

Agenda for a meeting of the Raglan Community Board to be held in the Basement Meeting Room, Raglan House, 45 Bow Street, Raglan on **WEDNESDAY 17 FEBRUARY 2021** commencing at **1.30pm**.

Information and recommendations are included in the reports to assist the Committee in the decision making process and may not constitute Council's decision or policy until considered by the Committee.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday, 9 December 2020.

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

| | |
|---------------------------------|--|
| To | Raglan Community Board |
| From | GJ Ion Chief Executive |
| Date | 21 January 2021 |
| Prepared by | Matthew Horsfield Democracy Advisor |
| Chief Executive Approved | Y |
| Reference # | GOV0507 |
| Report Title | Confirmation of Minutes |

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Raglan Community Board held on Wednesday 9 December 2020 are submitted for confirmation.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 9 December 2020 be confirmed.

3. ATTACHMENTS

RCB Minutes – 9 December 2020

MINUTES of a meeting of the Raglan Community Board held in the Basement Meeting Room, Raglan House, 45 Bow Street, Raglan on **WEDNESDAY, 9 DECEMBER 2020** commencing at **1.30pm**.

Present:

Mrs G Parson (Chairperson)
 Mr S Bains
 Mr D Amoore
 Mr T Oosten
 Mr C Rayner
 Cr LR Thomson

Attending:

Senior Constable R Stevenson (NZ Police, Raglan)
 Senior Constable A Murphy (NZ Police, Raglan)

Ms A Diaz (Chief Financial Officer)
 Ms D Dalbeth (Business Improvement Analyst)
 Ms K Jenkins (Risk Advisor)
 Mrs LM Wainwright (Committee Secretary)

Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Parson/Cr Thomson)

THAT an apology be received from **Mr MacLeod**.

CARRIED

RCB2012/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Parson/Cr Thomson)

THAT the agenda for a meeting of the Raglan Community Board held on **Wednesday, 9 December 2020** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

RCB2012/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Parson/Mr Oosten)

THAT the minutes of a meeting of the Raglan Community Board held on Wednesday, 28 October 2020 be confirmed as a true and correct record of that meeting.

CARRIED**RCB2012/03****PUBLIC FORUM**

The following matters were noted:

- Coastal Reserves Committee - The community expressed concern that no communication had been given on the disbanding of the committee. Stakeholders were requesting acknowledgement of their work.
- Commercial business on Ngarunui Beach – Formal notice to close the business was required.

ACTION: Mrs Parson and Cr Thomson to contact Council on the closure and report back to Mr Kereopa within a week.

- The disabled parking space had been moved but not marked. The Board was meeting with Waikato District Council's Safety Engineer and would report back to the community via the Community Board's website page.
- From Tuesday, 15 December 2020, Xtreme Zero Waste would no longer be accepting plastics marked 3, 4, 6 and 7.
- Lorenzen Bay Road junction to Raglan township – The shoulder on parts of the road had dropped away and riding a push bike was hazardous. The road belongs to NZTA.

REPORTS

NZ Police Update

Agenda Item 6.1

The report was received [*RCB2012/02 refers*]. Senior Constable Stevenson introduced Senior Constable Murphy to the Board and noted the following matters:

- Constable Murphy had joined the Raglan Police team and would be permanently based in Raglan.
- Christmas policing - Additional policing staff would be in Raglan from Saturday, 26 December 2020. Further staff would be in Raglan for New Year's Eve festivities.
- Boy racers in the town. Registration plate numbers and videos/photos were required to enable the Police to take any action. Police were working to educate the youth on the dangers of racing their cars. Cameras would assist Police with this issue.

ACTION: Cr Thomson would follow up with the Camera Trust and advise the Police if any help could be given.

Discretionary Fund Report to 23 November 2020

Agenda Item 6.2

The report was received [*RCB2012/02 refers*].

Resolved: (Mrs Parson/Cr Thomson)

THAT the Raglan Community Board approves payment:

- to Mafia Design Ltd
- for the amount of \$764.75 (including GST)
- for the design of the parking map.

CARRIED

RCB2012/04

Year to Date Service Request Report

Agenda Item 6.3

The report was received [*RCB2012/02 refers*]. No discussions were held on this item.

Schedule of Meetings 2021

Agenda Item 6.4

The report was received [RCB2012/02 refers].

Resolved: (Mrs Parson/Mr Amoore)

THAT the Raglan Community Board continues to hold its meetings at 1.30pm on a six-weekly cycle in 2021, on the following dates:

- **Wednesday 17 February 2021,**
- **Wednesday 31 March 2021,**
- **Wednesday 12 May 2021,**
- **Wednesday 23 June 2021,**
- **Wednesday 4 August 2021,**
- **Wednesday 15 September 2021,**
- **Wednesday 27 October 2021, and**
- **Wednesday 8 December 2021.**

CARRIED**RCB2012/05**Submission on Raglan (Whaingaroa) Coastal Reserves Management Plan

Agenda Item 6.5

Tabled Item: Submission on the Raglan (Whaingaroa) Coastal Reserves Management Plan.

The report was received [RCB2012/02 refers]. Discussions were held on the following matters:

- The operational aspects of the management plan would be carried out by Waikato District Council.
- A workshop between Council and the Board was required to discuss who would be responsible for the strategic oversight of the plan.
- Council would be responsible for stakeholder engagement. This would be a KPI and reported to the Board on a quarterly basis.
- The hearing for the Draft Raglan (Whaingaroa) Coastal Reserves Management Plan would be held on Thursday, 25 February 2021.

Resolved: (Mr Bains/Mr Rayner)

THAT the Raglan Community Board approves the submission with any amendments to the Waikato District Council on the Raglan (Whaingaroa) Coastal Reserves Management Plan, as attached to the agenda report.

CARRIED**RCB2012/06**

Raglan Works, Actions & Issues Report: Status of Items December 2020

Agenda Item 6.6

The report was received [*RCB2012/02 refers*]. Discussions were held on the following matters:

- Coastal Reserves Committee

ACTION: This action to be closed.

- Disabled parking had been relocated but the disabled logo had not been painted on the road.

ACTION: Staff to follow up on the painting of the disabled logo.

ACTION: Staff to follow up on the painting of the clearway road markings in front of the fire station. This action to be added to the Works, Actions & Issues report.

ACTION: Staff to confirm with the Board who was monitoring the Manu Bay breakwater.

- Raglan Town Hall Committee – Mr Rickard had resigned from the Raglan Town Hall Committee. This position would be filled by a member of the community.

ACTION: The Chief Financial Officer to work with Mr Oosten on depreciation of the Raglan Town Hall.

Chairperson's Report

Agenda Item 6.7

The report was received [*RCB2012/02 refers*]. The report was taken as read and no discussions were held.

Raglan Naturally Report

Agenda Item 6.8

The report was received [*RCB2012/02 refers*]. Discussions were held on the following matters:

- Mr Oosten was the Community Board representative on the Raglan Naturally Trust Board and would provide a monthly report to the Community Board from February 2021.
- Ms Simpson, Community Advisor from Department of Internal Affairs, had met with the Raglan Naturally Trust Board to discuss the community led development partnership between the two groups.

Councillor's Report

Agenda Item 6.9

The report was received [*RCB2012/02 refers*]. Discussions were held on the following matters:

- Whaingaroa Raglan Destination Management Organisation – a lease had been signed with Waikato District Council. A funding application had been made to the COVID-19 Tourism Fund for \$50,000. The Raglan Residents and Ratepayers group had disbanded and given \$4,500 to the DMO.
- Memorial seating – the Board would workshop this in the New Year.
- Raglan Medical – Whanau Pai mental health initiative. This team works out of the medical centre every Tuesday and Friday. To take up the free service, people must be New Zealand citizens.

BOARD MEMBERS' REPORTS

Agenda Item 7

The report was received [*RCB2012/02 refers*]. Mr Rayner noted the following matters:

- Watercare and Waikato District Council were working well with the community. Mr Rayner would keep the Board updated on all matters.

Mr Oosten noted the following matters in relation to his report:

- Changes to speed limits in Raglan would commence on Monday, 14 December 2020. A BMS board would be located on SH23 on Friday, 11 December 2020 advising of the speed limit changes.
- Walking/cycling map was required for the Raglan school.
- Raglan bus survey.

ACTION: Staff to follow up on the bus survey results and report back to the next Community Board meeting.

Mr Amoore noted the following matters in relation to his report:

- Innovating streets. The detailed design had been completed and quotations would be sought.

There being no further business the meeting was declared closed at 3.11pm.

Minutes approved and confirmed this day of 2021.

G Parsons
CHAIRPERSON

Open Meeting

| | |
|---------------------------------|--|
| To | Raglan Community Board |
| From | Alison Diaz Chief Financial Officer |
| Date | 28 January 2021 |
| Prepared by | Julie Kelly Support Accountant |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0507 |
| Report Title | Discretionary Fund Report to 28 January 2021 |

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 28 January 2021.

The Board is also asked to approve an invoice from Raglan Ink for Places for People Graphic Design Work.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

THAT the Raglan Community Board approves payment to Raglan Ink in the amount of \$150 (excluding GST) for Places for People Graphic Design Work.

3. ATTACHMENTS

Attachment 1 - Discretionary Fund Report to 28 January 2021

Attachment 2 – Invoice from Raglan Ink (Graphic Design Work)

| |
|---|
| RAGLAN COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021) |
|---|

| |
|--------------------------------|
| As at Date: 28-Jan-2021 |
|--------------------------------|

| | | | |
|--|--|------------|--------------------|
| | | | 1,206,170.4 |
| 2020/21 Annual Plan | | | 14,271.00 |
| Carry forward from 2019/20 | | | 8,002.00 |
| Total Funding | | | 22,273.00 |
| Income | | | |
| Total Income | | | - |
| Expenditure | | | |
| 14-Aug-2020 | Raglan Community Arts Council | RCB2008/05 | 3,500.00 |
| 08-Dec-2020 | Mafia Design Raglan Map Project | RCB2012/04 | 665.00 |
| Total Expenditure | | | 4,165.00 |
| Net Funding Remaining (Before commitments) | | | 18,108.00 |
| Commitments | | | |
| 23-Jun-2020 | Maki Nishiyama for the creation of a Raglan Community Board website to include set up, board training, and two year domain hosting | RCB2006/03 | 1,000.00 |
| 05-Aug-2020 | Raglan Community Radio from the Board's Discretionary Fund for the Whaingaroa Talent Factory Event - 10 October 2020 | RCB2008/03 | 1,000.00 |
| 16-Sep-2020 | Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO (\$1,000 incl. GST) | RCB2009/05 | 869.57 |
| 28-Oct-2020 | An additional amount of \$130.43 is committed to Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO | RCB2010/06 | 130.43 |
| Total Commitments | | | 3,000.00 |
| Net Funding Remaining (Including commitments) | | | 15,108.00 |

TAX INVOICE

Raglan Community Board
 Attention: Secretary
 c/- Waikato District Council
 Private Bag 544
 NGARUAWAHIA

Invoice Date
12 Jan 2021

Invoice Number
INV-1233

Reference
Dennis Amoore

GST Number
092-753-298

Raglan Ink Ltd
 P O Box 234
 RAGLAN

| Description | Quantity | Unit Price | Amount NZD |
|---|----------|------------------|---------------|
| Raglan Community Board - Places for People - 10 December 2020 | 1.00 | 150.00 | 150.00 |
| | | Subtotal | 150.00 |
| | | TOTAL GST 15% | 22.50 |
| | | TOTAL NZD | 172.50 |

Due Date: 19 Feb 2021

Payment should be made to RAGLAN INK LTD
 Westpac 03 1563 0056520 000

TERMS OF CREDIT: Payment in full is due by 20th of the month following the month of purchase, unless previously arranged.
 Purchaser is liable for any costs involved in the collection of overdue accounts.

PAYMENT ADVICE

To: Raglan Ink Ltd
 P O Box 234
 RAGLAN

Customer Raglan Community Board
Invoice Number INV-1233

Amount Due **172.50**
Due Date 19 Feb 2021

Amount Enclosed

Enter the amount you are paying above

Open Meeting

| | |
|---------------------------------|---|
| To | Raglan Community Board |
| From | Alison Diaz Chief Financial Officer |
| Date | 26 January 2021 |
| Prepared by | Sharlene Jenkins Executive Assistant |
| Chief Executive Approved | Y |
| DWS Document Set # | GOV0507 / 2985605 |
| Report Title | Raglan Works, Actions & Issues Report: Status of Items February 2021 |

1. EXECUTIVE SUMMARY

The purpose of this report is to update the Raglan Community Board on actions and issues arising from the previous meeting and works underway in Raglan.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

1. Raglan Community Board Actions & Issues Register – February 2021
2. Raglan Works as at 26 January 2021
3. Raglan Community Board Quarterly Update – Roothing, Footpaths, Walkways, Cycleways and Parking

RAGLAN COMMUNITY BOARD ACTIONS & ISSUES REGISTER – February 2021

| ISSUE | Area | Action | Comments |
|---------------------------------------|--|--|--|
| Disabled Parking | Roading, Service Delivery | <p>OCTOBER 2020: The Community Board recommends to Council that the disabled car park space be returned to the Northern side of the Bow Street / Wallis Street car park, with the acknowledgement that one parking space would need to be removed to meet the spacing requirements of a mobility park space.</p> <p>DECEMBER 2020: Disabled parking had been relocated but the disabled logo had not been painted on the road.</p> | <p>DECEMBER 2020: Relocated to original location. Sign is in place. Pavement markings to be completed.</p> <p>JANUARY 2021: Completed.</p> |
| Fire Station – Clearway Road Markings | Roading Service Delivery | DECEMBER 2020: Staff to follow up on the painting of the clearway road markings in front of the fire station. This action to be added to the Works, Actions & Issues report. | JANUARY 2021: Completed. |
| Manu Bay Breakwater | Community Projects, Service Delivery | DECEMBER 2020: Staff to confirm with the Board who was monitoring the Manu Bay breakwater. | JANUARY 2021: Complete. Email sent 13 January 2021. |
| Raglan Bus Survey | Strategic Projects, Community Growth / Roading, Service Delivery | DECEMBER 2020: Staff to follow up on the bus survey results and report back to the next Community Board meeting. | <p>JANUARY 2021: Respondents are mostly happy with the current Raglan bus services, as the current timetable appears to fit bus users' work and education schedules. Although satisfaction with current bus services is high, stop location, routes, and scheduling appear to be barriers, and will need to be considered when implementing new services in this area.</p> <p>To this, an internal service may provide an opportunity to encourage more people to use bus services, as feedback suggests increasing the number of bus times, as well as a later return time from Hamilton, may assist with future uptake. Furthermore, Raglan's traffic congestion and parking issues over the summer months may also be alleviated somewhat with the introduction of an internal bus service and an enhanced service to Hamilton.</p> |

RAGLAN WORKS – as at 26 January 2021

BOAT RAMPS

Manu Bay Breakwater

Next progress report planned for early February.

WALKWAYS

The physical works (for below) are being planned for autumn to minimise disruption to the campground and visitors to Raglan over the summer period.

Papahua Stage 1 and 2 as well as the campground carpark, and also a path designed to connect the skatepark to the footpath network.

ROADING

Gilmour Urban Upgrade

The detailed engineering design for the proposed works is now complete.

- Design drawings with a supporting pricing schedule will be provided to Waikato District Alliance (“WDA”) for pricing and programming of the works. Pricing will be compared to the engineer’s estimate – if it is significantly higher we will have a market review of costs, and appropriate rates will be negotiated.
- Design drawings will be shared with Watercare, Beca and other internal staff for peer review purposes.
- A meeting with local residents will be organised to let them know exactly what’s planned and to discuss how the work will affect them.

To avoid the peak summer holiday period in Raglan, work is scheduled to start in Autumn, but there is still a possibility that the timing of physical works could be affected by WDA’s resources and product supply timelines.

Raglan Community Board Quarterly Update (from WDC)

Roading, Footpaths, Walkways, Cycleways and Parking

| Current WDC Projects | Status |
|--|---|
| Gilmour Street | Design complete with Alliance for pricing. |
| Raglan Holiday Park, Papahua | With designers. The camp entranceway works now have confirmed funding. Funding of the remainder of the stage two path including the camp ground entrance is being sought. If confirmed this will be constructed at the same time as the Stage I works, and bundled with similar footpath works near the skatepark. |
| Wainui Road Footbridge | Resource consent approved for culvert extension to support proposed walking cycling path, to be presented to Poihakena Marae. |
| Cliff Street – footpath new and upgrade | Put on hold to be considered as part of longer term planning for Cliff Street. |
| Cliff Street – signs improved for one-way | Complete and operational. |
| Greenslade footpath | Design complete, pricing in place and funded. Plans to be shared with RCB. |
| State Highway 23 revocation | This is now with With NZTA National office. SH23 revocation behind schedule. First part of revocation – mid 2021. Second part – 2022? as culvert being built by NZTA first. |
| Speed limit changes | Complete. |
| Bow Street – works to support speed/safety | New speed limits in place have made a significant difference to the overall speed environment. WDC will install crossing point at end of Bow Street. Awaiting on Innovating Streets outcomes. |
| Wharf Project – possible new footpath | With wharf steering group - in design/procurement stage. |
| Wharf parking - longer term | RCB to work with GB on this. Bus service survey is complete with support for a local bus service. Funding has been set aside in the next LTP for bus service changes. Progress on hold for parking by dog area, as this is parks and reserve not road reserve. |
| Marine Parade/Main Road Splitter island | Design complete, construction of footpath from Raglan west shops to Marine Parade will commence in March. |

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| Inter Raglan bus service | Versus has been engaged to do survey, now complete. A local bus service is supported. Funding in place for the next LTP. Next stage is to work with regional council for tender of service and costings. |
| Bus shelter by Fire Station | Complete. |
| Signs for parking | List sent to GB Oct/Nov 2020. Late Jan/early Feb installation. GB to come back to RCB regarding such before finalised and installed. Signs have been ordered, awaiting installation date from Alliance. |
| Marking of resurfaced area (Orca area) including disabled carpark | |
| Cross hatch in front of Fire Station | Complete. |
| Gov Road/Bayview - change giveaways to Stop signs | Instruction given to Alliance, programmed for first week of March. |
| Park Drive crossing at base of John Street improve for safety | Transport planning with GB and RCB – no change, planning stage. |
| Greenslade Road junction safety issue | Transport planning with GB and RCB. Been raised before many times in RCB meetings. RCB and GB raised direct with NZTA as an urgent issue - pre Xmas 2020. Recent accidents and incident. Still waiting on NZTA to do something. WDC are as frustrated as the community with the lack of traction to undertake interim safety improvements. |
| Current Issues Raised by RCB and Cmty. to WDC | Update from October RCB Meeting and subsequent updates from GB |
| Calvert Road, Whale Bay | Signs have been installed. GB assessing over Summer. Appears to be working from observations, lots of small vans, but large campervans are not noted. |
| Rose Street | Raised direct to WDC and in RCB August. GB investigating. Is an issue, but need to undertake a wider consultation. Community Board to advise how they would like the consultation to be undertaken – residents only?, wider community? Discussed in RCB Oct Meeting. RCB to keep wharf stakeholder group informed (not in connection with or through the Wharf Project). Staff/GB to keep RCB up to date with progress. This has taken a back step as demands on staff for the LTP process has delayed action on this. Hope to put resources in the next couple of weeks. |
| Safety for school children (main road) | Raised in RCB Sept by TO. |

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|--|--|
| Main Road, splitter islands/crossings | <p>The Road Safety Engineer undertook site visits to observe issues and also met with the School Principal. The site is typical of larger schools pm pick up times, especially during wet weather, it is an unfortunate reflection of today's modern living and parking is not considered in school growth planning. There are a number of issues that are not roading related and are a result of school growth, lack of onsite planning for staff car parking. This will require a broader approach to the issues particularly at pm pick up. However, speed will reduce to 40km/h throughout the township once revocation of SH23 (in part is complete), this will improve safety, but congestion is likely to remain an issue. If the revocation of SH23 looks like to be protracted process, will bring speed limits forward to install in December 2020. The school is going to look at ways to reduce traffic particularly for teaching staff. Additional crossing points are being proposed on Main Road to improve crossing safety.</p> <p>Tony Oosten as RCB rep for RAS to keep Board informed as to general school/road safety improvements.</p> <p>Main Rd crossings to be pedestrianised before school returns in Jan 2021.</p> <p>School markings and signs complete.</p> <p>Main Road crossing pints, kerb build outs and median refuges at 2 locations identified and to be installed in March.</p> |
| Freedom Camping on road reserve/Reserve corner Wallis and John Streets | <p>Raised to RCB and WDC Jan 2021.</p> <p>GP spoken with staff, Councillor and residents. Waiting on suggestions from staff as to way forward. 3/2/21</p> <p>Appears that a large area is not all road reserve and is parks and reserves, so would be covered by the Parks and Reserves bylaw which excludes camping. This issue is being managed by our reserves team.</p> |
| Future WDC Projects - coming up soon | <p>From Oct RCB meeting - ACTION: Staff to keep the Board informed of significant roading/footpath issues in advance of any action being taken.</p> |
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Open Meeting

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|---------------------|---|
| To | Raglan Community Board |
| From | Gabrielle Parson Chairperson |
| Date | 2 February 2021 |
| Prepared by | Matthew Horsfield Democracy Advisor |
| Reference: | GOV0507 |
| Report Title | Climate Response and Resilience Action Plan |

I. EXECUTIVE SUMMARY

The purpose of the report is for the the Board to consider the Climate Response and Resilience Action Plan approved by Council in December 2020.

The following is an excerpt from the minutes of Council’s December Meeting on this item:

The Planning & Policy Manager summarised the report and referred to the earlier workshop held with elected members. In response to questions, the following matters were discussed:

- *Both compliance and leadership were drivers behind the Plan. - Collaboration and co-operation were embedded in the Plan. - Action Plan addressed both corporate and community needs.*
- *Collaboration with other councils had focussed more on Hamilton City Council and other neighbouring councils to the south of the District to date.*
- *Means of measuring the ‘supply chain’ for waste and emissions.*

THAT Council approve the Climate Response and Resilience Action Plan (2020): Part One: Framework, as attached to the staff report;

AND FURTHER THAT Council endorse the Climate Response and Resilience Action Plan (2020): Part Two: Prioritised Actions, as attached to the staff report, as a starting point for Council’s consolidated climate-related action programme.

2. RECOMMENDATION

THAT the report from the Chairperson be received

3. ATTACHMENTS

Climate Response and Resilience Action Plan – Council report December 2020

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Clive Morgan General Manager Community Growth |
| Date | 25 November 2020 |
| Prepared by | Jim Ebenhoh Planning and Policy Manager |
| Chief Executive Approved | Y |
| Reference # | GOV1301 / 2956141 |
| Report Title | Climate Response and Resilience Action Plan |

1. EXECUTIVE SUMMARY

This report presents the first Council Climate Response and Resilience Action Plan. The Plan consists of a (1) framework document containing background, principles, objectives and a summary of action categories, and (2) a table of prioritised actions. It builds on the internally focused Climate Response and Resilience Policy adopted by the Policy and Regulatory Committee on 31 August 2020. This report seeks approval of the framework document and endorsement of the action table as a starting point for Council's consolidated climate-related action programme.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received;

AND THAT Council approve the Climate Response and Resilience Action Plan (2020): Part One: Framework, as attached to the staff report;

AND FURTHER THAT Council endorse the Climate Response and Resilience Action Plan (2020): Part Two: Prioritised Actions, as attached to the staff report, as a starting point for Council's consolidated climate-related action programme.

3. BACKGROUND

On 5 February 2020, the Strategy and Finance Committee received and approved the Climate Response Planning report. An outcome of the report was a mandate to develop a Climate Action Plan.

On 31 August 2020, the Policy and Regulatory Committee adopted an internally focused Climate Response and Resilience Policy (2020), a crucial first step towards the development of an appropriate Action Plan and a key enabler for employees. The policy, attached as Appendix Three, does the following:

- Provides a foundation to establish a consistent, standardised, all-of-organisation approach to climate response and resilience.
- Demonstrates and operationalises Council's commitment to take climate action.
- Assists with decision making and planning.
- Aligns the organisation with climate related legislation.
- Protects people from risk.
- Sets a framework for the development of a Climate Action Plan (now referred to as the Climate Response and Resilience Action Plan, for consistency with the title of the Policy).

The Climate Response and Resilience Action Plan (Plan) has been developed by a cross-departmental working group of Council staff, supported and guided by a steering group of senior managers and Councillors including the Deputy Mayor, Councillor Thomson and Councillor Eyre. The Executive Leadership Team has also reviewed and provided input to the Plan.

Critical to the formulation of this Plan has been input from activity managers and asset managers across Council, who provided information on the climate related initiatives they are currently undertaking, are proposing as part of the 2021-2031 Long Term Plan (LTP) and are considering for the future.

The emissions reduction parts of the Plan were informed by a greenhouse gas emissions inventory for Council (corporate) by the Waikato Local Authority Shared Services (WLASS) Energy Manager and a similar inventory for the Waikato district and region (community) coordinated by the Waikato Regional Council. Both the emissions reduction and adaptation parts of the Plan were also informed by a range of national legislation and guidance, including the Zero Carbon Act and the first National Climate Change Risk Assessment.

Ideas for actions were generated not only through discussions with activity managers and asset managers, but also through suggestions by other staff through open channels such as a suggestions wall and internal continuous improvement systems. The project team also conducted its own review of various sources, such as action plans of other organisations. In particular, information exchange with the Waikato Regional Council and Hamilton City Council was a useful input.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

There is no shortage of ideas for climate actions. The fact that climate change has been influenced by myriad factors, and will have global effects at every scale, means that most activities have potential to contribute to emissions reduction and adaptation.

The attached Plan includes roughly 80 initiatives that initially appear to be the most promising for reducing greenhouse gas emissions and adapting to the effects of climate change, for both Council and the district. These have been selected and their initial priority levels assessed, based on the level of control / influence that Council has (the more the better), the payback period for energy / fuel efficiency measures (the shorter the better), the benefit/cost ratio in terms of emissions reductions or increased resilience (the higher the better), and the potential to demonstrate visible leadership within our community and the wider region.

Those initiatives already underway are included, as are those proposed for the 2021-2031 LTP. They have either been achievable within existing budgets or are proposed for the next LTP based in part on the WLASS Energy Manager's expert advice on value-for-money. There are also many initiatives that have been included because they appear promising, but need further analysis to determine likely costs, timing, partnership opportunities, and detailed work programming. Their status is shown as 'under investigation' if this further analysis is underway, or in some cases as 'improvement opportunity' if the investigation is not yet underway. Over time, it is envisioned that more of these actions will be brought into the current work programme. One of the Plan's actions is to set up topic based work streams to conduct the necessary analysis and build on this 2020 Plan over time.

Another consideration in the preparation of this Plan has been the knowledge that New Zealand, the Waikato district and Council are operating within a period of economic uncertainty arising from the COVID-19 pandemic. Accordingly, most asset managers and activity managers have undertaken or proposed initiatives that could be characterised as 'low-hanging fruit', rather than including every possible climate action regardless of affordability.

As summarised in previous reports to Council and its Committees on this topic, there is an urgent need for Council action for climate response and resilience. At the same time, it is important that the Plan is flexible and continuously updated and improved, as the regional and national context is changing rapidly and as the economic effects of the pandemic come more clearly into focus.

The regional context provides significant potential for collaboration. Waikato Regional Council recently adopted a 'Climate Roadmap' that puts a climate lens on all its decision-making and considers all aspects of climate action that it can influence. Hamilton City Council adopted an initial Climate Action Plan for 2021/21 that is primarily a stocktake of climate related actions already underway and is working on a Climate Accord with other organisations to collaborate on making Hamilton 'net zero' in terms of greenhouse gas emissions. The Waikato Plan has been tasked with coordinating climate action across the entire region, through a workstream chaired by Eugene Berryman-Kamp (Chief Executive of Te Arawa River Iwi Trust); it is currently conducting a stocktake of Council activities in the region.

The national context is evolving and adding increasing levels of regulation and guidance. Building on the Zero Carbon Act, the first National Climate Change Risk Assessment was released earlier this year and the first draft of the National Emissions Reduction Plan is due in February next year. The 'Randerson Report' on the Resource Management Act 1991 also recommended a new Managed Retreat and Climate Change Act. And of the writing of this staff report, the Government was poised to declare a 'Climate Emergency' the week of 3 December.

These evolutions suggest that Council's Action Plan should be flexible and adaptable, taking actions now that have clear benefits, but allowing for targets and actions to be reviewed and

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enhanced as new information and opportunities for collaboration come to hand. For example, the attached Action Plan builds on recommendations by the WLASS Energy Manager to reduce Council's carbon emissions 50% by 2030, consistent with the Zero Carbon Act. It does not set intermediate targets before 2030, as these might best be set to be in alignment with the upcoming National Emissions Reduction Plan.

A reporting framework will be developed by the end of this financial year with consideration to the legislative requirements under the Zero Carbon Act and other legislation, Waikato District Council's reporting framework, and resourcing. Effectiveness of the actions undertaken regarding emission reduction will ultimately be demonstrated via the Corporate and District stocktake reports.

