

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held at Nikau Café, 1779 Waikaretu Valley Road, Waikaretu on **TUESDAY 7 FEBRUARY 2017** commencing at **7.30pm**.

Note: A public forum will be held at 7.00pm prior to the commencement of the meeting.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Monday 5 December 2016 2

5. REPORTS

- | | | |
|-----|------------------------------------------------------------|--------|
| 5.1 | Update on Plan Change 16 (Tuakau Structure Plan - Stage 1) | 8 |
| 5.2 | Discretionary Fund Report to 16 January 2017 | 10 |
| 5.3 | Works & Issues Report | 12 |
| 5.4 | Approved Road Names Lists | 15 |
| 5.5 | Tuakau Bus Route Proposed Alterations | 31 |
| 5.6 | Public forum | Verbal |
| 5.7 | Chairperson's Report | Verbal |
| 5.8 | Councillors' and Community Board Members' Report | Verbal |

GJ Ion
CHIEF EXECUTIVE
Agenda 2017\OTCB\170207 OTCB OP

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	9 December 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV0502
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 5 December 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 5 December 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB minutes 5 December 2016

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Port Waikato Community Hall, 3 Oceanview Road, Port Waikato on **MONDAY 5 DECEMBER 2016** commencing at **7.35pm**.

Present:

Mr B Cameron (Chairperson)
Cr J Church
Ms C Conroy
Mr S Jackson
Mr L Petersen
Mr V Reeve
Mrs B Watson

Attending:

Mr T Whittaker (Acting Chief Executive)
Mrs LM Wainwright (Committee Secretary)
Mr H Potini
Members of the public

The Acting Chief Executive opened the meeting and welcomed those in attendance.

DECLARATION BY MEMBER PURSUANT TO SCHEDULE 7 CLAUSE 14 OF THE LOCAL GOVERNMENT ACT 2002

Mr Cameron made and signed his declaration in accordance with Schedule 7 Clause 14 of the Local Government Act 2002.

The Acting Chief Executive vacated the chair and Mr Cameron presided for the remainder of the meeting.

Mr H Potini provided a mihi followed by a karakia prior to the discussion of business.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Watson/Mr Reeve)

THAT an apology be received from and leave of absence granted to Cr Main.

CARRIED on the voices

OTCB/I612/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Mr Petersen)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 5 December 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

OTCB/1612/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Petersen/Mrs Watson)

THAT the minutes of a triennial meeting of the Onewhero-Tuakau Community Board held on Monday 7 November 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCB/1612/03

REPORTS

Discretionary Fund Report to 21 November 2016
Agenda Item 6.1

Resolved: (Mr Jackson/Cr Church)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Board approves the hall hire payment to the Port Waikato Community Hall of \$135.00 for its meetings on:

- 5 December 2016,
- 3 April 2017, and
- 4 December 2017;

AND FURTHER THAT the ANZAC 2016 funds of \$2,330.25 (*Resolution No. OTCB1512/06/6*) be returned to the pool;

AND FURTHER THAT the Board hold in place funds previously committed for any aspect of placemaking.

CARRIED on the voices

OTCB/1612/04

Year to Date Service Request Report
Agenda Item 6.2

Resolved: (Mr Petersen/Mr Jackson)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

OTCB/1612/05

ANZAC Day 2017
Agenda Item 6.3

Resolved: (Cr Church/Mr Jackson)

THAT the report from the Chief Executive be received;

AND THAT the Onewhero-Tuakau Community Board agrees to continue hosting and organising the Commemoration of ANZAC Day in Tuakau with support from Waikato District Council;

AND FURTHER THAT Mr Petersen be delegated to lead the organisation of the commemorative ANZAC Day service in Tuakau with support from the Waikato District Council;

AND FURTHER THAT the amount of \$1,500.00 be approved for ANZAC Day 2017 commitments.

CARRIED on the voices

OTCB/1612/06

Community Plan Template and Identification of Long Term Plan Priority Projects
Agenda Item 6.4

Resolved: (Ms Conroy/Mr Jackson)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Community Board develops its community plan and identifies key projects to give effect to the plan and for consideration through Council's Long Term Plan process by using the template provided;

AND FURTHER THAT the completed community plan template be submitted to Council's Corporate Planner by 31 March 2017;

AND FURTHER THAT suggestions from the Board on the amended format be given to the Corporate Planners.

CARRIED on the voices

OTCB/1612/07

Community Board/Committee Annual Workshop
Agenda Item 6.5

Resolved: (Mr Jackson/Mr Petersen)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

OTCB/1612/08

Works & Issues Report
Agenda Item 6.6

Resolved: (Mr Jackson/Mr Reeve)

THAT the report from the Chief Executive be received;

AND THAT Council provide the Onewhero-Tuakau Community Board with a forward work programme.

CARRIED on the voices

OTCB/1612/09

Public Forum
Agenda Item 6.7

The following items were discussed at the public forum:

- Police resourcing over Christmas at Port Waikato
- Recycling service on Sunday is working well
- Parks and reserves bins are cleared three (3) times per week. Needs to be more over the holiday period
- Thanks to the past Onewhero-Tuakau Community Board for the security camera grant
- Drainage issues on Maunsell Road
- Te Awamarahi Marae – signage and shelter required for children getting on/off the school bus
- Communication to groups about what the Board is doing for the next six (6) months
- Focus on sporting facilities in Tuakau
- Improvement to the entrance to Tuakau from Harrisville Road side.

Chairperson’s Report
Agenda Item 6.8

The chairperson gave a verbal report on the following items:

- Attended the Tuakau Duck Race
- Elected member training by LGNZ
- Repairs required to the wheelchair lift at the Tuakau Memorial Town Hall
- Sound and video system in the Tuakau Memorial Town Hall is complete
- Attended a meeting with Waikato District Council staff re: Tuakau Memorial Town Hall.

