws



## Alcohol Fees Bylaw 2025

### Statement of Proposal

21 January - 25 February 2025

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Hamilton City Council (Council) is seeking feedback following the development of a draft Alcohol Fees Bylaw in accordance with the [Sale and Supply of Alcohol Act 2012](#) (the Act), the [Sale and Supply of Alcohol \(Fee-setting Bylaws\) Order 2013](#) and [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#).

## What are we proposing?

Council is proposing a new Alcohol Fees Bylaw (Bylaw) to set fees and charges for alcohol licenses in Hamilton.

Introducing this Bylaw would allow Council to set the amount it charges to alcohol licence holders (e.g. bars, alcohol stores and supermarkets), to help cover costs relating to alcohol licensing. Council is proposing to increase alcohol licencing charges by 20% to recover 72% of current costs. The remaining costs would continue to be covered by rates.

If the Bylaw is adopted alcohol licensing fees would increase as shown in the Draft Bylaw. Tables of potential fees for each option are also provided as an appendix to this Statement of Proposal.

The Draft Alcohol Fees Bylaw 2025 is provided as part of this Statement of Proposal.

## Why are we proposing an Alcohol Fees Bylaw?

In [date][month] [year] Council determined that the bylaw is the most appropriate means of appropriately recovering costs related to alcohol licensing in Hamilton City, under section 155(1) of the LGA.

Council has two options for setting the cost of alcohol licenses; use the fees set in legislation (the [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#)), or create a bylaw to set different fees.

### Key considerations

Council currently use the fees set by legislation; however, these fees have not increased for 11 years and are no longer recovering a reasonable amount of the costs of licensing activities. This means every time Council processes an alcohol licence it costs more than the fee paid by the licensee.

The shortfall is therefore covered by operating costs which is paid by the ratepayer through rates.

The Act states councils should consider all alcohol licensing activities to identify total cost, including processing of applications, monitoring, enforcement, and running the District Licensing Committee, and sets the intention for a user-pays model.

Costs are increasing due to inflation and an increase in alcohol licensing activities. including more District Licensing Committee hearings, education, monitoring, and enforcement. Costs are expected to continue to increase, in part because of legislative changes.

A Bylaw would enable Council to set fees that would recover more of the costs of undertaking these licensing activities.

The community benefits from some of the alcohol licensing activities undertaken (e.g. the opportunity to participate in a District Licensing Committee hearing).

Having considered the community benefits and the impact of cost increases on license holders, Council is not seeking to recover the 100% of licencing costs the Act allows for.

Consulting on these options provides an opportunity for the Council to discuss the intention of the Draft Bylaw, hear community opinions, and consider feedback to the proposal.

## Options

Council is providing three options for the community to give feedback on. Council's preferred option is to increase alcohol licensing fees\* by 20% and then 3% in the following years. The other options are to increase the licensing fees by an initial 20% in year 1 then further increases in the following years to maintain a

consistent cost recovery model, and to keep the status quo (the bylaw is not adopted).

\* Alcohol licensing fees that would be increased are applications, annual renewals, special licenses, temporary authorities, and temporary licenses. No changes are proposed for permanent club charters or Manager's Certificates.

**OPTION 1 (preferred): Create an Alcohol Fees Bylaw and increase fees by 20% across all licences, and 3% for the following years to keep up with average inflation increases**

Creating the bylaw would mean:

- Council would increase the fees and charges for alcohol licenses by 20% in the first year of the bylaw.
- Fees would increase another 3% in the following years to maintain average inflationary increases
- Cost recovery would increase from 71% to 84% in the first year of the Bylaw.
- Councils cost recovery rate would likely decrease in year 2 of the bylaw due to the increasing cost of licensing activities.
- Alcohol licensing activities undertaken by Council would be closer to a user-pays system, and therefore better aligned with legislation.
- A portion of the costs would continue to be subsidised by ratepayers – but less than Option 3.

**OPTION 2: Create an Alcohol Fees Bylaw and increase fees by 20% across all licenses in year 1, an additional 18% in year 2, and 3% for the following years of the bylaw**

Creating this version of a bylaw would mean:

- Fees and charges for alcohol licenses would increase 20% in the first year of the bylaw.
- Fees would increase another 18% in year 2 of the bylaw (totalling 38% above the current fees set in legislation).
- Fees would increase another 3% in the following years to maintain average inflationary increases
- Alcohol licensing activities undertaken by Council would be closer to a user-pays system, and therefore better aligned with legislation.
- A portion of the costs would continue to be subsidised by rate payers – but less than Options 1 and 3.
- Smaller regular fee increases would be incorporated to account for inflation's year-on-year effect on cost recovery.
- Would have a greater financial impact on licensees than Options 1 and 3.

**OPTION 3 (status quo): Do not adopt an Alcohol Fees Bylaw and continue to charge the alcohol licensing fees set by fees regulations**

Not creating the bylaw would mean:

- Fees and charges for alcohol licenses would not increase.
- Council's cost recovery rate would decrease year-on-year.
- Alcohol licensing activities undertaken by Council would continue to be largely funded with rate payer contributions
- Councils cost recovery rate would decrease year-on-year.
- Central Government is not planning to review fees again until 2027 and may continue to not increase fees in the regulations.
- Council would continue to be further from a user-pays model, and therefore not aligning with the user-pays intention of the Act.

Options at a glance

Options	Who would decide alcohol fees?	Who pays for alcohol fees?		Licence Fee increases		
		Year 1	Year 2 (and ongoing)	Year 1	Year 2	Years 3-5
<b>Option 1 (preferred):</b> Create an Alcohol Fees Bylaw and increase fees by 20% and 3% from year 2 onwards	Hamilton City Council	84% applicant funded 16% ratepayer funded	72% applicant funded 28% ratepayer funded	20%	3%	3% each year
<b>Option 2:</b> Create an Alcohol Fees Bylaw and increase fees by 20% in year 1, and another 18% in year 2, and 3% from year 3 onwards.	Hamilton City Council	84% applicant funded 16% ratepayer funded	84% applicant funded 16% ratepayer funded	20%	18%	3% each year
<b>Option 3:</b> Do not adopt an Alcohol Fees Bylaw	Central Government	71% applicant funded 29% ratepayer funded	64% applicant funded 36% ratepayer funded (and decreasing)	No change	No change	No change

Share your thoughts on the proposed Bylaw

Council is seeking feedback before making any final decisions and would like your input.

You can give feedback from 21 January to 25 February 2025 online at [hamilton.govt.nz/haveyoursay](https://hamilton.govt.nz/haveyoursay), or fill out the feedback form attached to this Statement of Proposal.

For any queries please ring 07 838 6699 or email: [haveyoursay@hcc.govt.nz](mailto:haveyoursay@hcc.govt.nz)

Next steps

Staff will collect and analyse all feedback at the close of the submission period.

The analysis of this feedback will be presented to the 10 April 2025 meeting of the Hearings and Engagement Committee. At this meeting, submitters who want to speak to their written submission will be able to do so.

The Council will then consider all the views and make a decision on the Bylaw.



