

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 10 SEPTEMBER 2018** commencing at **1.15pm**.

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.

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Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 16 August 2018 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Confirmation of Minutes |

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 13 August 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 13 August 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 AUGUST 2018** commencing at **1.15pm.**

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr AD Bech
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr FM McNally
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
Mr I Cathcart (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mr M Balloch (Building Quality Manager)
Mrs LM Wainwright (Committee Secretary)
Ms L Shirley (Zero Harm Manager)
Mr L McCarthy (Road Asset Engineer)
Ms L Wilson (Waikato Times Reporter)
Mr S Howard (Senior Planner – Water)
Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Thomson/McNally)

THAT an apology be received from Cr Church, Cr Fulton, Cr McGuire and Cr Main.

CARRIED on the voices

WDC1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Patterson/Gibb)

THAT the agenda for a meeting of the Waikato District Council held on Monday 13 August 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;

AND THAT Council resolves that the following item be added to the public excluded agenda as a matter of urgency as advised by the Chief Executive.

- **Mayor and Councillor Issues.**

CARRIED on the voices

WDCI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/Thomson)

THAT the minutes of a meeting of the Waikato District Council held on Monday 9 July 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI808/03

COMMITTEE AND DEPARTMENTAL REPORTS

Policy & Regulatory Committee

Zero Harm Update

Agenda Item 5.1.1

The Zero Harm Manager took the report as read and answered questions in general on health and safety matters raised, and specifically in relation to:

- Review of strategic plan,
- 6 Total Recoverable Injuries,
- High level of reporting,
- 624 reportable events,
- 46% reduction in overspeed events,
- 27% reduction in high overspeed events,
- No worksafe notifiable events, and
- 23% increase in H&S conversations.

Resolved: (Crs McNally/Sedgwick)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDCI808/04

Strategy & Finance Committee

Minutes of the Future Proof Implementation Committee Meeting Held on 3 July 2018

Agenda Item 5.2.1

Resolved: (Crs Sedgwick/Gibb)

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

CARRIED on the voices

WDCI808/05

Infrastructure Committee

Mangawara Stream Bridge Report

Agenda Item 5.3.1

The Road Asset Engineer took the report as read and answered questions of Council.

Resolved: (Crs Gibb/Smith)

THAT the report from the General Manager Service Delivery be received;

AND THAT Council approve funding of the Mangawara Stream Bridge project shortfall to a maximum amount of \$260,520.00.

CARRIED on the voices

WDCI808/06

COMMUNITY COMMITTEE MINUTES

Receipt of Meremere Community Committee Minutes

Agenda Item 6.1

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 14 June 2018 be received.

CARRIED on the voices

WDCI808/07

Receipt of Tamahere Community Committee Minutes
Agenda Item 6.2

Resolved: (Cr Bech/His Worship the Mayor)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 2 July 2018 be received.

CARRIED on the voices

WDCI808/08

Receipt of Pokeno Community Committee Minutes
Agenda Item 6.3

Resolved: (Crs Henderson/Lynch)

THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 10 July 2018 be received.

CARRIED on the voices

WDCI808/09

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Lynch/Bech)

THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Monday 9 July 2018

REPORTS

a. Raglan Holiday Park Board

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(a)

Section 48(1)(3)(d)

Open Meeting

| | |
|---------------------------------|--------------------------------------|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 30 August 2018 |
| Prepared by | Rose Gray Council Support Manager |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Confirmation of Hearing Minutes |

1. EXECUTIVE SUMMARY

To confirm the minutes of a hearing held to hear and consider submissions on the Waikato District Council Representation Review 2018 on Wednesday 29 August 2018.

2. RECOMMENDATION

THAT the minutes of a hearing of Waikato District Council to hear and consider submissions on the Waikato District Council Representation Review 2018 held on Wednesday 29 August 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

Minutes of a hearing by the Waikato District Council (to hear and consider submissions and make recommendations on the Proposed Waikato District Council – Representation Review 2018) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 29 AUGUST 2018** commencing at **9.00am.**

Present:

Cr DW Fulton (Chairperson)
Cr JA Church
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr TG Whittaker (Chief Operating Officer)
Mrs RJ Gray (Council Support Manager)
Mr D Ofoske (Independent Services Electoral Officer)
Miss S Solomon (Junior Corporate Planner)
Ms M Russo (Acting Corporate Planner Team Leader)
Mrs IJ Huirama (Team Administrator)
Mr A Marais (GIS Team Leader)
Members of Staff
Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from His Worship the Mayor, Cr Bech, Cr McGuire and Cr McNally.

CARRIED on the voices

WDC1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Main)

THAT the agenda for a hearing of the Waikato District Council held on Wednesday 29 August 2018 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

WDC1808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

BACKGROUND

The Chair spoke of the 147 submissions submitted on the Representation Review with a large number received from the Tuakau-Onewhero area. Themes focussed on the consultation process and the separation of the communities 'over the river' from Tuakau. The Chief Operating Officer clarified the consultation process that Council had followed. [Refer Doc 1]

The Local Electoral Act 2001 ("LEA") requires that at least once every six years Council undertake a review of its representation arrangements. Council carried out its last review in 2012 (for the 2013 and 2016 triennial elections) and is therefore required to undertake the review again in 2018, before the 2019 triennial election.

Hearing of Submissions:

The following submitters presented their submissions in relation to the Waikato District Council 2018 Representation Review.

Submitters

Monique and Jonti Haines, and Port Waikato Residents
and Ratepayers Association
Vern Reeve
Shaun Jackson
Raglan Community Board, Chair

Presented By

Monique Haines

Bob MacLeod

The hearing adjourned at 9.48am and resumed at 9.56am.

Submitters

James Lowry
Tuakau and District Realty

Presented By

Vern Reeve

The hearing adjourned at 10.07am and resumed at 10.18am.

Submitter

Diane Morris

Presented By

The Hearing adjourned at 10.27am and resumed at 10.50am.

Submitters

Tuakau Districts Development Association, Chair [Doc 2]
Dee Bond [Doc 3]
Brett Titchmarsh
Wayne Beaver
Onewhero Residents & Ratepayers Group
and Ann Anderson
Federated Farmers, and Rosemarie Costar
Bruce Cameron, and Onewhero-Tuakau Community
Board, Chair

Presented By

Gary McGuire

Ann Anderson
Rosemarie Costar
Bruce Cameron

The Hearing adjourned at 12.38pm and resumed at 1.17pm.

DELIBERATIONS ON SUBMISSIONS

Deliberations commenced on the submissions to the Proposed Waikato District Council Representation Review 2018.

The Chair invited the Electoral Officer to provide legal advice and the process going forward with a public notice of the decision to be advertised on 12 September 2018.

A full discussion was held on the summary of submissions that had arisen from the submission process.

The hearing was adjourned at 2.20pm and resumed at 2.34pm.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 21 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Policy & Regulatory Committee Meeting Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Policy & Regulatory Committee meeting held on Tuesday 21 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Policy & Regulatory Committee held on Tuesday 21 August 2018 be received.

AND THAT the following becomes a resolution of Council:

Puketirini Management Committee – P&R1808/05

THAT Council approves the appointment of Tukaroto Mahuta to the position of Iwi Representative on the Puketirini Management Committee.

3. ATTACHMENTS

P&R Minutes

MINUTES of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 21 AUGUST 2018** commencing at **9.00am**.

Present:

Cr JD Sedgwick (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr JA Church
Cr DW Fulton
Cr SL Henderson
Cr SD Lynch
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
Ms AM D'Aubert (Consents Manager)
Mrs W Wright (Committee Secretary)
Ms K Newell (Civil Defence Emergency Management Coordinator)
Ms E Makin (Consents Team Leader – East)
Mr J Wright (Senior Planner)
Mr T Pike (Regulatory Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Thomson)

THAT an apology be received from Cr Gibb, Cr McNally and Cr McGuire.

CARRIED on the voices

P&R1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Main/Henderson)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 21 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Bech/Patterson)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 19 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1808/03

Resolved: (Crs Patterson/Bech)

THAT the minutes of a hearing for Waste Minimisation Management Plan held on Wednesday 13 June 2018 be received.

CARRIED on the voices

P&R1808/04

REPORTS

Delegated Resource Consents Approved for the month of June and July 2018
Agenda Item 5.1

The report was received [*P&R1808/02 refers*] and discussion was held. The Consents Team Leader – East and Senior Planner answered questions from the Committee.

Summary of Applications Determined by the District Licensing Committee April – June 2018
Agenda Item 5.2

The report was received [*P&R1808/02 refers*] and discussion was held. Councillor Smith gave an overview of applications. The Regulatory Manager answered questions from the Committee.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 21 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Policy & Regulatory Committee Hearing Minutes |

I. EXECUTIVE SUMMARY

To receive the minutes of a Hearing by the Policy & Regulatory Committee (for the Proposed Waikato District Council Dangerous, Affected and Insanitary Buildings Policy 2018) held on Tuesday 21 August 2018.

2. RECOMMENDATION

THAT the minutes of a Hearing by the Policy & Regulatory Committee held on Tuesday 21 August 2018 be received;

AND THAT the following becomes a resolution of Council:

Submissions on the Proposed Waikato District Council Dangerous, Affected and Insanitary Buildings Policy 2018 – P&R1808/08

THAT Council adopts the amended Dangerous, Affected and Insanitary Buildings Policy 2018;

AND THAT the Waikato District Council Earthquake Prone, Dangerous and Insanitary Buildings Policy 2006 be revoked on the day the Waikato District Council Dangerous, Affected and Insanitary Building Policy 2018 comes into effect.

3. ATTACHMENTS

P&R Hearing Minutes

Minutes of a hearing by the Policy & Regulatory Committee (to hear and consider submissions and make recommendations on the Proposed Waikato District Council Dangerous, Affected and Insanitary Buildings Policy 2018) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 21 AUGUST 2018** commencing at **12.31pm.**

Present:

Cr JD Sedgwick (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr JA Church
Cr DW Fulton
Cr SL Henderson
Cr SD Lynch
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson

Attending:

Mrs W Wright (Committee Secretary)
Ms A Murphy (Corporate Planner)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Main/Thomson)

THAT an apology be received from Cr Gibb, Cr McInally and Cr McGuire.

CARRIED on the voices

P&R1808/06

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Patterson)

THAT the agenda for a hearing of the Policy & Regulatory Committee held on Tuesday 21 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1808/07

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Tony Whittaker Chief Operating Officer |
| Date | 03 September 2018 |
| Prepared by | Stacey Solomon Junior Corporate Planner |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Waikato District Council 2018 Representation Review Final Proposal – approval for public notification |

I. EXECUTIVE SUMMARY

The purpose of this report is for the Waikato District Council to consider the public submissions received to its 2018 Representation Review Initial Proposal and to resolve a Final Proposal for further public notification on 12 September 2018.

In accordance with the Local Electoral Act 2001 (LEA) Council is required to review their representation arrangements at least once every six years. Waikato District Council last reviewed these arrangements in 2012 and must now do so again in 2018 for the 2019 local Government elections.