4.2 OPTIONS

In a broad sense, the options with respect to the Plan are as follows:

Option One: Adopt / endorse as is. This would acknowledge that this 2020 Plan is a good start, with further iterations allowing for refinement. (This is the recommended option.)

Option Two: Adopt / endorse with changes. This would allow Councillors to remove or add actions, or to change the priority of actions – for example, proposing that an action be included in the 2021 LTP or removed from it. While draft budgets have already been submitted, it is not too late to suggest changes to those budgets, or changes to activities within existing budgets. If consideration is given to the factors outlined above (benefit/cost ratio, payback period, leadership positioning of Council, etc.), this is a feasible option and would not result in delay.

Option Three: Do not adopt / endorse; ask staff to rework. This would indicate that substantial changes are required to the Action Plan. In this instance Council are asked to provide feedback as to what aspects of the Plan need to change, and a timeline for bringing a revised Plan back to Council for approval.

Option Four: Defer adoption / endorsement, pending more national / regional direction. This option would leave the Plan 'on the table' until other specified inputs are available (e.g. national or regional guidance on emissions budgets, or collaborative work through the Waikato Plan). This would delay the initiation of an Action Plan, when those inputs could inform future iterations.

Option Five: Resolve to not have a Climate Response and Resilience Action Plan. This would be contrary to previous decision of the Strategy and Finance Committee.

A variation of options 1 and 2 (which could be referred to as 1B and 2B) would be to put the draft Action Plan out to the community for consultation. This would have the advantage of further attempting to ensure that the Plan is calibrated with the wishes of the District's businesses, residents and iwi. However, it would delay the process of getting some initiatives underway, in part due to missing the opportunity to put them into proposed 2021 LTP budgets. The consultation would need to occur no earlier than late January to avoid the holiday period, and the adoption of the Plan would be correspondingly delayed until at least March.

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If this 'consult-first' option were not chosen, there could still be consultation on any significant new activities through consultation on the draft 2021-2031 LTP. The Plan could also still be improved by community input over time due to an ongoing open feedback opportunity, e.g. through a form on the Council website.

5. CONSIDERATION

5.1 FINANCIAL

The Action Plan does not in itself commit Council to funding; specific initiatives still need to be funded separately through existing budgets or those proposed for the 2021-31 Long Term Plan. However, adoption of the Action Plan will create expectations that most of the initiatives within it will be actioned over time, even if it is through future LTPs.

It is important to note that in many cases no additional expenditure is required at all; climate friendly options sometimes cost less than the alternatives or at least pay for themselves within a short time. That is the case with (for example) replacement of old lighting with LED lights or aging petrol vehicles with hybrid vehicles – the electricity savings and fuel savings over time justify the marginally higher initial investment.

The Government's work on the emissions trading scheme and other pricing mechanisms will almost certainly lead to a higher 'cost of carbon' which will make emissions reduction more cost-effective relative than business as usual, or the purchase of carbon credits or offsets.

5.2 LEGAL

The Zero Carbon Act does not directly require action by local government, but there are clear expectations that local government will do its part to help New Zealand's emissions targets. The Local Government Act already requires Council to promote the environmental, social, cultural and economic wellbeing of its communities. The Resource Management Act requires councils to have regard to the effects of climate change and a potential Managed Retreat and Climate Change Act is likely to add more specific requirements in these areas.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Previous reports to the Policy and Regulatory Committee in August 2020 and to the Strategy and Finance Committee in February 2020 summarised the strategic and policy drivers for a Climate Response and Resilience Action Plan. The Action Plan will help Council deliver on its vision of Liveable, Thriving and Connected Communities by doing its part and helping the community do its part to reduce contribution to climate change and by building resilience to climate impacts. The Action Plan incorporates and builds on related policy work by Council, such as the Proposed District Plan (particularly Stage 2: Natural Hazards and Climate Change), elements of Waikato 2070 (District Growth and Economic Development Strategy) that (for example) promote public transport and growth around walkable town centres, and draft Asset Management Plans and the draft Infrastructure Strategy which incorporate planning for climate resilience.

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5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement | Inform | Consult | Involve | Collaborate | Empower |
|---|--|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|
| | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i> | <p>The development of the Action Plan has involved information sharing and consultation with other entities (e.g. Waikato Regional Council and neighbouring Territorial Authorities) and has been built on staff involvement and collaboration across Council.</p> <p>Formal public consultation is not proposed at this time, but the Action Plan could be open for feedback on an ongoing basis, e.g. through a form on Council's website and this feedback could guide future reviews.</p> <p>Collaboration with residents and businesses, community groups and iwi is likely to occur through implementation of the Action Plan.</p> | | | | |

State below which external stakeholders have been or will be engaged with:

| Planned | In Progress | Complete | |
|-----------|-------------|----------|---|
| | Y | Y | Internal |
| Potential | | | Community Boards / Community Committees |
| Potential | | | Waikato-Tainui / Local iwi (provide evidence / description of engagement and response) |
| Potential | | | Households |
| Potential | | | Business |
| | Y | Y | Other: Neighbouring Councils |

6. CONCLUSION

This report presents the first Council Climate Response and Resilience Action Plan for adoption, building on the internally focused Climate Response and Resilience Policy that was adopted in August 2020. It collates many ideas proposed by staff, Councillors, external technical advisors and other councils. It represents a pragmatic approach that recognises the urgency of the climate risk as well as affordability constraints in the current economic climate. As an initial starting point, it will demonstrate leadership and an action focus while allowing for further refinement based on national and regional guidance, regional and sub-regional collaboration, and community and iwi input.

7. ATTACHMENTS

1. Climate Response and Resilience Action Plan: Part One: Framework
Note: includes “Climate Response and Resilience Policy (adopted August 2020)” as attachment A
2. Climate Response and Resilience Action Plan: Part Two: Prioritised Actions
3. Waikato District Council - Corporate emissions inventory
4. Summary of Corporate Emissions Recommendations from WLASS
5. Waikato District: Community emissions inventory

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WDC Climate Response and Resilience Action Plan Framework (Part 1 of 2)

November 2020

WDC Councillors and Executive leaders
mandated the WDC Climate Action
Group to come up with an Action Plan
for the Waikato District Council

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This Action Plan framework document
provides narrative, principles,
references, alignment statements and
further backgrounding information to
support the initiatives listed within the
Actions spreadsheet

Refer companion Document (Part 2 of 2):
Climate Action - Prioritised Actions
Spreadsheet

Action Plan: Framework

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1. Purpose

The purpose of the Climate Response and Resilience Action Plan (the Action Plan) is to provide a plan for WDC to meet its audit and statutory obligations, and community expectations, to mitigate and adapt to climate change.

Once adopted and/or endorsed by Council, it is to be implemented by all WDC teams as a high priority.

The Action Plan is in two parts: 1) this framework document; and 2) a spreadsheet of prioritised actions. It is anticipated that the prioritised actions will be updated frequently, whereas this framework document may not require frequent updates.

2. Executive Summary

The Climate Action Plan outlines the Council's response to climate change and provides actions that will help Council teams and the District to mitigate, build resilience and adapt to climate change.

3. Introduction and Background

On 5 February 2020, the Council's Strategy and Finance Committee received and approved the Climate Response Planning report prepared by Waikato District Council's Climate Action Group (CAG). As a resolution arising from this report, Waikato District Council (Council) was mandated to develop a Climate Action Plan including both mitigation and adaptation for both Council and the District, whilst simultaneously implementing operational initiatives.

4. WDC Strategic and Policy Framework

4.1 Living, Thriving and Connected Communities vision

It is accepted that without drastic action the world will face a significant climate crisis. Council recognises that if it does not progress from discussion to action regarding climate resilience, it is likely that climate hazards will significantly disrupt our vision for liveable, thriving and connected communities within the next 30 years. We have a legal, governmental and moral obligation to balance our communities' current needs, economic growth and our future.

4.2 Climate Response and Resilience Policy

The Climate Response and Resilience Policy was adopted by the Council's Policy and Regulatory Committee on 31 August 2020, and is attached to this framework document. The purpose of the policy is to:

1. Protect people from risk
2. Provide a foundation to establish a consistent, standardised, all-of-organisation approach to climate resilience
3. Demonstrate and operationalise Council's commitment to take climate action
4. Act as an enabler helping people to make decisions
5. Align the organisation with climate related legislation
6. Set a framework within which the Climate Action Plan was developed.

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The policy:

1. Is based on the local government position statement on climate change
2. Considers climate risks and actions that are relevant to our district
3. Aligns with legislation (Zero Carbon Act)
4. Sets out our organisation's commitments
5. Describes intended implementation methods

4.3 International framework

Nearly all of the world's scientists agree that human activity is the main contributor to climate change. Even those who believe that human activities are not the primary contributor to climate change usually acknowledge the warming effect caused by gases such as carbon dioxide (CO₂) and methane (CH₄) in the atmosphere, and that, all else being equal, a reduction in emissions of those 'greenhouse gases' would by definition reduce climate change.

4.3.1. Intergovernmental Panel on Climate Change

The Intergovernmental Panel on Climate Change (IPCC) recommends that global warming be limited to 1.5° C, and New Zealand has signed up to the Paris Agreement to commit to meeting this target.

4.3.2. Paris Agreement

New Zealand must reduce greenhouse gas emissions by 30% below 2005 levels by 2030.

The Paris Agreement is an agreement within the United Nations Framework Convention on Climate Change, signed in 2016, which aims to keep the increase in global average temperature to well below 2° C above pre-industrial levels, ideally to no more than 1.5° C. Under this Agreement, each country must determine, plan and regularly report on the contribution that it undertakes to mitigate global warming. There is no specific emissions target or specific date required. New Zealand has committed to a 30% reduction below 2005 gross emissions by 2030. Currently, the only significant emitters who have not become party to the Agreement are Iran and Turkey. Current US President Trump withdrew the USA from the agreement in November 2020, but President-Elect Biden is expecting to re-enter the USA into the agreement when he takes office in January 2021.

4.3.3. United Nations Sustainable Development Goals

A set of 17 United Nations Sustainable Development Goals were adopted in 2015 by all UN member states as part of the 2030 Agenda for Sustainable Development, which provides a shared blueprint for peace and prosperity for people and the planet, now and into the future. The most directly applicable goal is Goal #13: Climate Action. Sections of the goal relating to Council are as follows;

- 13.1 Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries
- 13.2 Integrate climate change measures into national policies, strategies and planning
- 13.3 Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning

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4.4 National framework

4.4.1. Zero Carbon Act

The Climate Change Response (Zero Carbon) Amendment Act 2019 provides a framework by which New Zealand can develop and implement clear and stable climate change policies that:

- contribute to the global effort under the Paris Agreement to limit the global average temperature increase to 1.5° Celsius above pre-industrial levels
- allow New Zealand to prepare for, and adapt to, the effects of climate change.

The changes do four key things. They:

- set a new domestic greenhouse gas emissions reduction target for New Zealand to:
 - reduce net emissions of all greenhouse gases (except biogenic methane) to zero by 2050
 - reduce emissions of biogenic methane to 24–47 percent below 2017 levels by 2050, including to 10 per cent below 2017 levels by 2030
- establish a system of emissions budgets to act as stepping stones towards the long-term target
- require the Government to develop and implement policies for climate change adaptation and mitigation
- establish a new, independent Climate Change Commission to provide expert advice and monitoring to help keep successive governments on track to meeting long-term goals. See the Climate Change Commission website.

4.4.2. Resource Management Act 1991

The Resource Management Act, a key piece of legislation for Council operations, promotes the sustainable management of natural and physical resources which strongly supports a climate change response.

The RMA has a key role in adaptation through its strong focus on natural hazards. Section 6(h) of the Act lists the management of significant risks from natural hazards as a matter of national importance. Regional councils and territorial authorities have specific functions to manage natural hazards.

In addition, the RMA requires all those exercising functions under the Act to have particular regard to the effects of climate change. This should therefore be an integral part of decision making on resource consent applications and notices of requirement for which the effects of climate change may be significant.

The recent “Randerson report” commissioned by the New Zealand government recommends that the RMA be repealed and replaced with a Natural and Built Environment Act and a Spatial Planning Act. It also recommends a new Managed Retreat and Climate Change Adaptation Act.

4.4.3. National Risk assessment for climate change

In August 2020, the Ministry for the Environment released the first National Climate Change Risk Assessment. The assessment states that all governments accept that further changes will result from increasing amounts of greenhouse gases in the atmosphere and that everyone will be affected by climate change. The purpose of the assessment is to support planning for response and adaptation to climate change including emissions reduction.

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4.5 Local Government Framework

4.5.1 Local Government Leaders Statement

In 2017 Waikato District Council's Mayor, Allan Sanson, signed the Local Government Leaders Climate Change Declaration. Through the declaration Council has committed to:

1. Develop and implement ambitious action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities.
2. Work with our communities to understand, prepare for and respond to the physical impacts of climate change.
3. Work with central government to deliver on national emission reduction targets and support resilience in our communities.

These three commitments align with LGNZ Local Government Position Statement on Climate Change and provide further definition to our strategic direction.

4.5.2. LGNZ position statement

Local Government has a shared vision for what prosperous communities will look like in 2050. The vision encompasses four well-beings of environmental, social, cultural, and economic prosperity. Waikato District Council's vision: Liveable, Thriving, and Connected Communities aligns with this shared vision.

In relation to the effects of climate change on this shared vision, LGNZ has identified three key components (through the LGNZ Local Government Position Statement on Climate Change) in which areas Local Governments are required to act. The components are:

1. Actions to reduce emissions (mitigation)
2. Planning and actions at the national and local level to support public safety and effective adaptation; and
3. Limiting or removing pressure on systems affected by climate change.

Furthermore, LGNZ has identified the following four areas as Local Government led action on Climate Change:

1. Local government will collaborate
2. Local government will incorporate climate change implications into urban development and land-use decisions and take a long-term approach to waste management and energy use, including transport infrastructure
3. Local government will take an all hazard approach to managing risks
4. Local government will factor in the impacts of climate change on water security

4.5.3. Controller and Auditor General LTP requirements

Communication from the Office of the Auditor General to all Councils has made it clear that the 2021-2031 Long Term Plans (LTPs) and supporting documentation will need to provide evidence that the impacts of climate change have been adequately incorporated into the Council's planning, including its financial and infrastructure strategies.

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Council managers have been actively considering climate initiatives in their asset management plans and activity management plans (AMPs) as part of preparation of the next LTP. To provide evidence of this, there is an action (in Part Two: Prioritised Actions, ref# 1040) to create a reference mapping table to link each of the Actions to the appropriate sections of the LTP and various AMP documents.

4.6. Regional framework (the Waikato Plan and partner Councils)

Through the Waikato Regional Mayors and Chairs forum, local councils have agreed to work together on climate action. This work has been tasked to the Waikato Plan, which is an existing regional collaborative entity. The Waikato Plan is currently undertaking a stocktake of partner actions to date.

In terms of other Councils in our region, the Waikato Regional Council has committed to a 70% reduction in corporate carbon emissions by 2030 (higher than the 50% target in the Zero Carbon Act) and to be net zero by 2050 (consistent with the Zero Carbon Act).

Hamilton City Council has a carbon reduction target of 50% by 2030 (consistent with the Zero Carbon Act).

5. Principles for Action

The following principles, extracted from the Local Government Leaders Climate Change Declaration, provide guidance for decision making on climate change. The descriptive points assigned to each principle are designed for Waikato District Council with the specific aim to give the principles effect. The principles are based on established legal and moral obligations relevant to governments when considering the current and future social, economic and environmental well-being of the communities they represent.

1. Precaution

- Invest in planning which recognises and reduces the risk of climate related hazards and reduces consequences, e.g. infrastructure renewal and maintenance
- Ensure climate resilience is a key consideration in decision making by including environmental specifications in Council's decision making approach

2. Stewardship/Kaitiakitanga

- Support the ability of natural systems to withstand climate change and provide climate-related benefits
- Lead by example / walk the talk
- Invest wisely in climate-related actions, considering payback periods where applicable (e.g. with reduced energy costs over time)
- Promote and encourage the conservation and enhancement of natural environments

3. Equity/Justice

- Strive to ensure that the harmful effects of climate change, and the responsibilities for reducing our contribution to climate change, do not fall disproportionately on those segments of the community least able to successfully shoulder those burdens. Everyone must play their part, taking account of their capacity (financial or otherwise) to do so.

4. Anticipation (thinking and acting long-term)

- Take a risk-based approach using expertise from Central Government (including the National Risk Assessment for Climate Change) and other agencies e.g. NIWA, as a guide

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- Take an adaptive management approach: take necessary action and make necessary decisions now, and consider triggers for revisiting those decisions or undertaking new or different actions in future
- Commit a dedicated resource to manage and deliver the climate response and resilience programme

5. Understanding

- Progress understanding of climate related risks that require adaptation or mitigation using the National Risk Assessment for Climate Change as a guide
- Communicate clearly and respectfully, ensuring we are empowering and considerate as per item 7.11 of the Council's Climate Response and Resilience Policy
- Where we can, capture and continue to capture data / metrics to reflect and compare progress against climate change – building Business Intelligence (BI) reports where possible

6. Co-operation

- Work in partnership with regional entities and our communities – sharing ideas, data and resources
- Maximise opportunity for co-benefits (improving social, economic, cultural, environmental wellbeing in addition to responding to climate issue)
- Comply with national direction and participate in opportunities to influence it
- Implement targets and measures to prioritise and reduce Council's emissions in line with Central Government targets and partnership agreements

7. Resilience

- Support the building of community and environmental resilience – tying to other work around natural hazards, social, environmental and economic wellbeing

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6. Objectives and Targets

An Action Plan requires clear objectives, and progress against objectives is ideally measured against specific targets. However it is important that a flexible approach is taken, to always reflect the latest direction-setting at the national and regional level. For example, while Council can set a target for 2050 that mirrors NZ's minimum emission reduction targets in the Zero Carbon Act, intermediate targets would best be informed by the national emissions budgets being set by the Climate Commission. The first of these, for the period 2021-2025, is due to be released in February 2021.

The following are objectives and (where appropriate) targets that capture the intent of the Action Plan; they can be refined or enhanced in future if necessary. Like the Actions themselves, the objectives and targets are divided into four main categories: corporate and community emissions, and corporate and community adaptation.

6.1. Mitigation: Corporate: WDC to reduce its greenhouse gas (GHG) emissions in line with Zero Carbon Act, i.e.:

- Reduce biogenic methane emissions by 10% below 2017 levels by 2030
- Reduce biogenic methane emissions by 24-47% below 2017 levels by 2050
- All greenhouse gases (except biogenic methane) to reduce to net Zero by 2050 (taking into account carbon sequestration activities like permanent forestry, which may have their own specific targets)

6.2. Mitigation: Community: WDC to use its tools and partner with others to encourage and support the community in reducing Districtwide GHG emissions in line with Zero Carbon Act

6.3. Adaptation: Corporate: WDC to prepare its assets for the likely and potential effects of climate change – taking into account levels of uncertainty within a precautionary, long-term approach

6.4. Adaptation: Community: WDC to support the community, in partnership with others, in preparing for the likely and potential effects of climate change

A reporting framework will be developed by the end of this financial year with consideration to the legislative requirements under the Zero Carbon Act and other legislation, Waikato District Council’s reporting framework, and resourcing.

The effectiveness of the actions undertaken regarding emission reduction will ultimately be demonstrated via the Corporate and District stocktake reports.

7. Action Table and Categories

The companion (part 2 of 2) document to this action plan – namely the “Action Plan (Part 2) Prioritised Actions” contains a list of initiatives, projects and actions that have been suggested by the Council’s WCLASS Energy Advisor, Councillors and Staff. Some are underway already, some are promising but require further work, some are included in draft Asset Management Plans and draft budgets for the 2021-2031 LTP, and others are more aspirational actions that Council can work toward. Indicative start years are shown, but these are subject to change. Priorities have been shown based on their potential impact as well as their potential cost, i.e. a rough estimation of value for money.

The Prioritised Actions spreadsheet categorises actions into 6 sections: the 4 categories of objectives referenced above (corporate and community emissions, and corporate and community adaptation), plus two overarching categories. These are described briefly below.

Action Category 1: Knowledge, Understanding and Direction

The actions in this category involve consolidating and improving our understanding of our various commitments and obligations, our guiding policies and strategies, our emissions profiles, our risk profiles, our strategic direction including objectives and targets, and our data and systems to support our measurement of progress.

They respond to sections 7.1 and 7.2. of Council’s Climate Response and Resilience Policy, as follows:

7.1 Collaborate with other agencies, organisations, and the community to achieve a consistent understanding of environmental, social, cultural and economic opportunities and consequences of climate change in our communities including but not limited to those related to: a) Infrastructure (vertical and horizontal) b) Waste Management c) Public Transport d) Regulatory function e) Land Use

7.2 Collaborate with neighbouring Territorial Authorities, Waikato Regional Council, Central Government, and other agencies to gather information, carry out research, develop strategies and processes, and to clarify each agency’s functions and responsibilities

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As stated above in relation to the objectives and targets, a reporting framework will be developed with consideration to legislative requirements, Waikato District Council's reporting framework, and resourcing.

Action Category 2: Corporate Capacity and Coordination

The actions in this category relate to the resourcing available to Council in implementing this Action Plan, including funding, staffing and partnership opportunities. They also relate to the processes in relation to the Action Plan, particularly programme management and coordination, workstream development, and decision-making and reporting.

They respond to sections 7.1 and 7.2 above of Council's Climate Response and Resilience Policy, in terms of collaboration, and sections 7.3 and 7.7 in relation to decision-making, as follows:

7.3 Ensure that low emission, climate-resilient development is adopted as a key tenet into development and land-use decisions, including our district plans, annual plans, long term plans, urban design and development, building control, energy use, transport planning and waste management

7.7 Include the effects of climate change (adaptation) as part of all hazards assessments, and consider the emissions impact (mitigation), in decision making, including through sections in Council report templates

Action Category 3: Corporate Emissions Reduction

The actions in this category are specifically intended to reduce WDC's carbon footprint. They give effect to the following statement from the LG Leaders Climate Change declaration:

1. Develop and implement action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities.

They also give effect to the following sections from the Council's Climate Response and Resilience Policy:

7.4 Set emission reduction targets in line with Central Government and partner Councils commitments e.g. the Paris Agreement, UNSDGs, Waikato Regional Council

7.5 Incorporate emissions reduction targets into investment decisions that it makes on transport, fleet procurement, waste management, buildings, and energy use

7.9 Promote and encourage the conservation and enhancement of natural environments to aid in emissions reduction (mitigation) and climate change effects (adaptation)

7.10 Strive for best practice in response to Climate Change - including but not limited to reducing greenhouse gas emissions and, where possible, encourage avoidance of risk rather than remedial measures

The actions in this category focus on reducing net emissions, either through direct emissions reduction or by sequestering carbon through (for example) replanting of forests. Another option, not in the prioritised action tables, is simply purchasing carbon credits / offsets - essentially providing funds for another entity to reduce emissions to compensate for the emissions WDC does not reduce. This option is likely to increase over time as the price of carbon increases, and hence it is considered an option of 'last resort' that Council should avoid where possible.

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There are numerous sub-categories in this section, relating to all the activities in which Council can achieve emissions reductions, e.g.:

- Energy efficiency and renewables
- Vehicle fleet
- Waste minimisation (including office supplies and food waste)
- Ecological enhancement / carbon capture

The actions are strongly influenced by the recommendations of WCLASS Energy Manager, Martin Lynch, and many have been incorporated in budget and project proposals for the 2021-2031 LTP.

Action Category 4: Community Emissions Reduction

The actions in this category are ways in which WDC could assist the communities in the Waikato District to reduce their collective carbon footprint. They relate to items 1 and 3 in the Local Government Leaders Statement above.

They also give effect to the following sections from the Council's Climate Response and Resilience Policy [**emphasis added** for those elements most relating to community emissions]:

*7.3 Ensure that low emission, climate-resilient development is adopted as a key tenet into **development and land-use decisions**, including our **district plans**, annual plans, long term plans, **urban design and development**, building control, energy use, **transport planning** and waste management*

*7.9 Promote and encourage the **conservation and enhancement of natural environments** to aid in emissions reduction (mitigation) and climate change effects (adaptation)*

In line with the policy statements above, many of the actions relate to funding community projects, and providing regulatory frameworks (including incentives and removal of barriers) to encourage emission-reducing land use, development and transport. Other actions relate to our educational / advisory role, which requires consideration of the following additional statement from the Council's Climate Response and Resilience Policy:

7.11 Accept that the dissemination of information regarding climate change can be emotive and communicate with communities and stakeholders in an empowering and considerate work manner

Action Category 5: Corporate Resilience and Adaptation

The actions in this category relate to WDC trying to make its activities, services and assets more resilient to the impacts of climate change. They relate to items 1, 2 and 3 in the Local Government Leaders Statement above.

They also give effect to the following sections from the Council's Climate Response and Resilience Policy [**emphasis added** for resilience / adaptation elements]:

7.6 Plan for and provide infrastructure which recognises and reduces the risk of hazards like floods, storms, and sea level rise including: a) Particular consideration to geographically vulnerable

communities b) *Renewal and relocation of coastal infrastructure (including future planning during insurance valuation)*

7.7 Include the **effects of climate change (adaptation)** as part of all hazards assessments, and consider the emissions impact (mitigation), in decision making, including through sections in Council report templates

7.8 Plan for the impacts of climate change on Council's three waters infrastructure and services including: a) Factoring climate change projections into all freshwater investments and adapting management practices accordingly b) Identifying change requirements in infrastructure investment including land use and green infrastructure, e.g. wetlands, rain gardens and swales c) Considering future requirements for increased water storage solutions d) Modifying building standards with consideration to water storage and increased efficiency of use

7.9 Promote and encourage the conservation and enhancement of natural environments to aid in emissions reduction (mitigation) and **climate change effects (adaptation)**

7.10 Strive for best practice in response to Climate Change - including but not limited to reducing greenhouse gas emissions and, where possible, encourage **avoidance of risk rather than remedial measures**

The actions collectively seek to minimise and build resilience to impacts of climate change on:

- three waters services - potential impacts includes water supply security issues, reduction in water quality, increased wastewater overflows from heavy rainfall, and flood protection assets not working;
- the transportation network - disruption from sea-level rise or flooding and landslides leading to increased maintenance costs;
- coastal infrastructure and property - sea-level rise causing coastal erosion that will put property and assets at risk, and that might make some places might become uninsurable; and
- biodiversity, habitats and pest management – including changes in type and distribution of pest species.

Action Category 6: Community Resilience and Adaptation

The actions in this category relate to WDC assisting communities to become more resilient to the impacts of climate change. They relate to items 1, 2 and 3 in the Local Government Leaders Statement above.

They also give effect to the following sections from the Council's Climate Response and Resilience Policy [**emphasis added** for resilience / adaptation elements]:

7.3 Ensure that low emission, **climate-resilient development** is adopted as a key tenet into **development and land-use decisions**, including our **district plans**, annual plans, long term plans, **urban design and development, building control**, energy use, transport planning and waste management

7.8 Plan for the impacts of climate change on Council's three waters infrastructure and services including: a) Factoring climate change projections into all freshwater investments and adapting management practices accordingly b) Identifying change requirements in infrastructure investment including land use and green infrastructure, e.g. wetlands, rain gardens and swales c) Considering

future requirements for increased water storage solutions **d) Modifying building standards with consideration to water storage and increased efficiency of use**

*7.9 Promote and encourage the conservation and enhancement of natural environments to aid in emissions reduction (mitigation) and **climate change effects (adaptation)***

*7.10 Strive for best practice in response to Climate Change - including but not limited to reducing greenhouse gas emissions and, where possible, **encourage avoidance of risk rather than remedial measures***

As with the community emissions actions, Council's community resilience / adaptation actions should note the additional policy statement relating to communications:

7.11 Accept that the dissemination of information regarding climate change can be emotive and communicate with communities and stakeholders in an empowering and considerate work manner

The actions in this category include education and advice (e.g. the development of community resilience plans), and regulatory efforts such as identifying hazard areas where development should be minimised, or incentivising climate-resilient building features.