## Appendix: Proposed licence fees by option

**OPTION 1 (preferred):** Create an Alcohol Fees Bylaw and increase fees by 20% across all licences, and 3% for the following years to keep up with average inflation increases

	Assigned category / class	Current fees (set by legislation)	1 July 2025 - 30 June 2026	1 July 2026 - 30 June 2027	1 July 2027 - 30 June 2028	1 July 2028 - 30 June 2029	1 July 2029 - ongoing
<b>Application fee (\$)</b>							
	Very low	\$320	\$384	\$396	\$407	\$420	\$432
	Low	\$530	\$636	\$655	\$675	\$695	\$716
	Medium	\$710	\$852	\$878	\$904	\$931	\$959
	High	\$890	\$1,068	\$1,100	\$1,133	\$1,167	\$1,202
	Very high	\$1,050	\$1,260	\$1,298	\$1,337	\$1,377	\$1,418
<b>Annual fee (\$)</b>							
	Very low	\$140	\$168	\$173	\$178	\$184	\$189
	Low	\$340	\$408	\$420	\$433	\$446	\$459
	Medium	\$550	\$660	\$680	\$700	\$721	\$743
	High	\$900	\$1,080	\$1,112	\$1,146	\$1,180	\$1,216
	Very high	\$1,250	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688
<b>Special licence</b>							
	Class 1	\$500	\$600	\$618	\$637	\$656	\$675
	Class 2	\$180	\$216	\$222	\$229	\$236	\$243
	Class 3	\$55	\$66	\$68	\$70	\$72	\$74
<b>Temporary Authority</b>		\$258	\$310	\$319	\$328	\$338	\$348
<b>Temporary Licence</b>		\$258	\$310	\$319	\$328	\$338	\$348

**OPTION 2: Create and Alcohol Fees Bylaw and increase fees by 20% across all licenses in year 1, an additional 18% in year 2, and 3% for the following years of the bylaw**

	Assigned category / class	Current fees (set by legislation)	1 July 2025 - 30 June 2026	1 July 2026 - 30 June 2027	1 July 2027 - 30 June 2028	1 July 2028 - 30 June 2029	1 July 2029 - ongoing
<b>Application fee (\$)</b>	Very low	\$320	\$384	\$453	\$467	\$481	\$495
	Low	\$530	\$636	\$750	\$773	\$796	\$820
	Medium	\$710	\$852	\$1,005	\$1,036	\$1,067	\$1,099
	High	\$890	\$1,068	\$1,260	\$1,298	\$1,337	\$1,377
	Very high	\$1,050	\$1,260	\$1,487	\$1,531	\$1,577	\$1,625
<b>Annual fee (\$)</b>	Very low	\$140	\$168	\$198	\$204	\$210	\$217
	Low	\$340	\$408	\$481	\$496	\$511	\$526
	Medium	\$550	\$660	\$779	\$802	\$826	\$851
	High	\$900	\$1,080	\$1,274	\$1,313	\$1,352	\$1,393
	Very high	\$1,250	\$1,500	\$1,770	\$1,823	\$1,878	\$1,934
<b>Special licence</b>	Class 1	\$500	\$600	\$708	\$729	\$751	\$774
	Class 2	\$180	\$216	\$255	\$263	\$270	\$279
	Class 3	\$55	\$66	\$78	\$80	\$83	\$85
<b>Temporary Authority</b>		\$258	\$310	\$365	\$376	\$388	\$399
<b>Temporary Licence</b>		\$258	\$310	\$365	\$376	\$388	\$399

**OPTION 3 (status quo): Do not adopt an Alcohol Fees Bylaw and continue to charge the alcohol licensing fees set by fees regulations**

	Assigned category / class	Current fees (set by legislation)	1 July 2025 - ongoing
<b>Application fee (\$)</b>	Very low	\$320	\$320
	Low	\$530	\$530
	Medium	\$710	\$710
	High	\$890	\$890
	Very high	\$1,050	\$1,050
<b>Annual fee (\$)</b>	Very low	\$140	\$140
	Low	\$340	\$340
	Medium	\$550	\$550
	High	\$900	\$900
	Very high	\$1,250	\$1,250
<b>Special licence</b>	Class 1	\$500	\$500
	Class 2	\$180	\$180
	Class 3	\$55	\$55
<b>Temporary Authority</b>		\$258	\$258
<b>Temporary Licence</b>		\$258	\$258

\_\_\_\_\_

## FEEDBACK FORM

**DRAFT ALCOHOL FEES BYLAW: 21 January-25 February 2025**

Hamilton City Council is proposing to introduce an Alcohol Fees Bylaw.

**FEEDBACK FORMS CAN BE:**

- Completed online at [hamilton.govt.nz/haveyoursay](https://hamilton.govt.nz/haveyoursay)
- Posted to: Freepost 172189, Hamilton City Council, Communication and Engagement team, Draft Alcohol Fees Bylaw, Private Bag 3010, Hamilton, 3240.
- Delivered to the Municipal Building Reception or any branch of Hamilton City Libraries.
- Email your form to: [haveyoursay@hcc.govt.nz](mailto:haveyoursay@hcc.govt.nz)

**Privacy statement:**

*The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation will be published with your submission and made available in a report to elected members and to the public. Other personal information supplied will be used for administration and reporting purposes only. Please refer to Council's Privacy Statement at [hamilton.govt.nz](https://hamilton.govt.nz) for further information.*

Which of the following options would you prefer? **[select one]**

- Option 1: Create an Alcohol Fees Bylaw and increase fees by 20% across all licenses (Council's preferred option)
- Option 2: Create an Alcohol Fees Bylaw and increase fees by 20% across all licenses in year 1, and an additional 18% in year 2, of the bylaw
- Option 3: Do not adopt an Alcohol Fees Bylaw and continue to charge the alcohol licensing fees set by fees regulations (status quo)

If you would like to expand on your answer, please do so here: **[free text]**

Do you have any other comments relating to how Council manages alcohol fees? **[free text]**

*Run out of room? Feel free to attach additional pages.*

**Would you like to make a verbal submission?**

*Note: A verbal submission is around 5 - 10 minutes and is a chance for you to strengthen the key points in your written submission at the Council meeting.*

☐ Yes

☐ No

Verbal submissions will take place 10 April 2025 and we will contact you to arrange a time.

**ABOUT YOU:**

\*The questions in this section are required for all online and hardcopy consultations.

*This section tells us a bit more about you. By capturing this information, we will be able to better understand who is, and isn't providing feedback.*

**Contact details** (Please print clearly)

*We will use this to get in touch with you if you would like the opportunity to make a verbal submission.*

Name: (required) \_\_\_\_\_

Organisation (if responding on behalf of): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: (required) \_\_\_\_\_

**Where do you live?**

I live in Hamilton, my suburb is: \_\_\_\_\_

I live outside Hamilton city:

☐ Waipa ☐ Waikato ☐ Elsewhere in New Zealand ☐ Overseas

**What is your age group?** (at your last birthday)

☐ Under 16 ☐ 16-19 ☐ 20-24 ☐ 25-29 ☐ 30-34  
☐ 35-39 ☐ 40-44 ☐ 45-49 ☐ 50-54 ☐ 55-59  
☐ 60-64 ☐ 65-69 ☐ 70-74 ☐ 75-79 ☐ 80+

**Which ethnic group do you identify with?** (tick all that apply)

☐ NZ European ☐ Maaori ☐ Indian ☐ Chinese ☐ Samoan  
☐ British ☐ Filipino ☐ Tongan ☐ South African ☐ Cook Islands Maori  
☐ Other \_\_\_\_\_

If Maaori – what iwi/hapu do you belong to? \_\_\_\_\_

**Please get your feedback to us by 25 February 2025.**

Hamilton City Council  
BYLAWS

Approved by: Council	Date adopted:
Date in force: XX XXX 2025	
Version history:	Next review date: XX XXX 2030

Hamilton City Alcohol Fees Bylaw 2025

*Ngaā Ture Puutea Raihana Waipiro mo Kirikiriroa 2025*

This bylaw is made by Hamilton City Council pursuant to the Sale and Supply of Alcohol Act 2012 (the Act), Sale and Supply of Alcohol (Fees) Regulations 2013, Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013 and the Local Government Act 2002.

1. Short title, commencement and application
- 1.1. This bylaw may be cited as the Hamilton City Alcohol Fees Bylaw 2025.