At their meeting on 11 June 2018, Council resolved the Waikato District Council 2018 Representation Review Initial Proposal. The Initial Proposal was publicly notified on 20 June 2018. Submissions closed on 01 August 2018. 147 submissions on the Initial Proposal were received and 15 verbal submissions were given at a public hearing on 29 August 2018.

In summary:

- 19 submitters indicated their support of the initial proposal;
- 126 submitters indicated that they did not support the Initial Proposal;
- 2 submitters gave no indication if they did or did not support the Initial Proposal;
- 26 submitters indicated that they wished to speak at the hearing for the Initial Proposal (of which 15 submitters did speak at the scheduled hearing).

After considering the submissions received on the Initial Proposal through the consultation period and submissions that were verbally supported at the hearing, Council chose to make the following amendments to its Initial Proposal:

- Retain Rangiriri in the Whangamarino Ward, from the Huntly Ward.
- Retain Mercer in the Awaroa ki Tuakau Ward, from the Whangamarino Ward.

- Retain Onewhero Tuakau Community Boards current structure and board area with the inclusion of the extended Tuakau north/west boundary.

Council indicated that they were comfortable with exceeding the +/- 10% fair representation threshold set out in the LEA in the Awaroa ki Tuakau Ward (as a result of keeping the village of Mercer in the Awaroa ki Tuakau Ward) with the understanding that exceeding this threshold would be an automatic appeal through the representation review process set out in the LEA.

It was also noted during deliberations that a representation review is able to be legally undertaken in three years' time to reflect growth and the 2018 census.

Council is now required to publically notify their Final Proposal for appeals/objections on or before 12 September 2018 for a period of no less than 1 month.

This report seeks approval to publically notify the Waikato District Council 2018 Representation Review Final Proposal on 12 September 2018 for an appeals/objections period. The appeals/objections period will close on 12 October 2018

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT Council considers submissions received on the Waikato District Council 2018 Representation Review Initial Proposal;

AND FURTHER THAT Council agree, in accordance with section 19N(1)(b) of the Local Electoral Act 2001, to adopt as its Final Proposal for the review of representation arrangements that Council comprise of:

- 1 Mayor elected at large (by the whole district);
- 13 Councillors elected from 10 wards
- That the population of each ward be as follows:

| Ward | Pop | Cnrs | Average | Fits Rule | % Variation |
|------------------|------------|-------------|----------------|------------------|--------------------|
| Awaroa ki Tuakau | 12,850 | 2 | 6,425 | No | +13.42% |
| Eureka | 5,600 | 1 | 5,600 | Yes | -1.14% |
| Hukanui-Waerenga | 5,800 | 1 | 5,800 | Yes | +2.39% |
| Huntly | 10,300 | 2 | 5,150 | Yes | -9.08% |
| Newcastle | 5,720 | 1 | 5,720 | Yes | +0.98% |
| Ngaruawahia | 10,400 | 2 | 5,200 | Yes | -8.20% |
| Onewhero-Te Akau | 5,400 | 1 | 5,400 | Yes | -4.67% |
| Raglan | 5,790 | 1 | 5,790 | Yes | +2.21% |
| Tamahere | 5,650 | 1 | 5,650 | Yes | -0.26% |
| Whangamarino | 6,130 | 1 | 6,130 | Yes | +8.22% |

(73,710/13 councillors = 5,670 +/- 10% = 5,103 – 6,237)

- **30 Community Board members elected from 5 Community Boards. That the Community Boards be as follows:**

| Community Board | Members |
|--|----------------|
| Huntly Community Board | 6 |
| Ngaruawahia Community Board | 6 |
| Raglan Community Board | 6 |
| Taupiri Community Board | 6 |
| Onewhero – Tuakau Community Board | 6 |

AND FURTHER THAT as the Awaroa ki Tuakau Ward will deviate from the +/- 10 % fair representation rule set out in the LEA, this will be an automatic appeal under section 19V(5) of the LEA and the Final Proposal must be referred to the Local Government Commission for determination after the close of the appeals/objections period;

AND FURTHER THAT under section 19N(2) of the LEA that the reasons for Council amending its Initial Proposal be notified as follows:

- Retain Rangiriri in the Whangamarino Ward, from the Huntly Ward (reason – submissions supported this amendment);
- Retain the village of Mercer in the Awaroa ki Tuakau Ward, from the Whangamarino Ward, noting this now exceeds that +/-10% rule (reason – submissions supported this amendment. Mercer submissions supported one ward and Mercer identifies with the north);
- Retain the Onewhero-Tuakau Community Boards current structure and board area with the inclusion of the extended Tuakau north/west boundary (reason – submissions supported retention of the Onewhero-Tuakau Community Board).

AND FURTHER THAT Council approve the Waikato District Council 2018 Representation Review Final Proposal for a period of appeals/objections to be publically notified on 12 September 2018 and closing 12 October 2018 in accordance with sections 19O and 19P of the Local Electoral Act 2001.

AND FURTHER THAT Council refer any appeals or objections it receives to the Local Government Commission for determination as soon as practicable in accordance with section 19Q and 19V(4) of the Local Electoral Act 2001;

AND FURTHER THAT Council recommend to the incoming Council (to be elected in 2019) to undertake a review of Waikato District's representation arrangements in 2021, prior to the 2022 Local Government elections.

3. BACKGROUND

The LEA requires every local authority to undertake a review of their representation arrangements at least once every six years. These reviews determine the number of councillors to be elected, the basis of election for councillors and, if this includes wards, the boundaries and names of these wards. Reviews also include whether there are to be

community boards, and if so, arrangements for these boards. Representation arrangements must provide fair and effective representation for individuals and communities.

Waikato District Council last reviewed these arrangements in 2012 and must now do so again in 2018 in time for the 2019 Local Government elections. Current arrangements in the Waikato District are as follows:

- Mayor (elected at large);
- 13 councillors (elected from 10 wards); and
- 30 community board members (elected from 5 community boards).

| Ward | Councillors |
|------------------|--------------------|
| Awaroa ki Tuakau | 2 |
| Eureka | 1 |
| Hukanui-Waerenga | 1 |
| Huntly | 2 |
| Newcastle | 1 |
| Ngaruawahia | 2 |
| Onewhero-Te Akau | 1 |
| Raglan | 1 |
| Tamahere | 1 |
| Whangamarino | 1 |

| Community Board | Members |
|------------------------|----------------|
| Huntly | 6 |
| Ngaruawahia | 6 |
| Raglan | 6 |
| Taupiri | 6 |
| Onewhero - Tuakau | 6 |

Council previously made the decisions to retain FPP as the electoral system and not to introduce Maaori wards into the Waikato district (August 2017 and November 2017 respectively) as a part of this process.

Fair representation principles set out in the LEA also dictate that Council must have careful consideration of the following key principles:

- Communities of interest;
- Effective representation; and
- Fair representation.

Following early engagement with key stakeholders in April and May of 2018 (community boards, community committees, iwi groups) and having been presented a six different potential options for their Initial Proposal, Council resolved the Waikato District Council 2018 Representation Review Initial Proposal at their meeting on 11 June 2018 (Sections 19H and 19J of the LEA).

Council initially proposed to retain current arrangements with some changes to ensure compliance with fair representation criteria. Key changes to current arrangements in the initial proposal included:

- some ward boundary adjustments in the north to fit the +/- 10 % rule (moving Mercer from Awaroa ki Tuakau to Whangamarino, moving Rangiriri from Whangamarino to Huntly, moving meshblocks on the south-eastern border of Whangamarino to Hukanui-Waerenga); and
- To disestablish and to split the Onewhero Tuakau Community Board (OTCB) into a Proposed Tuakau Community Board with an expanded board area and a Proposed Onewhero Community Committee with the balance of the current OTCB area south of the Waikato River.

The Initial Proposal was publicly notified on 20 June 2018 in accordance with Section 19M(1) of the LEA. Submissions closed on 1 August 2018 after a consultation period of six weeks (Section 19M(2)(d) of the LEA and Section 83 of the LGA). Council received 147 submissions on the Initial Proposal and heard 15 verbal submissions that were given at the public hearing on 29 August 2018 (Section 19N(1)(a) of the LEA).

Generally, the 147 submissions received on the initial proposal:

- Did not support the proposal to move Rangiriri to the Huntly Ward;
- Did not support the disestablishing the OTCB;
- Wanted Raglan Community Board to cover a larger area; and
- Did not feel there had been enough community consultation.

Considering all submissions that were received and heard, Council deliberated and chose to make the following amendments to their Initial Proposal:

- Retain Rangiriri in the Whangamarino Ward, from the Huntly Ward.
 - Reasoning: submissions received supported this amendment.
- Retain Mercer in the Awaroa ki Tuakau Ward, from the Whangamarino Ward (exceeding fair representation rules set out in the LEA).
 - Reasoning: submissions received supported this amendment. Submissions received from Mercer supported inclusion in a single ward; considered that Mercer identifies with northern communities.
- Retain Onewhero Tuakau Community Boards current structure and board area with the inclusion of the extended Tuakau north/west boundary.
 - Reasoning: submissions received supported retention of the Onewhero-Tuakau Community Board.

Council also considered that it would be appropriate to undertake another representation review in 2021 in time for the 2022 Local Government Elections.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

During deliberations Council indicated a preference to retain the village of Mercer in the Awaroa ki Tuakau Ward, supported by submissions received on the Initial Proposal. Council noted that in accordance with section 19V(2) and the principles of fair representation set

out in the LEA, the population that each councillor represents must be within the population range of 5,670 plus or minus 10% (5,670 being the total population of 73,710 in the Waikato District divided between 13 councillors). In the Waikato District, this means that each councillor must represent somewhere between 5,103 and 6,237 people.

By retaining Mercer in the Awaroa Ki Tuakau Ward the two ward councillors will be exceeding the fair representation threshold moderated by the +/-10 % rule.

This means that the proposed Awaroa ki Tuakau Ward is non-compliant with fair representation requirements and must now be treated as an appeal under section 19V(5) of the LEA and referred to the Local Government Commission for determination as soon as practicable (along with any other appeals/objections that might be received) following the closing of the appeal/objection period.

4.2 OPTIONS

Council has the following options:

- *Option 1:* Confirm the Initial Proposal (un-amended) and notify this as the Waikato District Council 2018 Representation Review Final Proposal. Only those who made a submission on the Initial Proposal will be able to lodge an appeal on the Final Proposal.
- *Option 2:* Amend the Initial Proposal and notify this as the Waikato District Council 2018 Representation Review Final Proposal. Anyone will then be able to make an objection or appeal to the Final Proposal.