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8. References


| Ref# | Link | Description |
|------|--|--|
| 010 | Waikato District Council: Climate Response and Resilience Policy | Our Waikato District Council Climate Policy |
| 020 | Waikato District Council: Climate Response and Resilience Action Plan: Framework Document | This document |
| 030 | Waikato District Council: Climate Response and Resilience Action Plan: Table of Actions | The accompanying table of actions to support this framework |
| 040 | LGNZ Position Statement on Climate Change | Recognises the need for collaboration between central and local government, and between city and district councils |
| 050 | LGNZ Stocktake of Emissions Reduction Actions | A stocktake of emissions reduction activities |
| 060 | Local Government Leaders' Climate Change Declaration | Declaration by Mayors and Chairs of New Zealand agreeing urgent need for responsive leadership and a holistic approach to climate change |
| 070 | MfE National Climate Change Risk Assessment New Zealand Snapshot | This report summarises the findings of New Zealand's first National Climate Change Risk Assessment |
| 080 | MfE Climate Change Projections For NZ Snapshot | A snapshot of climate projections for New Zealand |
| 090 | Source: Key Emissions Stocktakes (Corporate, District, Regional) | Martin Lynch WDC greenhouse gas emissions report |
| 100 | Source: Systems to provide ongoing monitoring e.g. corporate GHG emissions and energy use | |
| 120 | CityCare 10 Year sustainability goals; CityCare 2020-21 Sustainability Goals; CityCare 2020 Sustainability Progress Report | CityCare (Key Partner and Supplier) Sustainability documentation |
| 130 | Ministry for the Environment Climate Change Zero Carbon Amendment Act | What the Climate Change Response (Zero Carbon) Amendment Act does |

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Appendix A – Waikato District Council Climate Response & Resilience Policy

The Climate Response & Resilience Policy can be referenced from the link [ECM policy document](#) and for convenience is provided in the pages below – accurate as at 27 November 2020

Climate Response & Resilience Policy Cover Statement



It is accepted that without drastic action the world will face a significant climate crisis. Council recognises that if it does not progress from discussion to action regarding climate resilience, it is likely that climate hazards will significantly disrupt our vision for liveable, thriving and connected communities within the next 30 years. We have a legal, governmental and moral obligation to balance our communities' current needs, economic growth and our future.

Principles

The policy is important because it:

1. Acts to protect people from risk
2. Provides a foundation to establish a consistent, standardised, all-of-organisation approach to climate resilience
3. Demonstrates and operationalises Council's commitment to take climate action
4. Acts as an enabler helping people to make decisions; requests have been received for a climate policy to assist with planning.
5. Aligns the organisation with climate related legislation
6. Sets a framework within which a Climate Resilience Action Plan will be developed, in collaboration with our communities and regional partners.

Key Considerations

The policy

- Is based on local government position statement on climate change
- Considers climate risks and actions that are relevant to our district
- Aligns with legislation (Zero Carbon Act)
- Sets out our organisation's commitments
- Describes intended implementation methods

NOTE: Whilst the policy references Council's commitments and, at a high level, policy implementation, the detailed response will be captured in the Climate Resilience Action Plan. This plan is under development and should be read in conjunction with the policy to provide clarity and context for application. The plan will provide clear and specific actions that support staff in applying the policy.

Waikato District Council Climate Response and Resilience Policy

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Climate Response & Resilience Policy

| | |
|----------------------|---|
| Policy Owner: | Jim Ebenhoh |
| Date approved: | 31 August 2020 |
| Next review date: | 1 February 2021 |
| Document number: | 2926096 |
| Engagement required: | Executive Leadership Team, Councillors, SEG, Climate Action Group |

1 Introduction

The Climate Response & Resilience Policy demonstrates consideration for the needs of future generations by adopting best practice behaviours through a proactive climate change and emissions reduction strategy, and it aligns with Central Government legislation and Waikato District Council's existing commitments.

2 Purpose

This policy provides guidance on Council's responsibilities regarding climate change including how the organisation undertakes actions that minimise the effects of Climate Change through:

- the reduction of greenhouse gas emissions
- the development of adaptation measures

3 Definitions

| | |
|-------------------------|---|
| Climate Adaptation | A response to climate change that seeks to moderate or avoid harm or exploit beneficial opportunities. |
| Council | The Waikato District Council as an organisation including Elected Members. |
| Climate Action Plan | A plan detailing steps (including specific projects, policies or planning processes) the organisation will develop and implement to achieve the climate action Strategy. |
| Climate Action Strategy | The overarching document outlining why and how best to achieve business objectives responding to climate change. |
| Climate Change | Climate change refers to a significant and extended change to the global climate, becoming increasingly severe over time and resulting in problems for life on earth. It includes global warming, changes to weather patterns, sea level rise, pollution, and extreme weather events. |
| Carbon Sequestration | The long-term storage of carbon dioxide or other forms of carbon to either mitigate or defer climate change climate change. |



| | |
|---|--|
| Emissions | The production and discharge of substances that cause or exacerbate climate change, for example greenhouse gases like carbon dioxide, methane, or nitrous oxide. |
| Climate Hazard | A physical process or event that can harm human health, livelihoods, or natural resources including (but not limited to); tropical cyclones, thunderstorms, tornadoes, drought, rain, hail, snow, lightning, fog, wind, temperature extremes, air pollution, and climatic change. |
| Climate Mitigation | Efforts to reduce or prevent emission of greenhouse gases e.g. using new technologies and renewable energies, making older equipment more energy efficient, or changing management practices or consumer behaviour. |
| Resilience <i>NB: in terms of Waikato District Council climate change policy</i> | <p>An ability by the climate, community, built and natural environments to recover from setbacks; an ability which is enhanced by actions and strategies that change processes, practices and structures to prevent, reduce, and/or mitigate climate change severity and effects; and that increase preparedness for any unavoidable impacts.</p> <p>Examples of activities that show resilience include actions to reduce per capita greenhouse gas emissions, planning and preparing for reducing the impacts of climate change, action and advocacy to reduce waste and pollution and creating globally sustainable resource use, supporting business and land use activities that reduce impacts on climate change, as well as implementing processes and advocating to meet climate change mitigation requirements NZ has agreed to such as the Kyoto Protocol, Paris Agreement and the United Nations Framework Convention on Climate Change (UNFCCC).</p> |
| Risk | An uncertain event or condition that, if it occurs, has a positive or negative effect. Risks can occur from various sources (such as financial, reputation/image, environmental, etc.) and be relevant at either project, operational or strategic levels within the organisation. A risk is quantified in terms of likelihood (probability of occurrence) and consequence (impact). |
| Risk Assessment | Refers to the overall process of identifying, analysing and evaluating risks. It includes qualitative and, in some cases, quantitative assessment. |
| Risk Management | The culture, processes, coordinated activities and structures that are directed towards managing adverse effects. The risk management process involves communicating, consulting, establishing context, identifying, assessing, and evaluating, treating, monitoring and reviewing risks. |
| Waikato District Council or WDC | The Waikato District Council as an organisation. |

4 Application

- 4.1 This policy applies to all elected members of Council, the Chief Executive Officer, and all employees. It is their responsibility to ensure that the policy is applied to inform decision making and planning when working with external parties including contractors, sub-contractors, agents, and intermediaries.

Climate Response and Resilience Policy 2020

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4.2 Effective policy implementation is achieved through Council's commitment to:

- a) Undertake necessary work to develop and maintain a firm understanding of, Council's Greenhouse Gas Emissions and those of our district, as well as potential climate related risks that require adaptation or mitigation
- b) Implement initiatives to reduce Council's emissions and to increase resilience through adaptation to climate related risks for Council and the district
- c) Develop and implement a Climate Action Strategy that includes goals, objectives, actions, and indicators for Council
- d) Prioritise climate change and emissions reduction initiatives and actions by implementing organisational measures and specific targets through the LTP and annual planning processes
- e) Provide appropriate dedicated resources and funding for planning and delivering climate resilience (mitigation and adaptation) initiatives and actions

5 Relevant documents

| | |
|---|---|
| Conservation Strategy | Leasing of Reserve Land Policy |
| Activity Management Policy | Procurement Entitlement & Disposal of Council Vehicles Policy |
| Discretionary Grants Policy | Procurement Policy |
| District Tree Policy | Strategic Land Acquisition & Disposal Policy |
| Community Partnerships Loan Funding Policy | Transferring or Selling Water Allocations Policy |
| Control of Coastal Erosion Policy | Reserves – Committees of Management Policy |
| Backflow Prevention Policy | Water Policy |
| Roadside Weed Spraying – No Spray Zones Policy | Trade Waste Bylaw Charging Policy |
| Funding of Water & Wastewater Supply extensions by developers | District Plan (Sustainable housing / consenting) and all stage 2 natural hazards and climate change |
| Natural Reserves Management Plan | Grass Verge Policy |
| Grazing Policy | Refuse Collection and Disposal |
| Control of Coastal Erosion on Council Reserves | Lead Developer Fund (Water/ Wastewater) |
| Pathway to a low-emissions future in New Zealand (External) | Reserve Contributions & Conservation Covenants |
| Trade Waste Agreements | Waste Minimisation Plan 2018-2024 |

6 Significance

- 6.1 As this Policy is an internal Council document, its review will not trigger external consultation under the Council's Significance and Engagement Policy, but internal consultation will be required.

Climate Response and Resilience Policy 2020

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7 Policy statements

The Local Government Position Statement on Climate Change (Appendix A) describes the approach to Climate Change in the local government area. Waikato District Council has aligned its policy statements to reflect that position statement within the context of our district. Therefore, we will:

- 7.1 Collaborate with other agencies, organisations, and the community to achieve a consistent understanding of environmental, social, cultural and economic opportunities and consequences of climate change in our communities including but not limited to those related to:
 - a) Infrastructure (vertical and horizontal)
 - b) Waste Management
 - c) Public Transport
 - d) Regulatory function
 - e) Land Use
- 7.2 Collaborate with neighbouring Territorial Authorities, Waikato Regional Council, Central Government, and other agencies to gather information, carry out research, develop strategies and processes, and to clarify each agency's functions and responsibilities
- 7.3 Ensure that low emission, climate-resilient development is adopted as a key tenet into development and land-use decisions, including our district plans, annual plans, long term plans, urban design and development, building control, energy use, transport planning and waste management
- 7.4 Set emission reduction targets in line with Central Government and partner Councils commitments e.g. the Paris Agreement, UNSDGs, Waikato Regional Council
- 7.5 Incorporate emissions reduction targets into investment decisions that it makes on transport, fleet procurement, waste management, buildings, and energy use
- 7.6 Plan for and provide infrastructure which recognises and reduces the risk of hazards like floods, storms, and sea level rise including:
 - a) Particular consideration to geographically vulnerable communities
 - b) Renewal and relocation of coastal infrastructure (including future planning during insurance valuation)
- 7.7 Include the effects of climate change (adaptation) as part of all hazards assessments, and consider the emissions impact (mitigation), in decision making, including through sections in Council report templates

Climate Response and Resilience Policy 2020

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- 7.8 Plan for the impacts of climate change on Council's three waters infrastructure and services including:
- a) Factoring climate change projections into all freshwater investments and adapting management practices accordingly
 - b) Identifying change requirements in infrastructure investment including land use and green infrastructure, e.g. wetlands, rain gardens and swales
 - c) Considering future requirements for increased water storage solutions
 - d) Modifying building standards with consideration to water storage and increased efficiency of use
- 7.9 Promote and encourage the conservation and enhancement of natural environments to aid in emissions reduction (mitigation) and climate change effects (adaptation)
- 7.10 Strive for best practice in response to Climate Change - including but not limited to reducing greenhouse gas emissions and, where possible, encourage avoidance of risk rather than remedial measures
- 7.11 Accept that the dissemination of information regarding climate change can be emotive and communicate with communities and stakeholders in an empowering and considerate work manner

8 Policy review

- 8.1 This policy shall be reviewed every six months from the date of adoption for the first two years, after which it will be reviewed at three yearly intervals or as otherwise required by the Chief Executive or Communications and Engagement Manager (Project Sponsor).

Appendix A
Climate Response & Resilience Policy

Local government position statement on climate change

Local government recognises a critical need for proactive collaboration between central and local government, and between city, regional, unitary and district councils which recognises the different mandates and roles for climate change responses. We will work together with our communities.



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Introduction

< Responsive leadership and a holistic approach to climate change is urgent. We must act now to avoid future risk and, at the same time, agree how to manage safety, existing risks, limitations and liabilities to underpin effective mitigation and adaptation. >

Climate change will affect us all during our lifetimes. The impacts that we observe today are the result of historical emissions and the increase in emissions in recent decades will lead to significant change in the coming years.

Environmental prosperity. We want to nurture our natural resources and ecosystems as environmental stewards, promoting biodiversity and environmental sustainability, and embodying the concept of kaitiakitanga. We want our social, cultural and economic activities to be aligned with our goals for the environment, and to be secure and resilient to the effects of climate change.

Social prosperity: We want communities that are characterised by equality, social cohesion and inclusiveness. In the face of the long-term implications of climate change, we also want our communities to promote inter-generational equity where we meet the needs of the present population, without compromising the ability to meet the needs of future generations.

Cultural prosperity. We want our communities to be empowered and enabled to express and celebrate their diverse cultural heritages, and recognise the particular cultural significance of Māori as tangata whenua of New Zealand. We want to support all cultures as they adapt to significant changes in climate, and influence how our society manages the environment.

Economic prosperity. We want to have a sustainable economy with world-leading productivity in which all New Zealanders have the opportunity to contribute and succeed. We want an economy that adapts to issues like climate change while still supporting the living standards New Zealanders need to lead happy, healthy lives.

Local government has a shared vision for what prosperous communities will look like in 2050 – and beyond. The 2050 vision encompasses four well-beings of environmental, social, cultural and economic prosperity. Climate change creates both opportunities and significant challenges in achieving prosperity in these four areas.

Climate change actions have three components:

1. actions to reduce emissions (mitigation);
2. planning and actions at the national and local level to support public safety and effective adaptation; and
3. limiting or removing pressure on systems affected by climate change.

All local authorities (city, regional, district and unitary) are at the frontline of climate change adaptation and have a role to play in mitigation.

Property owners and communities already facing the impacts of climate change are seeking assistance from local government. Decisions that are made today (or even where no decision is made) about infrastructure, land and water use and urban development will determine the extent and impact of climate change, community vulnerability and resilience outcomes.

City councils are well-positioned to lead and co-ordinate communities to reduce their emissions, both directly as a provider of infrastructure and services, and indirectly through their influence over activities responsible for emissions. Internationally, cities' emissions reduction efforts complement national strategies of building economic competitiveness through low carbon development.

< Action on climate change requires coherent and consistent governance across central and local government. Action on climate change requires a comprehensive understanding of the opportunities and risks, innovation, and prioritised actions to achieve our vision for prosperous communities. >

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Part one: local government led action on climate change

1. Local government will collaborate

Local government (regional, unitary, district and city councils) will collaborate to achieve our shared vision for prosperous New Zealand communities in 2050.

All of local government is charged with meeting the current and future needs of communities for infrastructure, local public services, and regulatory functions (Local Government Act, section 10b). The focus of regional (and unitary) councils and district or city councils can differ however. Regional councils focus on decisions that relate to resource use and hazard management, while city and district councils provide core services that can impact on resources including land, water and coastal areas. By utilising the full range of skills and capabilities in local authorities we can align and support decisions to achieve a consistent understanding of environmental, social, cultural and economic opportunities and consequences of climate change in our communities. This requires strong leadership across all levels of local government.

LGNZ will advocate for and support collaborative efforts within the sector to improve the effectiveness of land use, service delivery and planning.

2. Local government will incorporate climate change implications into urban development and land-use decisions and take a long term approach to waste management and energy use, including transport infrastructure.

Local government recognises the value of explicitly incorporating climate change considerations, including emissions, into land-use decisions, district plans, urban design and development, energy use, transport planning and waste management.

Local government is working to proactively develop New Zealand's urban centres into sustainable, liveable, globally competitive 21st century cities. To achieve this, cities need to promote high quality, higher-density living. **Local government will ensure that low carbon, climate-resilient development is adopted as a key tenet of urban growth and development and land use decisions.**

Encouraging more intensive use of zoned land to avoid the need to build new infrastructure to reach outlying businesses avoids emissions that would result from construction, and from servicing and maintaining the infrastructure itself, and promotes lower emissions from those living and working in the area.

This approach is not limited to urban environments. Land-use decisions made in regional and provincial New Zealand have an equally significant effect on emissions and on community resilience to climate change impacts. To make land-use decisions that mitigate emissions, **local government will develop its understanding of the impacts of zoning and land use decisions on the emissions trajectory for their communities.**

Global emissions will need to pick up momentum to limit warming to the internationally agreed goal of staying below 2°C above pre-industrial levels.

New Zealand's challenge is also significant as our greenhouse gas emissions continue to rise. By 2014 they had risen 6 per cent from 2000 levels and 23 per cent from 1990 levels. Road transport, industry and agriculture are the main drivers of this increase. New Zealand ratified the Paris Agreement on 4 October 2016, submitting a target to reduce greenhouse gas emissions by 30 per cent below 2005 levels by 2030. This target is equivalent to 11 per cent below 1990 levels by 2030. Achieving reductions will require action across land use and forestry, urban development and planning, energy and transport.

Local government will incorporate emissions reduction targets into investment decisions that it makes on transport, fleet procurement and waste management.

3. Local government will take an all hazard approach to managing risks

Local government has responsibilities to plan for and provide infrastructure, and to avoid or reduce the risk of hazards such as floods, storms, and sea level rise. It is understood that climate change is changing the severity and frequency of these events. Local government recognises that these changing patterns also mean that these hazards can interact in new ways. For example, the combination of an extended drought and sea level rise could have a worse impact on water supply than either event alone.

Local government will explicitly build in the effects of climate change as part of an all hazards assessment to inform decision-making.

The cost of climate exacerbated natural hazard events in our communities is on the rise. Historic settlement patterns leave people, public assets and private investments exposed to storms, sea level rise and flooding (including flooding from rising ground water levels). Local government costs include damage and renewals of infrastructure and civil defence responses. In the interests of the public good these costs are borne by the community as a whole. **Compensation for loss of private investments will not be funded by local government.**

4. Local government will factor in the impacts of climate change on water security

Local government will factor climate change projections into all freshwater investments and adapt water management practices to match these changing conditions. This includes investment in land use change and green infrastructure eg wetlands, rain gardens and swales.

Future climate projections show that changing meteorological conditions will alter the amount of rainfall around the country and at the same time there is likely to be increased societal demand for freshwater. This will affect the amount of water able to be allocated and in turn, the efficient provision of three water services.

Local government will factor in the impacts of climate change on water security. Local government will identify the changes required in infrastructure investment, including green infrastructure (wetlands, rain gardens and swales), and the management of water quality and quantity.

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Part two: what local government requires of central government

Government at all levels, individuals and the private sector have different but complementary roles in adapting to climate change. Effective responses to climate change are context specific and are therefore best addressed at the regional and local level. Internationally, cities and regions are increasingly seen as policy laboratories for action on climate change. There is an opportunity for local authorities in New Zealand to try different approaches.

Innovative technological practices and the implementation of strategies are needed at the appropriate levels for adaptation and mitigation. Central government needs to support local government's search for appropriate responses by supporting innovation within local government.

To effectively address climate change at a national level, local government seeks central government action in four key areas:

1. National campaign to raise awareness of climate change

A central government led campaign is needed to make New Zealanders aware of the opportunities and risks of climate change, and the options for communities to contribute to reducing emissions.

Many New Zealanders understand the fundamental causes and impacts of climate change at a global level but most remain uninformed about the impacts that climate change could have on their daily lives, and are unaware of how the actions of their community can help to mitigate emissions. While local government can educate their communities on the impacts of climate change, **we seek a national campaign (comparable to central government campaigns on smoking and road safety) to raise awareness and to promote specific actions individuals and communities can take to support the reduction of green house gas emissions and adaptation measures.**

2. Policy alignment and a clear mandate to address climate change

Central government policies can support (or hinder) council, private sector and community action to respond to climate change.

Effective climate policy involves a diverse range of adaptation and mitigation actions. A broad review of existing policy is required to support climate change adaptation and mitigation actions.

To highlight that local government's actions to address climate change are part of a national effort, **we seek an explicit mandate under the Local Government Act to consider how decisions affect climate change outcomes.**

3. A decision on fiscal responsibility for adaptation

Responding to the challenges posed by rising sea levels and increased rainfall requires national consensus on who will bear the costs. As the national policy setter, central government needs to lead the discussion on roles and responsibilities for adaptation actions, including fiscal responsibility.

The effects of climate change, such as rising sea levels, create a new set of social, economic and political challenges, for instance in supporting people that are displaced by eroding coastlines and flooding. These decisions will have repercussions for all communities and need to be considered as a matter of urgency, as the effects of climate change are already being felt in the form of increased flooding and exacerbated erosion on our coasts.

We seek a clear statement from central government on responsibilities (for government at all levels, private sector and individuals) for adaptation actions, including fiscal responsibility.

4. Co-investment with central government to support low carbon, climate resilient infrastructure.

Central government policy settings and incentives must provide clear, consistent and enduring direction to ensure we are investing in low carbon, climate resilient infrastructure. The Government Policy Statement on Land Transport, for example, should incorporate aims for emissions, including active transport (walking and cycling), public transport and consider the cumulative effects of emissions.

Local government seeks to work with central government to develop a joint response to climate change including a clear pathway to a low carbon economy.



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PO Box 1214
Wellington 6140
New Zealand
P. 64 4 924 1200
www.lgnz.co.nz

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Waikato District Council Climate Action Plan (Part 2 of 2) - Prioritised Actions Document

This prioritised action document is part 2 of 2 of the overall WDC Climate Action Documentation

The companion document to this prioritised actions document is the Waikato District Council Climate Action Plan - Framework document

This Climate Action document lists numerous actions to improve WDC climate emissions. The actions listed that have been collated from recommendations out of the 2019 WDC emissions stocktake report, from contributions from staff, existing plans and strategies, government influences and other sources.

The actions have been categorised into 6 categories consistent with the details in the companion Climate Action part 1 - Framework document (summarised in the table below). It should be noted that the prioritisations and timeframes are indicative only.

The actions in this action plan have been provided as opportunities for the organisation to consider and effect. Also, it should be noted that numerous actions in this action plan are either underway, a part of BAU work being done, or will be addressed (either in part or in full) as part of LTP initiatives.

Cost has not been provided for the actions - partly because there are many unknowns, but mainly because cost can be determined as actions are investigated.

Below is a summary of the statuses used with associated explanations for each status

| Status | Definition & Associated Cell Highlighting Colour Legend |
|-------------------------|--|
| Proposed for LTP | It is known that this action has been proposed as part of the LTP this cycle |
| Under Investigation | Plausibility of this action is being explored |
| Improvement Opportunity | This action is an opportunity for improvement but is not currently being explored |
| In Progress | This action is underway |
| BAU | This action is a business as usual activity - no further action required other than monitoring |
| Completed | This action has been put into effect - no further action required other than monitoring |

| Priority | Rank Order |
|----------|------------|
| 1 | Highest |
| 2 | |
| 3 | |
| 4 | |
| 5 | Lowest |

Action Categories - as per tabs in this document

| | |
|------------|--|
| Category 1 | Knowledge, Understanding and Direction |
| Category 2 | Corporate Capacity and Coordination |
| Category 3 | Corporate Emissions Reduction |
| Category 4 | Community Emissions Reduction |
| Category 5 | Corporate Resilience and Adaptation |
| Category 6 | Community Resilience and Adaptation |

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| Waikato District Council Climate Response and Resilience Actions | | | | | | |
|--|--|--|----------------|-----------------|-------------------------|--|
| Action Category 1: Knowledge, Understanding and Direction | | | | | | |
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 1010 | Documentation | Identify the Key Guiding Documents: Waikato District Council: Climate Response and Resilience Policy LGNZ Position Statement on Climate Change LGNZ Stocktake of Emissions Reduction Actions Local Government Leaders Climate Change Declaration MfE National Climate Change risk assessment New Zealand snapshot MfE Climate change projections for NZ Snapshot | 1 | FY2020/21 | Completed | Done |
| 1020 | Stocktakes | Corporate Emissions Stocktake Waikato District Stocktake Regional, National & Global Stocktakes | 1 | FY2020/21 | Completed | Done |
| 1030 | Report | Business Intelligence dashboard reporting for data and KPIs | 2 | FY2021/22 | Improvement Opportunity | Work on requirements and data collection first, then build dashboards from there |
| 1040 | Map WDC Climate Actions to WDC LTP/AMP documentation | The Communication from the Office of the Auditor General to all Councils has made it clear that the 2021-2031 Long Term Plans (LTPs) and supporting documentation will need to provide evidence that the impacts of climate change have been adequately incorporated into the Council's planning, including its financial and infrastructure strategies. | 1 | FY2021/22 | Improvement Opportunity | This action is for the WDC Climate Action team to work with Asset managers and LTP plan contributors to identify all initiatives that relate to Climate Action and/or have impact on the climate and prepare a mapping table that links Climate actions with initiatives in the plan |
| | | | | | | |
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| Waikato District Council Climate Response and Resilience Actions | | | | | | |
|--|-----------------------------|--|----------------|-----------------|-------------------------|--|
| Action Category 2: | | Corporate Capacity and Coordination | | | | |
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 2010 | Stocktake | Yearly WDC Corporate Emissions Stocktake | 1 | FY2020/21 | BAU | Completed 2020 - will repeat for 2021 |
| 2020 | Stocktake | Waikato District Emissions Stocktake in collaboration with Waikato Regional Council undertaken every 2 to 3 years | 1 | FY2020/21 | BAU | Completed 2020 - will repeat in 2022 |
| 2030 | Council Reports | Climate and emissions lens on all Council reporting templates | 1 | FY2020/21 | In Progress | For the authors to think and discuss climate implications for sharing with Councillors |
| 2040 | Waikato DC Internal Reports | Climate and emissions lens on all internal reporting templates | 1 | FY2020/21 | In Progress | For the authors to think and discuss climate implications for sharing with management |
| 2050 | Collaboration | Identify Key Partnership opportunities broadly and in relation to more specific action categories | 1 | FY2020/21 | In Progress | Working with WRC, HCC and the Waikato Plan |
| 2060 | Target | Set an emissions reduction target for WDC and for the district | 1 | FY2020/21 | In Progress | Specify targets clearly as part of our action plan... align with Government plan of net emissions to zero by 2050 (excl biogenic methane). Reduce biogenic methane to 24-47% below 2017 levels by 2050, including 10% below 2017 levels by 2030. |
| 2070 | Waste Minimisation | WMMP Action 12. Develop event waste management guidelines and promote to events in the district, including mandatory utilisation for events at council facilities. This may be undertaken in partnership with other councils (Zero waste events guide) | 1 | FY 2020/21 | In Progress | A Solid Waste level of service has been proposed for the next LTP. This action was marked in WMMP as 2019 - estimated 30 June 2021 |
| 2080 | Waste Minimisation | WMP Action 1: Review funding model for council services to align with waste minimisation activities (including but not limited to contracting of solid waste services, kerbside refuse, inorganic collection, food waste and drop off collections). | 1 | FY 2020/21 | In Progress | As per ref 4020 opportunity exists for formalising the project resource, plan and progress reporting. Approach change - the current contracts are being refreshed (extended) for the near future (3-5yrs). |
| 2090 | Waste Minimisation | WMMP Action 18. Investigate introducing a Grants scheme (funded through the Waste Levy) for waste minimisation projects - this may be in the form of low interest loans and/or targeted grants. | 1 | | In Progress | Estimated 30 June 2021 |
| 2100 | Waste Minimisation | Implement the 22 activities in the Waste Minimisation Management Plan that were approved in 2018 and reach the 4 targets identified: 10% reduction in per capita rubbish to landfill 20% increase in per capita kerbside diverted material 5% reduction in per capita kerbside rubbish to landfill 20% increase in per capita kerbside diverted material | 1 | | In Progress | |
| 2110 | Additional Staff Resource | New Staff Position of Climate Change Advisor to be created to Co-ordinate, advise, drive and report on Waikato District Councils obligations around the zero carbon bill, Paris Accord, United Nations SDGs | 1 | FY2021/22 | Proposed for LTP | Business case submitted and drafted into the LTP |
| 2120 | Procurement | Develop and implement an overall Procurement Strategy that implements sustainability and emissions reduction objectives in all procurement activities | 1 | FY2020/21 | Under Investigation | Potentially start with getting Climate Considerations on appropriate procurement forms like we have done with Zero harm |
| 2130 | Identify | Topic Based work streams and ownership across the organisation. Waste and pollution reduction Energy use Land use Kaitiakitanga Protection of the environment and biodiversity Regulatory: Environmental Policy & Bylaw. E.g. compulsory water tanks, renewable energy, sustainable building | 1 | FY2020/21 | Under Investigation | Identify owners after action plan adopted for each workstream - and potentially for sub-workstreams. |
| 2140 | Incentivise | Car parking for no/low emission transport/cars Subsidised public transport, car sharing | 1 | FY 2020/21 | Under Investigation | Great idea and easy to effect if we get management consent |
| 2150 | Incentivise | WDC policy to promote electric / hybrid / zero emission vehicles for personal vehicles | 1 | FY 2020/21 | Under Investigation | About our own fleet - ensuring we have appropriate policy for staff and fleet cars WDC pays for |
| 2160 | Engagement | Implement an internal engagement program | 1 | FY2020/21 | Improvement Opportunity | Once we have identified prioritised actions |
| 2170 | Data Quality | Improve data quality to improve emissions data collection | 1 | FY2020/21 | Improvement Opportunity | Work through getting data measurements in place as we perform our 2nd Stocktake |
| 2180 | Website | Build a website and social media presence that shares the journey we are on and acts as a public facing engagement hub | 2 | FY2021/22 | Improvement Opportunity | This initiative to be done in conjunction with our Climate partners - to achieve best alignment. Some Adhoc WDC announcements as appropriate |
| 2190 | Incentivise | initiatives to incentivise green thinking - e.g. e-bike programme, renewable energy, sustainable transport options | 5 | FY 2023/24 | Improvement Opportunity | Some thinking to be done as to what sort of programme could be adopted - low priority |
| 2200 | Incentivise | Install EV recharge posts | 3 | FY2022/23 | Improvement Opportunity | Awaiting Demand and Cost to meet a happy equilibrium |
| 2210 | Education and induction | Improvement opportunity: Waste minimisation corporate induction. A part of standard induction waste minimisation is highlighted and included as part of the building tour (this would aid a broader org culture change in relation to waste production) | 1 | FY 2020/21 | Improvement Opportunity | An introduction e.g. here is the cardboard recycling, worm farm, paper, "please wash out your cans, drink bottles before putting into recycling" etc. |
| 2220 | Waste Minimisation | WMP Action 3. Consider increasing the use of a social procurement approach to the procurement of waste services to achieve the objectives and targets of the WMMP. | 1 | N/A | Improvement Opportunity | |
| 2230 | Waste Minimisation | WMMP Action 7. Procure council services and waste related contracts as required, ensuring new contracts are in alignment with this WMMP and utilising a social procurement approach | 1 | fy2020/21 | Improvement Opportunity | |
| 2240 | Waste Minimisation | WMMP Action 10. To support the introduction of a Waste Bylaw and licensing system; develop internal waste data collection and monitoring systems to enable waste data management in alignment with the Waste Data Framework. This may require internal changes to council roles and responsibilities to account for licensing management and enforcement as well as implementation of the activities in this WMMP. | 1 | fy2020/21 | Improvement Opportunity | This was schedule on the WMMP for 2019 |