1.2. This bylaw shall apply to fee-setting for alcohol licensing activities undertaken by Hamilton City Council.

1.3. This bylaw comes into force on X XX 202X.
2. Purpose
- 2.1. The purpose of this Bylaw is to set fees for any matter for which fees payable to Council can be prescribed by regulations under the Act.
3. Definitions
- 3.1. The following definitions apply to this bylaw, except where inconsistent with the context:

Act

Application fee

Cost/risk rating

Council

Fees category

Fees regulations

Special licence class

means the [Sale and Supply of Alcohol Act 2012](#).

has the same meaning as section 3 of the [Sale and Supply of Alcohol Act 2012](#).

means the rating method provided in section 5 of the [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#).

means Hamilton City Council.

has the same meaning as section 6(2) of the [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#).

means the [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#) and any subsequent amendments to that secondary legislation.

has the same meaning as section 9 of the [Sale and Supply of Alcohol \(Fees\) Regulations 2013](#).
4. General
- 4.1. Applicants to Hamilton City Council must pay to Council the fees prescribed in this bylaw.

4.2. Council will assign a cost/risk rating to premises to determine the appropriate fee category, in accordance with fees regulations.

4.3. Special licence class is determined in accordance with fees regulations.

## Hamilton City Council BYLAWS

Item 6

### 5. Fees

5.1. The fees payable for a Manager's certificate, a Permanent club charter and to Extract (a record) from a register are as set in fees regulations.

5.2. The listed fees are exclusive of GST.

5.3. The fees payable to Council are set out in the table below:

Fees category / special licence class		1 July 2025 - 30 June 2026	1 July 2026 - 30 June 2027	1 July 2027 - 30 June 2028	1 July 2028 - 30 June 2029	1 July 2029 - 30 June 2030
<b>Application fee</b>						
	Very low	\$384	\$396	\$407	\$420	\$432
	Low	\$636	\$655	\$675	\$695	\$716
	Medium	\$852	\$878	\$904	\$931	\$959
	High	\$1,068	\$1,100	\$1,133	\$1,167	\$1,202
	Very high	\$1,260	\$1,298	\$1,337	\$1,377	\$1,418
<b>Annual fee</b>						
	Very low	\$168	\$173	\$178	\$184	\$189
	Low	\$408	\$420	\$433	\$446	\$459
	Medium	\$660	\$680	\$700	\$721	\$743
	High	\$1,080	\$1,112	\$1,146	\$1,180	\$1,216
	Very high	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688
<b>Special licence</b>						
	Class 1	\$600	\$618	\$637	\$656	\$675
	Class 2	\$216	\$222	\$229	\$236	\$243
	Class 3	\$66	\$68	\$70	\$72	\$74
<b>Temporary Authority</b>		\$310	\$319	\$328	\$338	\$348
<b>Temporary Licence</b>		\$310	\$319	\$328	\$338	\$348

Attachment 2

Application and Annual Fees (incl. GST)	Fees prescribed by legislation	Hasting District <sup>1</sup> 8 August 2024	Hutt City under review	Porirua <sup>2</sup> 27 June 2024	Kapiti Coast <sup>3</sup> 23 May 2024	Wellington recently reviewed effective 1 October 2024	Whangārei 1 April 2016	Waipā District <sup>4</sup> 26 November 2024
<b>Application fee</b>								
Very Low risk	\$368.00	\$680.80	\$699.20	\$892.50	\$485.00	\$486	\$600	\$497
Low risk	\$609.50	\$1,127.60	\$1,158.05	\$1,478.20	\$804.50	\$805	\$994	\$823
Medium risk	\$816.50	\$1,510.50	\$1,551.35	\$1,980.30	\$1,306.50	\$1,078	\$1,456	\$1,102
High risk	\$1023.50	\$1,893.50	\$1,944.65	\$2,482.30	\$1,637.50	\$2,351	1669	\$1,382
Very high risk	\$1,207.50	\$2,233.90	\$2,294.25	\$2,940.25	\$1,932.00	\$3,594	\$1,969	\$1,630
<b>Annual fee</b>								
Very low risk	\$161.00	\$297.85	\$305.90	\$390.50	\$212.50	\$213	\$262	\$217
Low	\$391.00	\$723.35	\$742.90	\$948.30	\$516.00	\$516	\$637	\$528
Medium risk	\$632.50	\$1,170.10	\$1,201.75	\$1,534.00	\$1,011.00	\$835	\$1,031	\$854
High risk	\$1,035.00	\$1,914.75	\$1,966.50	\$2,510.20	\$1,656.00	\$2,366	\$1,687	\$1,397
Very high risk	\$1,437.50	\$2,659.40	\$2,731.25	\$3,486.40	\$2,300.00	\$3,898	\$2,344	\$1,941
<b>Special licence fee</b>								
Class one	\$575.00	\$1,063.80	\$1,092.50	\$1,394.50	\$920.00	\$759	\$937	\$776
Class two	\$207.00	\$382.95	\$393.30	\$502.00	\$331.00	\$273	\$337	\$279
Class three	\$63.25	\$117.00	\$120.15	\$153.40	\$101.00	\$83	\$102	\$85
<b>Other fees</b>								
Temporary Authority <sup>5</sup>	\$296.70	\$548.90	\$563.75	\$542.50	\$392	\$392	\$484	\$401
Temporary License <sup>6</sup>	\$296.70	\$548.90	\$258.00	\$258.00	\$392	\$392	\$484	\$401

<sup>1</sup> Hasting District Council's bylaw takes effect on 1 July 2025. The fees increase by an additional 10% in 2026 and 2027.

<sup>2</sup> Porirua City Council's bylaw takes effect on 1 October and progressively sets fees for the next three years (a total increase of 428% by year 3).

<sup>3</sup> Kapiti Coast District Council's bylaw sets fees that progressively increase over the next five years (a total increase of up to 104%).

<sup>4</sup> Waipā District Council's new bylaw will take effect on 1 July 2025. The fees increase by another ~26% in 2026 (a total increase of 70% by year 2).

<sup>5</sup> A temporary authority allows new owners who have purchased a business with an alcohol licence to use that alcohol license for a period of 3 months which they apply for their own licence for the premise.



# Council Report

Item 7

**Committee:** Council  
**Author:** Robyn Denton  
**Position:** Network and Systems Operations Manager  
**Date:** 03 December 2024  
**Authoriser:** Andrew Parsons  
**Position:** General Manager Infrastructure and Assets  
**Report Name:** Wairere Drive Speed Limit Change - Approval to Consult

<b>Report Status</b>	Open
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## Purpose - *Take*

1. To seek approval from the Council for public consultation to be undertaken for a speed limit change on Wairere Drive between Arthur Porter Drive and Pukete Road, and to seek approval of the draft Consultation Document.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Council:
  - a) receives the report;
  - b) notes that Foodstuffs North Island Limited need to have the speed limit on a section of Wairere Drive lowered to 60km per hour in order meet the consent requirements associated with the proposed development of a Pak n Save supermarket in Te Rapa;
  - c) notes that due to the changes in legislation resulting from the Land Transport Rule: Setting of Speed Limits 2024, the previous Council approval (16 December 2021) for the speed limit on Wairere Drive to be lowered to 60km per hour for the section between Arthur Porter Drive and Pukete Road has ceased to have effect on 30 October 2024 because it had not yet been implemented;
  - d) notes that New Zealand Transport Agency have recommended that the Council prepare an 'alternative method proposal' and reconsult the proposed speed limit change including the cost benefit disclosure statement before seeking approval of the speed limit change from the Director; approves **Option A** (outlined in the staff report) – Staff undertake formal consultation on the proposed Wairere Drive Speed Limit Reduction;
  - e) approves the Draft Consultation Document (**Attachment 1** of the staff report) for the proposed Wairere Drive Speed Limit Reduction for public consultation in January and February 2025 subject to any minor amendments and feedback at this meeting; and
  - f) notes that verbal submissions will be heard at a meeting of the Traffic, Speed Limit and Road Closure Panel in early April 2025 with recommendations from the panel being provided to the 1 May 2025 Council meeting for deliberations and approval.