NOTE 1: Should amendments be made to the Initial Proposal, and if any submissions are rejected, reasons must be provided and included in the public notice of the Final Proposal. *No submissions have been rejected; Council has indicated amendments to the Initial Proposal for the Final Proposal which means anyone will be able to object to the Final Proposal.*

NOTE 2: Should one or more objections or appeals be received, or the fair representation criteria (+/- 10% rule) is exceeded, the Waikato District Council 2018 Representation Review must be referred to the Local Government Commission for determination. *Council has indicated and acknowledged it will exceed this rule by amending the Initial Proposal and retaining Mercer in the Awaroa Ki Tuakau Ward.*

As required by section 19N of the LEA, Council must publically notify its Final Proposal for its representation arrangements within six weeks of closing submissions on the Initial Proposal. Submissions on the Initial Proposal closed on 01 August 2018. This means that Council must notify its Final Proposal for public appeal/objection on or before 12 September 2018 for period of no less than one month. The appeal/objection period will therefore close on 12 October 2018 and any relevant material sent to the Commission as appropriate shortly thereafter.

5. CONSIDERATION

5.1 FINANCIAL

Reviewing Council's representation arrangements is within allocated budgets.

5.2 LEGAL

There is a legal requirement under the LEA to consult with the community using the Special Consultative Procedure on Councils representation arrangements at least once every six years.

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement | Inform <input type="checkbox"/> | Consult <input checked="" type="checkbox"/> | Involve <input type="checkbox"/> | Collaborate <input type="checkbox"/> | Empower <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 Representation Review triggers the Significance and Engagement Policy through the community interest threshold. The Final Proposal is at the consultation level of the engagement spectrum. This round of consultation fits into the consultation level of the spectrum as is normal of the Special Consultative Procedure.</p> <p>As required by the LEA and the LGA, Council will publically notify the Final Proposal. This will be done by placing public notices in local newspapers and on the Council website.</p> <p>Posts will also be made to Council's social media platforms to notify the Final Proposal.</p> <p>Community Boards and Committees, iwi, and other stakeholders will be contacted directly.</p> <p>All material will be available on the consultation page of the Council website.</p> | | | | |

| Planned | In Progress | Complete | |
|---------|-------------|----------|---|
| | x | | Internal |
| | x | | Community Boards/Community Committees |
| | x | | Waikato-Tainui/Local iwi (provide evidence / description of engagement and response) |

6. CONCLUSION

Having considered all submissions that have been received on the Waikato District Council 2018 Representation Review Initial Proposal, Council must now confirm and publicly notify the Waikato District Council 2018 Representation Review Final Proposal on or before 12 September 2018 for an appeals/objections period that lasts for no less than one month. The appeals/objections period will close on 12 October 2018, with any relevant material being sent to the Local Government Commission as early as practicable shortly thereafter.

7. ATTACHMENTS

Nil attachments.

Open Meeting

To Waikato District Council
From Gavin Ion
 Chief Executive
Date 28th August 2018
Prepared by Lynn Shirley
 Zero Harm Manager
Chief Executive Approved Y
Reference # GOV1301
Report Title Zero Harm Update

1. EXECUTIVE SUMMARY

The purpose of this report and its attachments is to provide an update on current health and safety performance. Council recognises that compliance is essential but they aspire to achieve best practice in health and safety management, and to create a sustainable zero harm culture, where everyone works safely and goes home safe every day.

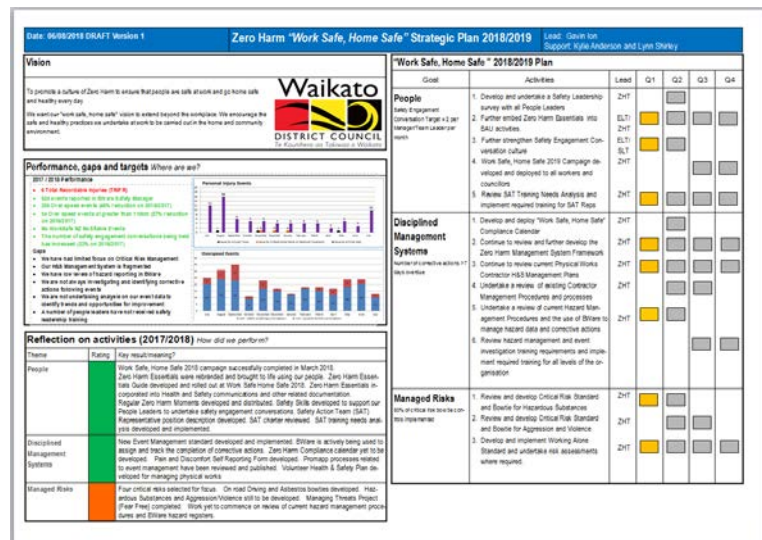
Councils' sustainable zero harm culture shall be supported by a health and safety management system of policies, standards and procedures that effectively manage risk and enable best practice by all workers, contractors, volunteers and visitors.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

The Zero Harm Team has reviewed and developed a DRAFT "Work Safe, Home Safe" Strategic Plan for 2018-2019. The Plan has been approved by the Executive Leadership Team (ELT) and is currently being shared with the Senior Leadership Team (SLT) and Safety Action Team (SAT).



Zero Harm "Work Safe, Home Safe" Strategic Plan 2018/2019

Vision
To provide a culture of Zero Harm to ensure that people are safe at work and go home safe and healthy every day.

Performance, gaps and targets Where are we?
 2017/2018 Performance: 100% compliance with OHS Act, 100% compliance with OHS Regulations, 100% compliance with OHS Standards, 100% compliance with OHS Licences, 100% compliance with OHS Permits, 100% compliance with OHS Certificates, 100% compliance with OHS Licences, 100% compliance with OHS Permits, 100% compliance with OHS Certificates.

Reflection on activities (2017/2018) How did we perform?
 People: Work Safe, Home Safe 2018 campaign successfully completed in March 2018. Zero Harm Essentials were updated and brought to the public by July. Zero Harm Essentials incorporated into Health and Safety communications and other related documentation. Regular Zero Harm Moments developed and distributed. Safety Skills developed to support our People Leaders to undertake a safety engagement conversation. Safety Action Team (SAT) Representative position description developed. SAT charter reviewed. SAT training needs analysis developed and implemented.

Work Safe, Home Safe 2018/2019 Plan

| Goal | Activities | Lead | Q1 | Q2 | Q3 | Q4 |
|--|---|----------|----|----|----|----|
| People Zero Harm Essentials compliance target 2 per person/team leader per week. | 1. Develop and undertake a Safety Leadership survey with all People Leaders | ZHT | | | | |
| | 2. Further embed Zero Harm Essentials into SAU activities | SLT, ZHT | | | | |
| | 3. Further strengthen Safety Engagement Conversation culture | SLT, ZHT | | | | |
| | 4. Work Safe, Home Safe 2018 Campaign developed and deployed to all workers and councilors | ZHT | | | | |
| Disciplined Management Systems Number of corrective actions | 5. Review SAT Training Needs Analysis and implement required training for SAT Team | ZHT | | | | |
| | 6. Develop and update Work Safe, Home Safe Compliance Calendar | ZHT | | | | |
| | 7. Continue to review and further develop the Zero Harm Management System Framework | ZHT | | | | |
| | 8. Continue to review current Physical Works Contractor H&S Management Plans | ZHT | | | | |
| | 9. Undertake a review of existing Contractor Management Procedures and processes | ZHT | | | | |
| | 10. Undertake a review of current Hazard Management Procedures and the use of 5 Stars to manage hazard data and corrective actions | ZHT | | | | |
| Managed Risks Number of critical risks | 11. Review hazard management and implement investigation training requirements and event management training for all levels of the organisation | ZHT | | | | |
| | 12. Review and develop Critical Risk Standard and Events for Hazardous Substances | ZHT | | | | |
| | 13. Review and develop Critical Risk Standard and Events for Aggression and Violence | ZHT | | | | |

Capable and Believable Leadership (People)

Safety and Wellness Engagement Conversations

The Chief Executive continues to undertake due-diligence duties by conducting site visits and carrying out safety and wellness engagement conversations with both staff and contractors.

The following site visit was completed during August;

- Huntly MetroWaste Refuse and Recycling Facility

A number of improvement opportunities were identified during this visit. Written feedback was provided to the contractor following the visit, and where applicable actions have been assigned in BWare Safety Manager.

A positive trend in the number of Safety Engagement Conversations being undertaken continues to be seen this month. A total of 79 Safety Engagement Conversations were conducted in August.

Disciplined Management Systems

Event Management

One Severity 4 work-related Lost Time Injury occurred in August. The event involved a Water Treatment Operator sustaining a chemical burn to their eye. The harm was not evident until the next day when the worker woke up with a sore eye which required review by a medical treatment provider. A structured problem solve (incident investigation) has been completed. A number of corrective actions were identified and are in process of being implemented.

Seven Severity 6 work-related First Aid injury events have been reported in August.

The positive trend with Minor Near Miss reporting continues with 17 Severity 7 events being reported in August.

The Zero Harm Dashboard has been generated to illustrate August's safety performance, and is attached for reference.

Contractor Management

Work has continued this month on reviewing Contractor Project/Contract Specific Health and Safety Plans. The Zero Harm team has also met with a number of Contract Managers to discuss the health and safety requirements for their upcoming projects.

Positive feedback has been received from the ten owners or CEOs of small to medium sized business that participated in a free pilot health and safety leadership programme, facilitated by the Business Leaders Health & Safety Forum. Conversations are now underway with the Business Leaders Health & Safety Forum and training provider on how WDC can support our contractors and embed the learnings from the pilot.

Volunteer Site Specific Health and Safety Plan

Work has been progressing on developing and trialling a document that can be used by volunteers to plan and manage health and safety requirements when undertaking work for WDC. Health and safety support is being provided to the volunteer group undertaking work on the Huntly War Memorial Hall.

Managed Risks

On Road Driving – Light Vehicles

There were 11 over speed events recorded in August. This is a 15% decrease on last month. Two of these events exceeded 110km per hour and required formal coaching conversations to be undertaken.

The revised Safe Use of Council Vehicle Policy is currently with the Staff Engagement Group (SEG) for review and signoff. Once this has occurred the revised policy will be published.

Hazardous Substances

Work is underway in Waters Operations to update existing Promapp processes that involve the handling of hazardous substances to ensure they detail the personal protective equipment (PPE) that is required to be worn.

Te Kauwhata Sodium Bicarbonate Batching | [Progress] 4/4 |

Summary

Objective
To standardize chemical batching of sodium Bicarbonate (9%)

Owner David Kinnington
Expert David Kinnington

Procedure

1.0 Determine the amount of Sodium Bicarbonate and water to add to the day tank to achieve an 8% strength.
Waters Treatment Plant Operator

- A** Locate the sodium bicarbonate tank level on the Te Kauwhata OPMIS page.
- B** Press Dosing arrow to select the correct screen.
- C** Read the Tank Level %
- D** % required x 2000 = kg sodium bicarbonate
NOTE: divide by 25 to calculate number of bags required
- E** Fill tank with water to 100 %

2.0 Don the required Personal Protective Equipment (PPE)
Waters Treatment Plant Operator

NOTE: The Safety Data Sheet (SDS) mandates the following personal protective equipment (PPE) when handling Sodium Bicarbonate

- A** The Safety Data Sheet (SDS) mandates the following personal protective equipment (PPE) when handling Sodium Bicarbonate
NOTE: Gloves, safety glasses and dust mask

Gloves Glasses and Dust Mask image.JPG
 Sodium Bicarbonate.pdf

3.0 Turn on water and add bags of powder chemical to day tank.
Waters Treatment Plant Operator

- A** Turn on valve (fills tank via ballcock valve) on left rear side of tank.
- B** Cut open and dispense contents of bags into tank.
NOTE: Do not drop any threads of bag shreds into the day tank. This will cause pump blockage problems.