| Waikato District Council Climate Response and Resilience Actions | | | | | | |
|--|-------------------------------------|---|----------------|-----------------|-------------------------|---|
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 3010 | Roading / Transport Construction | Pavement recycling (waste minimisation). | 1 | fy 2020/21 | BAU | Industry standard: Roothing recycles approximately 10km/annum of pavement. This is based on best practice and is considered on a project by project basis depending on requirements. |
| 3020 | LPG | Predominately this LPG relates to usage at the Raglan Holiday Park. The Park installed an electric hot water heat pump 12 months ago which has reduced its reliance on LPG. Further reductions could be made by setting up a 2nd low carbon hot water plant at the other end of the Park. This will limit LPG use to more remote areas in the park. There is the added benefit of reducing transport emissions of the LPG. | 1 | FY2021/22 | In Progress | Discussions between management and campground to see what can be done to reduce reliance on LPG |
| 3030 | LED lighting | LED Lighting replacement in all libraries and offices | 1 | FY2021/22 | In Progress | |
| 3040 | Utility Vehicles | Council should ensure fuel efficiency is a focus for new utility vehicles and include low/zero emission models as they come to market. | 1 | FY2020/21 | In Progress | Global Fuel Economy targets will reduce diesel emissions from utilities and light trucks over time. Assume a 25% reduction from general fuel economy gains with new vehicles. |
| 3050 | Fleet (on-road) vehicles - hybrid | Councils non-ute fleet is being converted to hybrids over the next 3 years (including this year) | 1 | FY2022/23 | In Progress | By the end of 2022/23 WDC will have 50 toyota RAV4 hybrids. The 11 utes for animal control, parks, monitoring etc have no viable hybrid alternatives currently, but more efficient options are being investigated. |
| 3060 | Fleet (on-road) vehicles - electric | Council is investigating (with WCLASS): buying electric push bikes / scooters for Council staff for local trips, buying 2 fully EV cars for shorter drives, and getting a EV charging station at the Council offices that staff and visitors can use. | 1 | FY2023/24 | In Progress | Global Fuel Economy targets will reduce petrol emissions from cars over time. Assume a 25% reduction from general fuel economy gains with new vehicles. |
| 3070 | Street Lighting | LED Street light conversion (standard LED lighting). | 1 | FY 2020/21 | In Progress | LED Street light conversion has been underway over the last 24 months. There are 400 lights left to convert. NZTA will fund this activity until the end of this year(2020) it is critical to prioritize this activity. |
| 3080 | Street Lighting | LED street light conversion (sections: Huntly and Gordonton Highway) | 1 | FY 2020/21 | In Progress | NZTA is handing 2 sections of highway back to Council (Huntly and Gordonton) Council has negotiated that NZTA must convert all existing lights to LED before the transfer is finalised (30 June 2021). |
| 3090 | Procurement | Implementing an overall Procurement Strategy that supports sustainability objectives to be considered in all procurement activities. e.g. * Buy recycled paper * Bamboo toilet paper not wrapped in plastic * Ensure gifts and promotions are not plastic or wrapped in plastic * Switch to compostable courier bags * recycled envelopes with no plastic window instead of plastic window envelope, * food purchases with consideration to food miles, * packaging etc Consider the life cycle of all goods, e.g. disposal costs or options at end of life | 2 | 2020/21 | In Progress | Staff have been taking the initiative and questioning when products have arrived with excessive packaging and suggesting low waste options |
| 3100 | Biodiversity and public land | Biodiversity protection and improvement Habitat restoration, protection and improvement Retention of exotic trees for carbon sequestration Planting greenfield sites with natives, retiring grazing land for habitat planting Animal and plant pest control, match funding for partnership projects | 1 | | In Progress | WDC manages a program of habitat restoration and improvement throughout the district on public and private lands including working with external funders. |
| 3110 | Flexibility and mobility | A flexible working environment will allow remote working thereby saving petrol and removing the need for all staff to be in the office each day. Hot-desking will also encourage documents to be electronically stored and will reduce paper requirements. Electricity demand is reduced | 1 | fy2020/21 | In Progress | This is in place and expected to be operational in the first few months of next year. |
| 3120 | Waste Minimisation | WMMP Action 11. Undertake Waste Compositional Audit every 3-6 years | 1 | fy2019/20 | In Progress | |
| 3130 | Natural Gas | Huntly Aquatic Centre replacement of its natural gas fired boiler when it comes up for renewal in 2028 with an electric hot water heat pump or other low carbon boiler. At least 24 months prior to replacement, a heat meter | 3 | FY2023/24 | Proposed for LTP | Energy efficient replacement being considered in LTP... project has been brought back to 2024 from replacement date of 2028 |
| 3140 | Energy | Reduce the number of fluorescent light bulbs (remove 1 of the 3) | 2 | FY2020/21 | Under Investigation | Quick win to be made here - with three bulbs in each light fitting and \$100 saving per bulb annually - good savings |
| 3150 | Waste Minimisation | WMMP Action 21. Undertake Waste Assessment and develop and adopt 2024 - 2030 WMMP (by June 2024). | 3 | fy2023/24 | Under Investigation | Dec 2021 is planned schedule to start assessing and reviewing |
| 3160 | Energy | Passive/eco/sustainable buildings, renewable energy, energy saving devices e.g. install solar panels | 3 | FY2024/25 | Improvement Opportunity | Low Priority. Assume national renewable electricity supply increases from 85% to 95% by 2030. As such PV solar systems will offer little in the way of carbon reductions. May elect to do it anyway as it is a visible positive signal to communities etc? |
| 3170 | Roading / Transport Construction | Plant replacement with consideration to emissions efficiency. Council to work with suppliers to replace equipment with plants and equipment that are low emissions | 3 | | Improvement Opportunity | |
| 3180 | Roading / Transport Construction | Some behaviours that result in high emissions could be modified with technical solutions. e.g. plants and equipment that are turned on at the start of a job and that are used intermittently over the course of the day but are left to idle on site. Idling vehicles, fitted with cut out switches could act to significantly reduce emissions without relying on human behavioural change | 3 | | Improvement Opportunity | |
| 3190 | Roading / Transport Construction | Council to partner with suppliers to look for climate friendly and emission reductions solutions. e.g. fleet and plant replacement, employee behaviour (pool vehicles, vehicle efficiency) and methodology. | 2 | | Improvement Opportunity | |
| 3200 | Roading / Transport Construction | Tree removal on roads is often necessary due to health and safety requirements. Council could consider offsetting removal with planting. | 4 | | Improvement Opportunity | |
| 3210 | Consumption of office supplies | Ration paper Reduce the use of consumables and encourage digital or electronic communication Reduce the number of printers in the office Reduce plastic use in the office, in packaging, around the link newsletter | 2 | 2020/21 | Improvement Opportunity | The flexible working program and people working remotely has reduced the amount of paper used and increased digital collaboration |
| 3220 | WWTP(s) Biogenic Emissions | Work with Watercare to understand and reduce the biogenic emissions | 4 | fy2021/22 | Improvement Opportunity | In order to further understand the opportunity to reduce biogenic emissions, analysis by WWTP process type is required. Increasing district population will lead to additional biogenic emissions if reduction measures are not undertaken. |
| 3230 | Wainui Reserve emission reduction | Develop an emission reduction strategy for Wainui Reserve. Options could include partial replanting into native forest, reducing stock numbers or switching to land use activities with a lower emissions profile / ecological footprint e.g. sheep | 2 | fy2022/23 | Improvement Opportunity | Cattle are run at Wainui Reserve. One steer produces 1.82 TCO2e and one sheep produces 0.37 TCO2e per year. Build a strategy that is both pragmatic and representative for Waikato district farmers facing similar agricultural emission reduction issues and what is deemed best practice to put in place. Partner with other organisations focused on reducing agricultural emissions |
| 3240 | Biodiversity planning framework | Council to prioritise carbon capture, protection of natural features (e.g. wetlands) and ecological enhancement via consenting processes. Retiring grazing land for habitat creation/carbon sequestration. Emphasis through the planning process placed on retaining natural features that can offset/add resilience to climate change such as flood plains, coastal inundation zones and catchments. | 1 | | Improvement Opportunity | There is an opportunity to strengthen the district plan and its application. |

| Action Category 3: Corporate Emissions Reduction | | | | | | |
|--|----------------------|--|----------------|-----------------|-------------------------|---|
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 3250 | Travel | Reduce travel emissions by 25% from 2021 to 2030. e.g. Reduce amount of time spent in vehicles, reduce commuting Choose carbon offset travel (flights) Choose accommodation options that are in the low emissions categories Staff be encouraged to car pool, use public transport or bike Install a secure bike stand under shelter Provide EV charging opportunities | 1 | FY2020/21 | Improvement Opportunity | For the stocktake, travel data was incomplete and may be higher than shown. The experience of Covid -19 may assist in rethinking of air travel to a certain extent and favour the use video conferencing. In any event it is suggested a sinking lid budget of 25% on travel emissions is targeted for 2030. This is shown by the reduction from 23TCO2e to 17 TCO2e. |
| 3260 | Carbon Offset TCO2-e | Council could consider planting its own forest or purchasing carbon sinks to offset its carbon emissions. | 3 | | Improvement Opportunity | This is a purely voluntary option. Please note that the cost of future voluntary carbon offsets could be quite variable. |
| 3270 | Food | Make more sustainable choices around food e.g: Remove the coke fridge and vending machine Install pig bins or compost bins Encourage meat free meals e.g. meat free Monday, increase vegan options and source food locally Adopt low carbon catering standards e.g. local food or more plant based, low packaging Buy local seasonal foods | 2 | 2020/21 | Improvement Opportunity | Opportunity exists here in relation to change hand of cafeteria management to seek contractor with more sustainable mindset. |
| 3280 | Waste to Landfill | Apply data to implement waste reduction actions e.g. Ensure recycling is done and is not put in with waste Remove rubbish bins in the office Increase the instances of recycling / waste minimisation | 2 | 2020/21 | | In Feb 2020 a corporate waste audit was conducted (one week of rubbish separation). The findings and recommendations are in draft format and could be completed within a fortnight. If resourced the recommendations from the audit should be prioritised and put into effect. |
| 3290 | Waste Minimisation | WMMP Action 22. Investigate alternate treatments to Council wastewater sludge and other Council's waste generating activities. | 2 | fy2021/22 - 24 | Improvement Opportunity | The transfer of services to Watercare means this opportunity has shifted. Councils should still look to engage and encourage innovative ways of managing waste with our partners. |

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| Waikato District Council Climate Response and Resilience Actions | | | | | | |
|--|----------------------------|---|----------------|-----------------|-------------------------|---|
| Action Category 4: Community Emissions Reduction | | | | | | |
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 4020 | Education and Advice | Formalise and expand a community education program associated with waste minimisation | 1 | FY2020/21 | In Progress | WDC is progressing these initiatives. Opportunity exists for formalising the project resource, plan and progress reporting e.g. Enviroschools In school native species planting programme Waste Minimisation advice e.g. Buy local, buy low impact, buy sustainable Encourage recycling clothing Water Use Advisory |
| 4030 | Regulation - District Plan | Regulation including the removal of Barriers Proposed district plan (Stage 2): Natural Hazards and Climate Change, and PDP provisions: * encourage compact growth, non-motorized transport e.g. walking, cycling, public transport etc. With the aim to reduce the number of cars * Conservation covenants and monitoring of covenants * Protection of notable trees and natural assets * Reserve and esplanade acquisition through LUC process * Setbacks from natural features and habitat protection rules * Re-instatement of flood planes Explore ways to incentivise lower emission/resource light/clean businesses and projects. | 1 | FY2020/21 | In Progress | PDP hearings are underway |
| 4040 | Transport | Waikato District Council Trails Strategy 2016 The strategy focuses on recreational usage of trails, but includes commuter usage where applicable. Section 2 discusses "Improving the Environment", "Walking, cycling and horse riding are non-polluting forms of travel that do not use fossil fuels and help to improve the quality of the environment. Motor vehicles contribute to greenhouse gas emissions and poorer air quality. Sustainable and energy efficient modes of transport can help reduce air pollution and reduce traffic congestion and the associated costs." Put into effect Sections 6.1-6.7 of the strategy and or review and update the strategy with consideration to Waikato District Councils - Climate Resilience and Response Policy | 1 | FY2020/21 | In Progress | Partner in with HCC who are actively consulting with the community on multi-use footpath/ cycle way options |
| 4050 | Waste Minimisation | WMMP Action 9. Introduce a Solid Waste Bylaw & licensing system for operators and facilities, aligning with the regional template developed by Waikato Regional Council. | 1 | fy2020/21 | In Progress | This was schedule on the WMMP for 2019. Estimated 30 June 2021 |
| 4060 | Funding | Source or provide funding or grants: Enviroschools Xtreme Zero Waste A Mfe funding scheme for waste minisation exists. The next funding round is May 2021. WDC could submit a funding application. Biodiversity, conservation projects (mostly public land) WDC conservation funding programme (private land) Source other environmental grants e.g. WRA, EIF, WCEET, FIF | 1 | FY2020/21 | Under Investigation | Opportunity to formalise the project resource, plan and progress reporting Funding applications need to be prioritised. |
| 4070 | Additional Staff Resource | Eco-Design Advisor | 3 | FY2022/23 | Improvement Opportunity | Once a Climate Action Co-ordinator / Manager has been employed they can look to stand up the team and make recommendations. We may be able to share the service with HCC or other collaborative partners |
| 4080 | Other Policy/Incentives | Zero/reduced Council fees and charges on green star rated buildings Other Policy & Bylaw Work e.g. renewable energy, sustainable building Active encouragement of green business and technology through sustainable economic development | 3 | fy2022/23 | Improvement Opportunity | Priorities for this may change depending on government target ambitions. |
| 4090 | District Plan and Consents | Enforcing the plan specifications and review how we manage discretionary categories and work with a mindset of the broader impact rather than individual pieces of work. Utilize existing documents to support environmental outcomes. Promote more stringent adherence/enforcement of District Plan rules relating to environmental protections including consideration of the cumulative effects | 1 | fy2021/22 | Improvement Opportunity | Promote the understanding that discretionary minor activities may have a major negative cumulative impact overall |
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| Waikato District Council Climate Response and Resilience Actions | | | | | | |
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| Action Category 5: Corporate Resilience and Adaptation | | | | | | |
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 5010 | Roading Resilience | Regional Council consents include Climate effects in sign-off over roading project works | 1 | fy2020/21 | BAU | Roading project works that are subject to Regional Council consents require Regional Council sign-off prior to execution. |
| 5020 | Asset Management Planning and Infrastructure Strategy | Incorporating climate change into Asset Management Planning, considering protection, retreat, design, capacity (e.g. stormwater pipe size), retiring grazing land for habitat, planting | 1 | fy2020/21 | In Progress | AMPs include a sustainability chapter. |
| 5030 | Roading Resilience | Design roads for the control of water e.g. bridges, culverts, with consideration to climate change assumptions (+15% water capacity). | 1 | fy2020/21 | In Progress | Designing roads is a substantial financial investment with design being phased in over the past 3-4 years. The purpose of the design modification is mitigation of potential increased volume ensuring the network is not adversely effected. Approximately 3-4 years ago a Geotech report was commissioned to explore network susceptibility to rainfall events. This report has been used to inform ongoing planning however it now requires review. Review is expected to take place during the current financial year. |
| 5040 | Hazards | Conduct hazard identification workshops as part of proposed district plan Regional hazards forum (CDEM) | 1 | fy2020/21 | In Progress | Hazard identification is complete. We now need to work on the regional hazards forum |
| 5050 | Partnerships | Partner with other organisations to boost Corporate resilience and adaptation. E.g. Waikato Regional Council, NIWA, WLASS, Waikato Plan, HCC, Waipa, Tainui etc | 1 | fy2020/21 | In Progress | This is a key area to work on aligning and collaborating with other organisations. Respecting we don't need to lead but to participate in an orchestrated / useful way |
| 5060 | Insurance | Ensuring insurance is taking into account the implications of climate change | 1 | fy2020/21 | Under Investigation | Finance and Management to understand risk/costs involved |
| 5070 | Roading Resilience | Review the Rooding budget for response to climate events. Currently Rooding has a budget of \$800k/annum to respond to climate events. Response includes general improvements and maintenance. This budget could be considered a risk as there has been no forecast increase in the funding for the next 10 year period. The amount may not be sufficient to cover predicted climate changes. | 1 | | Improvement Opportunity | |
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| Waikato District Council Climate Response and Resilience Actions | | | | | | |
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| Action Category 6: Community Resilience and Adaptation | | | | | | |
| Ref | Subject / Topic | Description | Priority (1-5) | Estimated Start | Status | Comments |
| 6010 | Education and Advice | Identify vulnerable communities Develop and implement community adaptation and resilience plans | 1 | fy2020/21 | In Progress | Have started with Port Waikato |
| 6020 | Strategy | Conservation Strategy Review | 1 | fy2020/21 | In Progress | Scoping underway with HCC. Having well functioning ecosystems helps communities to build resilience e.g. wetlands provide natural flood protection |
| 6030 | Regulation | Proposed District Plan (Stage 2): Natural Hazards and Climate Change | 1 | fy2020/21 | In Progress | The PDP identifies hazard areas for little or no development |
| 6040 | Waste Minimisation | WMMP Action 8. Progress Resource Recovery facilities in Huntly and to consider the development of resource recovery facilities for the Northern part of the district. This will be encouraged through collaboration and partnerships before 2024. | 1 | fy2021/22 | In Progress | |
| 6050 | Waste Minimisation | WMMP Action 4. Evaluate Raglan food waste service and assess suitability for expansion. Expand if suitable. | 3 | fy2021/22 | Under Investigation | Discussion re auditing food waste is happening during December. |
| 6060 | Regulation | Other Policy and Bylaw work to encourage resilience e.g. water tanks, renewable energy, sustainable building, passive housing, waste minimisation | 3 | fy2021/22 | Improvement Opportunity | This may be bought forward depending on central government targets and / or weather events |
| 6070 | Waste Minimisation | WMMP Action 13. Provide quality behaviour change programs focused on waste minimisation and that support the goals and objectives of the WMMP | 2 | | Improvement Opportunity | |
| 6080 | Waste Minimisation | WMMP Action 15. Work closely with Tangata Whenua, community groups and private sector to enhance economic development through resource recovery | 1 | | Improvement Opportunity | |
| 6090 | Waste Minimisation | WMMP Action 16. Work with business, farms, and industry organisations assisting to reduce waste, increase diversion and recycling (potentially as a sub-regional project). | 1 | fy2021/22 - 23 | Improvement Opportunity | |
| 6100 | Waste Minimisation | WMMP Action 17. Identify and support community and business champions in waste reduction and avoidance; including but not limited to initiatives focusing on e-waste and/or construction and demolition waste. | 2 | | Improvement Opportunity | |
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Greenhouse Gas Emissions Inventory Report

Prepared in accordance with Part 7.3.1 of ISO 14064-1:2006

Waikato District Council

Waikato District Council

Person responsible: Debbie Dalbeth

Prepared by: Martin Lynch

Dated: 16 July 2020

Verification status:

For the period: 1/7/2018 to 30/6/2019

Base year: 1/7/2018 to 30/6/2019

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Greenhouse Gas Emissions Inventory summary

Table 1: GHG emissions data summary.

| TCO2-e | FY18/19 Base year | FY2020 | FY2021 | FY2022 |
|---|-------------------|--------|--------|--------|
| Scope 1 | 1,651.8 | | | |
| Scope 2 | 618.3 | | | |
| Scope 3 | 162.6 | | | |
| Total gross emissions | 2,432.8 | | | |
| | | | | |
| Total gross GHG emissions per FTE - Full Time Employee | 4.9 | | | |
| Total mandatory GHG emissions per FTE - Full Time Employee | 4.9 | | | |
| Total gross GHG emissions per Turnover/revenue (\$Millions) | 11.4 | | | |
| Total mandatory GHG emissions per Turnover/revenue (\$Millions) | 11.4 | | | |

Note: total mandatory emissions includes scope 1, scope 2, and scope 3 (i.e. excludes scope 3 one-time and scope 3 additional).

Table 2: Gross organisation GHG emissions by scope for current measurement year.

| Indicator | kgCO ₂ e |
|--|---------------------|
| Scope 1 | |
| Fuels (LPG) | 60,377 |
| Other gases (excluded scope) | 0 |
| Transport fuels (Diesel, Petrol) | 484,823 |
| Agriculture, forestry and other lands (Stock) | 183,892 |
| Wastewater biogenic gases (Methane, Nitrous Oxide) | 762,445 |
| Scope 2 | |
| Electricity | 618,318 |
| Scope 3 | |
| T&D Losses | 65,639 |
| Travel | 23,297 |
| Waste | 73,689 |
| Total | 2,432,789 |

Table 3: GHG emissions inventory summary by scope and greenhouse gas.

| Component gas | Scope 1 | Scope 2 | Scope 3 | Total | Removals | After removals |
|-----------------|---------|---------|---------|-----------|----------|----------------|
| CH ₄ | 465,370 | 27,809 | 94,649 | 587,828 | 0.00 | 0.00 |
| CO ₂ | 693,299 | 589,964 | 66,606 | 1,349,870 | 0.00 | 0.00 |

| Component gas | Scope 1 | Scope 2 | Scope 3 | Total | Removals | After removals |
|------------------|-----------|---------|---------|-----------|----------|----------------|
| HFCs | - | - | 0.00 | - | 0.00 | 0.00 |
| N ₂ O | 493175 | 545 | 301 | 494,021 | 0.00 | 0.00 |
| PFCs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SF ₆ | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 1,651,845 | 618,318 | 162,626 | 2,432,789 | 0.00 | 0.00 |

Table 4: Mobile and stationary combustion of biomass.

| Biomass | Mass | tCO ₂ e |
|-----------------------------|------|--------------------|
| Biomass & Biofuels (Energy) | 0.00 | 0.00 |

Table 5: Deforestation of two hectares or more.

| Source | Mass | tCO ₂ e |
|---|------|--------------------|
| Deforestation tCO ₂ e (tCO ₂ e) | 0.00 | 0.00 |

Table 6: GHG stock liability (see Table 13: for mass of individual gases).

| GHG gas | Potential Liability tCO ₂ e |
|-----------------------------------|--|
| R410a | 0 |
| Diesel Fuel Tank 240L (Woodlands) | 0.6 |
| Total | 0 |

Table 7: Land-use liabilities.

| Type of sequestration | Liability tCO ₂ e |
|---|------------------------------|
| Contingent liability (carbon sequestered this reporting period) | |
| Potential sequestration liability (total carbon stock) | 0 |

Table 8: Renewable electricity generation on-site.

| Renewable generation on-site | kWh generated | tCO ₂ e avoided |
|------------------------------|---------------|----------------------------|
| Te Kauwhata Library | Unknown | 0 |

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1 Introduction

This report is the annual greenhouse gas (GHG) emissions inventory report for Waikato District Council. The inventory is a complete and accurate quantification of the amount of GHG emissions that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period. The inventory has been prepared in accordance with the requirements of the publication *Measuring Emissions: A Guide for Organisations*, Ministry of Environment 2019. These requirements are based on the *Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (2004)* and *ISO 14064-1:2006 Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*.

2 Statement of intent

This inventory forms part of Waikato District Council's commitment to measure and manage our emissions.

3 Organisation description

Waikato District Council is the local government authority for the Waikato District in the north island of New Zealand. The Council supplies infrastructure and community services across a wide area including the west coast from Raglan to Port Waikato and across to the eastern Hauraki Plains. Council's main office is in the township of Ngaruawahia, twenty kilometres north of Hamilton, the nearest city. Council had total revenue of \$146 million and employed 340 permanent staff in the financial year ending 30 June 2019.

Council's Long Term Plan for the decade ahead has a vision of 'liveable, thriving and connected communities'. The Summary Annual Report details a number of major initiatives designed to support growth in economically efficient ways – such as an undertaking to contract with Watercare Services Ltd to operate the district's water, wastewater and stormwater services to save an expected \$28.3 million over the next decade, and the switch to LED street lighting to save \$70,000 a year on one of the largest local roading networks operated by a local authority in the country.

Initiatives designed to protect environmental sustainability include:

- a kerbside food waste collection started in partnership with Raglan's Xtreme Zero Waste which has diverted 123 tonnes of food waste from landfill to compost,
- the completion of a switch to water meter charging for all properties connected to a Council water supply to encourage water conservation and to help locate and fix water losses,
- the completion of the second year of a \$1.76 million 'continuous improvement programme' to mitigate the risk of wastewater overflows with a particular focus on protecting waterways and environmentally sensitive areas, and
- the completion of the second year of a four-year Lake Rotokauri restoration programme supported by nearly \$400,000 funding from the Waikato River Authority.

Environmental sustainability was also a focus for some of the \$800,000 of grants the Council committed for distribution to community groups throughout the district for work on local projects. The grants schedule included \$20,000 committed to support projects under the Waikato District Lakes and Wetlands memorandum of agreement with Waikato Regional Council, Waikato-Tainui, the Department of Conservation and Fish & Game, and \$25,000 for work around Te Otamanui Lagoon.

4 Organisational boundaries included for this reporting period

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2006 standards. The GHG Protocol allows two distinct approaches to be used to consolidate GHG emissions: the equity share and control (financial or operational) approaches. We used an operational control consolidation approach to account for emissions.

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The first figure below shows the organisational structure for the Waikato District Council and its main Groups. Councillors lead high level decision-making for the organisation. The Executive Leadership Team oversees management of the organisation and fulfilment of the decisions made by Council. The Executive Leadership Team does this by managing and co-ordinating the work of the four Groups. Each Group employs staff and contractors split into Business Units. For clarification, this inventory encompasses all of Waikato District Council activities shown in Figure 1 unless otherwise noted.

Figure 1: Organisational structure

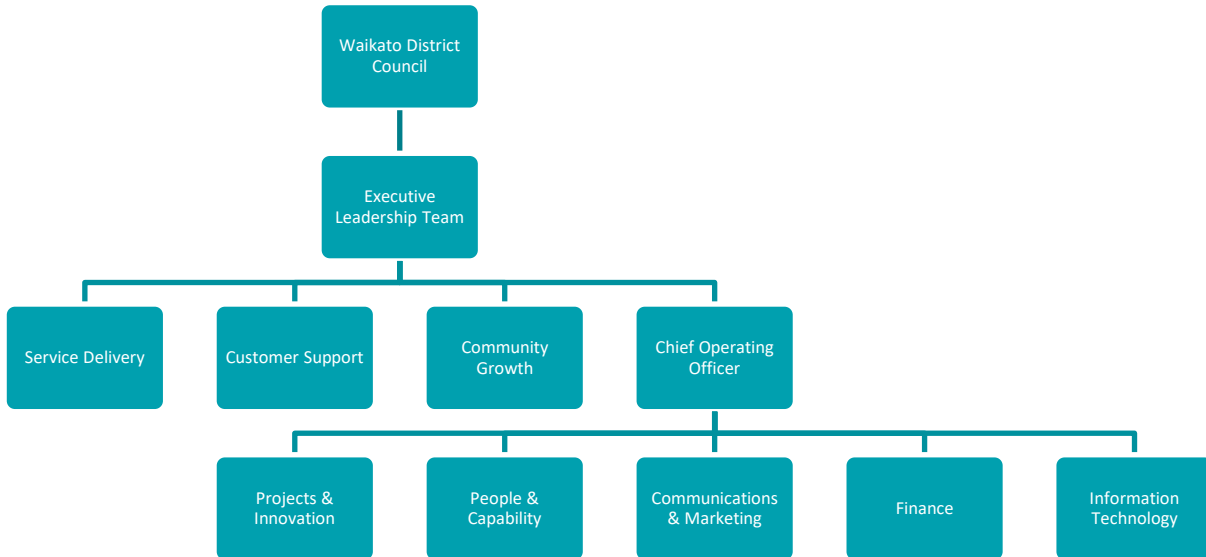


Figure 2 shows the Waikato District Council boundary in bold. Service centres and other facilities are spread across the district in a large area.