Councillors’ and Community Board Members’ Report
Agenda Item 6.9

Councillors’ and Community Board Members’ gave verbal reports on the following items:

- PCI6 workshop
- Water CCO
- Wastewater issues
- George Street Reserve easement
- Easter trading
- Transport workshop
- Curtains for Tuakau Memorial Town Hall need drycleaning.

There being no further business the meeting was declared closed at 9.47pm.

Minutes approved and confirmed this day of 2017.

BB Cameron
CHAIRPERSON
Minutes 2016/OTCB/161205 OTCB Minutes

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	23 January 2017
Prepared by	Jane Macartney Senior Policy Planner
Chief Executive Approved	Y
Reference #	GOV0514 / 1666699
Report Title	Update on Plan Change 16 (Tuakau Structure Plan - Stage I)

1. EXECUTIVE SUMMARY

This report provides an update on Plan Change 16 to the Onewhero Tuakau Community Board and the process going forward.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. PLAN CHANGE 16

Plan Change 16 (PC16) was publicly notified on 16 July 2016 and 49 submissions and 23 further submissions were received.

On 12 December 2016, Council passed the following resolution:

“AND THAT pursuant to clause 8D(1) in Schedule 1 of the Resource Management Act 1991, Council resolves to withdraw the industrial component of Proposed Plan Change 16 (Stage 1 of the Tuakau Structure Plan) on the grounds that it is more appropriate to consider the zoning and provisions for the Tuakau industrial area as part of the comprehensive district plan review.”

This means that PC16 will progress on the basis of the proposed residential rezoning only and the number of submissions that need to be analysed in the hearing report will be significantly reduced.

An independent hearing panel (comprising a chairperson experienced in resource management, two qualified councillors and an iwi representative) will be appointed to hear and consider the submissions relating to the proposed residential rezoning. The hearing will

be held in the Tuakau Memorial Hall and is expected to occur in March 2017 (exact date to be confirmed).

4. ATTACHMENTS

NIL

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	16 January 2017
Prepared by	Juliene Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Discretionary Fund Report to 16 January 2017

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 16 January 2017.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. ATTACHMENTS

Discretionary Fund Report to 16 January 2017

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND 2016/2017

	GL	1.215.1704
2016/17 Annual Plan		28,878.00
2015/16 Carry forward		30,656.00
Total Funding		<u><u>59,534.00</u></u>
EXPENDITURE:		
14-Jul-16	Tuakau Community Patrol - cost of upgrading community patrol vehicle	5,000.00
15-Jul-16	Glen Murray Community Equestrian Centre - upgrading the access track leading into the club's equestrian grounds	1,300.00
31-Aug-16	Onewhero Area School - cost of purchasing a defibrillator	3,262.00
31-Aug-16	The Laundry of Tuakau - table cloth for ANZAC Day	60.00
01-Sep-16	Tuakau Kindergarten - cost of hosting the Tuakau community duck racing event	2,546.61
12-Sep-16	Port Waikato Resident and Ratepayers Association - cost of upgrading the security surveillance systems located at Port Waikato	5,000.00
16-Nov-16	Tuakau Lions Club - towards cost of Tuakau Community Christmas Parade	1,000.00
21-Nov-16	Sunset Beach Lifeguard Service Inc. - lifeguard programme over summer of 2016/2017	2,000.00
01-Nov-16	Opuatia Hall Committee - cost of painting the interior of the community hall facility	5,500.00
17-Nov-16	Pukekawa Boys & Girls Agricultural Club - upgrade of the project	2,875.00
30-Nov-16	Tuakau Supervalu - miscellaneous supplies	19.48
Total Expenditure		<u><u>28,563.09</u></u>
Total Income		-
Net Expenditure		28,563.09
Net Funding (Excluding commitments)		<u><u>30,970.91</u></u>
COMMITMENTS:		
01-Jul-15	Allocated amount to the Chair to purchase misc. items (balance from 30/6/2015)	301.81
	Less : Expenses	19.48
01-Sep-14	Contribution towards placemaking project (OTCBI409/06/2)	6,000.00
07-Nov-16	Te Kohanga School - towards maintenance of school pool for community use (OTCBI611/11/6)	410.53
05-Dec-16	Anzac Day 2016 commitments (OTCBI612/06)	1,500.00
TOTAL COMMITMENTS		<u><u>8,192.86</u></u>
NET FUNDING REMAINING (Including commitments) as of 31 January 2017		<u><u>22,778.05</u></u>

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	25 January 2017
Chief Executive Approved	Y
Reference/Doc Set #	I668895
Report Title	Works & Issues Report

I. EXECUTIVE SUMMARY

To update the Board and provide information on works and issues raised at previous meetings.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

1.	Progress update requested on recycling centre for Tuakau	Service Delivery	There is currently no progress to report on a recycling centre for Tuakau. Staff have been unable to identify a suitable location and are currently in discussions with Auckland Council and contractors around a shared facility in the general area. The Waters Manager has communicated with the Chair.
2.	Positioning of new toilets in Tuakau	Service Delivery	Site plan provided to the Board – staff to continue working with the Board representative in regards to the placement, type and requirements for the toilet.
3.	Progress update on transport (bus) for Tuakau	Service Delivery	Staff are still working with our funding partners on developing a solution to public transport in the wider North Waikato area. Workshops are about to commence to develop a programme business case that will support any funding application. This process will be completed in April 2017 and will help inform funding requests for Councils 2018 – 2021 Long Term Plan The Stakeholder workshops included these members:

			<ul style="list-style-type: none"> • Caroline Conroy (Onewhero-Tuakau Community Board) • Helen Clotworthy (Chair of Pokeno Community Committee) • Richard Gee (Tuakau & Districts Development Association Inc) • Jim Katu (Chair of Meremere Community Committee) • Toni Grace (Chair of Te Kauwhata Community Committee) • Angela Fulljames (Chair of Franklin Local Board) • Andy Baker (Deputy Chair of Franklin Local Board) • Dee Bond (Tuakau & Districts Development Association) • Rick Odem (Tuakau & Districts Development Association) • Jenny Hayman (WRC Councillor) • Annika Lane (WRC staff) • Steve Wren (Auckland Transport staff) • Vishal Ramduny (WDC staff) • Kelly Jiang (NZTA staff) <p>The data gathered from the workshops is being analysed and will be used to develop options.</p>
4.	Progress on Highway 22 upgrade/repair between McCutchan Road and Waikaretu Valley Road junction.	Chief Executive/ Service Delivery	<p>Project planned to commence during Feb 17, presently still at design phase (as there are significant amount of geotechnical challenges).</p> <p>The Roding Manager, Chris Clarke, will contact the Chair, Bruce Cameron to co-ordinate a drive around.</p>
5.	Forward Works Programme	Service Delivery	<p>The forward works programme can be found at:</p> <p><u>Programme Delivery Projects</u> https://www.google.com/maps/d/viewer?mid=17xLvEAYHNRLi6vhkxKejLc5z6JE&ll=-37.533917736799545%2C175.09939685000006&z=10</p> <p><u>Roding Projects</u> https://www.google.com/maps/d/viewer?mid=1_Z3x2rVXNQzUqxQVxInDvsfXep8&ll=-37.51860014399512%2C175.10095550000005&z=9</p> <p>Please note that the web link is updated as projects progress.</p>

6.	Dog Run Areas Tuakau Centennial Park	Customer Support	<p>The exercise area in Tuakau was removed from Schedule One during the 2014/15 Bylaw review. This was done in consultation with all dog owners and submissions were open to all members of the public.</p> <p>The reason this area was excluded as an exercise area as it is too close to a children play area (section 5.4 of the Bylaw states that dogs are prohibited within 10 metres of a children's play area), it is next to a busy road and it is too small to exercise a dog properly.</p> <p>When the bylaw was adopted in 2015, signage around the district was amended to reflect the changes that were made. Unfortunately, the sign at Centennial Park was missed and we have only just been made aware of it.</p> <p>Council is open to suggestions of a more suitable area and if there is enough interest, we could look at designating a different park as off lead. We have recently gone through a similar process in Pokeno which resulted in part of the Pokeno Domain being included in the schedule and could look at doing the same for Tuakau.</p>
7.	Refuse – Levels of Service	Service Delivery	<p>Can the entire level of service be explained. Is there any distinction between business and residential service?</p> <p>Tuakau businesses receive the same collection as the household collection. It is the only township that does.</p> <p>Businesses pay the same targeted rate as residential.</p> <p>All receive the weekly bin and two recycling crates.</p>

3. ATTACHMENTS

- Nil

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy and Support
Date	19 January 2017
Prepared by	Marae Tukere Pouhono Iwi ki te Haapori
Chief Executive Approved	Y
Reference #	GOV0514 / 1668462
Report Title	Approved Road Names Lists

I. EXECUTIVE SUMMARY

Council's Road Naming Policy and Te Reo Maaori Policy refer to Approved Road Names Lists, compiled with and by Waikato District Council Community Boards and Committees. These lists should include Maaori names that acknowledge iwi and hapuu, where appropriate.

It is noted that the Boards/Committees at Raglan, Taupiri, Huntly and Tuakau have not compiled Approved Road Names lists. The purpose of this report is to advise these Boards/Committees about the policies and offer assistance to compile an appropriate list of possible Maaori names for each area.

2. RECOMMENDATION

THAT the report from the General Manager, Strategy and Report be received.

3. BACKGROUND

Council implemented a Bi-lingual Signage Policy in 2014 and a Te Reo Maaori Policy in 2016 and also updated the Road Naming Policy in 2016.

An objective of these policies is to ensure that consideration is given to conferring appropriate Maaori names on new roads, where appropriate. These names should acknowledge either the iwi / Maaori people, history or unique features of the area.

It has been noted that the Community Boards/Committees at Raglan, Huntly, Tuakau and Taupiri have not yet compiled a list of Approved Road Names.

The purpose of this report is to advise these Boards/Committees of these policies and to offer the assistance of Marae Tukere, Pouhono iwi ki te haapori (Iwi and Community Partnerships Manager) to compile a list of appropriate Maaori names.

Please contact Marae via email: marae.tukere@waidc.govt.nz or phone DDI: 0 7 824 5693 or on 027 2179189.

4. ATTACHMENTS

1. Waikato District Council Bi-lingual Signage Policy
2. Waikato District Council Te Reo Maaori Policy
3. Waikato District Council Road Naming Policy

Bi-lingual Signage Policy

Policy Owner:	Regulatory Manager
Policy Sponsor:	General Manager Customer Support
Approved By:	Waikato District Council
Approved Date	17 July 2014
Resolution Number:	WDC1407/17/1/9
Effective Date:	July 2014
Next Review Date:	July 2019

Objective(s)

The objective of this policy is to provide guidelines for bi-lingual signage in the Waikato district.

Application

This policy supports the recent approval of the addition of the Maaori translation for Waikato District Council to the Council logo.

It applies to those council staff and teams that are responsible for the installation of signage on Waikato District Council building, reserves, parks and facilities.