Triggers & Inputs

PROCESS Manage a Chemical Spill at Treatment Plant (UNCLASSIFIED)

TRIGGERS
None Noted

INPUTS
None Noted

Outputs & Targets

OUTPUTS
None Noted

PERFORMANCE TARGETS
None Noted

RACI

RESPONSIBLE
Roles that perform process activities
Waters Treatment Plant Operator

ACCOUNTABLE
For ensuring that process is effective and improving
Process Owner: David Kinnington
Process Expert: David Kinnington
Publishers: Annetta Purdy

CONSULTED:
Those whose opinions are sought

STAKEHOLDERS
None Noted

STAKEHOLDERS FROM LINKED PROCESSES
None Noted

INFORMED:
Those notified of changes
All of the above. These parties are informed via dashboard notifications.

Waikato District Council | Service Delivery > Waters > Water Treatment & Service Team > Treatment Plants > Te Kauwhata > Water Treatment Plant (TGMWTP) > Te Kauwhata Sodium Bicarbonate Batching
Uncontrolled Copy Only - Version 2.0 - Last Edited Wednesday, 22 August 2018 3:09 PM | Printed Wednesday, 20 August 2018 3:00 PM | Page 2 of 3

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

This report is to assist Councillors with their due diligence requirements as Officers. The report should start the conversation and provide opportunities for Councillors to raise questions and discuss progress.

4.2 OPTIONS

Council could choose to accept the report or not. Council could ask for additional information if needed.

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.

5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the Health & Safety at Work Act 2015 and associated Regulations.

Councillors, as Officers under the Health & Safety at Work Act 2015 are required to undertake due diligence to ensure appropriate health & safety systems are in place and operating.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

As discussed in Section 3.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement | Inform | Consult | Involve | Collaborate | Empower |
|------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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

| Planned | In Progress | Complete | |
|---------|-------------|----------|---------------------------------------|
| | ✓ | | Internal |
| | ✓ | | Community Boards/Community Committees |
| | | | Waikato-Tainui/Local iwi |
| | | | Households |
| | | | Business |
| | ✓ | | Other Please Specify |

Council engages with our Community Boards and Community Committees to ensure they are clear on their obligations. Council also undertakes audits and safety engagement conversations in relation to our contractors.