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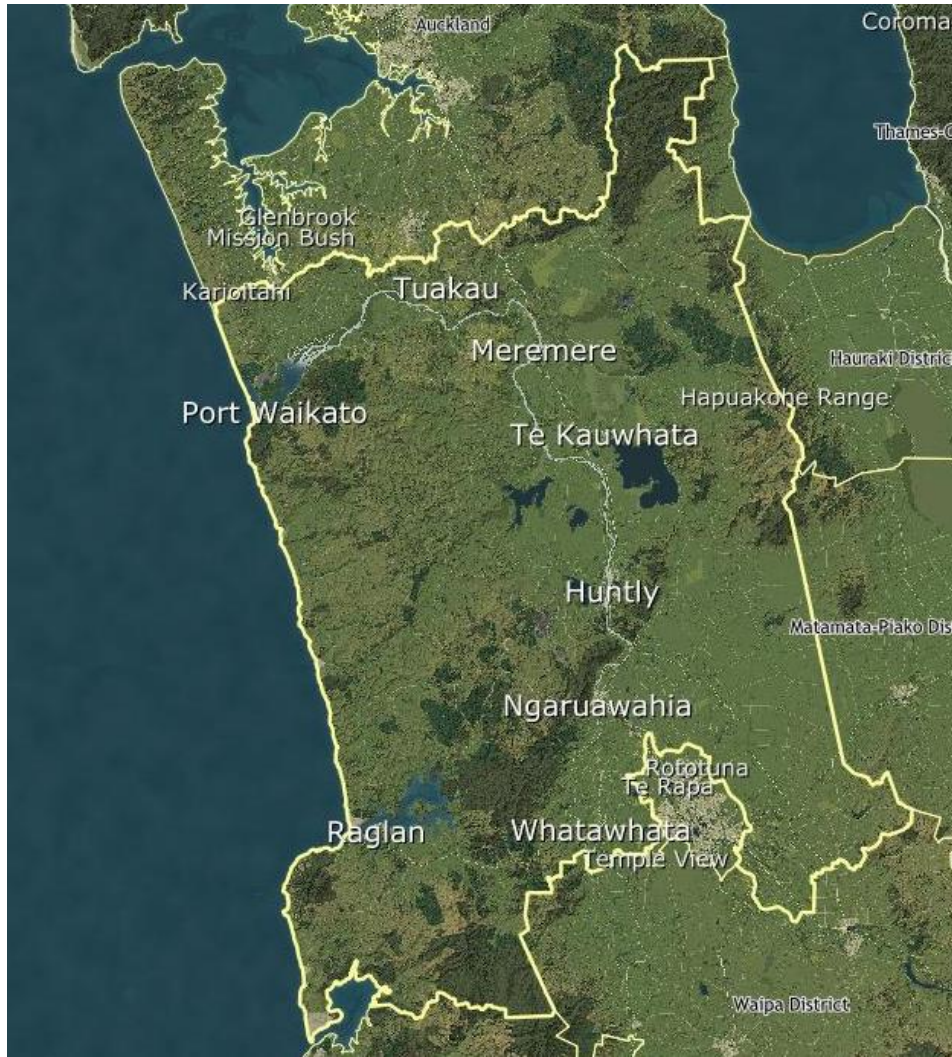


Figure 2: Waikato District Council Bordered By Bold Yellow Line.

Table 9: Brief description of business units in the certifying entity.

| Group/Unit | Address | Purpose |
|---|---|---|
| Service Delivery Community Connections | Multiple addresses for sites, but staff are principally based at Head Office, 15 Galileo Street, Ngaruawahia. | This includes teams for Venue and Events, Facilities, and Open Spaces. These teams operate, manage and maintain key facilities such as cemeteries and halls, Woodlands venue, holiday parks (overview only), offices, libraries, service centres, toilets, and parks. |
| Service Delivery Strategic Property | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | To secure and manage land and property required for strategic development. |
| Service Delivery Community Projects | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | To manage the design, development, project delivery of community projects. |
| Service Delivery | Principally based at Head Office, 15 Galileo Street, | Management of roading contracts and road safety, management of waste management and |

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| Group/Unit | Address | Purpose |
|--|---|--|
| Contracts & Partnering | Ngaruawahia. | minimisation. |
| Service Delivery Community Assets | Principally based at Head Office, 15 Galileo Street, Ngaruawahia with multiple plants located in key towns. | Management of assets including water, wastewater, facilities and roading. |
| Customer Support Consents | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Management of consenting processes and land development. |
| Customer Support Customer Delivery | Based at Service Centres including Raglan, Tuakau, Huntly, TeKauwhata, Meremere, and Ngaruawahia. | Operation of service centres including libraries. |
| Customer Support Regulatory Manager | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | This includes the animal control team, regulatory administrators, environmental health and monitoring and compliance officers. |
| Customer Support Building Quality | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | This includes the building review and building inspection teams and administration. |
| Community Growth Analytics | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Analysis of community growth and development contributions. |
| Community Growth Economic and Community | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Economic development and youth engagement in the Waikato district. |
| Community Growth Planning and Policy | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Strategic, environmental and policy planning for the Waikato District. |
| COO Projects and Innovation | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | This covers procurement, project management, risk & innovation, and business improvement. |
| COO People & Capability | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Management of human resources and training within the organisation. |
| COO Communications & Marketing | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Delivery of communications across the organisation and engagement with the community. |
| COO Finance | Principally based at Head Office, 15 Galileo Street, Ngaruawahia. | Financial management and accounting, rates administration and payroll, and legal counsel. |
| COO | Principally based at Head Office, 15 Galileo Street, | To provide business intelligence, records and property information, analysis and IT infrastructure support. |

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| Group/Unit | Address | Purpose |
|------------------------|--------------|---------|
| Information Technology | Ngaruawahia. | |

5 Organisational business units excluded from inventory

There are a number of activities that have oversight by the organisation which are operated by third parties and include Scope 1 and Scope 2 emission sources paid for directly by the third party. This includes:

Raglan Holiday Park (operated by a Trust)

- LPG, electricity, waste

Huntly Aquatic Centre, Tuakau Pool, Ngaruawahia Pool (operated by Belgravia Leisure)

- Natural gas, electricity

As these are outside Council's operations, emissions associated with these activities can be excluded from the inventory. However for a more complete picture, Council has chosen to include them as part of Council's corporate greenhouse gas inventory.

6 GHG emissions source inclusions

The GHG emissions sources included in this inventory were identified with reference to the methodology in the *GHG Protocol* and *ISO14064-1:2006* standards. As adapted from the *GHG Protocol*, these emissions were classified under the following categories:

- **Direct GHG emissions (Scope 1):** emissions from sources that are owned or controlled by the company.
- **Indirect GHG emissions (Scope 2):** emissions from the generation of purchased electricity, heat and steam consumed by the company.
- **Indirect GHG emissions (Scope 3):** emissions that occur as a consequence of the company's activities but from sources not owned or controlled by the company.

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Table 10: GHG emissions sources included in the inventory.

| Group/Business unit | GHG emissions source | GHG emissions level scope | Data source | Data collection unit | Uncertainty (description) |
|---------------------|--|---------------------------|---|----------------------|--|
| All Council | Air travel domestic (national average) | Scope 3 | Data was received from Ellen Wilson, team Administrator Operations Group. | pkm | It is assumed data source represents a complete and accurate account of all travel activity. However travel kms are not centrally managed or monitored and some data could be missing. |
| All Council | Hotel Stays | Scope 3 | Data was received from Ellen Wilson, team Administrator Operations Group. | nights | It is assumed data source represents a complete and accurate account of all travel activity. However hotel stays are not centrally managed or monitored and some data could be missing. |
| All Council | Rental Cars Car – petrol, <2000cc | Scope 1 | Data was received from Ellen Wilson, team Administrator Operations Group. | days | No documentation was found relating to the hire of rental cars. There is a possibility that other business groups directly hired rental cars, however if so, this would be a small number. |
| All Council | Waste | Scope 3 | Waste collection reports provided by waste contractor (Waste Management) | Bins collected | There is some uncertainty over the accuracy of this data. Waste management advised the bin volumes at collection sites and the number of collections. It was assumed that bins were always full and a conversion factor of 0.48 was used to convert m3 bin volume to weight (tonnes). If anything, waste collection would be overstated. |
| All Council | Diesel Unleaded 91 Unleaded 95 | Scope 1 | Consumption reports provided by fleet provider Fleetsmart. | L | It is assumed the supplier reports are complete and accurate for fleet vehicles. A small number of fuel purchases could be via credit card, but this was deemed to be <i>de minimis</i> . Further investigation is required to find out what the fuel consumption was at the Woodlands bulk fuel tank. |

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| Group/Business unit | GHG emissions source | GHG emissions level scope | Data source | Data collection unit | Uncertainty (description) |
|-----------------------------|--|---------------------------|--|----------------------|---|
| All Council | LPG | Scope 1 | Consumption reports provided by Facilities. | kg | Data was based on the number of bottles used at site and is assumed to be accurate. |
| All Council | Electricity | Scope 2 | Online consumption report downloaded from EnergyPro (holds suppliers invoices). Copies of invoices are available on request. | kWh | We are confident we have data for all meters. |
| All Council | Enteric Fermentation Agricultural Soils | Scope 1 | Based on head of cattle shown in invoices relating to the period. | Head | We are confident data is accurate. |
| Wastewater Treatment Plants | Biogenic Emissions (Methane and Nitrous Oxide) | Scope 1 | Wastewater inflows for each wastewater treatment plant were provided from Council records. | m3 | Wastewater flows could be inaccurate and in some cases wastewater outflows had to be used to estimate the inflows. Emission factors are based on the average nationwide factor for WWTPs. This may not necessarily accurately reflect the WWTP's processes. |

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7 GHG emissions source exclusions

Waikato District Council recognises the extent of Scope 3 emissions can be significant. We have chosen to declare the following notable emissions sources that have been excluded from the emissions inventory.

Table 11: GHG emissions sources excluded from the inventory

| Business unit | GHG emissions source | GHG emissions level scope | Reason for exclusion |
|---------------|--|---------------------------|---|
| All Council | Materials (Concrete, Steel, Aluminium) | Scope 3 | The cost and effort of obtaining the information was considered too high. |
| All Council | HCFC | Scope 3 | There are no records of refrigerant replacement for this reporting period. Refrigerant holdings were not collected. |

8 Data collection and uncertainties

Table 11 gives an overview of how data was collected for each GHG emissions source, the source of the data and an explanation of any uncertainties or assumptions.

A calculation methodology has been used for quantifying the emissions inventory using emissions source activity data multiplied by emission or removal factors. All emission factors were sourced from the Ministry for the Environment's 2019 *Measuring Emissions: A Guide for Organisations*.

Additional data collection uncertainties are as follows:

- The actual amount of waste collected from Council facilities has been estimated based on the collection frequency and size of the bins. Typical volume of waste per bin is based on discussions with staff at each facility and this is converted to a weight using a rate provided by website <https://www.aqua-calc.com/calculate/volume-to-weight> Council's waste contractor. Data on waste has been provided for Council's main sites only. It is expected there are other sources of waste that have not been accounted for in this inventory.
- The actual volume of diesel and petrol stored in any blk tanks on site is not measured. For the purpose of this inventory, the rated capacity of the tanks will be used.

9 GHG emissions calculations and results

GHG emissions for the organisation for this measurement period are provided in the GHG Inventory summary section at the start of this report.

Figures 3, and 4 give an overview of where the emissions are occurring across Waikato District Council.

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Figure 3: GHG emissions (tonnes CO₂e) by scope.

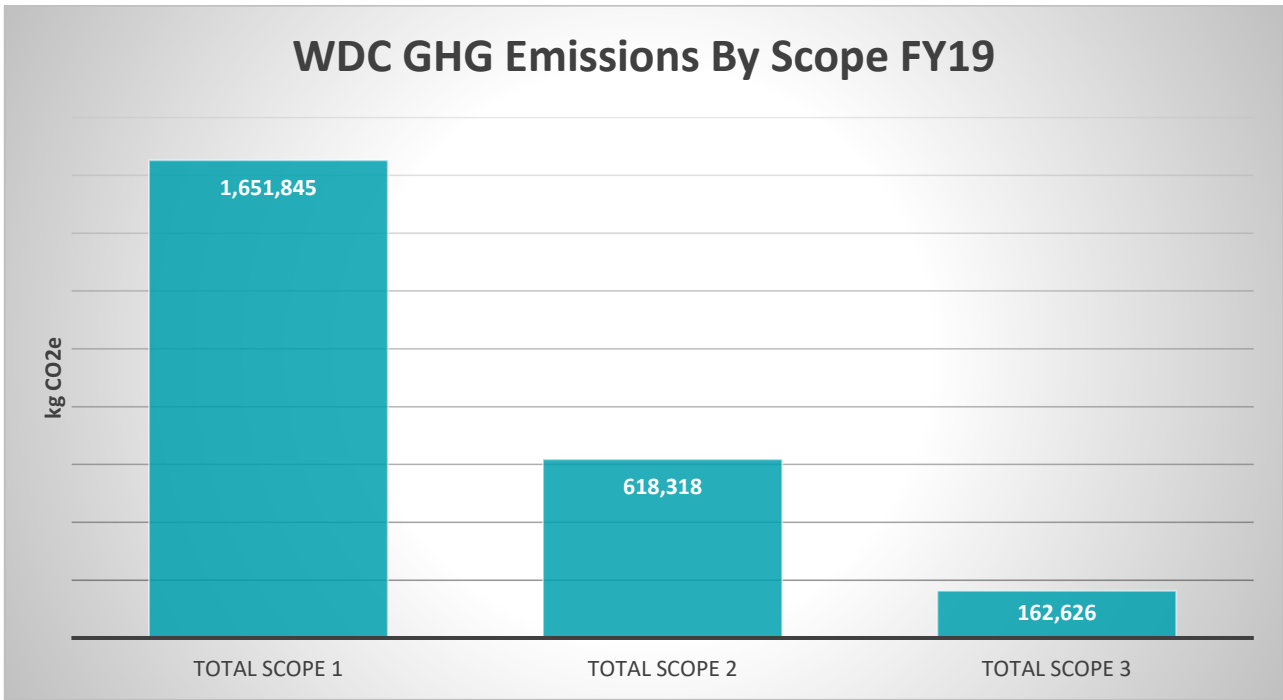
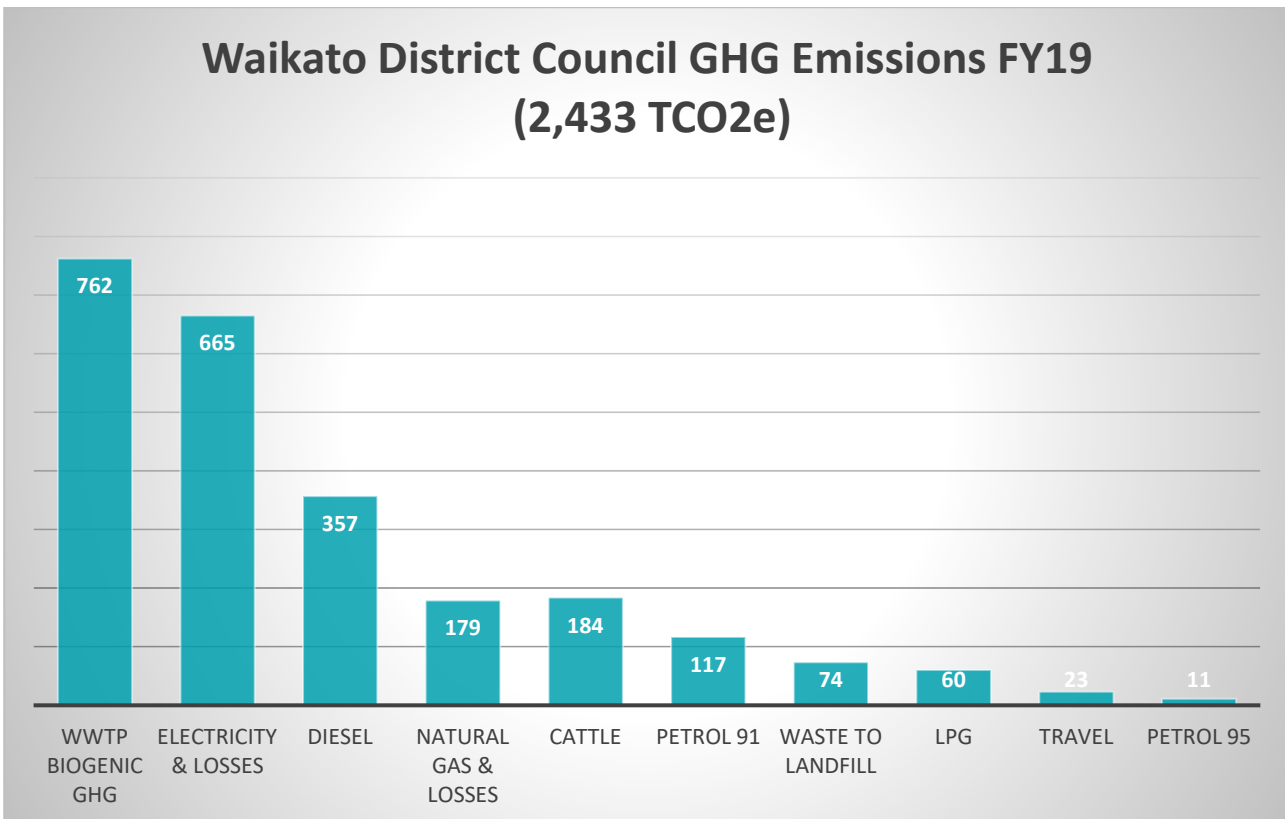


Figure 4: GHG emissions by source (TCO₂e).



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10 Liabilities

10.1 GHG stocks held

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for the reporting period. Therefore, any GHG stocks are included in the greenhouse gas emissions inventory summary section at the start of this report (page 6), to identify significant liabilities and implement procedures for minimising the risk of their accidental release.

Table 12: HFCs, PFCs and SF₆ GHG emissions and liabilities.

| GHG gas | Amount held - start of reporting period | Amount held - end of reporting period | Potential Liability tCO ₂ e |
|-----------------------|---|---------------------------------------|--|
| R410a | Not Reported | Not Reported | 0 |
| Diesel Fuel Tank 240L | 0.6 | 0.6 | 0.6 |
| Total | | | 0 |

10.2 Land-use change

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land. If a sequestration is claimed, this also represents a liability in future years should fire, flood or other management activities release the stored carbon.

11 References

International Organization for Standardization. 2006. ISO14064-1:2006. Greenhouse gases – Part 1: *Specification with guidance at the organisation level for quantification and reporting of greenhouse gas GHG emissions and removals*. Geneva: ISO.

World Resources Institute and World Business Council for Sustainable Development. 2004. *The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard* (revised). Geneva: WBCSD.

Appendix 1

Further GHG emissions data are available on the accompanying spreadsheet(s) to this report:

- WDC - Carbon Emissions Workbook FY19

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Waikato District Council Carbon Zero Road Map

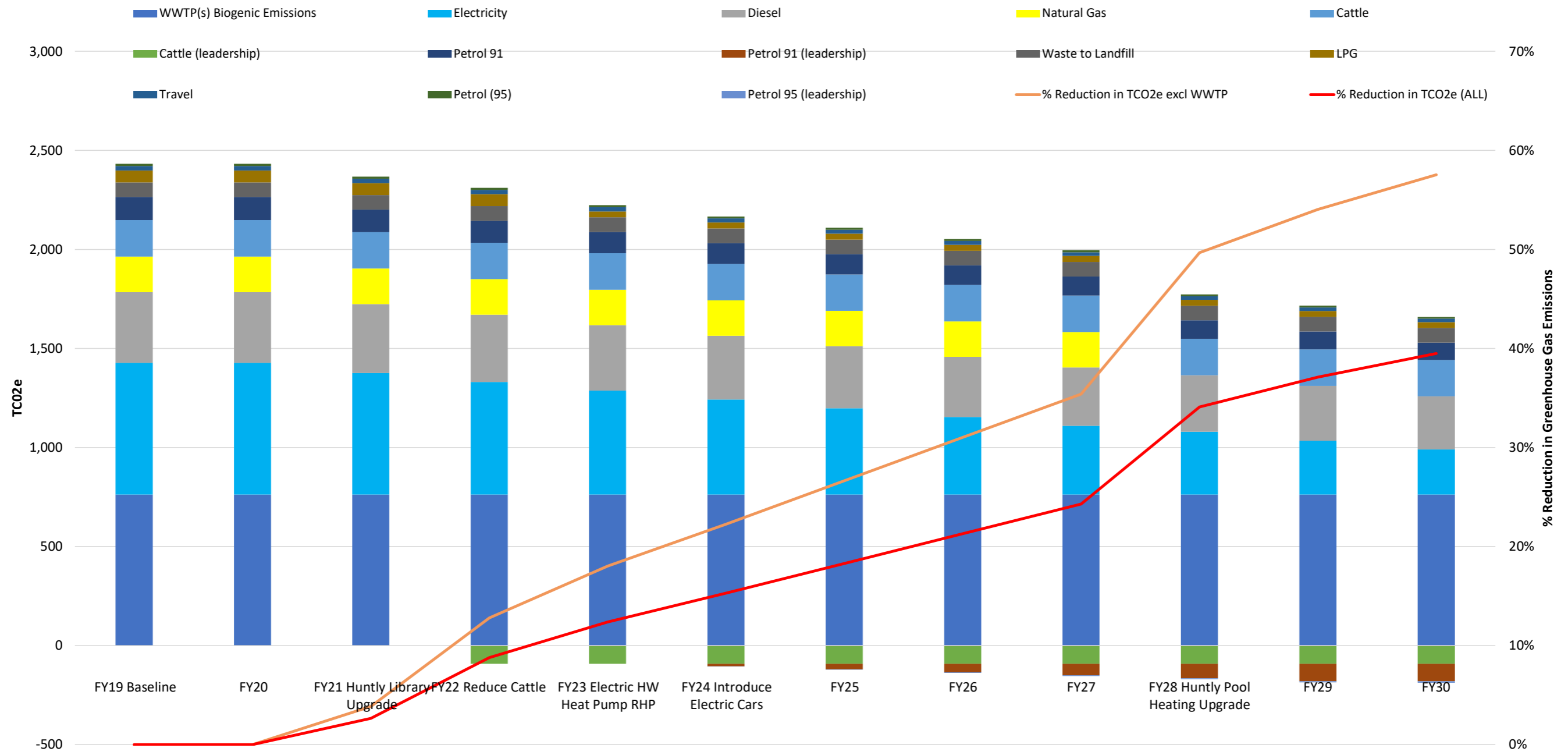
Note: This document is an excerpt of recommendations from the WLASS energy manager received July 2020

Year Ending June

| TCO2e | FY19 Baseline | FY20 | FY21 Huntly Library Upgrade | FY22 Reduce Cattle | FY23 Electric HW Heat Pump RHP | FY24 Introduce Electric Cars | FY25 | FY26 | FY27 | FY28 Huntly Pool Heating Upgrade | FY29 | FY30 | General Comment |
|---|---------------|--------------|-----------------------------|--------------------|--------------------------------|------------------------------|--------------|--------------|--------------|----------------------------------|--------------|--------------|---|
| WWTP(s) Biogenic Emissions | 762 | 762 | 762 | 762 | 762 | 762 | 762 | 762 | 762 | 762 | 762 | 762 | In order to further understand the opportunity to reduce biogenic emissions, analysis by WWTP process type is required. Increasing district population will lead to additional biogenic emissions if reduction measures are not undertaken. |
| Electricity | 665 | 665 | 613 | 569 | 525 | 480 | 436 | 391 | 347 | 317 | 272 | 228 | Assume national renewable electricity supply increases from 85% to 95% by 2030. As such PV solar systems will offer little in the way of carbon reductions. The reductions show here are primarily due to electricities renewable % increasing but also include a number of energy efficiency projects. |
| Diesel | 357 | 357 | 348 | 339 | 330 | 321 | 312 | 304 | 295 | 286 | 277 | 268 | Global Fuel Economy targets will reduce diesel emissions from utilities and light trucks over time. Assume a 25% reduction from general fuel economy gains with new vehicles. Council should ensure fuel efficiency is a focus for new utility vehicles and include hybrids as they come to market. |
| Natural Gas | 179 | 179 | 179 | 179 | 179 | 179 | 179 | 179 | 179 | 0 | 0 | 0 | I suggest Huntly Aquatic Centre replaces its natural gas fired boiler when it comes up for renewal in 2028 with an electric hot water heat pump or other low carbon boiler. At least 24 months prior to replacement, a heat meter should be installed on the boiler output for 12 months in order to quantify the duty required for a replacement machine and to minimise capital costs. |
| Cattle | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 184 | 101 Cattle are run at Wainui Reserve. Options could include replanting this land into native forest or part of it and reducing stock numbers. Alternatively if feasible switch to sheep? One steer produces 1.82 TCO2e and one sheep produces 0.37 TCO2e per year. While more sheep would be run, overall emissions would fall. |
| Cattle (leadership) | | | | -92 | -92 | -92 | -92 | -92 | -92 | -92 | -92 | -92 | Impact of reduce stocking rates by 50%. |
| Petrol 91 | 117 | 117 | 114 | 111 | 108 | 105 | 102 | 99 | 96 | 93 | 90 | 87 | Global Fuel Economy targets will reduce petrol emissions from cars over time. Assume a 25% reduction from general fuel economy gains with new vehicles. In addition, Council could review its car fleet and consider purchase of electric cars with the aim of replacing all internal combustion cars by 2030. |
| Petrol 91 (leadership) | | | | | | -13 | -28 | -43 | -58 | -73 | -88 | -88 | Council replaces internal combustion cars with electric from 2024 through to 2030. |
| Waste to Landfill | 74 | 74 | 74 | 74 | 74 | 74 | 74 | 74 | 74 | 74 | 74 | 74 | This pertains to waste collected from Council buildings. There is uncertainty with this data at present. Review of council's corporate waste minimisation plan would be useful to understand the potential reduction of waste to landfill. |
| LPG | 60 | 60 | 60 | 60 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | Predominately this LPG relates to usage at the Raglan Holiday Park. The Park installed an electric hotwater heat pump 12 months ago which has reduced its reliance on LPG. Further reductions could be made by setting up a 2nd low carbon hot water plant at the other end of the Park. This will limit LPG use to more remote areas in the park. There is the added benefit of reducing transport emissions of the LPG. |
| Travel | 23 | 23 | 22 | 22 | 21 | 21 | 20 | 20 | 19 | 18 | 18 | 17 | Travel data was incomplete and may be higher than shown. The experience of Covid -19 may assist in rethinking of air travel to a certain extent and favour the use video conferencing. In any event it is suggested a sinking lid budget of 25% on travel emissions is targeted for 2030. This is shown by the reduction from 23TCO2e to 17 TCO2e. |
| Petrol (95) | 11 | 11 | 11 | 11 | 10 | 10 | 10 | 10 | 9 | 9 | 9 | 8 | Global Fuel Economy targets will reduce petrol emissions from cars over time. Assume a 25% reduction from general fuel economy gains with new vehicles. In addition, Council could review its car fleet and consider purchase of electric cars with the aim of replacing all internal combustion cars by 2030. |
| Petrol 95 (leadership) | | | | | | -1 | -2 | -3 | -4 | -5 | -6 | -7 | Council replaces internal combustion cars with electric from 2024 through to 2030. |
| % Reduction in TCO2e excl WWTP | 0% | 0% | 4% | 13% | 18% | 22% | 27% | 31% | 35% | 50% | 54% | 58% | If key measures are undertaken this is the likely % reduction by 2030 for non biogenic emissions |
| % Reduction in TCO2e (ALL) | 0% | 0% | 3% | 9% | 12% | 15% | 18% | 21% | 24% | 34% | 37% | 39% | If key measures are undertaken and no improvements are made in WWTP biogenic emissions, this is the likely % reduction by 2030. Most studies indicate that an absolute reduction in GHG emissions of 50% to 60% by 2030 is necessary in order to limit global warming to 1.5 degC. |
| Carbon Offset TCO2-e | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Council could consider planting its own forest or purchasing carbon sinks to offset its carbon emissions. This is a purely voluntary option. |
| GHG Emissions excl WWTP(s) | 1,670 | 1,670 | 1,605 | 1,456 | 1,369 | 1,298 | 1,225 | 1,152 | 1,079 | 841 | 768 | 709 | |
| GHG Emissions (ALL) | 2,433 | 2,433 | 2,368 | 2,219 | 2,131 | 2,061 | 1,988 | 1,914 | 1,841 | 1,603 | 1,530 | 1,472 | |
| Capital | | | | | | | | | | | | | Estimates Required |
| Cost Savings p.a. | | | | | | | | | | | | | Estimates Required |
| National % Renewable Electricity | 0.85 | 0.85 | 0.86 | 0.87 | 0.88 | 0.89 | 0.9 | 0.91 | 0.92 | 0.93 | 0.94 | 0.95 | |
| Diesel Fleet (l/100km) | 8.20 | 8.23 | 7.77 | 7.30 | 6.83 | 6.37 | 5.90 | 5.90 | 5.50 | 5.10 | 4.70 | 4.30 | As per CAFE literature for Light Trucks/Utes. Uptake would depend on vehicle turnover. |
| Petrol Fleet (l/100km) | 6.20 | 5.89 | 5.59 | 5.28 | 4.97 | 4.67 | 4.36 | 4.36 | 4.11 | 3.86 | 3.61 | 3.36 | As per CAFE literature for Cars. Uptake would depend on vehicle turnover. |
| \$/Carbon Tonne (Projected ETS) | | | 25 | 35 | 45 | 55 | 65 | 75 | 85 | 95 | 105 | 105 | Based on Productivity Commission Report |
| Purchase Voluntary Carbon Offsets (Cost assumed to follow projected ETS carbon pricing) | | | \$59,197 | \$77,661 | \$95,916 | \$113,331 | \$129,189 | \$143,586 | \$156,523 | \$152,287 | \$160,648 | \$154,539 | Please note that the cost of future voluntary carbon offsets could be quite variable and these figures are not necessarily representative of what they will be. |

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Waikato District Council Carbon Zero Road Map To 2030



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Waikato District Council

Waikato District Greenhouse Gas Emissions Inventory

For the period July 2018 to June 2019

Prepared by EnviroStrat Ltd and AECOM

June 2020

COPY

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1 Introduction and context

The New Zealand government ratified the Paris Agreement in April 2017, which is an international commitment to limit global warming to below two degrees. To achieve this goal and make a fair contribution to global emissions reductions, New Zealand adopted in 2019 the Carbon Change Response (Zero Carbon) Amendment Act to develop and implement clear climate change policies that contribute to the commitments under the 2015 Paris Agreement. The Act sets new mitigation targets committing New Zealand to:

- reduce annual net emissions of all greenhouse gases (except biogenic methane) to zero by 2050, and
- reduce annual emissions of biogenic methane to
 - 10% below 2017 levels by 2030
 - 24% to 47% per cent below 2017 levels by 2050.