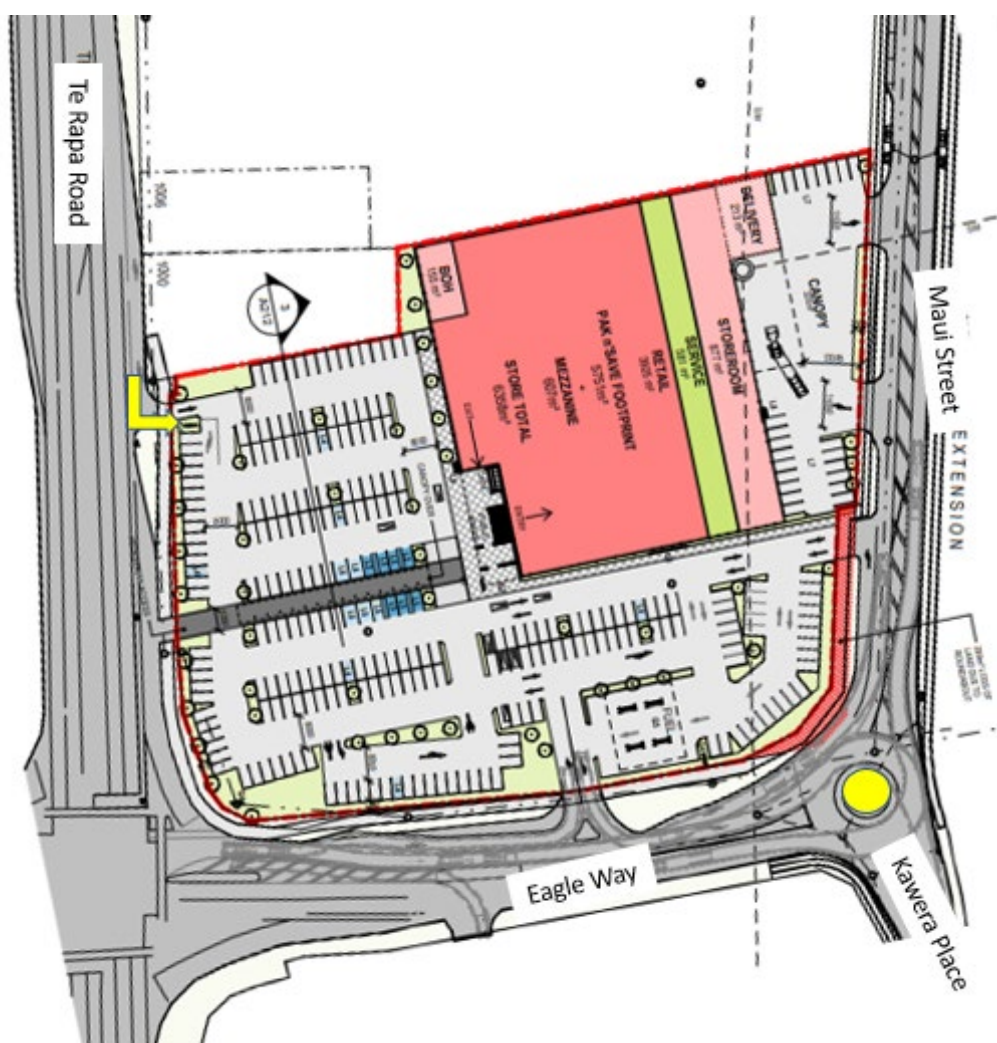
## Executive Summary - *Whakaraapopototanga matua*

2. Following a request from Foodstuffs North Island Limited in July 2018 the [16 December 2021](#) Council meeting resolved to approve a speed limit reduction from 80km/h to 60km/h for the section of Wairere Drive between Arthur Porter Drive and Pukete Road.
3. The speed limit reduction is a resource consent requirement for the development of a Pak n Save supermarket in Eagle Way, Te Rapa to enable installation of traffic signals at the intersection of Wairere Drive and Karewa Place. The traffic signals are also a requirement of the resource consent.
4. On 13 June 2024 The Minister of Transport released [the draft Land Transport Rule: Setting of Speed Limits Rule 2024](#) (Speed Limits Rule 2024) with submissions due by 11 July 2024.
5. The Minister of Transport signed off the final Speed Limits Rule on 28 September 2024, the rule was notified in the Gazette on 30 September 2024 and came into force on 30 October 2024.
6. Any speed limits set under previous versions of the Speed Limits Rule, but not implemented, ceased to have effect on 30 October 2024, as per clause 10.7 of the 2024 Rule. This means that generally Road Controlling Authorities (RCAs) will need to complete the new processes under the new Rule to set new speed limits.
7. It has been determined that the Council should work through 'an alternative method proposal' for this speed limit change which will require the Council to:
  - i. meet the consultation requirements in clause 3.8 of the Speed Limits Rule 2024;
  - ii. include in the consultation documents the cost benefit disclosure statement for each proposed speed limit and an explanation of how we considered the road safety aspects of the Government Policy Statement (GPS) on land transport; and
  - iii. publish a summary of submissions after consultation closes, explaining how the Council took submissions into account.
8. Once the steps above have been completed, Council must submit the 'Alternative Method Proposal' to the New Zealand Transport Agency Director (using the template document) for approval before changing the speed limit.
9. A draft Consultation document (**Attachment 1**) for the proposed Wairere Drive Speed Limit Reduction has been developed.
10. Two options are considered within the Consultation document and staff recommend **Option One** – Reduce the Speed Limit on Wairere Drive from 80km/h to 60km/h for the section between Arthur Porter Drive and Pukete Road.
11. It is intended that this document will form the basis of the public consultation that is required to be undertaken in accordance with the Consultation Procedure set out in section 82 of the Local Government Act 2002 and section 3.8 in the Speed Limits Rule 2024.
12. Foodstuffs has agreed to fund the signage and road marking to indicate and reinforce the new speed limit alongside the installation of the traffic signals at the intersection of Wairere Drive and Karewa Place.
13. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of the recommendations in this report.

14. Staff consider that the recommendations comply with Council's legal and policy requirements and the Land Transport Rule: Setting of Speed Limits 2024 clause 3.8 and section 82 of the Local Government Act 2002.

### Background - Koorero whaimaarama

15. In July 2018 Hamilton City Council received an application for a resource consent for the construction and operation of a new 'Pak n Save' supermarket in Te Rapa from Foodstuffs North Island Limited (the Developer). The proposed development included a supermarket with a drive-through fuel facility, at-grade car parking and all other associated enabling works.
16. The applicant requested public notification of the proposed development and the proposed development was publicity notified.
17. In October 2019 a resource consent hearing was held for the development. The consent process considered the traffic impacts associated with the development on the surrounding road network and as a result, transport related conditions were included in the consent.
18. The proposed development is shown in Figure 1:

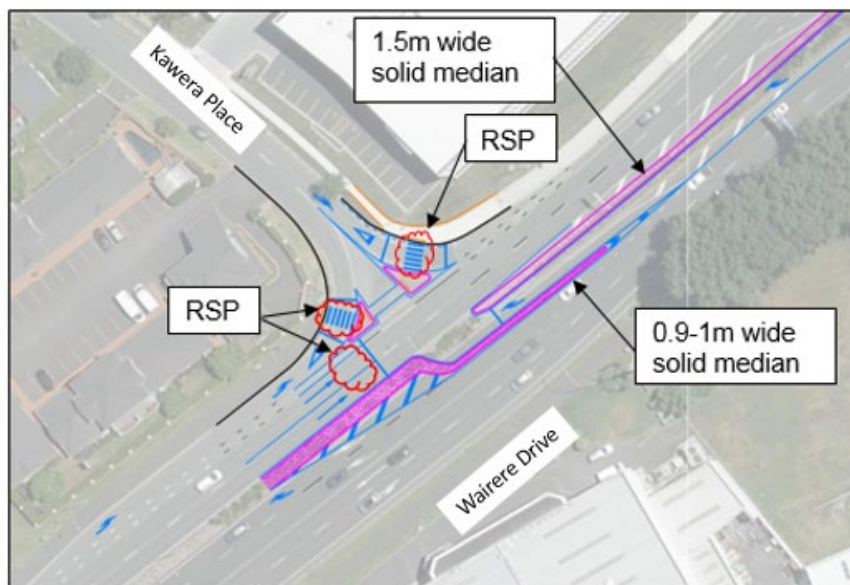


**Figure 1: Proposed Pak n Save, Te Rapa site layout.**

19. The proposed changes and improvements to the surrounding transport network required by the resource consent conditions are:
- installation of a left slip lane off Te Rapa Road into the Pak n Save site;
  - installation of a roundabout at the intersection of Eagle Way and Karewa Place; and
  - partial signalisation of Karewa Place and Wairere Drive to accommodate a right turn into Karewa Place off Wairere Drive.
20. These changes are shown in Figure 2, with additional detail of the partial signalisation at Karewa Place and Wairere Drive shown in Figure 2A:



**Figure 2: Proposed changes and improvements in surrounding transport network**



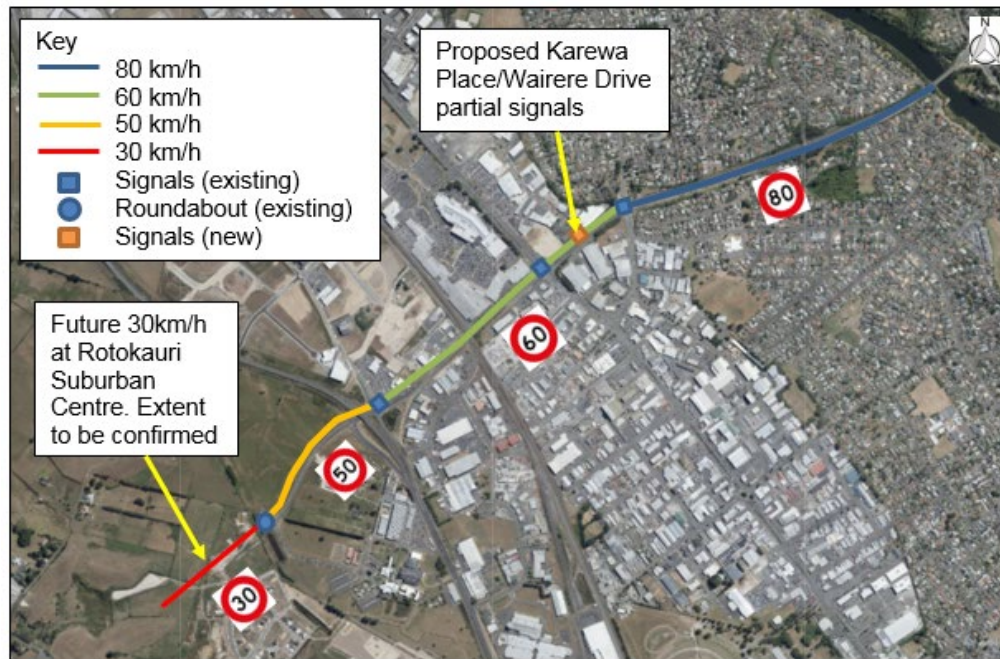
**Figure 2A: Proposed partial traffic signalisation at Karewa Place intersection with Wairere Drive plus raised safety platforms (RSP)**



21. While the majority of the consent conditions will be completed by the Developer, the change for the speed limit on Wairere Drive between Te Rapa Road and Pukete Road required completion by Hamilton City Council as the Road Controlling Authority (RCA). The relevant conditions from the resource consent are set out below:

- 48. Prior to the start of construction of the supermarket, but without limiting the prior carrying out of Enabling Works, the proposal to reduce the speed limit on Wairere Drive between the Pukete Road and Te Rapa Road intersections to a maximum of 60km/hr shall be confirmed by Hamilton City Council in accordance with the Hamilton City Speed Limit Bylaw. For the purposes of this condition, "Enabling Works" means preparatory works on and adjacent to the site, including:*
- a. The demolition of any existing structures on the site;*
  - b. Earthworks;*
  - c. Pre-loading if needed;*
  - d. The installation of drainage infrastructure;*
  - e. The installation of services (including water supply, waste water, sewerage, communications, power supply and gas supply);*
  - f. Works on the road network; and*
  - g. Any associated ground works.*
- 49. Prior to the operation of the supermarket the posted speed limit on Wairere Drive between the Pukete Road and Te Rapa Road intersections shall be a maximum of 60km/hr.*

22. The Land Transport Rule: Setting Speed Limits 2017 (Speed Limits Rule) required a minimum length of at least 500m for a 60km/h speed limit.
23. While the resource consent conditions only require the speed limit to be lowered for the section of Wairere Drive between Te Rapa Road and Pukete Road, this is only 410m and so a longer length of road was considered. Furthermore, just lowering this short section would result in another short section of 80km/h being left to the west – between Arthur Porter Drive and Te Rapa Road.
24. It was therefore proposed by staff that the length of Wairere Drive between Arthur Porter Drive and Pukete Road be considered for lowering to 60km/h. This is shown in Figure 3:



**Figure 3: Proposed length for 60km/h speed limit on Wairere Drive**

25. There were a series of reports presented to Council and the Infrastructure Operations Committee to work through the approval process for the speed limit change. These are set out in the Table 1:

**Table 1: Approval process for the speed limit change to a section of Wairere Drive**

Date	Committee	Link	Purpose
19 November 2020	Infrastructure and Operations Committee (Public Excluded)	N/A	Seek approval to consult on speed limit change. Decision deferred to Council meeting
8 December 2020	Council (Public Excluded)	N/A	Seek approval to consult on speed limit change. Decision made to decline the speed limit proposal
10 June 2021	Council (Public Excluded)	N/A	Reconsidered 8 December 2020 decision.
17 August 2021	Infrastructure Operations Committee (Public Excluded)	N/A	Approved consultation on speed limit change be undertaken and approved the Statement of Proposal document
4 November 2021	Hearings and Engagement Committee	<a href="#">here</a>	Hearings for verbal submissions and consideration of written submissions ahead of Deliberation and Approval process
7 December 2021	Infrastructure Operations Committee	<a href="#">here</a>	Deliberation and approval recommendation to Council
16 December 2021	Council	<a href="#">here</a>	Approval of 60km/h speed limit

26. Two options were considered as part of the consultation process:
- Option One** - reduce the speed limit from 80km/h to 60km/h for the section of Wairere Drive; and
  - Option Two** - retain the current 80km/h speed limit.
27. Public consultation occurred between 30 August 2021 and 27 September 2021, which received 781 submissions, 80% of the submitters disagreed with Council's proposal to lower the speed limit on a portion of Wairere Drive (Option One).
28. A report presented to the [4 November 2021](#) Hearings and Engagement Committee meeting considered the feedback received and had three verbal submissions.
29. The key issues raised in the submissions against (80%) the proposal to lower the speed limit on a section of Wairere Drive were:
- the current speed is appropriate for the road, area, and use;
  - reducing the speed to 60km/h would make traffic congestion much worse; and
  - there is already speed and traffic issues along this stretch of road without an additional reduction to the speed limit.
30. The key issues raised in the submissions supporting (20%) the proposal to lower the speed limit on a section of Wairere Drive were:
- reducing the speed limit would be safer and reduce accidents;
  - reducing the speed limit would make little difference as cars rarely go above 60km/h anyway; and
  - reducing the speed limit would have flow on benefits such as traffic flow and driver behaviour.
31. Staff recommended the approval of the proposal to lower the speed limit on a section of Wairere Drive between Arthur Porter Drive and Pukete Road from 80km/h to 60km/h on the basis that:
- the existing mean operating speeds on the section of Wairere Drive had an average of 66km/h and were within the recommended speeds required for a 60km/h speed limit as set out in clause 4.4.(2) (c) of the Speed Limits Rule 2017;
  - any reduction in travel speeds would have a positive impact on the outcome of any crash that occurs in this area; and
  - the change in speed limit was not expected to have any significant impact on the traffic flows in this area noting that it is an area of high growth and traffic volumes are continuing to grow as a result of development both inside the Te Rapa North, Rotokauri North and adjacent areas within Waikato District Council.
32. The [16 December 2021](#) Council meeting resolved:

**Resolved:** (Cr Macpherson/Cr Pascoe)  
**That the Council:**

- approves that the speed limit on a section of Wairere Drive between Arthur Porter Drive and Pukete Road from 80km/h to 60km/h; and
- notes that the new speed limit will come into effect in conjunction with the construction of traffic signals at Karewa Place intersection on Wairere Drive which will be fully funded and completed by Foodstuffs; and
- requests staff report back to a future Infrastructure Operations Committee with the final intersection design for approval.