6. CONCLUSION

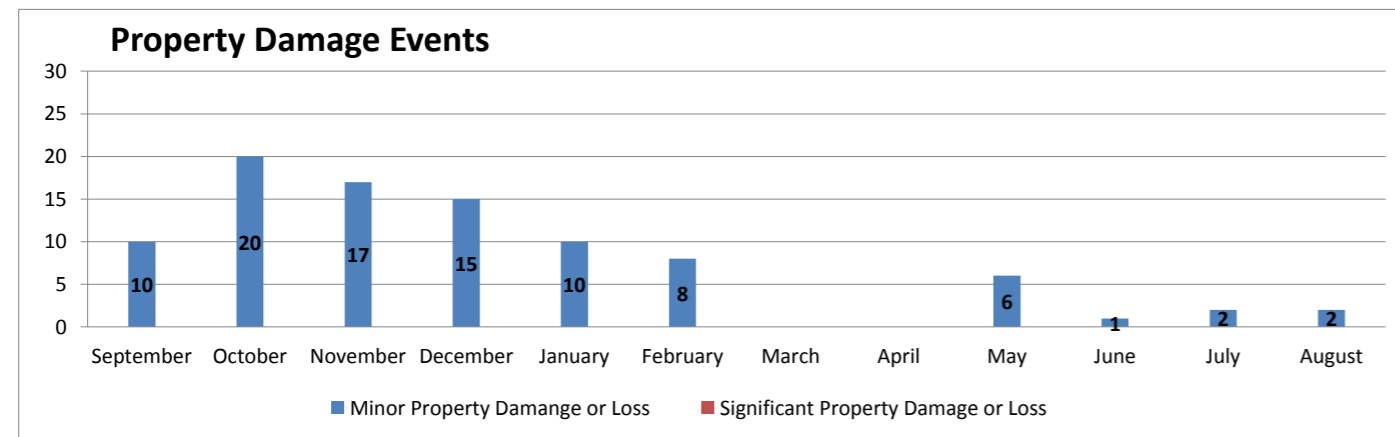
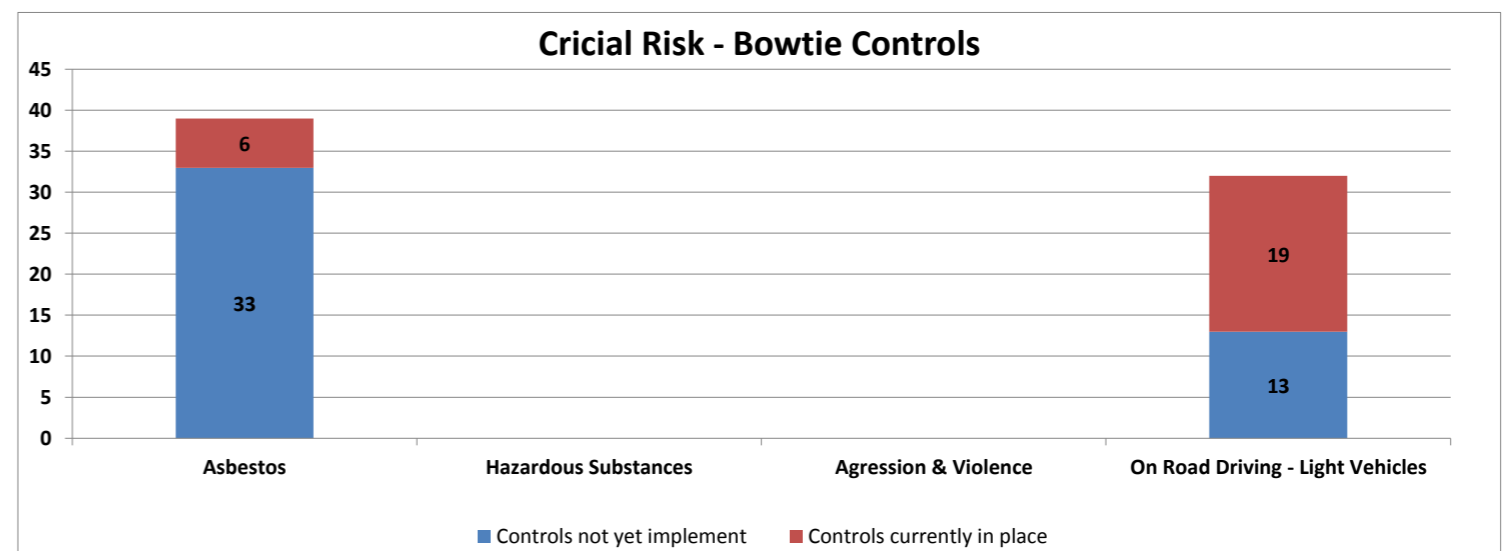
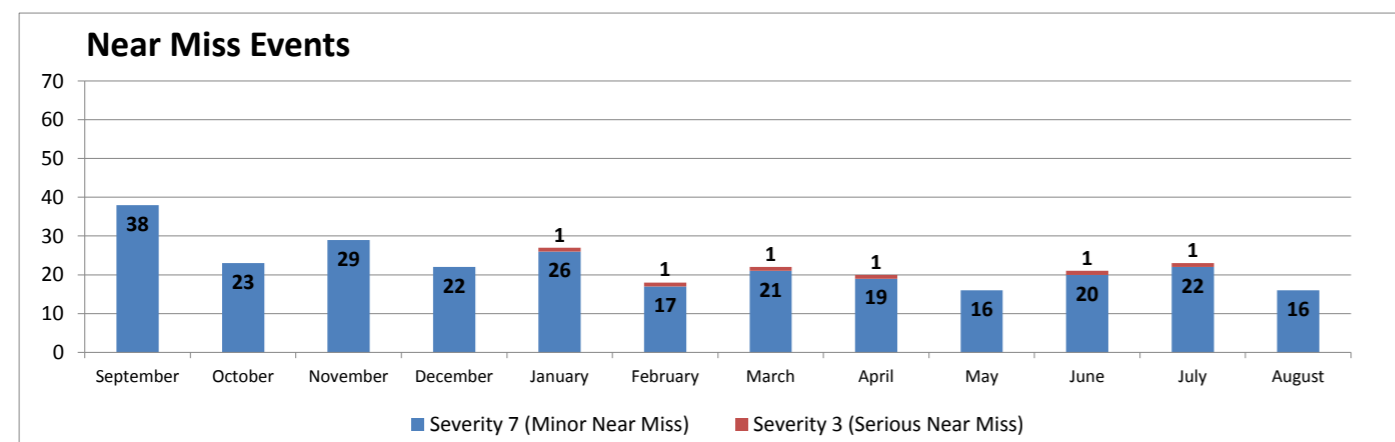
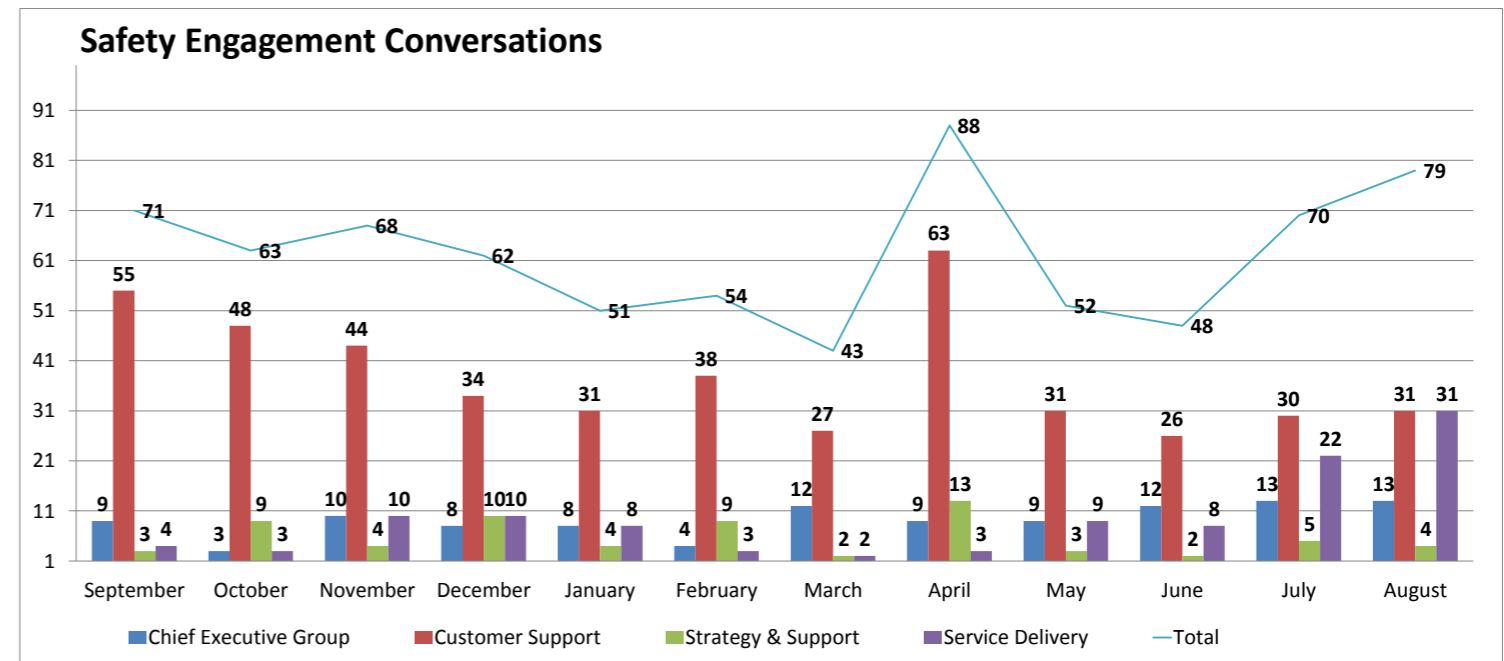
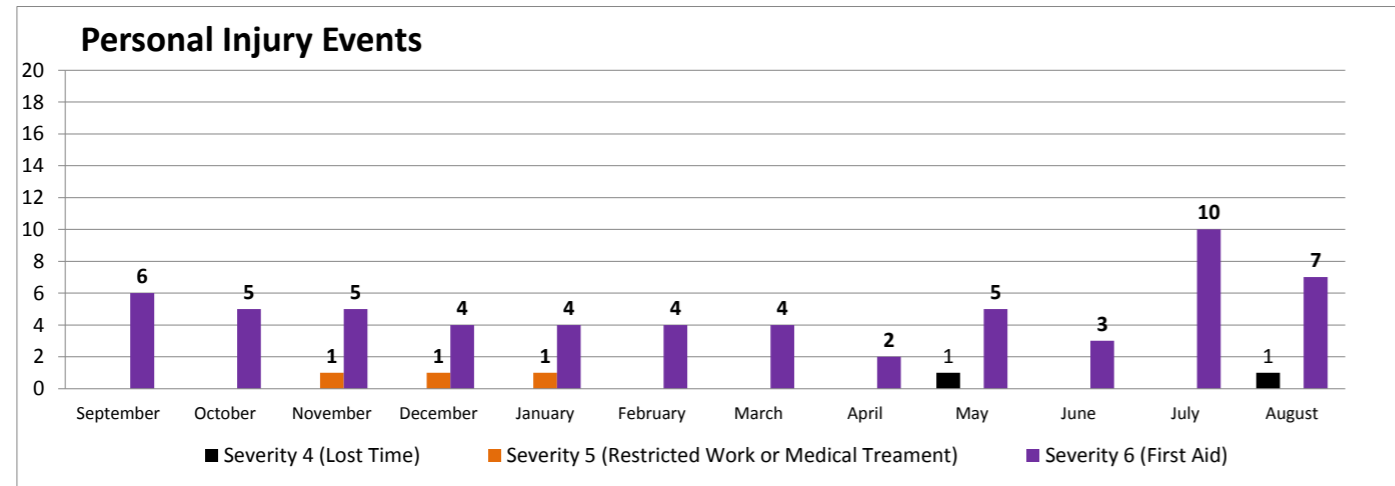
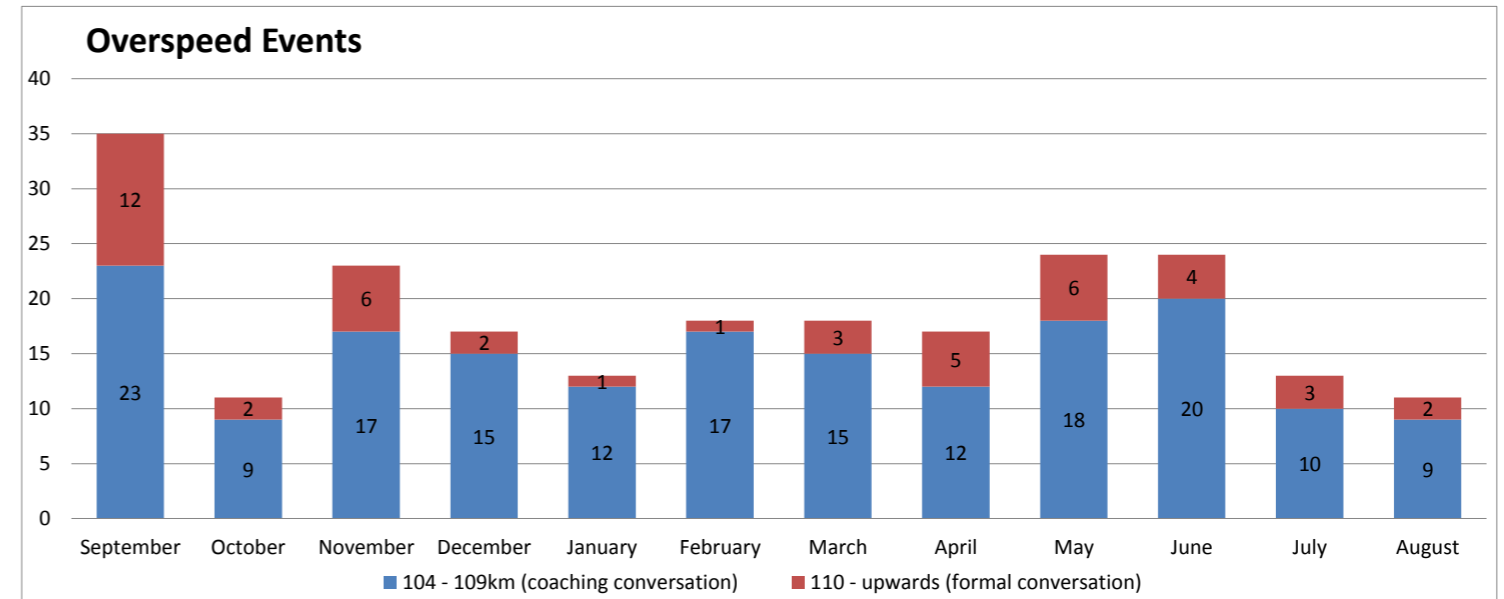
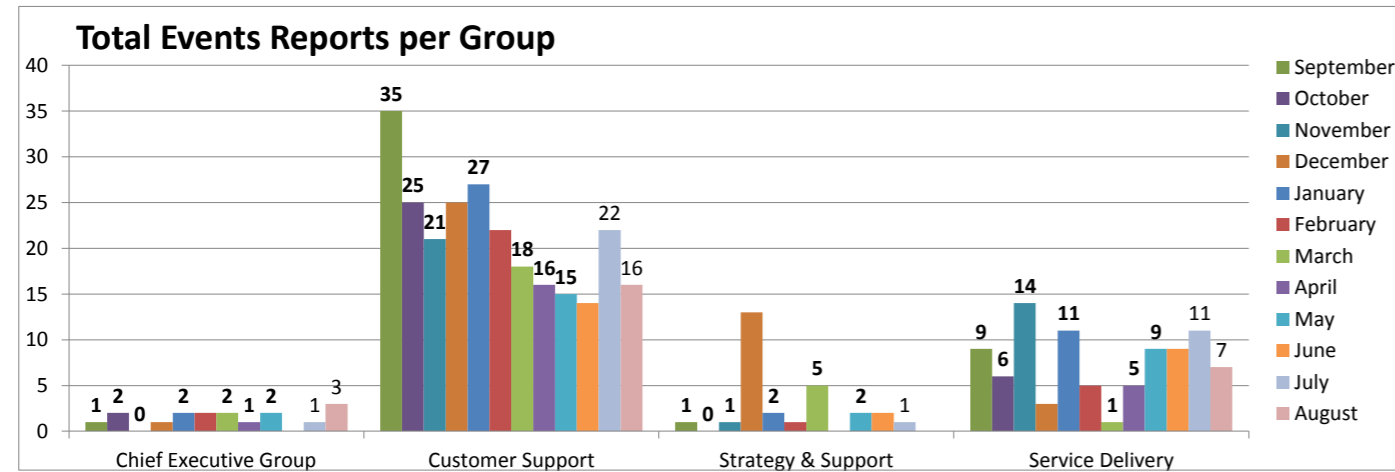
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Dashboard August 2018
DRAFT Zero Harm “Work Safe, Home Safe” Strategic Plan for 2018-2019

Zero Harm Dashboard - August 2018

As at 28/08/2018



“Work safe, home safe”

Vision

To promote a culture of Zero Harm to ensure that people are safe at work and go home safe and healthy every day

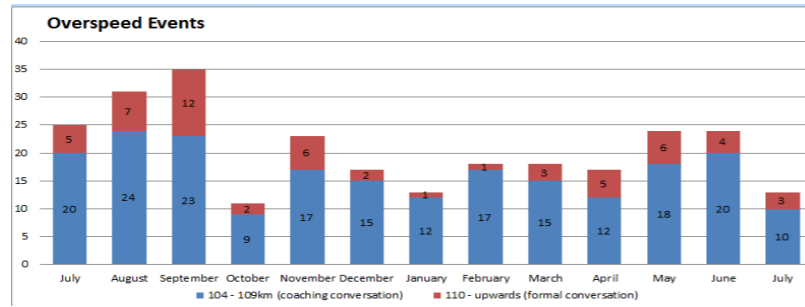
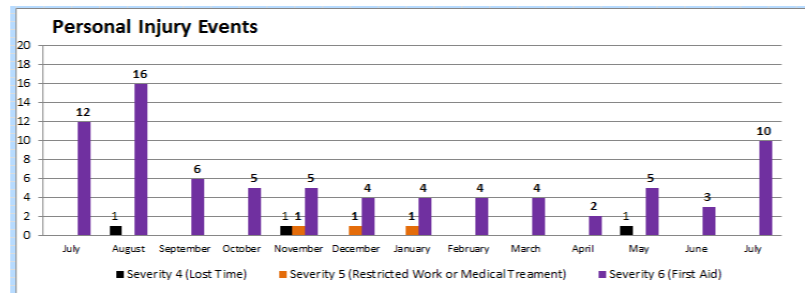
We want our "work safe, home safe" vision to extend beyond the workplace. We encourage the safe and healthy practices we undertake at work to be carried out in the home and community environment.