Policy Statements

- i. This policy demonstrates Waikato District Council's commitment to the principles of the Treaty of Waitangi. Council is continuously working on building and maintaining effective relationship and partnerships with iwi, hapu, marae and other Maaori representative groups in the district. The implementation of a consistent policy for bi-lingual signage in the Waikato district recognises the importance of iwi and Maaori in the community.
- ii. Waikato District Council acknowledges te reo Maaori as an official language of New Zealand and agrees that there should be a consistent application of te reo Maaori on Waikato District Council signage across the district.
- iii. The policy will only apply to new signage, that is, signage being installed after the policy becomes effective.

Implementation

- i. Implementation of bi-lingual signage should not cause unnecessary or excessive costs.
- ii. Bi-lingual signage will be restricted to a number of specific signs and a list of those signs is attached for reference.
- iii. A list of words and phrases that will be used for bi-lingual signage has been compiled and is attached for reference. This list will be used by all council staff who are responsible for installing signage.
- iv. All signs that include te reo Maaori will also include an English translation.

- v. Proofs of all Maaori / English signage are to be referred to the appropriate staff for checking before being produced. Those staff include: Iwi & Community Partnerships Manager, Communications Manager, Council Kaumaatua.

Policy Review

This policy will be reviewed as deemed appropriate by the Iwi and Community Partnership Manager at least once every three years.

Appendices:**A: Specific Bi-lingual Signs.****District Entranceway**

English	Maaori
Welcome to the Waikato Our place	Nau mai, haere mai ki Waikato Taatou waahi
Waikato District Council	Te Kaunihera aa Takiwaa o Waikato

Office, sub-office and library signage

English	Maaori
Waikato District Council	Te Kaunihera aa Takiwaa o Waikato
Library Eg: Ngaruawahia Library	Te Whare Pukapuka o (NAME OF TOWN) Te Whare Pukapuka o Ngaruawahia
Office e.g. Waikato District Council, Ngaruawahia Office	Te Tari o (NAME OF TOWN) Te Kaunihera aa Takiwaa o Waikato Te Tari o Ngaruawahia

Library (headings only)

English	Maaori
Hours	Nga haaora
Kids zone	He Waahi tamariki
Teen zone	He Waahi taiohi

Parks & Reserves (headings only)

English	Maaori
Welcome	Nau mai haere mai
Welcome to Eg: Welcome to Ruapuke Beach	Nau mai haere mai ki Nau mai, haere mai ki tatahi o Ruapuke
Welcome to Tuakau Recreation Reserve	Nau mai, haere mai ki te waahi haakinakina o Tuakau
Pedestrian access	He huarahi mo nga taangata

Toilets

English	Maaori
Ladies	Waahine
Mens	Taane
Toilets	Whare Iti

General warning (headings only)

English	Maaori
BEWARE DANGER WARNING CAUTION BE CAREFUL	KIA TUPATO

Cemeteries

English	Maaori
Cemetery	Urupaa
Eg: Ngaruawahia Public Cemetery	Te Urupaa o Ngaruawahia

B: Existing bi-lingual signage:

English	Maaori
Welcome	Nau mai, Haere mai
Raglan Information Centre	Te Puna Koorero o Whaingaroa
Raglan and District Museum	Te Whare Taonga o Whaingaroa

C: Vocabulary List

English	Maaori	English	Maaori
Access	Huarahi	Museum	Whare taaonga
Adult	Pakeke / tangata	Office	Tari
Beach	Tatahi	Person / pedestrian	Tangata
Beware, warning, danger, caution, be careful	Kia tupato	Recreation / Games	Haakinakina
Council	Kaunihera	Reserve	Waahi
Cemetery	urupa	Stop	E Tu!
District	Takiwaa	Teenager	Taiohi / rangatahi
Hours	Nga haaora	Welcome	Nau mai, haere mai
Information	Koorero	To	Ki
Information centre	Puna koorero	Toilet	Whare iti
Kids	Tamariki	Woman / womens	Wahine / Waahine
Library	Whare Pukapukua	Zone / place	Waahi
Man / mens	Tane / Taane		

Te Reo Maaori Policy

Policy Owner:	Pouhono iwi ki te Haapori
Policy Sponsor:	General Manager Strategy & Support
Approved By:	Waikato District Council
Approved Date:	11 April 2016
Resolution Number:	
Effective Date:	April 2016
Next Review Date:	April 2019

1. Introduction

Waikato-Tainui is the recognised iwi authority in the Waikato district and the Council also has relationships with Ngati Maniapoto and Hauraki iwi. The Councils engagement with these iwi is wide-ranging and includes formal and informal linkages which cover;

- i) Social, cultural, economic and environmental wellbeing;
- ii) History and heritage;
- iii) Physical location;
- iv) Political influences and
- v) Constituency.

Section 81 of the Local Government Act 2002² requires Council to:

- (a) Establish and maintain processes that provide an opportunity for Maori to contribute to the decision-making processes of Council; and
- (b) Consider ways in which it may foster the development of Maaori capacity to contribute to the decision-making processes of Council, and
- (c) Provide relevant information to Maaori for the purposes of (a) and (b).

1.1 The development of this Te reo Maaori policy defines a collaborative relationship that is within the spirit of the Tiriti o Waitangi/Treaty of Waitangi, while recognising limitations imposed by statutory responsibilities.

1.2 Increasingly, Te reo Maaori is being used as part of our everyday language. As the Waikato District Council works toward the objective of being the most engaged council in New Zealand, a policy which promotes and values the use of te reo Maaori is appropriate.

2. Objective(s)

The objective of this policy is to guide Council in:

- 2.1 Promotion of te reo Maaori and recognition of its value in our district;
- 2.2 Use of te reo Maaori to better reflect and engage the wider community.

The proposed outcome of this policy is to work toward the Waikato District Council being a bi-lingual District Council through progressive planning and prioritisation of actions and resources.