33. With the decision made to implement the speed limit change in conjunction with the installation of the traffic signals at the intersection of Wairere Drive and Karewa Place, Foodstuffs were able to start the process of working through the various consent requirements to enable the development to be completed.
34. The [5 March 2024](#) Infrastructure and Transport Committee considered a report seeking approval on the macroscope design of the intersection of Wairere Drive and Karewa Place. The meeting resolved:

**8. Wairere Drive and Karewa Place - Macroscopic Approval of Intersection Design**

The Network and Systems Operations Manager took the report as read. She responded to questions from Members in relation to ramifications of delaying the decision, conditions of consents monitoring and enforcement, speed limit reductions, work disruptions, and the communication strategy.

**Resolved:** (Deputy Mayor O’Leary/Cr Wilson)

That the Infrastructure and Transport Committee:

- a) receives the report;
- b) approves the macroscopic design of the Wairere Drive and Karewa Drive intersection for traffic signals as presented in Figure 4 of this report;
- c) notes that the final extent of any raised safety platforms or raised intersection within Wairere Drive will be minimised and determined by the safety audit process of the detailed design;
- d) notes that the Safety Audit and Corridor Access approval requirements must be undertaken by Foodstuffs;
- e) notes that the implementation of the intersection changes will be completed by Foodstuffs at their cost;
- f) requests staff work with Foodstuffs on the development of a communication plan to inform the Community of the project, that is reported to Members via an Executive Update; and
- g) requests staff work with Foodstuffs on a implementation plan to enable works to be undertaken with minimal disruption, where possible.

35. Staff have continued to work with Foodstuffs and had intended to commence the construction of the intersection in January 2025. This timing was identified as the traffic volumes in this area is the lowest at this time and would therefore cause the least disruption.
36. On 13 June 2024 The Minister of Transport released [the draft Land Transport Rule: Setting of Speed Limits Rule 2024](#) (Speed Limits Rule 2024) with submissions due by 11 July 2024.
37. A report to the [4 July 2024](#) Council meeting outlined the proposed changes in the in the draft Speed Limits Rule 2024 and the specific implications to Hamilton City. It was identified at this time that the speed limit change on Wairere Drive associated with the Foodstuffs development would have to be changed back.
38. A staff submission on the draft Speed Limits Rule was developed and can be found [here](#).
39. Staff engaged with Foodstuffs at this time and made them aware of the potential for the speed limit on Wairere Drive to be affected by the requirements of the draft Speed Limits Rule 2024.
40. After considering feedback on the draft Speed Limits Rule 2024 the Minister signed off the final Speed Limits Rule on 28 September 2024, the rule was notified in the Gazette on 30 September 2024 and came into force on 30 October 2024.
41. [Guidelines](#) have also been developed by the New Zealand Transport Agency (the Agency) to assist Road Controlling Authorities such as Hamilton City to understand and implement the Transitional Provisions set out in section 11 of the Speed Limits Rule 2024.



42. Based on the guidance provided, staff have determined (and had confirmation by the Agency) because the speed limit was not yet implemented, then the speed limit change on Wairere Drive is not able to be implemented.
43. The Agency has advised that in order to reduce the speed limit, we are best to work through 'an alternative method proposal' in accordance with section 2.6 of the Speed Limits Rule 2024 for this site.
44. To complete the 'alternative method proposal' Council is required to:
- meet the consultation requirements in clause 3.8 of the Speed Limits Rule 2024;
  - include in the consultation documents the cost benefit disclosure statement for each proposed speed limit and an explanation of how we considered the road safety aspects of the Government Policy Statement on land transport;
  - publish a summary of submissions after consultation closes, explaining how we took submissions into account.
45. Once the steps above have been completed, then Hamilton City Council must submit the alternative method proposal to the Director (using the template document) for approval before making the speed limit changes.
46. The report sets out the proposed consultation process and seeks approval to commence the consultation in late January 2025.

## Discussion - *Matapaki*

### Consultation

47. A draft Consultation Document for the Wairere Drive Speed Limit Reduction has been prepared and is proposed to form the basis of the public consultation – refer **Attachment 1** of this report.
48. The Consultation Document sets out the following options table along with an assessment of the advantages and disadvantages of each option:

*Table 2: Options presented in the Draft Consultation Document*

Options outlined in the SOP	Advantages	Disadvantages
<b>Option one</b> – reduce the speed limit from 80km/h to 60km/h		
The lower speed limit would be implemented on Wairere Drive between Arthur Porter Drive and Pukete Road	<ul style="list-style-type: none"> <li>Enables the development to proceed</li> <li>Provides safety benefits to all users of this section of Wairere Drive</li> </ul>	<ul style="list-style-type: none"> <li>None known</li> </ul>
<b>Option two</b> – retain the current 80km/h speed limit		
No change to the current speed limit.	<ul style="list-style-type: none"> <li>None known</li> </ul>	<ul style="list-style-type: none"> <li>Prevents the development from proceeding</li> <li>Does not provide safety benefits to all users of this section of Wairere</li> </ul>

		Drive
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- 49. **Option One** has been identified as the preferred option and is in alignment with previous decisions by the Council on this matter.
- 50. The Developer has confirmed that it will NOT meet the costs associated with the consultation and communications for the proposed speed limit change, as it has already paid for this work previously. The consultations will be a cost to Council, noted in paragraph 60.
- 51. The Speed Limits Rule 2024 sets out the following consultation requirements in clauses 3.8(3) (c) and 3.8(4):

	<p>(c) use reasonable efforts to consult on the proposed changes with the following groups:</p> <ul style="list-style-type: none"> <li>(i) persons that use the roads for which speed limit changes are proposed, including freight users; and</li> <li>(ii) local communities; and</li> <li>(iii) businesses located on roads for which speed limit changes are proposed; and</li> <li>(iv) schools located on roads for which speed limit changes are proposed; and</li> <li>(v) road controlling authorities responsible for roads adjoining roads for which speed limit changes are proposed.</li> </ul>
(4)	<p>When required to consult under this Rule, the material that the Agency (as RCA) or the territorial authority (as the case may be) must publish as part of the consultation must include, in respect of each road for which a speed limit change is proposed—</p> <ul style="list-style-type: none"> <li>(a) the role and function of the road; and</li> <li>(b) how the road is used, including the different types of road users; and</li> <li>(c) why a speed limit change has been proposed rather than any other speed management intervention.</li> </ul>

**Cost Benefit Disclosure Statement**

- 52. Section 3.3 of the Speed Limits Rule 2024 requires the inclusion of a Cost Benefit Disclosure Statement within the consultation documents.
- 53. For each proposed speed limit change, the cost benefit disclosure statement must describe the following matters:
  - (a) the estimated safety impacts of the proposed speed limit change; and
  - (b) the estimated travel time impacts of the proposed speed limit change; and
  - (c) the estimated implementation costs of the proposed speed limit change.