Performance, gaps and targets *Where are we?*

2017 / 2018 Performance

- 6 Total Recordable Injuries (TRIFR)
- 624 events reported in BWare Safety Manager
- 256 Over speed events (46% reduction on 2016/2017)
- 54 Over speed events at greater than 110km (27% reduction on 2016/2017)
- No WorkSafe NZ Notifiable Events
- The number of safety engagement conversations being held has increased (23% on 2016/2017)



Gaps

- We have had limited focus on Critical Risk Management
- Our H&S Management System is fragmented
- We have low levels of hazard reporting in BWare
- We are not always investigating and identifying corrective actions following events
- We are not undertaking analysis on our event data to identify trends and opportunities for improvement
- A number of people leaders have not received safety leadership training

Reflection on activities (2017/2018) *How did we perform?*

| Theme | Rating | Key result/meaning? |
|--------------------------------|--------|--|
| People | Green | Work Safe, Home Safe 2018 campaign successfully completed in March 2018. Zero Harm Essentials were rebranded and brought to life using our people. Zero Harm Essentials Guide developed and rolled out at Work Safe Home Safe 2018. Zero Harm Essentials incorporated into Health and Safety communications and other related documentation. Regular Zero Harm Moments developed and distributed. Safety Skills developed to support our People Leaders to undertake safety engagement conversations. Safety Action Team (SAT) Representative position description developed. SAT charter reviewed. SAT training needs analysis developed and implemented. |
| Disciplined Management Systems | Green | New Event Management standard developed and implemented. BWare is actively being used to assign and track the completion of corrective actions. Zero Harm Compliance calendar yet to be developed. Pain and Discomfort Self Reporting Form developed. Promapp processes related to event management have been reviewed and published. Volunteer Health & Safety Plan developed for managing physical works |
| Managed Risks | Orange | Four critical risks selected for focus. On road Driving and Asbestos bowties developed. Hazardous Substances and Aggression/Violence still to be developed. Managing Threats Project (Fear Free) completed. Work yet to commence on review of current hazard management procedures and BWare hazard registers. |

"Work Safe, Home Safe" 2018/2019 Plan

| Goal | Activities | Lead | Q1 | Q2 | Q3 | Q4 |
|---|--|-------------|--------|------|------|------|
| People Safety Engagement Conversation Target = 2 per Manager/Team Leader per month | 1. Develop and undertake a Safety Leadership survey with all People Leaders | ZHT | | Grey | | |
| | 2. Further embed Zero Harm Essentials into BAU activities. | ELT/ ZHT | Yellow | Grey | Grey | Grey |
| | 3. Further strengthen Safety Engagement Conversation culture | ELT/ SLT | Yellow | Grey | | |
| | 4. Work Safe, Home Safe 2019 Campaign developed and deployed to all workers and councillors | ZHT | | | Grey | Grey |
| | 5. Review SAT Training Needs Analysis and implement required training for SAT Reps | ZHT | Yellow | Grey | Grey | Grey |
| Disciplined Management Systems Number of corrective actions >7 days overdue | 1. Develop and deploy "Work Safe, Home Safe" Compliance Calendar | ZHT | | Grey | | |
| | 2. Continue to review and further develop the Zero Harm Management System Framework | ZHT | Yellow | Grey | Grey | Grey |
| | 3. Continue to review current Physical Works Contractor H&S Management Plans | ZHT | Yellow | Grey | Grey | Grey |
| | 4. Undertake a review of existing Contractor Management Procedures and processes | ZHT | | Grey | Grey | |
| | 5. Undertake a review of current Hazard Management Procedures and the use of BWare to manage hazard data and corrective actions | ZHT | Yellow | Grey | | |
| | 6. Review hazard management and event investigation training requirements and implement required training for all levels of the organisation | | | | | Grey |
| Managed Risks 80% of critical risk bow tie controls implemented | 1. Review and develop Critical Risk Standard and Bowtie for Hazardous Substances | ZHT | Yellow | Grey | | |
| | 2. Review and develop Critical Risk Standard and Bowtie for Aggression and Violence | ZHT | | Grey | Grey | |
| | 3. Develop and implement Working Alone Standard and undertake risk assessments where required. | ZHT | Yellow | Grey | Grey | Grey |

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Tony Whittaker Chief Operating Officer |
| Date | 30 August 2018 |
| Prepared by | Vishal Ramduny Planning & Strategy Manager |
| Chief Executive Approved | Y |
| Reference # | GOV1301 / 2068479 |
| Report Title | Submission on the Waikato Regional Public Transport Plan 2018-2028 |

I. EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval on the submission to the Waikato Regional Public Transport Plan (“RPTP”) 2018-2028.

The draft RPTP is out for consultation between 23 August and 19 September 2018. This strategic document sets the objectives and policies for public transport in the region for the next 10 years (2018-2028). It provides a blueprint for the Regional Council, Local Councils and other key stakeholders to work together to develop an improved public transport system which can be easily used by everyone and with quality service options and enhanced journey experiences.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT Waikato District Council approves the submission on the Waikato Regional Public Transport Plan 2018-2028.

3. ATTACHMENTS

- Waikato District Council’s Submission on the Draft Waikato Regional Public Transport Plan 2018-2028.
- Summary document about the Draft Waikato Regional Public Transport Plan 2018-2028.
- Draft Waikato Regional Public Transport Plan 2018-2028 (full document)

Attachment I

**SUBMISSION BY WAIKATO DISTRICT COUNCIL ON
THE WAIKATO REGIONAL COUNCIL LONG TERM PLAN 2015-2025
CONSULTATION DOCUMENT**

TO: Transport & Infrastructure
Waikato Regional Council
Private Bag 3038
Waikato Mail Centre
Hamilton
3240
Email: haveyoursay@waikatoregion.govt.nz

NAME OF SUBMITTER: Waikato District Council
Private Bag 544
Ngaruawahia

Council contact person:
Vishal Ramduny
Planning & Strategy Manager
Telephone: 8248633
Email: Vishal.Ramduny@waidc.govt.nz

Waikato District Council (“WDC”) commends Waikato Regional Council (“WRC”) on producing the Draft Regional Transport Plan 2018-2028. Overall, we believe that the document reflects some of the key issues that need to be addressed in the Waikato region and provides a means for making the region and the Waikato district better connected and more accessible.

However, our Council would like to take the opportunity of this consultation process to offer some insights as to how the Plan can be made more robust by highlighting some additional issues for inclusion.

| Consultation Item | Comments |
|--|---|
| Do you support the overall vision and strategic responses? | WDC supports the overall vision as this fits well with supporting WDC’s own vision of building liveable, thriving and connected communities. Council would like each of its communities to have access to affordable public transport services to support their social and economic wellbeing. |
| OBJECTIVE 1: Deliver a layered network of public transport services that meets a diverse range of travel needs. | <p>WDC supports a multi-layered public transport service. Besides buses and a train service supporting our communities, community public transport options should also be investigated as per the North Waikato Public Transport Review which was done by the Regional Council in 2017. A multi-layered public transport service is key to improving social and economic wellbeing and access to educational, employment, healthcare and social opportunities.</p> <p>However Council’s main issue concerns school transport (Section 3.1.4.1 on Page 21). It appears that the Ministry of Education may withdraw its school buses on routes where a public bus service is available. The Raglan route is already dominated by school children travelling to Hamilton necessitating 2 additional vehicles to serve this route in the morning and afternoon peaks. Passenger fares are subsidised by ratepayers. There is potential for the Ngaruawahia and Huntly school buses to be withdrawn which will result in increased demand on the Northerner Service. Although passengers will pay a fare, this will be at the child rate and will require an increase in ratepayer subsidy for this service. This is the “Transfer of costs to local government” referred to in Policy P16. There is potential for a significant increase in cost to ratepayers to subsidise parent’s choice of school for their children.</p> |
| OBJECTIVE 2: Transition to a mass transit-oriented network over time. | WDC supports the eventual transition to a mass transit network. Key to this will be the implementation of the North Waikato Public Transport Review, the Start-Up Passenger Rail Service between Hamilton to Auckland and the eventual high-speed rail solution between the two cities. However, any mass-transit initiative needs to be financially sustainable and financially affordable to the ratepayer. |

| | |
|---|---|
| OBJECTIVE 3: Provide the infrastructure necessary for an accessible, effective and efficient public transport network. | WDC supports the necessary infrastructure for effective and efficient public transport network – especially high-quality pedestrian links, all weather shelters and accessible curbs alongside bus stops. |
| OBJECTIVE 4: Provide high quality and intuitive public information. | WDC supports this. |
| OBJECTIVE 5: Provide a fares and ticketing system that is easy to use and affordable for passengers. | WDC supports a simple zonal fare system and a new electronic ticketing system. The integration between bus and a future passenger train service with Auckland Transport’s HOP system as part of a regional ticketing system should be investigated. |
| OBJECTIVE 6: Provide public transport services that are affordable for passengers and funders. | WDC supports the provision of affordable services. However this will depend on increased public transport patronage (derived from more of the existing population using the services as well as increased patronage from growth). |
| Other comments: | <ul style="list-style-type: none"> • Figure 2 Page 13 doesn’t have a transport hub at the Hamilton Rail station which should be part of the bus/rail integration. Similarly this should be considered now for Huntly and Tuakau and in the longer term Pokeno and Te Kauwhata. • 3.2.1 on Page 26 should include some reference to integration with bus services and park and ride facilities as a way of improving access to the rail service. • Table 3.3 Action A2. The “rapid public transport service” should include Huntly to Hamilton. The “Northerner” is the 2nd busiest service on the network behind the Orbiter though this does include the CBD to The Base service as well as Huntly. • The new Pokeno and Tuakau services will require some investment by WDC in bus shelters and maybe a terminus. |

WDC would once again like to that the Regional Council for providing the opportunity to provide feedback on the consultation document. We would also like to be heard in support of our submission.

DRAFT WAIKATO REGIONAL PUBLIC TRANSPORT PLAN 2018-2028

MAHERE HUKIHUKI
WAKA TŪMATANUI
Ā ROHE O WAIKATO
2018-2028

GETTING BETTER CONNECTED

Our vision for the Waikato region is to build a public transport system that enhances the vitality of our communities, strengthens our economy and helps create a healthier environment.

We're working on the future of public transport in the Waikato region.

The review of the Waikato Regional Public Transport Plan (RPTP) is out for consultation between 23 August and 19 September 2018.

This strategic document, prepared by Waikato Regional Council in partnership with territorial authorities and developed in close collaboration with key stakeholders, sets the objectives and policies for public transport in the region for the next 10 years (2018-2028).

It provides a blueprint for us to work together to develop an improved public transport system, one that can be easily used by everyone with quality service options and enhanced journey experiences.

We are seeking your feedback on our vision for public transport, and how we can make this work for you and your family.