The Act also established emissions budgets to act as stepping-stones towards the long-term target. The Ministry for the Environment is currently developing a provisional emissions budget for the 2021–2025 period. Eventually, emissions budget will be set for the following periods: 2022–2025, 2026–2030 and 2031–2035.¹

1.1 Role of local government

Globally more than 10,000 cities and local governments have signed up to the Global Covenant of Mayors for Energy and Climate (www.globalcovenantofmayors.org) and committed to report on their community greenhouse gas emission and emission reduction measures.

In 2017, the Mayors and Chairs of New Zealand have re-confirmed the 2015 Climate Change Declaration and the key commitments and actions that Councils plan to undertake. Waikato District Council is signatory to this declaration which covers all member agencies activities, roles and functions of the sector and specifically identifies how local government will act and what it requires of central government to support action on climate change.² Several local councils have also joined the Global Covenant of Mayors including Auckland City, Dunedin City and Rotorua Lakes District.

It is recognised that solutions to climate change and transition to a low carbon economy cannot be pursued by central government without the involvement and actions of local government – for adaptation as well as mitigation. Waikato District Council has committed to developing a climate action plan, and understanding its emissions profile is a first step.

1.2 Purpose of the emission inventory

This inventory provides Waikato District Council with an understanding of its emissions generation and profile for the 2018/19 financial year. A GHG emissions inventory is an estimate of GHGs emitted to, or removed from, the atmosphere over a given period.

Specifically, the purpose of this inventory is to:

- Identify where Waikato District’s emissions are coming from and their relative contribution to overall emissions footprint.
- Establish the emissions baseline as a key step towards the district’s climate action plan.
- Provide information to enable the Council to engage with key sectors and stakeholders towards reducing local emissions (starting with goal setting).

This document summarises the findings and insights from the data collection and calculations of the emissions inventory. This document summarises the findings and insights from the data collection and calculations of the emissions inventory. This emissions inventory was developed in conjunction with the emissions inventory preparation for Waikato Region and the other territorial authorities within the region.

¹ More information is available at: <https://www.mfe.govt.nz/climate-change/zero-carbon-amendment-act>.

² See the declaration here: <https://www.lgnz.co.nz/assets/Uploads/0827d40e5d/Climate-Change-Declaration.pdf>

For further insights and in-depth understanding of the inventory context for Waikato District, please refer to the *Waikato Region Greenhouse Gas Emissions Inventory* report for 2018/19.

2 Inventory methodology

2.1 The Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories

The Waikato District inventory follows the methodology outlined in the Global Protocol for Community Scale Greenhouse Gas Emissions Inventory (GPC)³, published by the World Resources Institute (WRI 2015). The GPC methodology represents international best practice for city and community level greenhouse gas (GHG) emissions reporting.

It includes emissions from stationary energy, transport, waste, industry, agriculture and forestry activities within the regional (administrative) boundary of Waikato Region. The inventory covers seven greenhouse gases: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF₆) and nitrogen trifluoride (NF₃).

2.2 Inventory Boundary

The boundaries of the 2018/19 emissions inventory are the administrative boundaries of Waikato District Council. The district covers 440,378 ha and has 78,850 residents.

2.3 Emissions calculations and reporting

This inventory assesses both direct (production-based) emission sources within the geographic area (Scope 1) and indirect (consumption-based) emission sources associated with goods and services imported into Waikato District. Examples of indirect emission sources include electricity from the national grid (Scope 2), and transport into the area that originates or terminates outside the area e.g. aviation (Scope 3). Key aspects to note:

- Emissions are reported for the period from 1 July 2018 to 30 June 2019.
- Emissions are expressed on a carbon dioxide-equivalent basis including climate change feedbacks using the 100-year GWP (Global Warming Potential) values and climate-carbon feedback from the Intergovernmental Panel on Climate Change Fifth Assessment Report: Climate Change 2013;
- Total emissions are reported for gross emissions (excluding forestry) and net emissions (including forestry);
- Emissions are calculated by multiplying activity data by an emission factor associated with the activity;
- In line with the GPC, activity data for the various emission sources includes data from bottom up sources (locally provided measurements or estimates) and top down sources (based on national information), depending on data availability;
- Where specific city-level data was not accessible, information was calculated via a per capita breakdown of national level data. This method was applied to the following sectors:
 - Industrial product use
 - Solid waste emissions from closed landfills (1967 to 1997)
 - Stationary energy fuel types: coal, biofuel and LPG figures have been assumed on a per capita basis from national figures.

³ The protocol is available at: <http://www.ghgprotocol.org/greenhouse-gas-protocol-accounting-reporting-standard-cities>.

- Following GPC guidance and requirements, notation keys (IE, NE, NO and C) have been used in the emissions report and data quality for each activity/sector assessed a description of data quality assessment).

Assumptions made during data collection and analysis are outlined in Appendix B – Assumptions and limitations. Data gaps are described in Appendix C.

3 Emissions results and analysis

Waikato District’s emissions inventory provides a picture of emissions generated by the activities of residents, businesses and industries. During July 2018 to June 2019 reporting period, Waikato District generated a total of 2,189,304 t CO₂e net emissions and 2,540,173 tCO₂e gross emissions (excluding forestry). This represents a 27.8 t CO₂e per capita (net) / 32.3 t CO₂e per capita (gross) emissions and approximately 20% of Waikato Region total gross emissions. Agriculture is the largest emissions source (67.8%), followed by stationary energy (17.7%) (Figure 1).

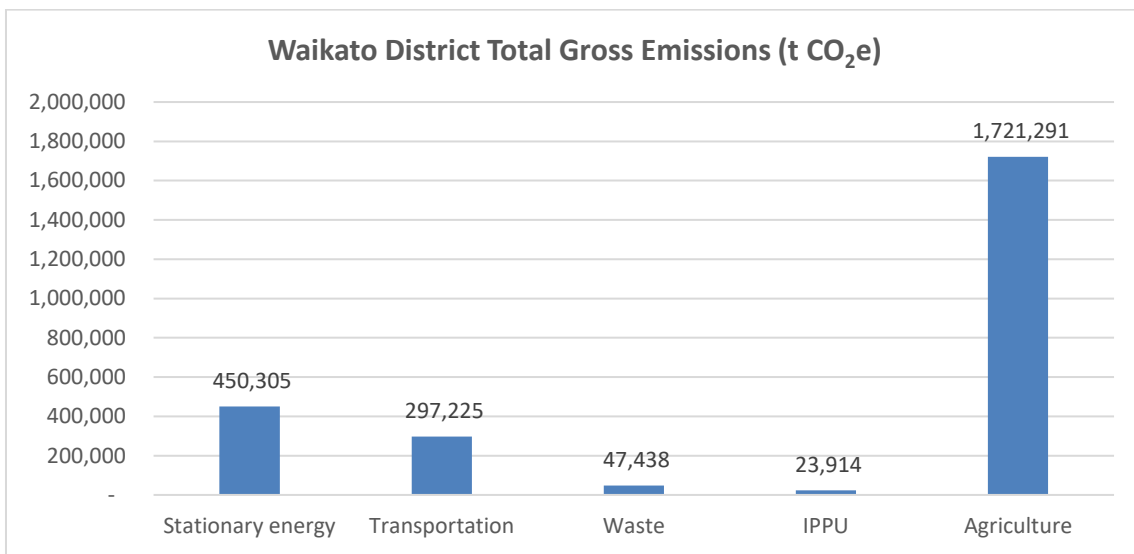


Figure 1. Total gross emissions by source (excl. forestry) for Waikato District, 2018/19

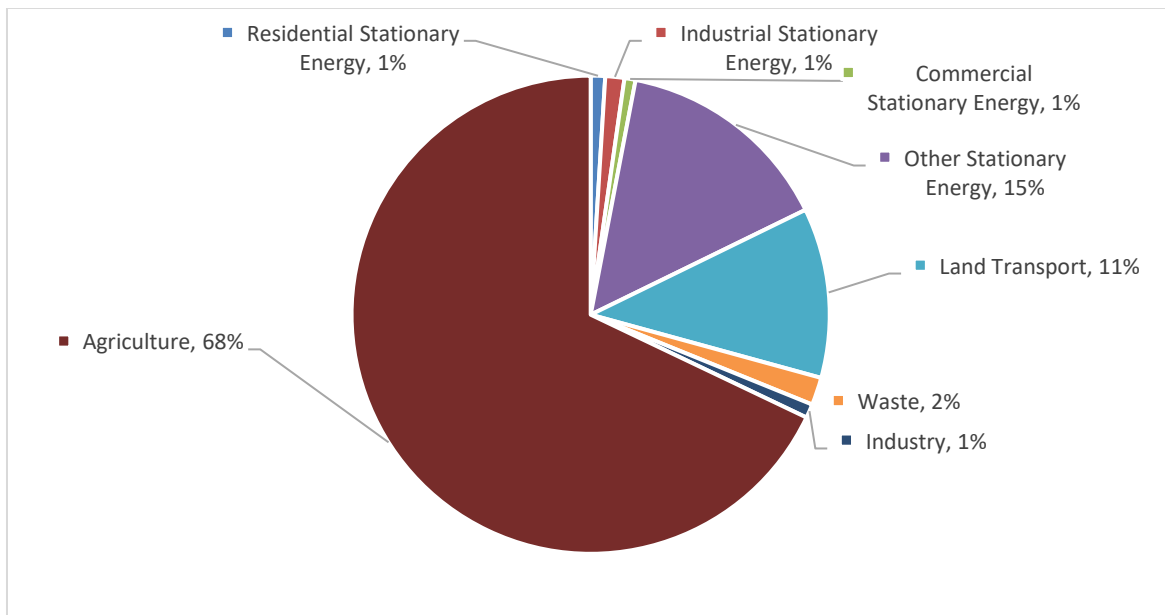


Figure 2. GPC BASIC Community GHG Emissions Inventory for Waikato District, 2018/19 Percent of Total Gross Emissions by Sub-Sector

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3.1 Main emissions sources

Stationary Energy: the second largest emitting sector, stationary energy is responsible for 450,305 t CO₂e of the district’s gross emissions (17.7%). Residential consumption is responsible for 5.5% of emissions, and industry (manufacturing and construction) accounts for about 7.3% of stationary energy emissions. The majority of stationary energy represented by “other sector” emissions from fuel combustion (energy industries) is 83%, as shown in Figure 3.

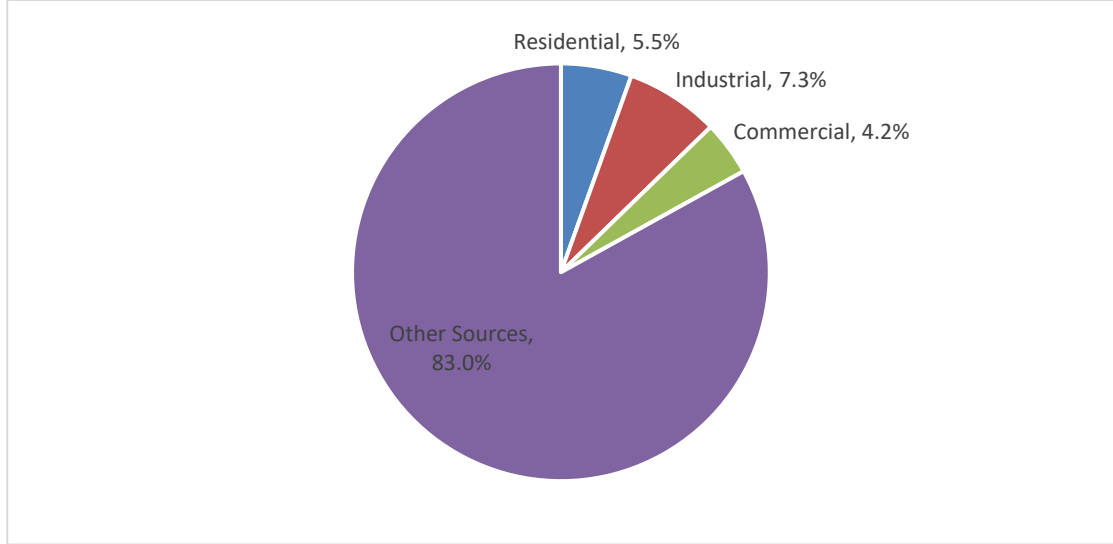


Figure 3. GPC BASIC Community GHG Emissions Inventory for Waikato District, 2018/19
Total Stationary Energy Sector emissions by sub-sector (%)

When analysed from the perspective of the type of fuel use, electricity consumption and petrol and diesel use are the major sources (see Figure 4 below).

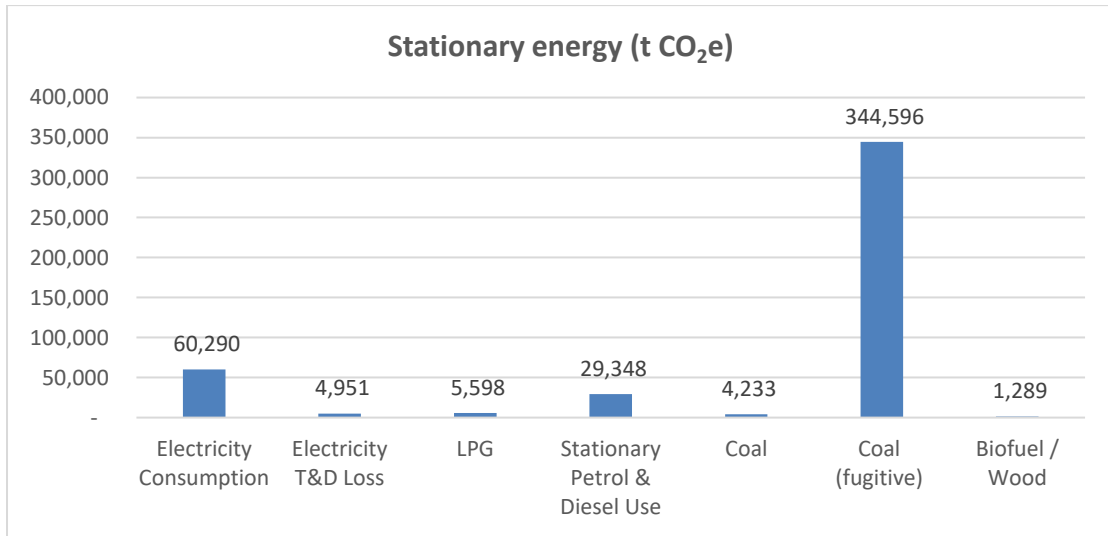


Figure 4. Stationary Energy - breakdown of emissions by fuel type (t CO₂e)

Transportation: the third largest source of emissions at 297,225 t CO₂e. Road transport (255,811 t CO₂e) represents just over 86.1% of total transport emissions, followed by off-road at just under 10%.⁴

⁴ this is likely to be over-estimated given that the general EECA guidance was applied to split consumption between on and off road. (because a top down approach when diesel consumed on farms.

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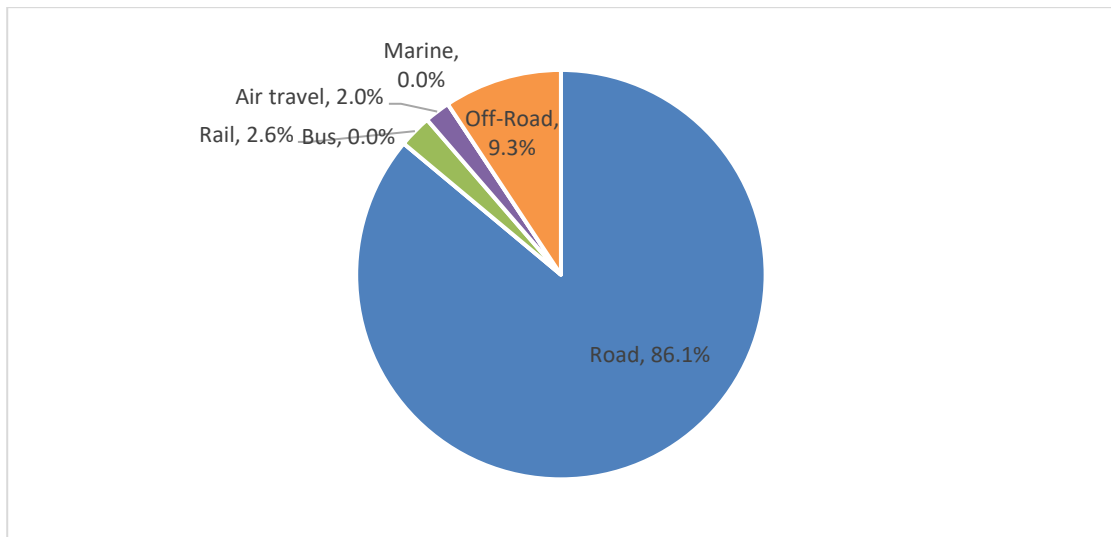


Figure 5. GPC BASIC Community GHG Emissions Inventory for Waikato District, 2018/19
Total Transport Emissions by sub-sector (%)

When the fuel type is considered, petrol and diesel consumption from on-road make up 95% of all transportation emissions. Activities from aviation and rail are responsible for the remaining emissions.

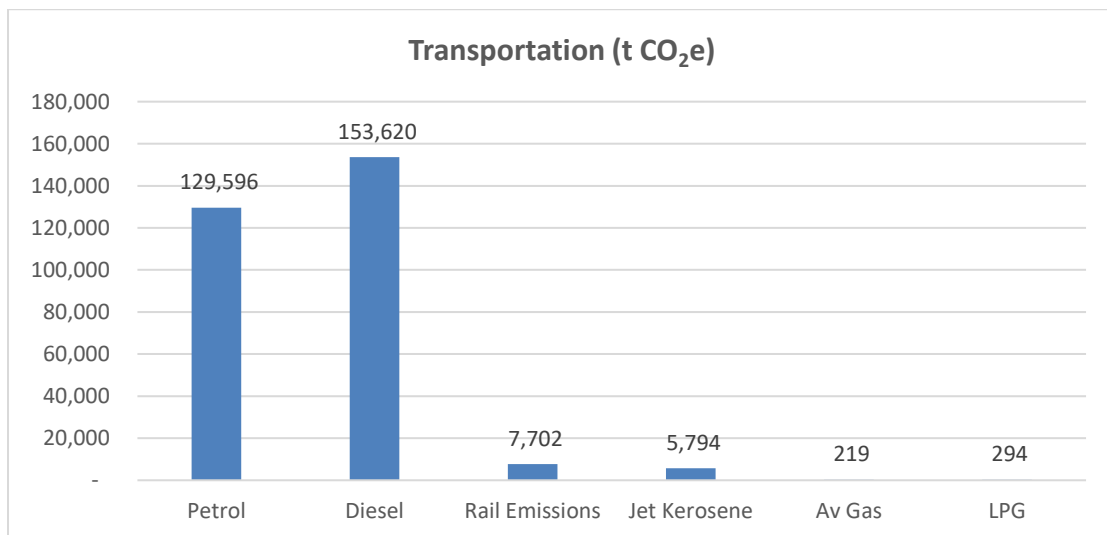


Figure 6. Transportation - breakdown by emission source (t CO₂e)

Waste (solid & wastewater): Waikato District generates a total of 47,438 t CO₂e from waste, of which 84.6% is as result of solid waste disposal and 15.4% from wastewater.

Industrial Processes and Product Use (IPPU): This sector includes emissions associated with the consumption of GHGs for refrigerants, foam blowing, fire extinguishers, aerosols, metered dose inhalers and Sulphur Hexafluoride for electrical insulation and equipment production. The emissions from IPPU (industry) have been calculated using a top down approach, the district accounting for 23,914 t CO₂e, just 0.9% of gross emissions. IPPU emissions do not include energy use from industrial manufacturing, which is included in the relevant stationary energy sub-category (e.g. coal, electricity and/or petrol and diesel).

Agriculture: the sector has the largest footprint of 1,721,291 t CO₂e representing 67.8% of Waikato District's total gross emissions. Livestock living within the district boundary is the primary source of agricultural emissions.

Forestry & Land-use Change: there is 350,870 t CO₂e sequestration from forested areas – majority from exotic cover.

A breakdown of all emissions sources for each category is provided in the table below. Full details following the GPC accounting methodology are available in Appendix A.

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Table 1. Emissions breakdown by category and sources, Waikato District 2018/19

| Emission Sources | | Waikato District | Unit | % gross | % sector |
|--------------------------|--------------------------------|------------------|---------------------|---------------------------------|----------|
| Stationary energy | Electricity Consumption | 60,290 | t CO ₂ e | 2.4% | 13.4% |
| | Electricity T&D Loss | 4,951 | t CO ₂ e | 0.2% | 1.1% |
| | Natural Gas | - | t CO ₂ e | 0.0% | 0.0% |
| | Natural Gas T&D Loss | - | t CO ₂ e | 0.0% | 0.0% |
| | LPG | 5,598 | t CO ₂ e | 0.2% | 1.2% |
| | Stationary Petrol & Diesel Use | 29,348 | t CO ₂ e | 1.2% | 6.5% |
| | Coal | 4,233 | t CO ₂ e | 0.2% | 0.9% |
| | Coal (fugitive) | 344,596 | t CO ₂ e | 13.6% | 76.5% |
| | Gas (fugitive) | | t CO ₂ e | 0.0% | 0.0% |
| | Biofuel / Wood | 1,289 | t CO ₂ e | 0.1% | 0.3% |
| | Biodiesel | | t CO ₂ e | 0.0% | 0.0% |
| Transportation | Petrol | 129,596 | t CO ₂ e | 5.1% | 43.6% |
| | Diesel | 153,620 | t CO ₂ e | 6.0% | 51.7% |
| | Bus Diesel | | t CO ₂ e | 0.0% | 0.0% |
| | Rail Emissions | 7,702 | t CO ₂ e | 0.3% | 2.6% |
| | Bus (Electric) | - | t CO ₂ e | 0.0% | 0.0% |
| | Jet Kerosene | 5,794 | t CO ₂ e | 0.2% | 1.9% |
| | Av Gas | 219 | t CO ₂ e | 0.0% | 0.1% |
| | Marine Diesel | - | t CO ₂ e | 0.0% | 0.0% |
| | Light Fuel Oil | - | t CO ₂ e | 0.0% | 0.0% |
| | LPG | 294 | t CO ₂ e | 0.0% | 0.1% |
| Waste | Solid Waste Disposal | 40,119 | t CO ₂ e | 1.6% | 84.6% |
| | Waste Water | 7,319 | t CO ₂ e | 0.3% | 15.4% |
| IPPU | Industrial | 23,914 | t CO ₂ e | 0.9% | 100.0% |
| Agriculture | Agriculture | 1,721,291 | t CO ₂ e | 67.8% | 100.0% |
| Forestry | Forestry | - 350,870 | t CO ₂ e | Not included in gross emissions | 100.0% |

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3.2 Emissions' contribution to Waikato Region

To provide a perspective into Waikato District's emissions profile, a summary overview is presented below for 2018/19 inventory for Waikato Region and the other territorial authorities. The overview is not intended as a benchmark between territorial authorities but simply as an indicative framework of reference (Table 2).

As expected, Waikato District has a footprint of 27.8 t CO₂e (net) / 32.2 t CO₂e (gross) per capita compared to Waikato region 15 t CO₂e (net) / 26.7 t CO₂e (gross); the district has relatively larger footprint compared to larger cities however, for example Auckland (6.3 t CO₂e per capita as of 2016).

Table 2. Overall emission estimates for Waikato Region and breakdown by territorial authorities (2018/19), t CO₂e

| t CO ₂ e | Waikato Region (2018/19) | Hamilton City 2018/19 | Hauraki 2018/19 | Matamata-Piako 2018/19 | Otorohanga 2018/19 | South Waikato 2018/19 | Taupo 2018/19 | Thames-Coromandel 2018/19 | Waikato District 2018/19 | Waitomo 2018/19 | Waipa 2018/19 |
|--|--------------------------|-----------------------|-----------------|------------------------|--------------------|-----------------------|---------------|---------------------------|--------------------------|-----------------|---------------|
| Stationary energy | 1,601,427 | 277,392 | 35,802 | 133,351 | 18,448 | 422,036 | 71,704 | 53,937 | 450,305 | 35,616 | 102,836 |
| Transportation | 2,001,658 | 635,615 | 110,175 | 131,961 | 47,349 | 96,952 | 161,673 | 235,486 | 297,225 | 76,871 | 208,351 |
| Waste | 291,708 | 30,999 | 3,843 | 6,596 | 21,567 | 35,097 | 80,874 | 12,247 | 47,438 | 19,661 | 33,386 |
| Industry | 143,213 | 50,732 | 6,285 | 10,775 | 3,143 | 7,512 | 11,763 | 9,428 | 23,914 | 2,840 | 16,821 |
| Agriculture | 8,608,976 | 6,257 | 619,799 | 1,475,468 | 838,017 | 784,720 | 928,268 | 183,042 | 1,721,291 | 903,761 | 1,148,353 |
| Forestry | -5,530,909 | -752 | -42,449 | 14,318 | -62,152 | -1,244,246 | -2,589,419 | -612,004 | -350,870 | -618,081 | -25,254 |
| Total net (incl. forestry) | 7,116,073 | 1,000,243 | 733,455 | 1,772,469 | 866,371 | 102,072 | -1,335,139 | -117,864 | 2,189,304 | 420,668 | 1,484,493 |
| Total gross (excl. forestry) | 12,646,982 | 1,000,995 | 775,904 | 1,758,151 | 928,523 | 1,346,318 | 1,254,281 | 494,140 | 2,540,173 | 1,038,750 | 1,509,747 |
| Population | 473,480 | 167,700 | 20,800 | 35,750 | 10,450 | 24,950 | 38,800 | 31,150 | 78,850 | 9,530 | 55,500 |
| Per capita net emission (incl Forestry) | 15.0 | 6.0 | 35.3 | 49.6 | 82.9 | 4.1 | -34.4 | -3.8 | 27.8 | 44.1 | 26.7 |
| Per capita gross emission (excl Forestry) | 26.7 | 6.0 | 37.3 | 49.2 | 88.9 | 54.0 | 32.3 | 15.9 | 32.2 | 109.0 | 27.2 |

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Table 3. Waikato District as proportion of Waikato Region emissions estimates (2018/19 inventory)

| | Waikato Region | Waikato District | % of Regional Emissions |
|-------------------------------------|-------------------|------------------|-------------------------|
| Stationary energy | 1,601,427 | 450,305 | 28% |
| Transportation | 2,001,658 | 297,225 | 15% |
| Waste | 291,708 | 47,438 | 16% |
| Industry | 143,213 | 23,914 | 17% |
| Agriculture | 8,608,976 | 1,721,291 | 20% |
| Forestry | - | - | 6% |
| | 5,530,909 | 350,870 | |
| Total (net) incl. forestry | 7,116,073 | 2,189,304 | 31% |
| Total (gross) excl. forestry | 12,646,982 | 2,540,173 | 20% |

4 Key insights and recommendations

The development of the 2018/19 emissions inventory provides Waikato District with a robust and comprehensive baseline for decision making. The process for developing the inventory as part of the Waikato Region's wide emissions assessment was effective and helped leverage engagement with data holders.