3. Application

This policy supports the adoption of the 2014 Waikato District Council Bi-lingual Signage Policy. It applies to all Waikato District Council staff and contractors.

4. Definition

This policy is specific to the use of te reo Maaori (Maaori language) at Waikato District Council. It should be noted that the use of te reo Maaori may include formal practices and customs (tiikanga) for example, karakia (prayer), powhiri (formal welcome), whakatau (informal welcome).

5. Relevant Legislation / Documents

- Maaori Language Act 1987
- Resource Management Act 1991, Section 6, 7 and 8 and Iwi Management Plans
- Local Government Act 2002, Section 81
- Waikato District Council Heritage Policy
- Waikato District Council Significance and Engagement Policy
- Waikato Raupatu Claims Settlement Act 1995
- Waikato-Tainui Raupatu Claims (Waikato River) Act 2010
- Nga Wai o Maniapoto (Waipa River) Act 2012

6. Policy Statement

6.1 This policy demonstrates Waikato District Council's commitment to the principles of Te Tiriti o Waitangi/Treaty of Waitangi. Waikato District Council acknowledges te reo Maaori as an official language in New Zealand and agrees that Council should promote and support the use of te reo Maaori.

7. Scope

7.1 The following are the four strategic goals that will ensure that the use of te reo Maaori is valued and promoted within Waikato District Council:

Te Reo Maaori Strategic Goal 1:

Whakamanahia te reo: To raise the status of te reo Maaori in Council's work.

Te Reo Maaori Strategic Goal 2:

Whakanui ake nga kaikorero Maaori: To raise the number of te reo Maaori speakers within Council.

Te Reo Maaori Strategic Goal 3:

Te painga o te reo: To ensure that quality te reo Maaori is used by the Council.

Te Reo Maaori Strategic Goal 4:

Whakamahia te reo: To increase the ability to use Maaori in Council situations.

8. Implementation

Te Reo Maaori Strategic Goal 1

Whakamanahia te reo: To raise the status of te reo Maaori in Council's work.

- 8.1 Bilingual signage: Complete the implementation of the bi-lingual signage policy across all Waikato District Council signage, including buildings, vehicles, parks and reserves and other Council facilities.
- 8.2 Ensure inclusion of Maaori names for new streets and other facilities: In consultation with iwi and hapuu, and in accordance with the Street Naming and Rooding Policies, ensure that Maaori names are considered for new streets and other facilities, where appropriate.
- 8.3 Te reo Maaori publications: To give appropriate consideration to the translation of some key documents (such as summaries of the Annual Plan and Annual Report and any other key documents where considered appropriate) into te reo Maaori, key sections of the Council website, and some brochures, forms, advertising where required. At the very least, to ensure that public documents have bilingual headings.
- 8.4 Te reo Maaori internal communications: To provide Guidelines to Staff on how to use appropriate examples formal and informal greetings, email headers and footers, signatures and simple phrases.

9. Te Reo Maaori Strategic Goal 2

Whakanui ake nga kaikorero Maaori: To raise the number of Te reo Maaori speakers within Council.

- 9.1.1 Support personal development in te reo: To encourage and support staff seeking to upskill in te reo Maaori via Personal Development Plans.
- 9.1.2 Support is provided for te reo Maaori programmes and activities within the office/s: To provide, time, resources and where available, financial support for Te Wiki o Te reo Maaori activities and te reo training programmes which might be arranged in the office from time to time.
- 9.1.3 Recruitment: To ensure that HR processes include assessment of bilingual competency where this is relevant and could add value to roles within Council;
- 9.1.4 Support for staff who are te reo Maaori champions in the team/office environment: To support Managers to recognise and value those staff who foster and promote the use of te reo Maaori in the office through, for example, approval to attend relevant hui, personal development opportunities, informal peer support and where available, budgetary recognition.

10. Te Reo Maaori Strategic Goal 3:

Te painga o te reo: To ensure quality te reo Maaori is used by the Council:

- 10.1.1 Te reo Maaori hei kawe i nga kaupapa Maaori: Because sometimes Maaori concepts are better expressed in te reo Maaori, to ensure that where appropriate, these concepts are provided in te reo Maaori, with an appropriate English translation;
- 10.1.2 Bilingual publications, website and written translation services: To ensure translations are accurate and of a consistently high standard and that Maaori and English language is used

appropriately and consistently in all types of publications, Council will use an accredited te reo Maaori translator with recognised expertise in the Waikato dialect.¹

- 10.1.3 Adoption of double vowel to indicate long vowel sound, as Council policy: to ensure that the double vowel is used consistently in Waikato District Council publications and all other public documents, in accordance with Waikato-Tainui preference.

11. Te Reo Maaori Strategic Goal 4:

Whakamahia te reo: To increase the ability to use Maaori in Council situations:

- 11.1.1 Customer service: To encourage the use of te reo Maaori in staff interactions with customers through supporting staff in their personal development and through the provision of Guidelines for Staff which include formal and informal greetings and simple phrases.
- 11.1.2 Council meetings: Spoken translation services at meetings: Where it is known te reo Maaori will be used at a council meeting, appropriate prior arrangements are made to ensure that Council has access to a te reo Maaori speaker who can provide translations.

12. Timeframe

It is recognised that the implementation of the strategic goals will take time and implementation plans will be developed for each goal.

In accordance with Waikato District Council's 2020 Challenge, it is envisaged that implementation plans for all the strategic goals will be in place by 2020.

13. Policy Review

This policy will be reviewed at least once every three years.

¹ Refer to the Taura Whiri i te reo Maaori (Maori Language Commission) list of accredited translators.