OUR STRATEGIC RESPONSES

Our vision is supported by three key strategic responses for how the public transport network should be developed and evolved:

- 1.** Moving to a mass transit oriented network within Hamilton and between the city and neighbouring towns over time.
- 2.** Creating partnerships to better coordinate funding across multiple organisations and deliver shared services to more areas within our region.
- 3.** Developing a public transport system that everyone can use, and improving end to end journey experiences.

FROM THERE WE MADE A PLAN

To deliver on the vision and strategic responses, we've come up with network concepts and objectives to guide the development and evolution of public transport in the Waikato.

TELL US WHAT YOU THINK

The draft plan will be available online, and also for inspection at Waikato Regional Council offices in Hamilton (401 Grey Street), Paeroa (13 Opatito Road), Taupō (cnr Titiraupenga and Paora Hapi streets) and Whitianga (33-35 Albert Street). The draft plan can also be viewed at the Hamilton Transport Centre (373 Anglesea Street, Hamilton) and public libraries within the Waikato region. Consultation is open from 23 August to 19 September 2018. If you make a submission, you can request the opportunity to present your comments in person to the hearings committee. Submissions will be heard from 1 October to 2 October 2018.

HAVE YOUR SAY!

Complete your submission online at www.waikatoregion.govt.nz/submit-rptp, or post your submission to:

Transport Policy Team,

Waikato Regional Council,

Freepost 118509,

Private Bag 3038,

Waikato Mail Centre, Hamilton 3240.

Visit www.waikatoregion.govt.nz to request a submission form or the full draft plan, or call us on freephone **0800 800 401**.

Submissions must be received by 5pm on Wednesday, 19 September 2018.

For more information call
Waikato Regional Council on
0800 800 401
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August 2018

Waikato
REGIONAL COUNCIL
Te Kaunihera ā Rohe o Waikato

HE TAIAO MAUIORA

HEALTHY ENVIRONMENT

HE ŌHANGA PAKARI

STRONG ECONOMY

HE HAPORI HIHIRI

VIBRANT COMMUNITIES

KEY OBJECTIVES

1. A layered network of public transport services that meets a diverse range of travel needs

We recognise that a one-size-fits-all approach to public transport services will not meet the diverse travel needs of our communities. A layered network of public transport services means delivering the most appropriate transport solution for each community or user group, while ensuring all our services are connected to create an integrated network for the region.

A public ride-sharing service is one thing we will be investigating, with flexible routing and scheduling of shuttles to meet demand.

2. The transition to a mass transit oriented network

A mass transit oriented system allows for population growth and development, while providing fast and reliable travel times. Mass transit uses urban spaces more effectively because it moves significantly more people than a car-oriented system.

The transition to a mass transit oriented system will happen over time, starting with rapid and frequent bus services and evolving to other higher capacity modes, such as light rail or emerging technologies, as populations increase. Higher capacity public transport links between major urban centres, such as Hamilton and Auckland, will also be needed.

In the shorter term, our focus will be on identifying, futureproofing and securing space for a future mass transit oriented network in Hamilton and neighbouring towns.

3. Providing the necessary infrastructure for an effective and efficient public transport network that everyone can use

Good supporting infrastructure is so important for a quality transport service that can be used by all. We're working with the city and district councils across our region as well as transport operators and the New Zealand Transport Agency to make sure our transport system has high-quality pedestrian links, all-weather shelters and accessible curbs alongside our bus stops.

4. Provide high quality and intuitive public information

High quality travel information, promotion of services, real time information and distinctive branding will help to make our public transport system easier for passengers to use. By creating an awareness of our services, and the benefits of using them, we aim to increase patronage. This in turn will increase fare revenue, thereby reducing public funding requirements.

5. A fares and ticketing system that is easy to use and affordable

Improving the fares and ticketing system is a significant element in the modernisation of our public transport network.

Upcoming improvements will include:

- introducing a simpler, zonal fare system
- a new electronic ticketing system with online top-up and other passenger benefits
- daily and weekly fare caps for smartcard users.

6. Public transport services that are affordable for passengers and funders

Getting enough funding to increase public transport service levels over time will be a challenge. It is not possible to significantly increase passenger fares and grow patronage, nor is it feasible to significantly increase rate charges on properties.

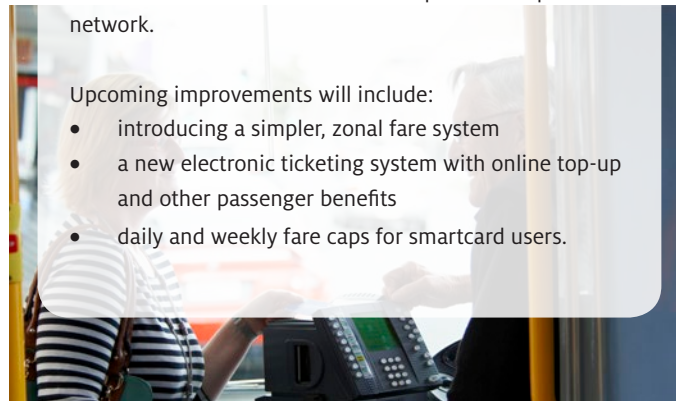
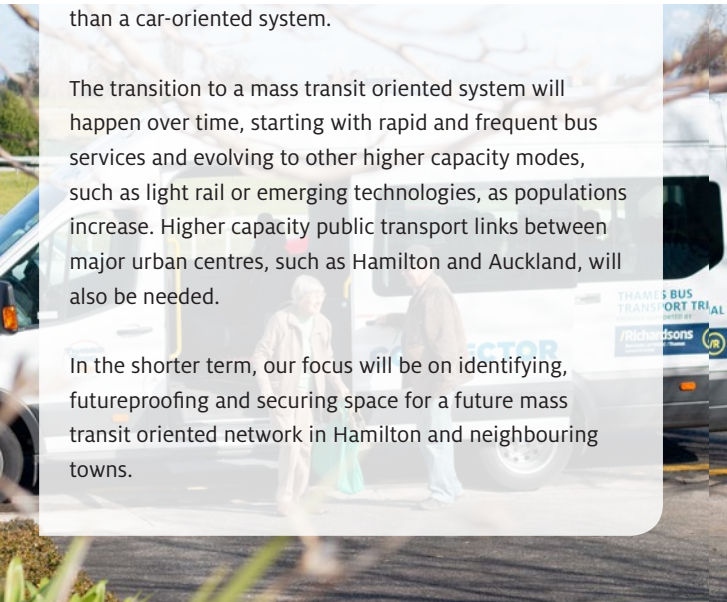
To achieve our longer term objectives, it will be necessary to explore alternative funding sources and reduce reliance on passenger fares and public subsidies.

Investigating and developing new funding approaches will be done in partnership with Hamilton City Council, district councils, the New Zealand Transport Agency and other transport partners.

7. Partnerships that give best value for money in the delivery of transport solutions

Our public transport services and infrastructure can only be significantly improved when communities, councils, central government, transport operators and stakeholders work together.

We will actively engage and work with potential partners to understand their transport needs and identify opportunities to better coordinate funding and/or service delivery to maximise returns on public transport investment.

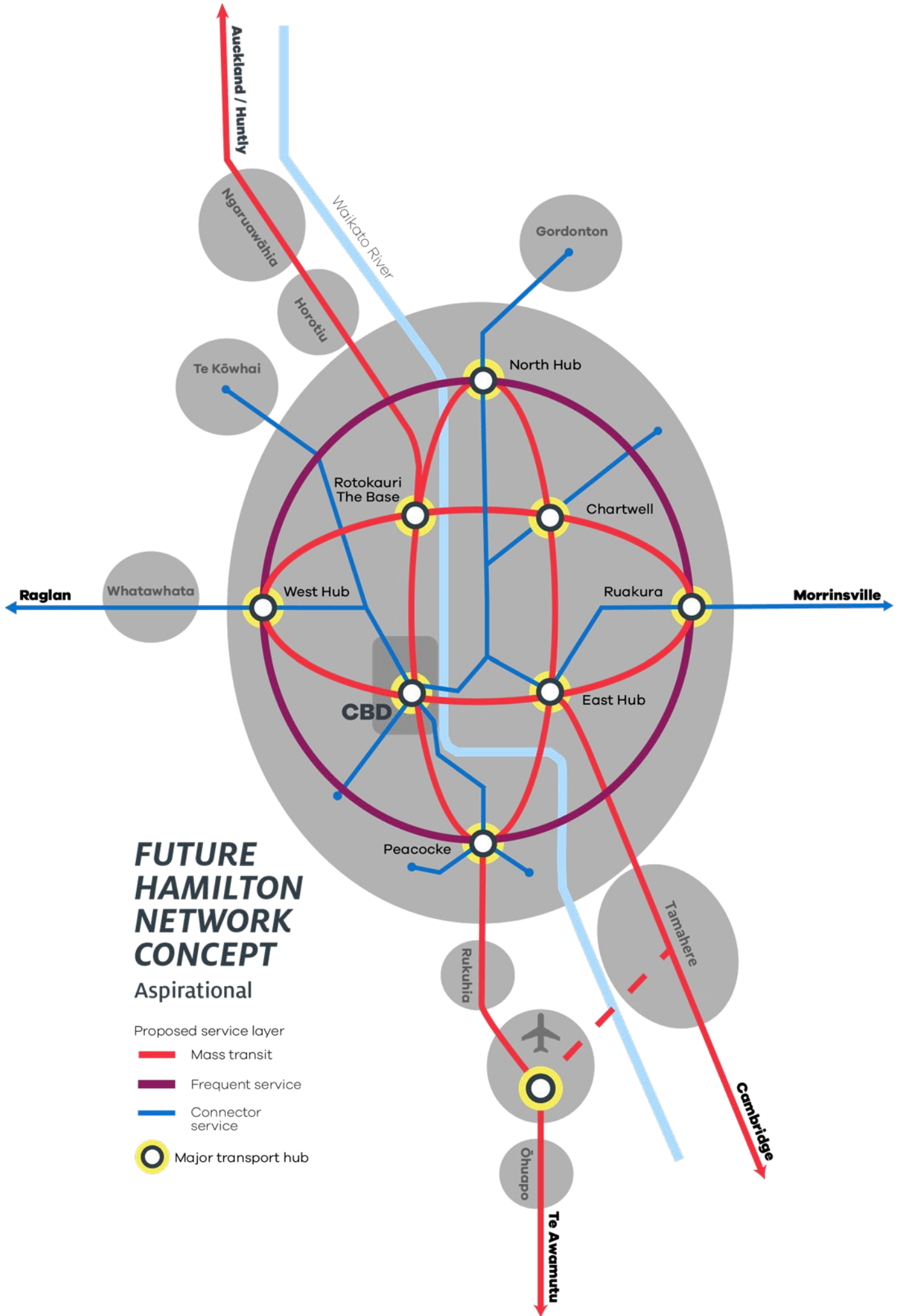


FUTURE REGIONAL NETWORK CONCEPT

Aspirational



| SERVICE LAYER (SERVICE TYPE) | MASS TRANSIT | FREQUENT | CONNECTOR | COVERAGE | TARGETED |
|------------------------------|---|---|--|---|---|
| Primary purpose | Enhance economic and social wellbeing by enabling access to education, employment, healthcare and social opportunities. | | | | |
| | Connect major population and activity centres and move more people as efficiently as possible. | Connect suburban/ regional population and activity centres. | Connect with frequent and mass transit services. | Provide broader population coverage and access to essential services. | Services designed for a specific purpose such as school transport or special event. |
| | Provide network capacity to support population growth and development. | | | | |
| | Reduce the use of low occupancy cars and enable better use of valuable urban land. | | | | |



WAIKATO REGIONAL PUBLIC TRANSPORT PLAN 2018-2028

MAHERE HUKIHUKI WAKA
TŪMATANUI Ā ROHE O
WAIKATO 2018-2028



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DRAFT Waikato Regional Public Transport Plan 2018-2028 | Mahere hukihuki Waka Tūmatanui ā Rohe o Waikato 2018-2028

1 Introduction | Tīmatanga kōrero

1 Introduction | Tīmatanga kōrero

The Waikato Regional Public Transport Plan (RPTP or the plan), prepared by Waikato Regional Council (the council), is a strategic document that sets the objectives and policies for public transport in the region, and contains details of the public transport network and development plans for the next 10 years (2018-2028).