54. The speed data indicates that the speeds are already in compliance with the Speed Limits Rule requirement i.e., speeds no greater than 66km/h (proposed speed limit plus 10%) for all times of the day and night (clause 4.4(2)(c)).
55. Therefore, staff consider that there is **not a need** to install anything other than good signage to indicate the change in speed limit. It would be recommended that 60 speed limit roundels also be marked on the road surface to help to reinforce and remind drivers of the lower speed limit.
56. The Cost Benefit Disclosure for this proposed speed limit reduction is included in the draft Consultation Document (**Attachment 1**).

### Next Steps

57. Staff have assessed that there are two reasonable and viable options for the Council to consider at this stage in the process. The options are set out in the table below:

*Table 3: Options*

Option	Advantages	Disadvantages
<b>Option A</b> Approve staff to undertake formal consultation then report back	Reduces judicial review risk. Further information will be available to Council and Committees following staff consultation	Has potential to raise an expectation in the community that a change will occur
<b>Option B</b> Status Quo - Take no further action (no public consultation or any other steps will take place)	No further time spent on considering a speed limit set by way of Special Consultative Procedure two years ago	Risk of judicial review higher than if decision-making process continues

58. Staff recommend **Option A** because it lessens the risk of judicial review proceedings being brought and lowers the risk to Council if the matter did proceed to a judicial review, and it has a better safety outcome.
59. If the Council accept the staff recommendation and the consultation process is approved, the proposed decision-making process can be summarised as follows:

*Table 4: Decision-making process for consultation process*

Who	Date	Activity
Staff	Late January end of February	Conduct public consultation in accordance with the Speed Limits Rule Consultation Requirements Procedure (6 weeks required by the Speed Limits Rule)
Staff	March 2025	Prepare Hearings Report
Traffic Panel	Early April 2025	Hear verbal submissions and agree on a recommendation for Council
Staff	April 2025	Prepare Deliberation and Decision Report
Council	1 May 2025	Consider the Deliberation and Decision Report and decide whether or not to adopt a lower speed limit

## Financial Considerations - *Whaiwhakaaro Puutea*

60. Indicative costs for the various activities required to implement the speed limit change and indication of who will meet these costs (excludes costs in relation to advice on potential judicial review):

*Table 5: Financial Considerations*

Activity	Indicative Cost	Who will meet these costs
SOP preparation, results analysis	\$8,000	Hamilton City Council
Consultation and engagement	\$20,000	Hamilton City Council
Staff time for managing process, report writing, legal advice and presentation	\$5,000	Hamilton City Council
Signage and roadmarking for new speed limit on Wairere Drive	\$4,000	Foodstuffs
Traffic signals at Karewa Place on Wairere Drive	To be determined through design	Foodstuffs

61. Funding for the Hamilton City costs will be from the Transport Operational budgets for Speed Limit Changes already approved in the 2024-34 Long-Term Plan.

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

62. Staff confirm that staff recommendations comply with the Council's legal and policy requirements including the requirements of the Land Transport Rule: Setting of Speed Limits 2024.

## Climate Change Impact Statement

63. Staff have assessed this option against the Climate Change Policy for both emissions and climate change adaptation. Staff have determined no adaptation or emissions assessment is required and it is not possible to complete a technical assessment for emissions reduction for this project.

## Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

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

## Social

67. Lower speed limits on Wairere Drive will provide safety benefits for those travelling along the section between Arthur Porter Drive and Pukete Road, along with those trying to cross at the intersections.

- 68. The safety improvements would benefit those driving along with people walking or biking and trying to access the nearby retail facilities.
- 69. If the speed limit reduction does proceed this will help enable the completion of the new supermarket which will provide additional choice for people shopping in the area.

### **Economic**

- 70. Economic wellbeing is defined as the capacity of the economy to generate employment and wealth necessary for present and future financial security.
- 71. If the speed limit reduction does proceed this will help enable the completion of the new supermarket which will provide additional employment in the Te Rapa area.

### **Environmental**

- 72. Environmental wellbeing is defined as the capacity of the natural environment to support, in a sustainable way, the activities that constitute community life.
- 73. There are no known environmental considerations associated with this matter.

### **Cultural**

- 74. Cultural wellbeing is defined as the capacity of communities to retain, interpret and express their shared beliefs, values, customs, behaviours, and identities.
- 75. Early engagement and full consultation was completed with Te Haa o te Whenua o Kirikiroroa (THaWK) and Ngaati Wairere for the consultation undertaken for the proposed speed limit change in 2021 and then the subsequent Speed Management Plan in 2023. There are no known cultural considerations associated with this matter.

### **Risks - *Tuuraru***

- 76. If the recommendations were not accepted and a decision was made not to proceed with the proposed decision-making process, the supermarket development would not be able to proceed. Foodstuffs have previously clearly signalled its intention to take judicial review proceedings.
- 77. There is a risk of public and stakeholder concern and dissatisfaction that the Council has already consulted on this matter and was not seen to respond to the feedback previously received as a result of the consultation completed for the proposal to lower the speed limit on Wairere Drive between Arthur Porter Drive and Pukete Road.
- 78. There is a potential risk that Council will again not be seen to respond to the feedback received in response to this round of consultation and this time the costs for the consultation will be met by Council.
- 79. There are no known legal or policy risks associated with the decisions required for this matter in this report.
- 80. The risk associated with not approving the recommendations in this report is that the Foodstuffs development of a Pak n Save supermarket in Te Rapa will not be able to be progressed.

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

- 81. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of recommendations in this report.

## Item 7

82. Community views and preferences are already known to the Council through the consultation undertaken for the proposed speed limit change in 2021 and then the subsequent Speed Management Plan in 2023.
83. There is a statutory requirement to consult as per legislation outlined below:
  - i. Speed Limits Rule 2024: Section 3.8 Consultation Requirements
  - ii. Local Government Act 2002: Section 82

### **Attachments - *Ngaa taapirihanga***

Attachment 1 - DRAFT Consultation Document

# **Wairere Drive Speed Limit Reduction**

Consultation Document

**24 January - 7 March 2024**

We're seeking feedback on a proposal to reduce the speed limit on Wairere Drive, between the intersection of Arthur Porter Drive and Pukete Road.

## WHY ARE WE DOING THIS?

Foodstuffs North Island Limited has been given resource consent to develop a Pak'nSave supermarket on the corner of Te Rapa Road and Eagle Way. As a condition of the consent, Foodstuffs must install traffic signals at the intersection of Wairere Drive and Karewa Place to allow for a right turn into (but not out of) Karewa Place from Wairere Drive. For these changes to happen, the speed limit on a section of Wairere Drive (between Te Rapa Road and Pukete Road) must be permanently reduced from 80km/h to 60km/h.

The Land Transport Rule: Setting Speed Limits 2017 (Speed Limits Rule) requires a minimum length of 500m for a 60km/h speed limit. Because the distance between Te Rapa Road and Pukete Road is only 410m, we propose to extend the speed limit reduction further west to include part of Wairere Drive, between Arthur Porter Drive and Te Rapa Road. This will reduce the number of speed limit changes along Wairere Drive which would happen if a shorter section of the road changed.

## PROPOSED CHANGES

Reduce the speed limit from 80km/h to 60km/h on Wairere Drive, between Pukete Road and Arthur Porter Drive. No physical changes are proposed to the Wairere Drive/Pukete Road and Wairere Drive/Te Rapa Road intersections apart from new signs and road markings.

The installation of traffic lights at the intersection of Karewa Place and Wairere Drive was considered as part of the resource consent granted for the development. This speed limit review does not revisit that decision, and no further feedback will be sought.

### FURTHER INFORMATION

Hamilton City Council  
Garden Place, Private Bag 3010, Hamilton

 [haveyoursay@hamilton.govt.nz](mailto:haveyoursay@hamilton.govt.nz)

 07 838 6699

 [hamilton.govt.nz/haveyoursay](https://hamilton.govt.nz/haveyoursay)

 [/hamiltoncitycouncil](https://hamiltoncitycouncil)



## REASONS FOR THE PROPOSAL

The proposed change is consistent with current traffic patterns with almost all traffic on this section of Wairere Drive travelling below or close to 60 km/h. Lowering the speed limit would allow the required traffic signals to be installed at the intersection of Karewa Place and Wairere Drive and enable the development of a supermarket to proceed.