Road Naming Policy

Policy Owner:	General Manager, Service Delivery
Policy Sponsor:	Infrastructure Committee
Approved By:	Policy Committee
Approval Date:	14 March 2016
Resolution Number:	WDC1603/06/1/18
Effective Date:	14 March 2016
Next Review Date:	October 2018

Scope

This Policy applies to:

- the naming of new or previously unnamed Public Roads;
- changing the name of an existing Public Road; and
- the naming of Private Roads.

Objectives

The objectives of this policy are to ensure that:

- Clear guidance of the criteria and process for road naming is provided to Council employees subdivision developers, Community Boards/Committees/ Groups and the general public.
- Council meets the requirements of the Local Government Act 1974.
- Communities and local iwi have input into road naming.
- Adequate consultation is undertaken with Community Boards/ Committees/ Groups.

Related Documents/Legislature

- Hamilton City Council – Infrastructure Technical Specification
- WDC Heritage Strategy
- Local Government Act 1974 – s319A
- Manual of Traffic Signs and Markings - Part I Section 7 Guide Signs (Design, Policy, Location)
- Road Naming Policy (2013)
- Guidelines for selection of road names

Application

This Policy applies to the following parties:

- Waikato District Council - Service Delivery Group, Consents, Planning and Strategy
- General Public
- Subdivision Developers

Definitions

Approved List A list of road names which have been pre-selected by Community Boards, Community Committees, Community Groups, Iwi and approved by the Infrastructure Committee.

Private Road Has the same meaning as private road in the Local Government Act 1974

	(s315) Private Roads are not maintained by the Council.
Public Road	Has the same meaning as road in the Local Government Act 1974 (s315)Public Roads are maintained by the Council.
Subdivision Developer	A person, consultant or agent who is in the process of undertaking a subdivision development whereby subdivision resource consent is applicable.

The following definitions include the different types of road titles which could apply to both public and private roads:

Avenue	wide straight roadway or street usually planted either side with trees
Boulevard	once a promenade on the side of demolished fortifications; now applied to any street or broad main road
Close	a small quiet residential road or street
Court	an enclosed, uncovered area opening off a street(s)
Crescent	a crescent shaped street
Drive	a main connecting route in a suburb
Esplanade	Level roadway along the seaside, lake or a river
Glade	tree covered street or a passage between trees
Glen	in a narrow valley
Grove	a road lined with houses and often trees, especially in a suburban area
Hill	applies to a feature rather than a route
Lane	a narrow road or way between buildings, hedges, fences, etc.
Place	an open square lined with houses in a town
Quay	along the waterfront
Road/Street	route of way between places
Terrace	a street along the face or top of a slope
View	a street with a view
Way	a path or route

Community Boards, Committees and Groups to be consulted

A list of Community Boards, Committees and Groups is as follows:

Community Boards	Community Groups	
Huntly	Eureka	North East Waikato
Ngaruawahia	Glen Afton/Pukemiro	Newstead
Onewhero-Tuakau	Glen Massey	Pokeno
Raglan	Gordonton	Rangariri

Taupiri	Horongarara	Tamahere
	Horsham Downs	Tauwhare
	Matangi	Te Kowhai
Community Committees		
Meremere	Port Waikato Residents & Ratepayers	
Te Kauwhata	Whatawhata Residents & Ratepayers	

Policy Statements

All road names require approval by the Infrastructure Committee. This includes all road names to be included on the Approved List.

Naming Public Roads

Public Roads to be vested in Council shall be named (at the cost of the developer).

Public Road Signs shall be in accordance with Manual of Traffic Signs and Markings - Part I Section 7 Guide Signs (Design, Policy, Location)

Naming Private Roads

Private roads shall be named (at the cost of the developer) where there are 6 or more lots gaining access. If there are 5 or fewer lots gaining access, the developer may use the number with lettering suffix A-E or suggest a private name as per section 1.2.

Private Road Signs shall have blue lower case lettering with initial capitals lettering on a white background and shall have a supplementary 'Private Access' plate with blade height of 75mm attached to the bottom edge of the street name plate. All other sign attributes shall comply with the Manual of Traffic Signs and Markings.

I. Making a Request for Road Name(s)

I.1 Using a road name from the 'Approved List'

- (a) Where an 'Approved List' is available, the subdivision developer shall be invited to choose from that list and submit a written request to Council's Roding Asset Team. Note: It is advised that the subdivision developer discusses their road name selection with the Roding Asset Team to ensure the road name has not already been used (and not yet taken off the list) or is proposed to be used by another subdivision developer.

I.2 Request for Road Name not from the "Approved List" of Road Names

- (a) Where an "Approved List" is not available or the subdivision developer wishes to choose their own road names, the developer shall follow the guideline included in section 3 of this policy and make a request to Council's Roding Asset Team. Council's Roding Asset Team shall then follow procedure as set out in section 2.3.
- (b) Council's Roding Asset Team shall ensure the request is complete before proceeding with the process for name approval, as set out in section 3 below. Should the request require further information, Council's Roding Asset Team shall contact the subdivision developer by phone, email or in writing.

2. Infrastructure Committee Procedure

2.1 Establishing Road Names onto the 'Approved List'

- (a) Ward Councillor's shall consult with Community Boards, Community Committees, Community Groups and local Iwi, in accordance with Guidelines section 3.2, to establish a tentative list of road names. Tentative names are to be checked by the Roothing Asset Team then submitted and approved by the Infrastructure Committee before inclusion on the 'approved list'. Iwi consultation can be co-ordinated by Waikato District Council Iwi & Community Partnership Manager. Council shall hold the 'approved list'.

All road names, once approved by the Infrastructure Committee and included on the "approved list" do not require any further approvals from the Infrastructure Committee.

- (b) The "approved list" shall be reviewed from time to time as appropriate by the Community Boards/ Committees/ Groups to ensure the list comprises a sufficient number of road names (i.e. more than 20 names at any one time).