For preparation of future inventories, Waikato District may consider the following recommendations to improve the quality of and access to activity data, but also enable action to reduce emissions.

Recommendation 1: Data availability & quality

Specific areas that can be targeted for improvement are transportation, followed by stationary energy and waste (especially solid waste):

- **Transportation:** getting better data for road-transport (by type of vehicle) as well as the split between on-road and off-road (currently calculated using top-down approach for emissions allocation) would be useful for understanding consumption trends better and where to intervene. Note that transportation emissions are increasing for Waikato Region, and likely in Waikato District too – primarily due to population increase. Petrol and diesel consumption is the single most important source of emissions and needs to be a key focus (for data improvement and reduction options).
- **Stationary energy:** currently stationary energy has been reported by sub-sectors (residential, commercial, industry and other). These are broad categories that require further details in order to better understand emissions generation.

For more details, refer to appendix B and C or the Waikato Region GHG emissions inventory report.

Recommendation 2: Reporting intervals

It is recommended that Waikato District considers updating the inventory report in two-year time, and coordinates with WRC this development in order to use resources efficiently. An update in 21/22 may be considered so that the inventory and potential reduction target setting is aligned with the central government process for the provisory carbon budget for the period of 2021-2025.

Recommendation 3: Setting reduction goals & targets

Reduction goals need to be informed by dialogue with iwi and other stakeholders (community, industry, etc) and the level of ambition and preferred approach to setting emissions reduction targets. Communities use long term aspiration to set carbon neutral goals and other science-based approaches looking at the gap to meet the 1.5°C

and 2°C temperature targets of the Paris Agreement. It is important that any reduction targets are set as part of an integrated climate action plan.

Waikato's emissions profile requires a strong focus on transportation and agriculture as the two main sources of emissions.

The GPC suggests four different approaches to setting emissions reduction targets as follows:

- Base year emissions goals
- Fixed level goals
- Base year intensity goals
- Baseline scenario goal

A base year reduction goal or fixed level goals may be considered. Collaboration with other Waikato region territorial authorities that have a similar emission profile and share an interest in solutions is recommended.

As a district, Waikato has three stand-out emission sources, agriculture, stationary energy and transport.

The district could explore options to encourage a shift towards biofuel (including biodiesel and biogas) as one of the measures to achieve emissions reductions in the short term. As for agriculture, research is still on-going, and supply is in its infancy, yet alternative low methane feedstock supplements are looking promising to give farmers a realistic option for the fight against climate change.

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IPCC (2015). 2006 IPCC Guidelines for National Greenhouse Gas Inventories, <http://www.ipcc-nggip.iges.or.jp/public/2006gl/>.

WRI (World Resources Institute) et al. (2014). Global Protocol for Community-Scale Greenhouse Gas Emission Inventories, retrieved on 16 June 2015 from <http://www.ghgprotocol.org/about-ghgp>.

Ministry for the Environment. 2019. *New Zealand's Greenhouse Gas Inventory 1990–2017*. Wellington: Ministry for the Environment.

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Appendices

A. GPC emissions source by sector and sub-sector – Waikato District (2018/19)

| GPC ref No. | Scope | GHG Emissions Source (By Sector and Sub-sector) | Unit | t CO2 | t CH4 | t N2O | biogenic t CO2 | Total t CO2e |
|--------------|---|---|------|------------------|--------------|-------------|------------------|------------------|
| I | Stationary Energy | | | | | | | |
| I.1 | Residential Buildings | | | 23,363.12 | 35.01 | 0.46 | 12,638.94 | 24,690.70 |
| I.1.1 | 1.00 | Emissions from fuel combustion within the city boundary | | 2,697.28 | 35.01 | 0.46 | 12,638.94 | 4,024.85 |
| | Residential | Natural Gas | | - | - | - | | - |
| | | LPG | | 2,400.15 | 0.19 | 0.00 | | 2,407.69 |
| | | Coal | | 297.13 | 0.92 | 0.00 | | 329.69 |
| | | Biofuel | | - | 33.90 | 0.45 | 12,638.94 | 1,287.48 |
| I.1.2 | 2.00 | Emissions from grid-supplied energy consumed within the city boundary | | 19,097.68 | - | - | - | 19,097.68 |
| | | Electricity Consumption | | 19,097.68 | | | | 19,097.68 |
| I.1.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | 1,568.17 | - | - | - | 1,568.17 |
| | | Grid Electricity T&D losses | | 1,568.17 | | | | 1,568.17 |
| | | Natural Gas T&D Losses | | - | - | - | | - |
| I.2 | Commercial & Institutional buildings and facilities | | | 18,979.18 | 0.29 | 0.02 | 929.16 | 18,994.33 |
| I.2.1 | 1.00 | Emissions from fuel combustion within the city boundary | | 3,239.27 | 0.29 | 0.02 | 929.16 | 3,254.42 |
| | Commercial | Natural Gas | | - | - | - | | - |
| | | LPG | | 2,455.96 | 0.19 | 0.00 | | 2,463.68 |
| | | Coal | | 783.31 | 0.08 | 0.01 | | 789.65 |
| | | Biofuel | | - | 0.02 | 0.00 | 929.16 | 1.09 |

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|--------------|--|---|--|--|--|------------------|-------------|-------------|---|------------------|
| I.2.2 | 2.00 | Emissions from grid-supplied energy consumed in the city for on-road transportation | | | | 14,545.53 | - | - | - | 14,545.53 |
| | | Electricity Consumption | | | | 14,545.53 | | | | 14,545.53 |
| I.2.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | | | 1,194.38 | - | - | - | 1,194.38 |
| | | Grid Electricity T&D losses | | | | 1,194.38 | | | | 1,194.38 |
| | | Natural Gas T&D Losses | | | | - | - | - | - | - |
| I.3 | Manufacturing Industries and Construction | | | | | 32,649.41 | 0.33 | 0.05 | - | 32,675.43 |
| I.3.1 | 1.00 | Emissions from fuel combustion within the city boundary | | | | 3,814.36 | 0.33 | 0.05 | - | 3,840.38 |
| | | Natural Gas | | | | - | - | - | - | - |
| | | LPG | | | | 725.63 | 0.01 | 0.00 | | 726.35 |
| | | Coal | | | | 3,088.74 | 0.32 | 0.05 | | 3,114.02 |
| I.3.2 | 2.00 | Emissions from grid-supplied energy consumed in the city for on-road transportation | | | | 26,646.98 | - | - | - | 26,646.98 |
| | | Electricity Consumption | | | | 26,646.98 | | | | 26,646.98 |
| I.3.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | | | 2,188.07 | - | - | - | 2,188.07 |
| | | Grid Electricity T&D losses | | | | 2,188.07 | | | | 2,188.07 |
| | | Natural Gas T&D Losses | | | | - | - | - | - | - |
| I.4 | Energy Industries | | | | | - | - | - | - | - |
| I.4.1 | 1.00 | Emissions from fuel combustion within the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| I.4.2 | 2.00 | Emissions from grid-supplied energy consumed in the city for on-road transportation | | | | - | - | - | - | - |
| | | | | | | | | | | |
| I.4.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | | | - | - | - | - | - |
| | | | | | | | | | | |
| I.4.4 | 1.00 | Emissions from energy generation supplied to the grid | | | | - | - | - | - | - |
| | | | | | | | | | | |
| I.5 | Agriculture, forestry and fishing activities | | | | | - | - | - | - | - |
| I.5.1 | 1.00 | Emissions from fuel combustion within the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| I.5.2 | 2.00 | Emissions from grid-supplied energy consumed in the city for on-road transportation | | | | - | - | - | - | - |
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|---------------|---|---|--|--|--|--|--|--|--|-------------------|------------------|--------------|---|-------------------|
| I.5.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | | | | | | | - | - | - | - | - |
| I.6 | Other sources | | | | | | | | | 29,213.61 | 1.59 | 0.27 | - | 29,347.87 |
| I.6.1 | 1.00 | Emissions from fuel combustion within the city boundary | | | | | | | | 29,213.61 | 1.59 | 0.27 | - | 29,347.87 |
| | | Diesel | | | | | | | | 28,302.30 | 1.16 | 0.23 | | 28,411.23 |
| | | Petrol | | | | | | | | 911.31 | 0.43 | 0.04 | | 936.63 |
| I.6.2 | 2.00 | Emissions from grid-supplied energy consumed in the city for on-road transportation | | | | | | | | - | - | - | - | - |
| I.6.3 | 3.00 | Transmission and distribution losses from grid-supplied energy | | | | | | | | - | - | - | - | - |
| I.7 | Fugitive emissions from mining, processing, storage, and transportation of coal | | | | | | | | | - | 10,135.19 | - | - | 344,596.46 |
| I.7.1 | 1 | Emissions from fugitive emissions within the city boundary | | | | | | | | - | 10,135.19 | - | - | 344,596.46 |
| | | Sub-bituminous coal | | | | | | | | - | 10,135.19 | - | | 344,596.46 |
| I.8 | Fugitive emissions from oil and natural gas systems | | | | | | | | | - | - | - | - | - |
| I.8.1 | 1 | Emissions from fugitive emissions within the city boundary | | | | | | | | | | | | |
| II | Transportation | | | | | | | | | | | | | |
| II.1 | On road transportation | | | | | | | | | 247,496.09 | 64.01 | 20.60 | - | 255,811.05 |
| II.1.1 | 1 | Emissions from fuel combustion on-road transportation occurring within the city boundary | | | | | | | | 247,496.09 | 64.01 | 20.60 | - | 255,811.05 |
| | | On Road Petrol (L) | | | | | | | | 121,631.02 | 57.28 | 13.89 | | 127,716.62 |
| | | On Road Diesel (L) | | | | | | | | 125,571.33 | 6.71 | 6.71 | | 127,800.01 |
| | | Biodiesel | | | | | | | | - | - | - | | - |
| | | | | | | | | | | - | - | - | | - |
| | | LPG | | | | | | | | 293.74 | 0.02 | 0.00 | | 294.42 |
| II.1.2 | 2 | Emissions from grid-supplied energy consumed within the city boundary for onroad transportation | | | | | | | | - | - | - | - | - |
| | | Electric Bus | | | | | | | | | | | | |
| II.1.3 | 3 | Emissions from proportion of transboundary journeys occurring outside the city boundary and transmission and distribution losses from grid supplied energy consumption. | | | | | | | | - | - | - | - | - |

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|---------------|-----------------------|---|--|--|-----------------|-------------|-------------|---|-----------------|
| | Electric Bus T&D | Electricity T&D losses from bus electricity consumption | | | | | | | |
| II.2 | Railways | | | | 7,701.68 | - | - | - | 7,701.68 |
| II.2.1 | 3 | Emissions from proportion of transboundary journeys occurring outside the city boundary and transmission and distribution losses from grid supplied energy consumption. | | | 7,701.68 | - | - | - | 7,701.68 |
| | | Rail Diesel | | | 7,701.68 | - | - | - | 7,701.68 |
| II.2.2 | 2 | Emissions from grid-supplied energy consumed within the city boundary for railways | | | - | - | - | - | - |
| | | Rail elect. (nat. ave EF) | | | | | | | |
| II.2.3 | 1 | Emissions from fuel combustion for railway transportation occurring within the city boundary | | | - | - | - | - | - |
| | | Electricity T&D losses from rail electricity consumption | | | | | | | |
| II.3 | Waterborne navigation | | | | - | - | - | - | - |
| II.3.1 | 1 | Emissions from fuel combustion for waterborne navigation occurring within the city boundary | | | - | - | - | - | - |
| | | Marine Diesel | | | - | - | - | - | - |
| | | Light Fuel Oil | | | - | - | - | - | - |
| II.3.2 | 2 | Emissions from grid-supplied energy consumed within the city boundary for waterborne transportation | | | - | - | - | - | - |
| | | Electricity | | | | | | | |
| II.3.3 | 3 | Emissions from proportion of transboundary journeys occurring outside the city boundary and transmission and distribution losses from grid supplied energy consumption. | | | - | - | - | - | - |
| | | Electricity T&D losses | | | | | | | |
| II.4 | Aviation | | | | 5,796.13 | 1.63 | 0.54 | - | 6,013.30 |
| II.4.1 | 1 | Emissions from fuel combustion for aviation occurring within the city boundary | | | 5,796.13 | 1.63 | 0.54 | - | 6,013.30 |
| | | Jet Kerosene | | | 5,585.37 | 1.57 | 0.52 | | 5,794.37 |
| | | Aviation Gas | | | 210.76 | 0.06 | 0.02 | | 218.93 |
| II.4.2 | 2 | Emissions from grid-supplied energy consumed within the city boundary for aviation | | | - | - | - | - | - |
| | | Electricity | | | | | | | |
| II.4.3 | 3 | Emissions from proportion of transboundary journeys occurring outside the city boundary and transmission and distribution losses from grid supplied energy consumption. | | | - | - | - | - | - |
| | | Electricity T&D losses | | | | | | | |

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|----------------|--------------------------------------|---|--|--|--|------------------|-----------------|-------------|-----------------|------------------|
| II.5 | Off-road transportation | | | | | 27,159.42 | 2.20 | 1.56 | - | 27,699.24 |
| II.5.1 | 1 | Emissions from fuel combustion for off-road transportation occurring within the city boundary | | | | 27,159.42 | 2.20 | 1.56 | - | 27,699.24 |
| | | Off Road Petrol (L) | | | | 1,789.88 | 0.84 | 0.20 | | 1,879.43 |
| | | Off Road Diesel (L) | | | | 25,369.54 | 1.36 | 1.36 | | 25,819.81 |
| II.5.2 | 2 | Emissions from grid-supplied energy consumed within the city boundary for offroad transportation | | | | - | - | - | - | - |
| | | Electricity | | | | | | | | |
| II.5.3 | 3 | Emissions from proportion of transboundary journeys occurring outside the city boundary and transmission and distribution losses from grid supplied energy consumption. | | | | - | - | - | - | - |
| | | Electricity T&D losses | | | | | | | | |
| | | | | | | | | | | |
| III | Waste | | | | | | | | | |
| III.1 | Solid waste disposal | | | | | - | 1,179.94 | 0.00 | 1,259.15 | 40,118.68 |
| III.1.1 | 1.00 | Emissions from solid waste generated within the city boundary and disposed in landfills or open dumps within the city boundary | | | | - | 1,179.94 | 0.00 | 1,259.15 | 40,118.68 |
| | | Tirohia Landfill | | | | | | | | |
| | | Hampton Downs Landfill | | | | | 1,179.94 | 0.00 | 1,259.15 | 40,118.68 |
| | | Other Landfill Sites | | | | | | | | |
| | | Composting | | | | | | | | |
| III.1.2 | 3.00 | Emissions from solid waste generated within the city boundary but disposed in landfills or open dumps outside the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| III.1.3 | 1.00 | Emissions from waste generated outside the city boundary and disposed in landfills or open dumps within the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| III.2 | Biological treatment of waste | | | | | - | - | - | - | - |
| III.2.1 | 1.00 | Emissions from solid waste generated within the city boundary that is treated biologically within the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| III.2.2 | 3.00 | Emissions from solid waste generated within the city boundary but treated biologically outside of the city boundary | | | | - | - | - | - | - |
| | | | | | | | | | | |
| III.2.3 | 1.00 | Emissions from waste generated outside the city boundary but treated biologically within the city boundary | | | | - | - | - | - | - |

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B. Assumptions and limitations

| Sector/Category | Assumptions and Exclusions |
|--|---|
| Stationary Energy Emissions | |
| Residential, commercial and industrial stationary energy emissions | <ul style="list-style-type: none"> Coal and biomass related emissions have been estimated using a top down approach, applying the national average consumption for commercial and residential coal use, estimated based on population figures. Consumption of natural gas and electricity data are based on total energy distributed to grid exit points within the Region. The energy provided to these grid exit points have then been allocated to the entire Region. This may in some instances mean that energy used outside the Region may be counted as part of the Region's Footprint, depending on the distribution network for gas and electricity, which may not fully match the Region's boundaries in all cases. Emission per user group (i.e. residential, commercial and industrial) was estimated based on national average energy use split between these groups as reported by MBIE (2017a). Coal and natural gas consumption for the Huntley Power Station have been excluded from the regional emissions estimates, as this is already reflected in the national emissions factor for electricity generation. |
| Electricity Generation | <ul style="list-style-type: none"> National emission factor for electricity generation was estimated based on data published by MBIE in their quarterly electricity and liquid fuel emissions table (MBIE 2020). |
| Electricity Consumption | <ul style="list-style-type: none"> Consumption of electricity data is based on total energy distributed to grid exit points within the Transpower Network. |
| LPG | <ul style="list-style-type: none"> LPG consumption in the Waikato Region is based on the total amount of LPG supplied to the North Island and calculated on a per capita basis using 2018/19 population estimates. LPG stationary energy estimates are based on the national share of 9kg and 45kg gas bottles, and bulk sales provided by the LPG Association of New Zealand. |
| Natural Gas | <ul style="list-style-type: none"> Natural gas consumption is based on total gas distributed to exit grid points within the Waikato Region as supplied by First Gas (excludes sites that have direct connections to the transmission network) as well as the direct gas volumes for Fonterra Te Rapa. Natural gas Te Rapa(?) cogeneration plant has not been included as these are already reflected in the national emissions factor for electricity generation. The natural gas distribution network does not follow regional boundaries and may include some of the surrounding rural areas. However, it is assumed that the population in these areas is relatively small and therefore the impact to the regional natural gas consumption is not likely to be significant. Assumes distribution loss emissions based on the national average per MfE guidance and AR5 GWP. |
| Industrial Stationary Energy Emissions | <ul style="list-style-type: none"> No specific data was available for industrial stationary energy consumption with the exception of natural gas use for co-generation plants at the Fonterra Te Rapa plants and fugitive emissions from mining. |

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| | <ul style="list-style-type: none"> Emissions from industrial consumption of coal and LPG have been estimated based on a top-down approach allocating national emissions on a per capita basis. Industrial stationary petrol and diesel use have been estimated based on total fuel sold within the region and the EECA Energy Enduse Database |
| Fugitive Emissions | <ul style="list-style-type: none"> Not included in the Inventory as there is no production of oil or gas within the city boundary. Fugitive emissions from coal have been included in industrial stationary energy emissions. |
| Coal | <ul style="list-style-type: none"> Emissions relating to the use of coal from residential & commercial activities have been included. Fugitive emissions from coal mining have been included under Stationary Energy (industrial emissions), based on the national average emissions factor for fugitive emissions from sub-bituminous coal mining reported by MfE. |
| Transportation Emissions | |
| Road | <ul style="list-style-type: none"> Total volume of fuel sold within the city was provided by Waikato District Council. Fuel consumption figures (petrol and diesel) also include fuel used for off-road transport and recreational water transport, as these are sold through the same network. Due to lack of data these could not be reported separately. |
| Rail | <ul style="list-style-type: none"> this section will be updated once we have the final data from KiwiRail. Emissions from rail transport are estimated based on length of rail network and average fuel consumption per tonne km and freight volume as provided by Kiwi Rail for the 2018/19 financial year. The rail network in the Waikato is electric and diesel. Rail diesel use is estimated based on the average fuel consumption per tkm travelled within the Region. Due to lack of more detailed data it is not possible to estimate what portion of the rail related diesel use was purchased in- or outside the Region. It was assumed that Diesel sold for rail transport is not included in the Waikato fuel sales data for road transport. Electricity emissions are estimated based on the total kWh consumed by KiwiRail and the national emissions factor for electricity generation, and transmission and distribution losses. |
| Aviation | <ul style="list-style-type: none"> Aviation fuel data sold/pumped at Hamilton could not be obtained during the data collection. Aviation emissions, from Jet Kerosene, have been estimated using the average number of plane movements understood to take place via the FlightAware.com website. The number of flights estimated is likely to be conservative as movements of large jet planes and some smaller planes. Planes departing and arriving at the same airport (e.g. tourist flights) have not been included. The estimated aviation emissions represent 50% of aviation related emissions associated with Air NZ movements at Hamilton in line with the GPC framework. |

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| | <ul style="list-style-type: none"> Aviation gas fuel consumption for smaller aircraft (e.g. tourist flights) and helicopters were estimated based on conversation with aviation fuel experts. |
| LPG | <ul style="list-style-type: none"> LPG consumption is based on the total amount of LPG supplied to the North Island and calculated on a per capita basis using 2018/19 population estimates. LPG transportation energy estimates are based on the national share of automotive and forklift sales as provided by the LPG Association of New Zealand. LPG consumption estimate does not take into account automotive and forklift sales in the Region that may then be taken out of the Region or individual district boundaries. |
| Off-Road | <ul style="list-style-type: none"> Estimated based on EECA – End-Use Energy Database applying a national average split to the total amount of petrol and diesel sold within the region. |
| Waste Emissions | |
| Solid Waste Disposal | <ul style="list-style-type: none"> Solid waste emissions were estimated using a 1st-order decay model (which requires waste volume estimates for the last 50 years). Reliable historic population figures, provided by StatsNZ, only go back to 1986 therefore 30 years of data has been estimated for the Waikato Region Solid Municipal Waste emissions. Due to limited specific current and/or historic data for the Region, waste volumes sent to landfill for the Waikato Region have been estimated by applying the New Zealand national average waste generation per capita (reported by MfE, 2017) and using historic population figures reported by StatsNZ. Landfill gas emissions were estimated for landfills with and without landfill gas capturing systems. Data on specific waste composition was not available therefore this data has been modelled based on the national average waste composition reported by MfE (2017). Waikato District sends all their waste to landfill at Tirohia, which has been collecting landfill gas since 2001. |
| Incineration | <ul style="list-style-type: none"> Emissions from waste incineration have not been included, as only small quantities of clinical and hazardous waste is incinerated in New Zealand. Emissions from these sources are assumed to be insignificant^[1]. |
| Wastewater Treatment | <ul style="list-style-type: none"> National Wastewater emissions from 2017 (MfE 2019) and population data from 2018/19 were used to calculate the per capita waste water treatment and disposal emissions, and the total waste water emissions from the Waikato Region. 2017 data was the most up to date information available from the New Zealand Greenhouse Gas Inventory 1990-2017. |
| Industrial Emissions | |
| Industrial Processes | <ul style="list-style-type: none"> No emissions from industrial processes have been included due to the lack of specific activity data. It is understood there are very few large industrial |

^[1] Nationally, emissions from incineration of waste represent about 0.1% of the total waste emissions.

| | |
|--|---|
| | operations resulting in emissions from chemical or physical processes taking place within the Waikato Region. |
| Product Use including: HFC, PCFs and SF ₆ | <ul style="list-style-type: none"> Emissions for refrigerants, fire extinguishers, foam blowing, aerosols and metered dose inhalers, as well as SF₆ in electrical equipment are estimated based on New Zealand average per capita emissions (MfE 2019). |

C. Data Sources and Data Gaps

Data for the community carbon footprint was collected from a number of data sources. Key data sources are detailed below:

Table 4 Waikato Region GHG Inventory Data Sources – 2018/19

| Emissions Category | | Data Source |
|--------------------------|-------------|---|
| Stationary Energy | | First Gas Limited Transpower Electricity Authority Genesis Energy (Huntley Power Station coal and gas use) LPG Association NZ MBIE (2015) Energy in NZ, Section K MBIE (2015) Data Tables for Coal MfE (2015) National Greenhouse Gas Inventory Report |
| Transportation | | Air travel movements (FlightAware.com) KiwiRail LPG Association NZ Waikato District Council fuel sales data Ministry of Business, Innovation & Employment (fuel properties) |
| Waste | Solid Waste | Waste Management Envirowaste Individual City and District Councils Internal Waste data |
| | Waste Water | MfE (2019) 1990-2017 National Greenhouse Gas Inventory Report |
| Industrial | | MfE (2019) 1990-2017 National Greenhouse Gas Inventory Report |
| Agriculture | | MfE (2019) 1990-2017 National Greenhouse Gas Inventory Report Statistics New Zealand (Agricultural production data) |
| Forestry | | MPI (2018) National Exotic Forest Description Statistics New Zealand |

A data gap analysis was undertaken during the data collection stage of the project. The following data gaps and alternative data sources were identified:

Table 5 Waikato District GHG Inventory Data Gaps – 2018/19

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| Emissions Category | | Data Gap | Alternative Data Source |
|--------------------|-------------|---|--|
| Stationary Energy | | <ul style="list-style-type: none"> - city specific biofuel (wood) consumption data - city specific coal consumption data | <ul style="list-style-type: none"> - No alternative data source (assumed to be included in total forest harvest emissions) - National average (on per capita basis) |
| Transportation | | <ul style="list-style-type: none"> - Public Buses - Airport fuel sales - Maritime fuel use (for small private vessels) | <ul style="list-style-type: none"> - Assumed to be included in total fuel sales data - Estimated based on flight movements - Assumed to be included in the total diesel sales data for the city |
| Waste | Solid Waste | <ul style="list-style-type: none"> - Landfill gas collection efficiency for Tirohia - Historic waste volumes | <ul style="list-style-type: none"> - National average collection efficiency - Assume national average waste generation per person (as outlined in the national GHG inventory by MfE) |
| | Waste Water | <ul style="list-style-type: none"> - No data for Pukete local wastewater treatment - number of people connected | <ul style="list-style-type: none"> - Assume national average wastewater treatment emissions on a per capita basis |
| Industrial | | <ul style="list-style-type: none"> - Significant industrial (physical & chemical) process activity resulting in GHG emissions - Industrial product use (e.g. asthma inhaler, aerosols, etc.) | <ul style="list-style-type: none"> - No sources identified – assumed not to be relevant or significant - Emissions were estimated based on national emissions data on a per capita basis |
| Agriculture | | <ul style="list-style-type: none"> - No estimates of cultivated organic soils within Waikato District | <ul style="list-style-type: none"> - Not estimated (not relevant possibly) |
| Forestry | | <ul style="list-style-type: none"> - No data for Harvest Wood Products (i.e. what harvested wood is used for) - Insufficient data to estimate annual changes in land use (grassland, cropland, wetland, settlements and other land) | <ul style="list-style-type: none"> - Assumed that all carbon stored in trees is released in the year of harvest - Not estimated |

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Open Meeting

| | |
|---------------------------------|---|
| To | Raglan Community Board |
| From | Tony Whittaker Chief Operating Officer |
| Date | 12 January 2021 |
| Prepared by | Sharlene Jenkins Executive Assistant |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0507 |
| Report Title | Year to Date Service Request Report |

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report to 31 December 2021.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Raglan Community Board

Service Request Time Frames By Ward for ¹⁰⁰

RAGLAN

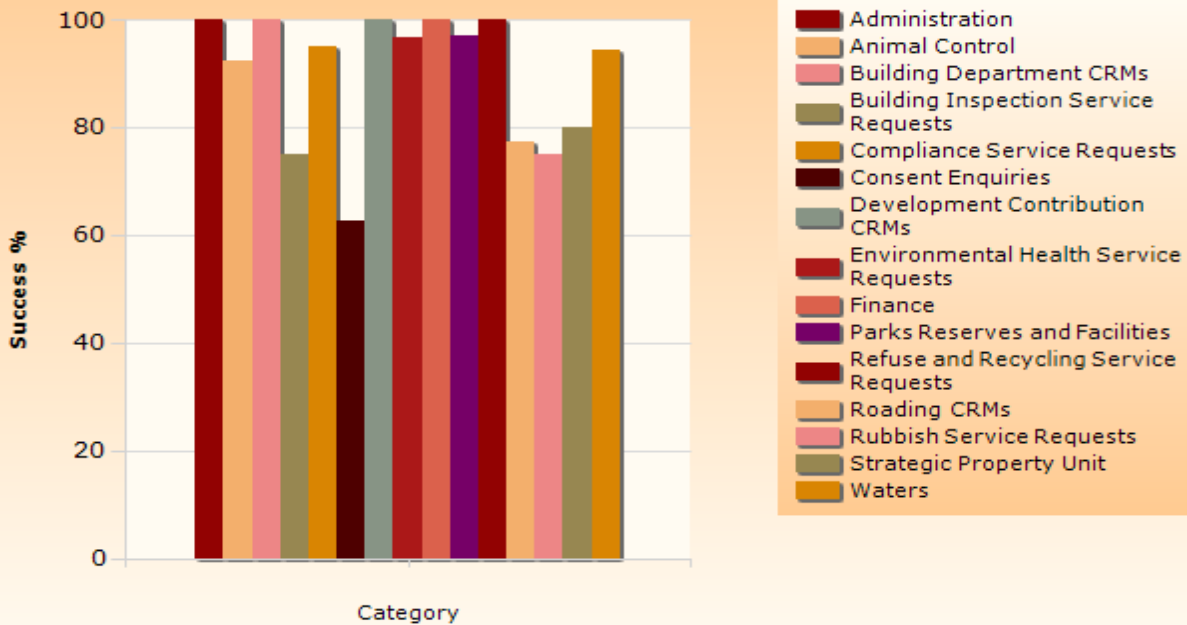


Date Range: 01/10/2020 to 31/12/2020

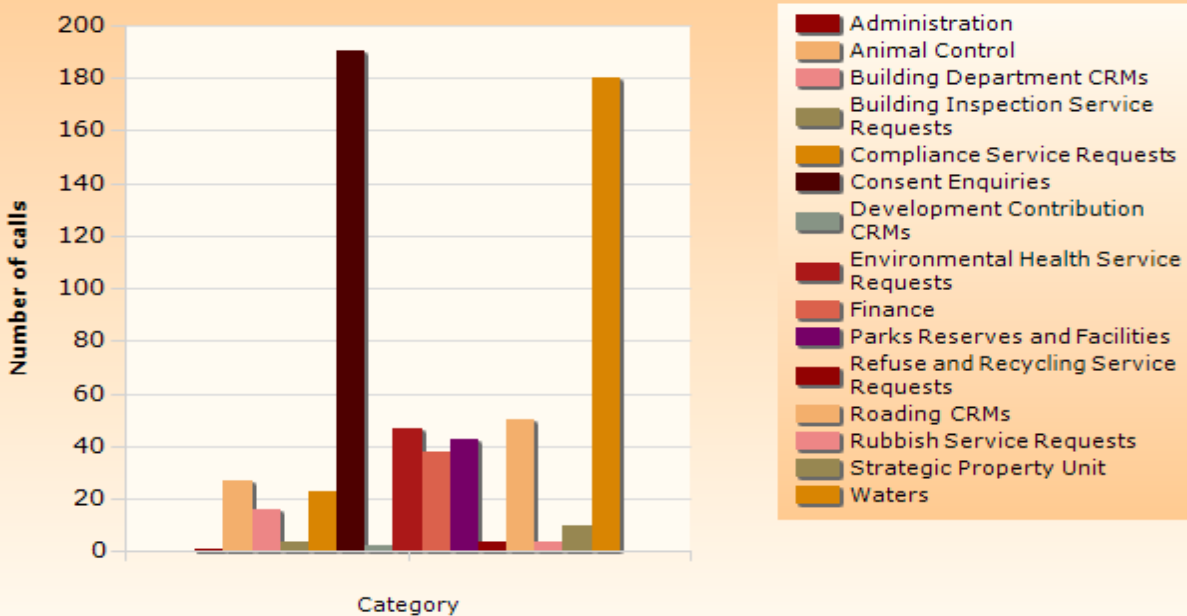
The success rate excludes Open Calls as outcome is not yet known.