We consulted on this speed limit change in 2021, which we included in the 2023 Speed Management Plan. The recent introduction of the Land Transport Rule: Setting of Speed Limits 2024 means the previous consultation and the 2023 Speed Management Plan are invalid and we are required to complete the consultation process again to meet the new requirements.

Wairere Drive is defined as an Urban Connector in the Speed Limits Rule 2024 and provides for the movement of people and goods between different parts of the city. It has low levels of interaction between the adjacent land use and is predominately used by vehicles.

## COST BENEFIT DISCLOSURE STATEMENT

In accordance with the requirements of the Land Transport Rule: Setting of Speed Limits 2024, the following table sets out the cost benefit disclosure statement for the proposed speed limit change.

<b>Road and Extent of changes</b>	Wairere Drive – east of Arthur Porter Drive to east of Pukete Road
<b>Existing Speed Limit</b>	80km/h
<b>Proposed Speed Limit</b>	60km/h
<b>Street Category based on the Land Transport Rule: Setting of Speed Limits 2024</b>	Urban Connector
<b>Crashes in last 5 years (2019-2023 inclusive)</b>	15 minor injury & 53 non injury crashes
<b>Estimated reduction in number and severity of crashes - average over 5 years</b>	2.1 less minor injury crashes 7.5 less non injury crashes
<b>Current Mean Operating Speed</b>	62km/h
<b>Estimated Mean Operating Speed when new speed limit in place</b>	57km/h
<b>Estimated Impact per vehicle (seconds/vehicle)</b>	6 seconds per vehicle
<b>Estimated Collective impact based on average annual daily traffic volumes (AADT)</b>	12,072 hours per year over 6.5 million vehicle movements (18,350 AADT)
<b>Costs to implement the change including consultation and installation</b>	\$33,000 for consultation and reporting \$4,000 for signage and roadmarking

Note: the above information has been prepared using the NZ Transport Agency Optional Cost Impact Analysis Tool

## ROAD SAFETY ASPECTS OF THE GPS

The Government Policy Statement on Land Transport 2024 sets out the Governments expectations for Road Safety and references the recently released objectives for road safety. The Wairere Drive speed limit change proposal addresses all 5 principles in the “New Zealand’s road safety objectives” 2024 document as the proposed 60km/h speed limit:

- is supported by estimated reductions in the number and severity of crashes
- will have negligible economic or social outcomes as current measured mean speeds are practically the same as the speed limit proposed
- will deliver an estimated reduction in the number and severity of crashes in an efficient and cost effective way that achieves value for money, with negligible regulatory burden for New Zealanders
- reflects the changing land use in the area and reinforces the current safe behaviour of the majority of road users on this section of road demonstrated by current measured mean speeds being practically the same as the proposed speed limit
- will be fully consulted to ensure community views are considered, in turn ensuring public understanding of the process.

## NEXT STEPS

We’d like your input before we make any final decisions. Please share your feedback between 24 January and 7 March 2025. All feedback will be analysed and presented at the Traffic, Speed Limits and Road Closures Panel meeting in early April 2025. Submitters who would like to speak to their written submission will be able to do so at this meeting.

A decision will be made on the proposed speed limit reduction after all views are considered.

## FEEDBACK FORM

### WAIRERE DRIVE SPEED LIMIT REDUCTION – 24 January to 7 March 2025.

Feedback forms can be:

- Completed online at [hamilton.govt.nz/haveyoursay](https://hamilton.govt.nz/haveyoursay)
- Posted to: Freepost 172189, Hamilton City Council, Communication and Engagement team, Wairere Drive Speed Limit Reduction, Private Bag 3010, Hamilton, 3240.
- Delivered to the Municipal Building Reception or any branch of Hamilton City Libraries.
- Emailed to: [haveyoursay@hcc.govt.nz](mailto:haveyoursay@hcc.govt.nz)

**Privacy statement:**

*The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation may be published with your submission and made available in a report to elected members and to the public. Other personal information supplied will be used for administration and reporting purposes only. Please refer to Council's Privacy Statement at [hamilton.govt.nz](https://hamilton.govt.nz) for further information*

**YOUR FEEDBACK:** (please print clearly)

**WHICH OPTION DO YOU PREFER?**

- ☐ Option 1: Reduce the speed limit from 80km/h to 60km/h and enable the supermarket to be developed
- ☐ Option 2: Retain the current 80km/h speed limit, **do not** make any changes and prevent the supermarket from being developed.

**Reasons**

**DO YOU THINK ANY OTHER PHYSICAL CHANGES ARE REQUIRED TO SUPPORT THE PROPOSED SPEED LIMIT CHANGE?**

**WHAT DO YOU USE WAIRERE DRIVE FOR?** Please select all that apply

- |   |   |
|---|---|
| <input type="checkbox"/> It's a local road close to my house                            | <input type="checkbox"/> Take children to/from school |
| <input type="checkbox"/> Visiting The Base or other retailers/<br>businesses in Te Rapa | <input type="checkbox"/> Travelling to work           |
| <input type="checkbox"/> Other (please specify):  |   |

*Ran out of room? Feel free to attach additional pages.*

**WOULD YOU LIKE TO MAKE A VERBAL SUBMISSION?**

A verbal submission is around 5 to 10 minutes and is a chance for you to strengthen the key points in your written submission at the Council meeting.

- ☐ Yes ☐ No

Verbal submissions will take place in April 2025 and we will contact you to arrange a time. Please give us your contact details in the next section.

**ABOUT YOU:**

This section tells us a bit more about you. By capturing this information, we will be able to better understand who is, and isn't, providing feedback.

**Name:** (required)

**Phone:**

**Email:** (required)

**Are you giving feedback on behalf of an organisation?**

No, these are my own personal views

Yes, I am the official spokesperson for the organisation

**If yes, what is the name of the organisation?**

If responding on behalf of an organisation, please do not complete the rest of this form.

**WHERE DO YOU LIVE?**

I live in Hamilton, my suburb is:

I live outside Hamilton:

☐ Waipa      ☐ Waikato      ☐ Elsewhere in New Zealand      ☐ Overseas

**WHAT IS YOUR AGE GROUP? (at your last birthday)**

<input type="checkbox"/> Under 16	<input type="checkbox"/> 16-19	<input type="checkbox"/> 20-24	<input type="checkbox"/> 25-29	<input type="checkbox"/> 30-34
<input type="checkbox"/> 35-39	<input type="checkbox"/> 40-44	<input type="checkbox"/> 45-49	<input type="checkbox"/> 50-54	<input type="checkbox"/> 55-59
<input type="checkbox"/> 60-64	<input type="checkbox"/> 65-69	<input type="checkbox"/> 70-74	<input type="checkbox"/> 75-79	<input type="checkbox"/> 80+

**WHICH ETHNIC GROUP DO YOU IDENTIFY AS? (select all that apply)**

☐ NZ European    ☐ Maaori    ☐ Indian    ☐ Chinese    ☐ Samoan

☐ British    ☐ Filipino    ☐ Tongan    ☐ South African    ☐

Cook Islands Maaori    ☐ Other (please specify if you wish)

**WHICH OF THE FOLLOWING BEST DESCRIBES YOUR HOUSEHOLD SITUATION?**

☐ Living alone      ☐ Household with dependants (e.g. children/other family)

☐ Living with others that are not family      ☐ Household with no dependants (e.g. no children/no other family)

**Please get your feedback to us by 7 March 2025.**

## 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. Proposed Terms Sheet for Amberfield Development	) Good reason to withhold ) information exists under ) Section 7 Local Government	Section 48(1)(a)
C2. Contract for Electoral Services for 2025 and 2028 Triennial Elections	) Official Information and ) Meetings Act 1987 )	
C3. Recommendations from Public Excluded Committee Meetings		

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