Note: An approved list may not be available for every Community. Ward Councillor's shall determine whether or not an approved list is required for their Community depending on whether there is a need.

2.2 Altering Existing Road Names

- (a) In the event an existing road requires renaming, a request shall be made by either the general public or Council in accordance with section 2.3.
- (b) Where the request is being made by the general public for the alteration, they shall be responsible for undertaking consultation with both the residents of the road to be renamed and the ward councillors. The ward councillors will advise whether further consultation is required with the Community Board/Committee before making the amendment request to Council.
- (c) Where the request for amendment is being made by Council, Council's Roothing Asset Team shall undertake consultation with all owners and occupiers in the affected street or road; the local Ward Councillors; and Community Board/ Committees/ Groups before reporting to the Infrastructure Committee.
- (d) In the event of an unfavourable response from owners and occupiers (less than 75% in favour), the road name shall remain unchanged.
- (e) If 75% approval is gained from the responses received, Council's Roothing Asset Team will recommend to the Infrastructure Committee that the name be approved.

2.3 Road Name Requests to the Infrastructure Committee or Council

- (a) Upon receiving a request as set out in section 1.2 from either a subdivision developer, or as required by Council (if there is a road name change required), shall undertake consultation with local iwi, Community Boards, Community Committees and Community Groups. Following consultation a report (in accordance to Guidelines Section 3 shall be prepared by Council's Roothing Asset Team recommending approval from either the Infrastructure Committee or Council.

- (b) In the case of no support from the Community Board/ Committees/ Groups the Infrastructure Committee will make final decision on approving the Road Name(s).
- (c) Upon approval of a road name Council's Roothing Asset Team shall notify external agencies (i.e. Land Information New Zealand, Emergency Services).
- (d) Council's Roothing Asset Team will report to Council twice yearly (in June & December) with a list and map of all new road names confirmed over the previous 6 months. An updated Road Name directory shall also be provided before this meeting.

3 Guidelines and Criteria for Selection of Road Names

3.1 Making a request to Council's Roothing Asset Team

All requests for road names shall be in writing and submitted to Council's Roothing Asset Team. All requests shall include the following details (as applicable):

- i) Three proposed road names (using guidance below); and
- ii) The reasons the subdivision developer wants to use these options (see guidance below); and
- iii) Evidence to support the reasons outlined above in criteria (ii) (if applicable)

3.2 When considering options for road names, the following criteria must be taken into account:

- (a) Names should be brief (i.e. restricted to one word only) and be easily and readily pronounced. Identical sounding names with different spelling are to be avoided.
- (b) Names should not duplicate any existing district roads and preferably any name occurring within surrounding districts, including Hamilton and Auckland.
- (c) The length of the name should preferably not exceed 12-15 characters. The use of hyphens to connect parts of names should in most cases be avoided and the name written either as one word or as separate words where established by usage.
- (d) Short names should be chosen for short streets for mapping purposes.
- (e) Reasons for a road name may include but is not limited to: political, historical (including Maaori or early settler), memorial, social or economic, natural features, outstanding events or persons as categorized in section 3.3 below.

3.3 Weighting Categories and Description

The following categories have been afforded a weighting based on their importance with respect to road name selection. The higher the weighting afforded (i.e. 3), the higher the importance.

History – Weighting 3

- (a) The name of a historical family, event industry or activity associated with the area. Such names may include early settlers and early notable families.
- (b) The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established. Permission of surviving relatives should be obtained where appropriate.

Culture – Weighting 3 (Cultural significance to Maaori or culture other than Maaori)

- (a) The category includes the name of a Maaori heritage precinct, site or track or traditional appropriate name for the area.
- (b) All Maaori names are to be submitted to Council's Iwi & Community Partnership Manager to ensure that they are appropriate; spelt correctly, interpreted correctly and are not offensive to Maaori.
- (c) Joint non-Maaori/Maaori names will not generally be considered.

Geography – Weighting 2

- (a) The category includes local geographical, topographical, geological and landscape features.
- (b) Local flora and fauna also included in this category eg. Trees, plants and animals that is widespread and plentiful in the area.
- (c) Views must be readily identifiable.

Theme – Weighting 2 (Common or established themes in the area)

- (a) Where more than one road is being created in a development, a common theme is recommended for the names.
- (b) Where there is an established theme in the area, new road names should reflect this theme.
- (c) Proposed themes for a new subdivision must be submitted to council for approval.

Noteworthy Person – Weighting 1

- (a) Persons who have made a notable contribution to the area of the District. The contribution may be in conservation, community service, sport, arts, military, commerce, local government or other activity.
- (b) Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

Policy Review

This policy will be due for review in 2018.

[Previous Policies - WDC06/11/1/3, WDC07/12/05/1/12 & WDC09/03/08/1/4]

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tim Harty General Manager Service Delivery
Date	25 January 2017
Prepared by	Nick Cantlon Asset Engineer
Chief Executive Approved	Y
Reference #	1665585
Report Title	Tuakau Bus Route Proposed Alterations

I. EXECUTIVE SUMMARY

Tuakau is served by three bus routes, operated by Auckland Transport (AT, 2) and Waikato Regional Council (WRC, 1).

None of these services follow the same roads through Tuakau and it is suggested that the routes are adjusted so that they do. By doing this, the community will receive a consistent service, bus stops will be able to be formalised and bus time tables installed.

Community consultation on the proposed route will be undertaken, if the single route proposal is supported by the Community Board.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery – Tuakau Bus Route** – be received;

AND THAT the proposal to adjust bus routes through Tuakau be endorsed;

AND FURTHER THAT the community consultation be undertaken on a proposed route prior to proceeding to implement the changes.

3. BACKGROUND

There are three bus services that travel through and service Tuakau. Currently the buses travel via different routes through the town, which can be confusing for residents and may be affecting patronage.