1/12/2021 10:47:28 AM

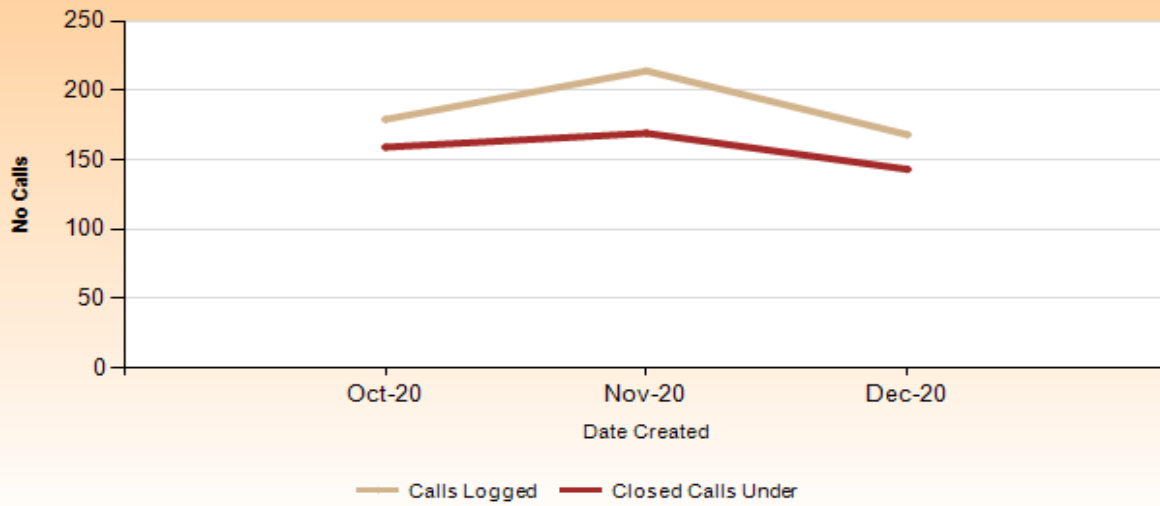
Call Completion % Success by Type



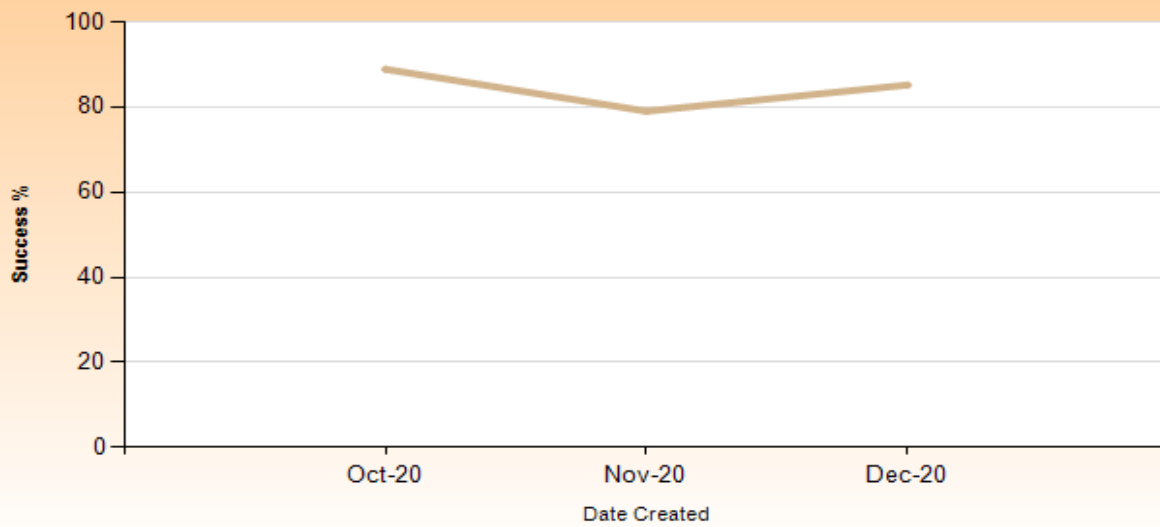
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



| | | Open | | | Closed | | |
|--|---|------------------------|------------------------|-------------------------|--------------------------|---------------------------|---------------------|
| Closed Calls are those calls logged during the time period that are now closed. | Open Calls are all the calls open for the ward and may have been logged at any time. | Number of Calls | | | Closed Calls Over | Closed Calls Under | Success Rate |
| | | | Open Calls Over | Open Calls Under | | | |
| Administration | | | | | | | |
| | Summary | 1 | | | | 1 | 100.00% |
| | Pro rated rates for the period xx to xx | 1 | | | | 1 | 100.00% |
| Animal Control | | | | | | | |
| | Summary | 27 | 1 | | 2 | 24 | 92.31% |
| | Animal Charges | 2 | | | | 2 | 100.00% |
| | Dog Property Visit | 5 | | | 1 | 4 | 80.00% |
| | Dog Straying - Current | 5 | | | | 5 | 100.00% |
| | Dog Straying - Historic | 1 | | | | 1 | 100.00% |
| | Dog Surrender | 1 | | | | 1 | 100.00% |
| | Dog/Animal Missing | 1 | | | | 1 | 100.00% |
| | Dogs Aggression - Current | 1 | | | | 1 | 100.00% |
| | Dogs Aggression - Historic | 4 | 1 | | 1 | 2 | 66.67% |
| | Dogs Barking Nuisance | 6 | | | | 6 | 100.00% |
| | Livestock Trespassing - Current | 1 | | | | 1 | 100.00% |
| Building Department CRMs | | | | | | | |
| | Summary | 16 | | 2 | | 14 | 100.00% |
| | Building near any Pipe/Infrastructure may req CCTV | 3 | | 1 | | 2 | 100.00% |
| | PEO General Enquiry | 13 | | 1 | | 12 | 100.00% |
| Building Inspection Service Requests | | | | | | | |
| | Summary | 4 | | | 1 | 3 | 75.00% |
| | Building Inspection Service Requests | 4 | | | 1 | 3 | 75.00% |
| Compliance Service Requests | | | | | | | |
| | Summary | 23 | | 3 | 1 | 19 | 95.00% |
| | Compliance - Animal By Law | 2 | | | 1 | 1 | 50.00% |
| | Compliance - Unauthorised Activity | 12 | | 1 | | 11 | 100.00% |
| | Freedom Camping incidents/complaints/queries | 2 | | 1 | | 1 | 100.00% |
| | Illegal parking | 6 | | 1 | | 5 | 100.00% |
| | Non-animal bylaws | 1 | | | | 1 | 100.00% |
| Consent Enquiries | | | | | | | |
| | Summary | 190 | | 15 | 65 | 110 | 62.86% |
| | Planning Process | 6 | | | 2 | 4 | 66.67% |
| | Property Information Request | 40 | | 1 | 13 | 26 | 66.67% |
| | Rural Rapid Number assignment & purchase of plates | 2 | | | | 2 | 100.00% |
| | Zoning and District Plan Enquiries | 142 | | 14 | 50 | 78 | 60.94% |
| Development Contribution CRMs | | | | | | | |
| | Summary | 2 | | | | 2 | 100.00% |
| | Development Contribution Enquiries | 2 | | | | 2 | 100.00% |

| | | | | | | | | |
|--|--|-------------------|-----------|-----------|----------|-----------|----------------|----------------|
| Environmental Health Service Requests | Summary | 47 | 14 | | 1 | 32 | 96.97% | |
| | Environmental Health Complaint | 1 | | | | 1 | 100.00% | |
| | Noise Complaint - Environmental Health | 2 | | | | 2 | 100.00% | |
| | Noise complaints straight to contractor | 44 | 14 | | 1 | 29 | 96.67% | |
| Finance | Summary | 38 | | 1 | | 37 | 100.00% | |
| | Credit Control Query | 1 | | 1 | | | 0% | |
| | Rates query | 37 | | | | 37 | 100.00% | |
| Parks Reserves and Facilities | Summary | 43 | 1 | 6 | 1 | 35 | 97.22% | |
| | Parks & Reserves - Aerodrome Issues | 1 | 1 | | | | 0% | |
| | Parks & Reserves - Beach Issues | 2 | | 1 | | 1 | 100.00% | |
| | Parks & Reserves - Buildings | 6 | | | | 6 | 100.00% | |
| | Parks & Reserves - Graffiti | 1 | | | | 1 | 100.00% | |
| | Parks & Reserves - Non-urgent Public Toilet Issues | 2 | | | | 2 | 100.00% | |
| | Parks & Reserves - Park Furniture | 1 | | | 1 | | 0% | |
| | Parks & Reserves - Raglan Wharf Issues | 1 | | | | 1 | 100.00% | |
| | Parks & Reserves - Reserve Issues | 27 | | 5 | | 22 | 100.00% | |
| | Parks & Reserves - Urgent Public Toilet Issues | 2 | | | | 2 | 100.00% | |
| | Refuse and Recycling Service Requests | Summary | 4 | 2 | | | 2 | 100.00% |
| | | New collections | 2 | 2 | | | | 0% |
| Refuse & Recycling Enquiries | | 2 | | | | 2 | 100.00% | |
| Roading CRMs | Summary | 50 | 4 | 15 | 7 | 24 | 77.42% | |
| | Emergency Events - 1 Hr Response | 1 | 1 | | | | 0% | |
| | Footpath Maintenance - Non_Urgent | 6 | | 3 | 1 | 2 | 66.67% | |
| | New Vehicle Entrance Request | 4 | | 1 | | 3 | 100.00% | |
| | Request 4 new street light path sign etc | 2 | | 2 | | | 0% | |
| | Road Culvert Maintenance | 3 | | | 2 | 1 | 33.33% | |
| | Road Marking Sign & Barrier Maint Marker Posts | 3 | | 2 | | 1 | 100.00% | |
| | Road Safety Issue Enquiries | 6 | | 2 | | 4 | 100.00% | |
| | Roading Work Assessment Required - OnSite 5WD | 14 | 1 | 3 | 3 | 7 | 70.00% | |
| | Routine Roding Work Direct to Contractor 5WD Comp | 3 | | | | 3 | 100.00% | |
| | Street Light Maintenance | 3 | | 2 | 1 | | 0% | |
| | Urgent Roding Work 4Hr Response | 4 | 2 | | | 2 | 100.00% | |
| | Vegetation Maintenance | 1 | | | | 1 | 100.00% | |
| | Rubbish Service Requests | Summary | 4 | | | 1 | 3 | 75.00% |
| | | Abandoned Vehicle | 3 | | | 1 | 2 | 66.67% |
| Illegal Rubbish Dumping | | 1 | | | | 1 | 100.00% | |

| | | | | | | | |
|--|------------|-----------|-----------|-----------|------------|---------------|--|
| Strategic Property Unit | | | | | | | |
| Summary | 10 | | | 2 | 8 | 80.00% | |
| Council owned land CRMs | 2 | | | 1 | 1 | 50.00% | |
| Lease and Licence Enquiry (Existing Lease/Licence) | 3 | | | 1 | 2 | 66.67% | |
| New Lease/Licence Enquiry | 1 | | | | 1 | 100.00% | |
| Paper Roads Enquiries CRM | 4 | | | | 4 | 100.00% | |
| Waters | | | | | | | |
| Summary | 180 | 4 | 10 | 9 | 157 | 94.58% | |
| 3 Waters Enquiry | 28 | | | 1 | 27 | 96.43% | |
| Drinking water billing | 7 | | | | 7 | 100.00% | |
| Drinking Water Final Meter Read | 43 | | 6 | | 37 | 100.00% | |
| Drinking Water Major Leak | 14 | 1 | | 5 | 8 | 61.54% | |
| Drinking Water minor leak | 56 | 3 | 4 | 1 | 48 | 97.96% | |
| Drinking Water Quantity/Pressure | 4 | | | | 4 | 100.00% | |
| Fix Water Toby | 5 | | | | 5 | 100.00% | |
| New Drinking Storm Waste water connections | 8 | | | | 8 | 100.00% | |
| No Drinking Water | 5 | | | 1 | 4 | 80.00% | |
| Stormwater Blocked pipe | 1 | | | | 1 | 100.00% | |
| Wastewater Odour | 2 | | | | 2 | 100.00% | |
| Wastewater Overflow or Blocked Pipe | 5 | | | 1 | 4 | 80.00% | |
| Wastewater Pump Alarm | 2 | | | | 2 | 100.00% | |
| Total | 639 | 26 | 52 | 90 | 471 | 83.96% | |

Open Meeting

| | |
|---------------------|---|
| To | Raglan Community Board |
| From | Gabrielle Parsons Raglan Community Board |
| Date | 5 February 2021 |
| Prepared by | Matt Horsfield Democracy Advisor |
| Reference # | GOV0507 |
| Report Title | Chairperson's Report |

1. EXECUTIVE SUMMARY

The Chairperson's report is attached for the Board's information.

2. RECOMMENDATION

THAT the report from the Chairperson be received.

3. ATTACHMENTS

Chairperson's report – 17 February 2021

Raglan Community Board
Chairperson's Report
5th February 2021

It was wonderful to have a good break with the family! I am really looking forward to working with the Board in 2021 to support our community.

Over the last few weeks I have been working on:

- Freedom Camping
- Places for People
- Updating the Board's 90 Day Plan ready for our next planning session
- Attended WDC LTP workshop

I look forward to reporting in more detail in March once we as the Board have met to plan for the year ahead.

Open Meeting

| | |
|---------------------|---------------------------------------|
| To | Raglan Community Board |
| From | Tony Oosten Community Board Member |
| Date | 5 February 2021 |
| Report Title | Raglan Naturally Update |

1. EXECUTIVE SUMMARY

The report from the Raglan Naturally is set out below for information.

Update on Raglan Naturally Trust

RN Trust Board meeting held on 25th of January. The main focus of the meeting was the continued finalisation of trust deed wording with the expectation of signing at February's meeting. Board agreed on a co governance model that echoes the spirit of Te Tiriti o Waitangi. Louisa Barham and Jo Kukutai elected Board Co-Chairs, Gabrielle was appointed Coordinator/Secretary and Tony Oosten elected Treasurer. Gabrielle presented to the board some of the background community engagement processes and example survey response forms to get the board up to speed on the community engagement and what projects and their prioritisation has occurred. Next board meeting 22nd of February.

2. RECOMMENDATION

THAT the report from Mr Oosten be received.

3. ATTACHMENTS

None.

Open Meeting

| | |
|---------------------|---|
| To | Raglan Community Board |
| From | Cr Lisa Thomson Raglan Ward Councillor |
| Date | 17th February 2021 |
| Reference # | GOV0507 |
| Report Title | Councillor's Report |

1. EXECUTIVE SUMMARY

The Councillor's report is set out below:

Council Meetings:

Council

Sub-Committee Meetings:

Discretionary and Funding

Strategy and Finance

Solid Waste

Infrastructure

Workshops/Updates:

Flexible Workspace

Long Term Plan

Risk Management

Zero Harm

Long Term Plan briefings

Community:

Whaingaroa Raglan Destination Management Organisation Committee

Raglan Business Chamber board meeting

Raglan Radio - regular interview with Aaron

Raglan Camp Papahua governance board meeting and Colin's Chung's farewell

Parking map finalisation

Whaingaroa Raglan Affordability Project - Nil to report

Ihub volunteering

Managed onsite parking on the airfield for Soundsplash

Community Funding workshop

New Year's parade judging

Climate Action - Waikato

2. RECOMMENDATION

THAT the report from Cr Thomson, Raglan Ward Councillor, be received.

3. ATTACHMENTS:

1-WRDMO Minutes of meeting 22 January 2021

2-WRDMO Interim Finance Report 11 November 2020 to 8 January 2021.

3-Go Whaingaroa Raglan Naturally Logo.

| Whaingaroa-Raglan Destination Management Organisation (WRDMO) Meeting held on Friday 22 January 2021 Held in the ihub, 15 Wainui Road | | |
|---|--|--------------------|
| Present: | Charlie Young (Chair, CY), Amanda Graham (Minutes, AG), Bob McLeod (BM) | |
| Apologies: | Bronwyn Warren (BW), Ken Soanes (KS), Ella van Gool (EvG), Steve Reid (SR), Linda Mayow (LM), Lisa Thomson (LT), Joel Newport (JN), Taruke Thomson (TT), Angela Williams (Treasurer, AW) Quorum not achieved, minutes of meeting to be ratified and signed off by the chair at the next meeting to be held on Friday 26 February. | |
| Committee: | EvG is no longer with WEC. We would like EvG to remain on the committee, if she is willing to oversee environmental portfolio. | |
| Finance: | <ul style="list-style-type: none"> AW is away but sent through interim finance report 11 November 2020 to 8 January 2021 – attached. Payments to be ratified \$3,360.00. As no quorum, CY approved payments in the interim. To be ratified at the next meeting to be held on 26 February. Action: Agenda next meeting. Resolved THAT The debit card be temporary increased to \$1,500 so AG can purchase printer. Moved: CY Seconded: BM. Carried if two additional members approve via email. | Agenda 26 Feb |
| Seal (AG): | Seal required for Lease document. Lease agreement stands, but once we have the seal AG and James will meet. Action: AG | AG |
| Funding: | <ul style="list-style-type: none"> AG and LT attending Community Waikato funding workshop at the end of January. Trust Waikato applications close 4.30pm 12 February. Papahua Raglan Holiday Park - Charlie and Amanda to meet Pam and Haven. Pam is still there until March. | LT/AG CY/AG |
| Point of Sale Update (AG): | All the pieces are slowly falling into place. Hope to have Vend up and running in the next couple of weeks. AG and AW to sign forms for Eftpos and hopefully this will be set-up within the next couple of weeks. | |

| | | |
|-------------------------------------|---|--------------------------|
| <p>Décor:</p> | <ul style="list-style-type: none"> • Side office has been set-up. AG still to purchase one typist’s chair from the funding from Lions. • Printer required for Vend will be around \$1k, which is more than quoted originally, and therefore the funding applied for from Lions will not cover full amount. BM suggested topping up the additional funds from the ‘ratepayers’ fund, they would like to hear that it has been spent of hardware. Increase debit card to \$1,500 temporarily so AG can purchase printer. • AG, LT chasing up iHub painting. <p>Resolved THAT Additional printer cost be approved. Moved: BM Seconded: CY Carried if two additional committee members approve via email.</p> | <p>AG AG/LT</p> |
| <p>Branding:</p> | <p>Logo branding design tabled. This been designed by Suz Carter at no cost. Please see attached.</p> <p>Once the design has been approved, we can move forward with signage and other visual identify and marketing.</p> <p>Resolved THAT Logo design is approved. Moved: CY Seconded: BM Carried if two additional committee members approve via email.</p> | <p>COM</p> |
| <p>Date of next meeting:</p> | <p>Friday 26 February at 3.30pm in the iHub.</p> | |
| | <p>The meeting was closed at 4pm</p> | |

INTERIM FINANCE REPORT – WHAINGAROA-RAGLAN DESTINATION MANAGEMENT ORGANISATION11 November 2020 to 8 January 2021

This is an interim report as the Xero file is still not up and running. Hope to have resolved with Bizworx by the end of January. The cashbook transactions are listed below.

Please approve the payments due totalling \$3,360.48.

The Sundry debtor owing \$1,150.00 is the Raglan Community Board set up grant – should be approved and paid by WDC by the end of the month.

The eftpos lease changeover has all been approved. We just have to call their 0800 number and do the set up over the phone. As part of this eftpos package, we have had to apply to be a Merchant with Kiwibank with our processes via Paymark. Amanda and I have signed off all the paperwork and our merchant status has been confirmed. Initially we only have authority to sell merchandise items/Museum door entry fees. As we move forward with Sale on Behalf transactions i.e. activities and accommodation, we will have to jump many hoops with Kiwibank – maybe even get each of our providers individually approved by the bank.

| <u>WHAINGAROA-RAGLAN DMO- CASHBOOK</u> | | XERO | | NOV - JAN | |
|---|------------------------|--------------------|------------------|------------------|--------------------|
| 11.11.20 | Opening Balance | 0.00 | | | |
| | Plus Receipts | 8445.00 | CLOSING BALANCES | | |
| | | 8445.00 | 01.11.20 | | 08.01.21 |
| | Less Expenses | <u>24.74</u> | | | |
| | | | 0.00 | KB Debit | |
| | | | 0.00 | Card | 175.26 |
| | | | 0.00 | KB General | 8245.00 |
| | | | 0.00 | KB Savings | 0.00 |
| 08.01.21 | | \$ 8,420.26 | \$ - | Total | \$ 8,420.26 |

| DATE | INCOME | | | GST INCL AMOUNT | GST EXCL AMOUNT |
|----------|---------------------------------------|--|--|--------------------|--------------------|
| 11.11.20 | Raglan Chamber of Commerce - start up | | | | 2000.00 |
| 27.11.20 | Raglan Ratepayers - Start up | | | | 4495.00 |
| 24.12.20 | Raglan Lions - Equipment grant | | | 1950.00 | |
| 08.01.21 | Total Income | | | 1950.00 | 6495.00 |
| | | | | 254.35 | |
| DATE | EXPENDITURE | | | GST INCL AMOUNT | GST EXCL AMOUNT |
| 30.11.20 | Cash deposit fee | | | | 15.73 |

| | | | | | |
|----------|--------------------------|--|-----|-------------|--------------|
| 31.12.20 | Interest charged | | | | 0.01 |
| 08.01.21 | Wyld - meeting Amanda | | | 9.00 | |
| 08.01.21 | Total Expenditure | | | 9.00 | 15.74 |
| | | | GST | 1.17 | |

ACCOUNTS FOR PAYMENT APPROVAL:

| | | | | | |
|-----------------------------|------------------------------------|---------|--|--------------------|--|
| as above plus the following | | | | | |
| | Raglan Business Chamber | Approve | | 646.49 | |
| | Raglan Ink | Approve | | 32.20 | |
| | Angela Williams - reimb for pizzas | Approve | | 67.96 | |
| | Frank Risk - Insurance | Approve | | 1279.83 | |
| | HWT - 2021 Visitor Guide | Approve | | 287.50 | |
| | Raglan Computer - IT | Approve | | 1046.50 | |
| | | | | | |
| | \$ - | | | \$ 3,360.48 | |
| \$ 1,150.00 | SUNDRY DEBTORS | | | | |

Regards

Angela Williams

19.01.21

GO *Whaingaroa*
RAGLAN
Naturally



Open Meeting

| | |
|---------------------|---|
| To | Raglan Community Board |
| From | Dennis Amoore Community Board Member |
| Date | 5 February 2021 |
| Report Title | Board Member's Report |

1. EXECUTIVE SUMMARY

The Board Members's report is attached for the Board's information.

2. RECOMMENDATION

THAT the report from the Mr Amoore be received.

3. ATTACHMENTS

Board Member's report – 17 February 2021

INNOVATING STREETS

Following on from the public submissions and consultations phases the project team have decided to proceed with two public parklets for Bow Street.

The designs for the parklets have been finalised and Waikato District Council now have the design and specification and have gone out for tender prices.

Once we have pricing and program from the tenderers, we can confirm the date for installation but presently hoping for march.

The concept behind these parklets is to give extra space for pedestrians and cyclists to utilize and enjoy the downtown area, creating seated areas to enjoy takeaways or simply take a break and catch up with someone while walking around town.

The Bow street parklets will be constructed from modular interlocking parts that can be moved and rearranged in different locations and layouts, the initial locations for the trial period will be next to the existing raised crossings on Bow St, one in the vicinity of Ali's Turkish Kebabs and the second in the vicinity of Trade Aid.

During the trial period we will be seeking further feedback from the community as they enjoy and experience utilising these new public spaces.

We are also looking at options for some colourful road art as a trial on the Wainui Road/Bow street crossing and this will proceed with this at the similar time to the parklets.

Re Putoetoe place – the working group have started to look at options for this area taking into comments received from the public.

Below is a draft picture of a proposed parklet. Note layout may change depending on final pricing.



Wharf Project

The Steering group and PCG have met each fortnight to progress the project.

Completed works are:

Fenders installed

Wharf Hazard review complete

Second structural engineering review carried out.

The Raglan Wharf Hazard Review has been released to the PCG and stakeholders.

The report has been assessed by WDC and some actions have been undertaken by WDC as a result as part of their maintenance works. There are some hazards that were identified in the report that will be covered via the project, eg. vehicle to vehicle incidents, risk of fall and traffic flows as an example. WDC has progressed some of the items identified in the hazard review. ie barriered off old steps, lighting on west side wharf.

The structural report carried out by Richardson's identified a structural issue which resulted in short term closure of the wharf to vehicles

Following a review by second party WDC has opened the wharf to vehicles with maximum 5 ton loading while waiting for the final report.

WDC arranged a further structural inspection which was carried out as part of works to the underside of the wharf on the 25th and 26th January 2021. This work is being managed separately to our PCG project. This inspection will form the basis of the condition report and forward planning for LTP structural repairs and maintenance work.

Re Pontoon a draft outline/proposal of stakeholder requirements has been passed to the project manager.

A stand-alone pontoon to east of the slip pier with a walkway to the shore is the option that is preferred by stakeholders.

WDC and the project manager are working to have a specification for this work available to go out to the market for a design build tender in late February.

On the west walkway, sketches on a design based on the feedback from stakeholders has been passed onto the project manager to prepare a package of information to go suppliers to seek pricing for the design of a walkway from the existing walkway to the wharf on the west side.

This part of the project will involve two tender stages - a design component and a separate build component. The specification for the design portion is presently being prepared.

Re Whaingaroa Harbour study. We are looking to send notice to interested parties in next couple of weeks to seek interest in this stage of the project.

The agreement with MBIE documents this portion of work as:

The Recipient will also deliver a community-led strategic planning initiative explore opportunities for future connections with other jetties in the harbor, improving connectivity between Raglan and the surrounding communities, in particular connectivity with communities on the remote northern side of the Harbour.

Re Communications.

The plan is to release another community update to go in the chronicle in late February