- The daily Pukekohe - Tuakau - Pukekohe service (Route 398) leaves Tuakau from the north end of George Street, then travels south along George Street to Buckland Road and thence to Pukekohe.
- The fortnightly Meremere service (Route 44) enters Tuakau along Bollard Road and then follows the Route 398.
- The weekly Port Waikato Service travels north along George Street to Harrisville Road and thence to Pukekohe via Buckville and Buckland Roads.

(Maps of these routes are included in the attachments)

Staff have received multiple requests from residents for provision of bus shelters on routes, which is difficult with multiple routes being followed.

Discussions have been held with both Auckland Transport and Waikato Regional Council about aligning the routes in order to improve the service to residents.

The section of Buckland Road between Tuakau and Buckland serves few potential patrons, whereas the Harrisville Road - Buckville Road route serves the northern part of Tuakau as well as the Harrisville School. Therefore it is proposed that the bus routes be adjusted so that they all travel from the George Street/ Buckland Road intersection northwards along George Street and then via Harrisville and Buckville Roads to Pukekohe. The return routes would be the reverse of this. The Tuakau to Pukekohe service would use Church Street and School Road to turn around and Begin/End on Buckland Road.

Formal bus stops could then be established which would allow for timetables to be displayed at each stop and for bus stops to be located at stops where usage justifies them.

It is anticipated that these changes would improve customer confidence and attract additional patronage. Further that these changes could be a precursor to provision of additional services.

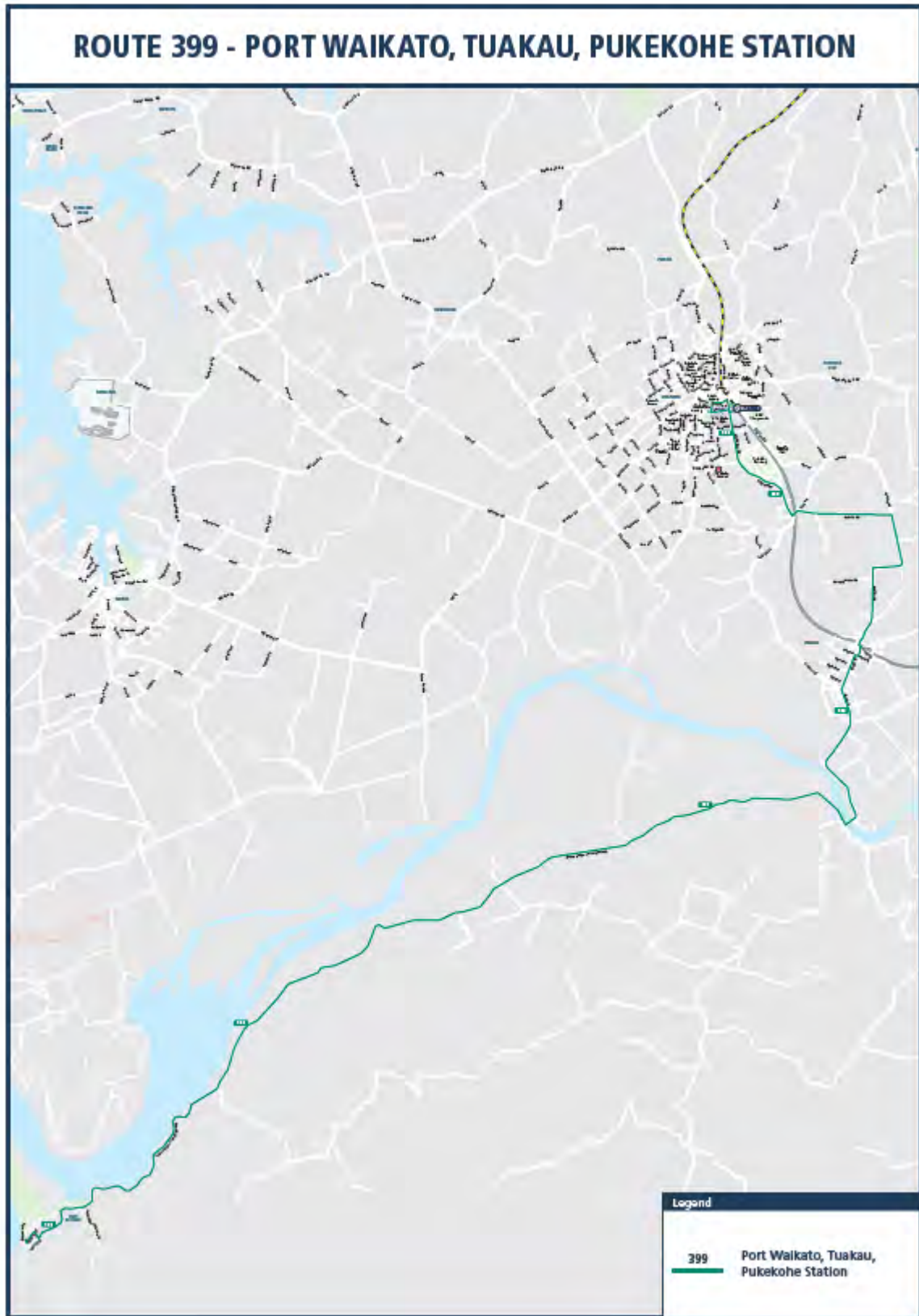
A map showing the proposed route and some potential bus stop locations is attached.

If this proposal is supported, staff will develop a consultation process to gain feedback from bus users prior to making any changes.

4. ATTACHMENTS

- Route 398 Existing Route Map
- Route 398 Existing Route Map
- Route 44 Existing Route Map
- Proposed Route Map







Tuakau Bus Route proposal