1.1 Purpose and principles

This plan provides a means for councils, transport operators and stakeholders to work together to develop and improve our public transport services and infrastructure in the region, while also enabling public input into the design and operation of the public transport network.

The purpose of the plan and principles for public transport services are defined in the Land Transport Management Act 2003 (LTMA). The purpose of the plan is to:

- describe the public transport services that are integral to the public transport network
- define the policies and procedures that apply to those public transport services
- identify the information and infrastructure that support public transport services.

The principles guiding delivery of public transport services:

- The regional council and public transport operators should work in partnership and collaborate with territorial authorities to deliver the regional public transport services and infrastructure necessary to meet the needs of passengers.
- The provision of public transport services should be coordinated with the aim of achieving the levels of integration, reliability, frequency, and coverage necessary to encourage passenger growth.
- Competitors should have access to regional public transport markets to increase confidence that public transport services are priced efficiently.
- Incentives should exist to reduce reliance on public subsidies to cover the cost of providing public transport services.
- The planning and procurement of public transport services should be transparent.

The plan is also required to be consistent with the 2018 update to the Waikato Regional Land Transport Plan 2015-2045 and must be prepared in accordance with any relevant NZ Transport Agency (NZTA) guidelines.

1.2 RPTP review process

This RPTP has been prepared by the Waikato Regional Public Transport Plan Development Subcommittee⁽¹⁾ in close collaboration with regional transport partners and key stakeholders from the education, health and access and mobility sectors.

The development of this RPTP has followed the NZTA Business Case process. The key output of the business case process is the production of a Strategic Case that clearly articulates the core problems relevant to public transport in the region, and the potential benefits of addressing them. The RPTP Strategic Case forms an important part of the RPTP development process and it provides the strategic context that guides the vision, strategic responses and objectives contained in this plan. The RPTP Strategic Case can be viewed on the Waikato Regional Council website.

¹ RPTP Development Subcommittee includes elected members from Waikato Regional Council, Hamilton City Council, Hauraki District Council, Waikato District Council, Waipa District Council and NZTA.





2 Vision and strategic responses | He urupare ki te aronga whānui me te rauataki

2 Vision and strategic responses | He urupare ki te aronga whānui me te rauataki

2.1 Our vision

Our vision for the Waikato region is to build a public transport system that enhances the vitality of our communities, strengthens our economy and helps create a healthier environment.

2.2 Our strategic responses

The following strategic responses set out how the vision will be achieved and are reflected through the objectives and policies in this plan.

2.2.1 Move towards a mass transit oriented network over time

Parts of our region are growing rapidly, creating transport challenges such as increasing congestion and longer travel times. Transitioning to a mass transit oriented network will provide capacity for further population growth and development. This will also help create more liveable urban areas and a healthier environment by moving significantly more people while using much less space than a car orientated system. Continually adding capacity to roads to accommodate more cars is neither practical nor affordable in the long term.

2.2.2 Connect our region in partnership with others to better coordinate funding and service provision

We can enhance the wellbeing of our communities and strengthen our economy by expanding our public transport network to include more areas within our region, and in doing so enable better access to education, employment, healthcare and social opportunities. To achieve this, we will need to better coordinate transport solutions and funding across multiple organisations and develop new and more flexible approaches to the provision of transport solutions.

2.2.3 Develop an accessible public transport system that improves end-to-end journey experiences to encourage travel behaviour change

We recognise that all steps in a journey are linked and that a journey can become impractical or impossible if any parts of the journey component is broken or inadequate. Continuously seeking out and removing barriers that prevent people from accessing public transport services will ensure the system is accessible and can be used by everyone.

We also need to make services faster, more reliable and easier to use to encourage uptake of public transport. We will achieve this by partnering with infrastructure providers to enable greater priority for public transport on our roads and improved passenger facilities. We will also make services easier to use by developing and implementing enhanced ticketing and passenger information systems.

2.3 Our approach

Our vision is aspirational and delivering our strategic responses is not possible overnight. We have therefore adopted a phased implementation approach that will deliver incremental changes over an extended period, subject to stakeholder and community agreement and funding availability.

Our phased implementation approach is outlined in table 2.1. During each phase, a detailed assessment of requirements will be undertaken along with extensive engagement with relevant funding partners and affected communities. Our strategic responses in section 2.2 identify how we intend to move towards our vision, while the objectives in chapter 3 provide a means against which to measure progress.

Table 2.1 Our phased implementation approach

| Phasing | Hamilton and neighbouring towns | Regional network |
|------------|---|--|
| 0-10 years | <p>Improve public transport reliability and travel times via infrastructure priority measures.</p> <p>Develop and trial public ride-share services.</p> <p>Develop a Mass Transit Plan</p> <p>Implement mass transit start up projects:</p> <ul style="list-style-type: none"> passenger rail Hamilton to Auckland (subject to the approval of the Detailed Business Case). high capacity, rapid and frequent bus corridors within Hamilton. <p>A rapid and frequent public transport service between Hamilton and Cambridge.</p> | <p>Expand the public transport network to include more areas within our region, including links between:</p> <ul style="list-style-type: none"> Tokoroa and Hamilton via south Waikato towns Matamata and Hamilton north Waikato towns and Auckland north Waikato towns and Hamilton Taupō and surrounding towns. <p>Any other areas where there is demand and sufficient funding.</p> <p>Develop and trial demand responsive services.</p> <p>Support community transport initiatives.</p> |
| 10+ years | <p>Transitioning to mass transit network (significant infrastructure and service improvements), guided by the Mass Transit Plan.</p> | <p>Incremental service improvements to deliver the regional network concept as outlined in figure 1.</p> |



2.4 Network concepts

It is expected that incremental changes to the network and infrastructure will lead us towards our vision over time. To develop our network towards the future system, the council has identified the following network concepts (Figures 1 and 2) as ‘blueprints’ to guide the development and evolution of public transport in the Waikato region, supported by the proposed layered network structure as outlined in section 3.1.1.

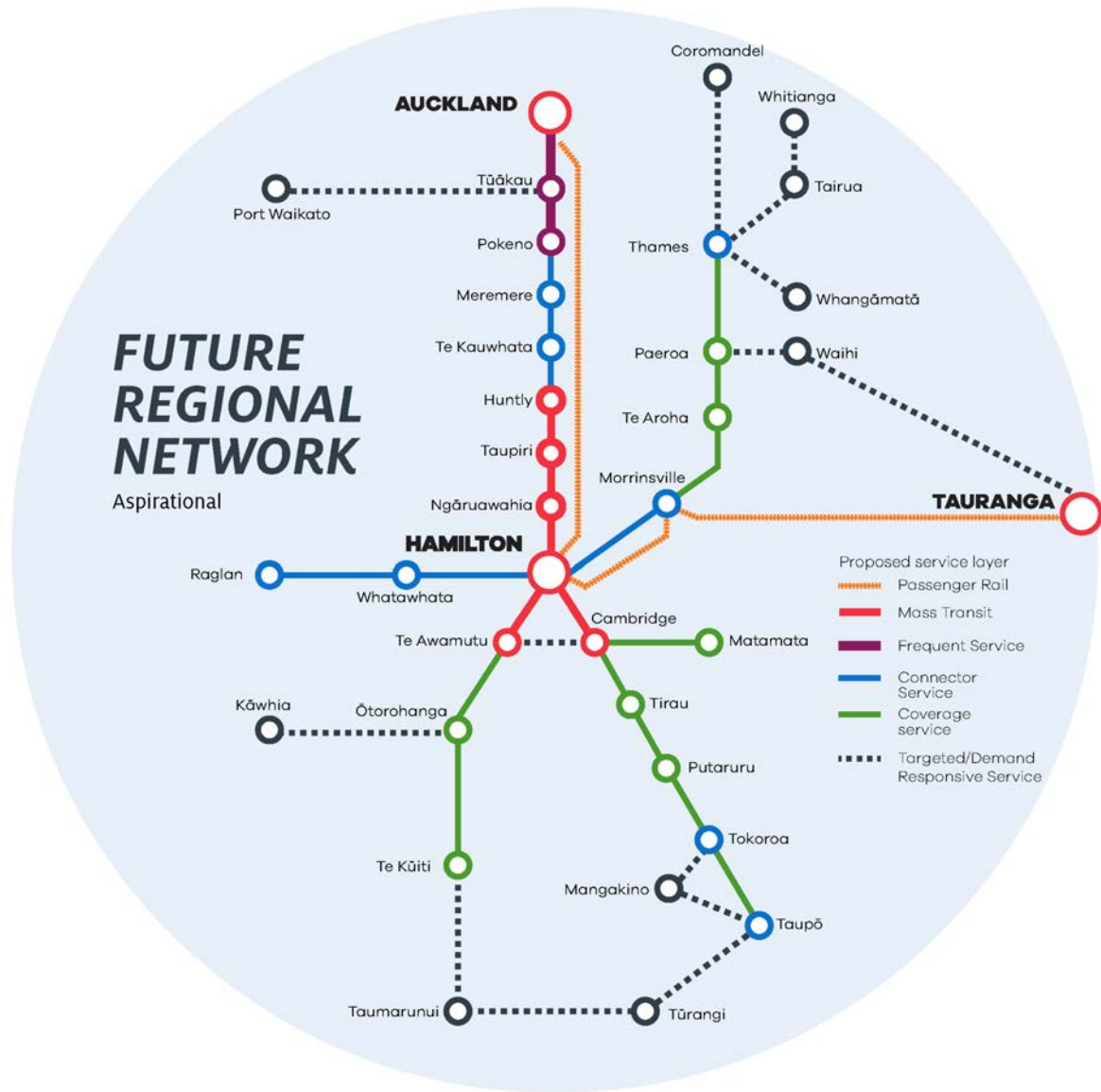


Figure 1 Future network concept for the regional public transport network

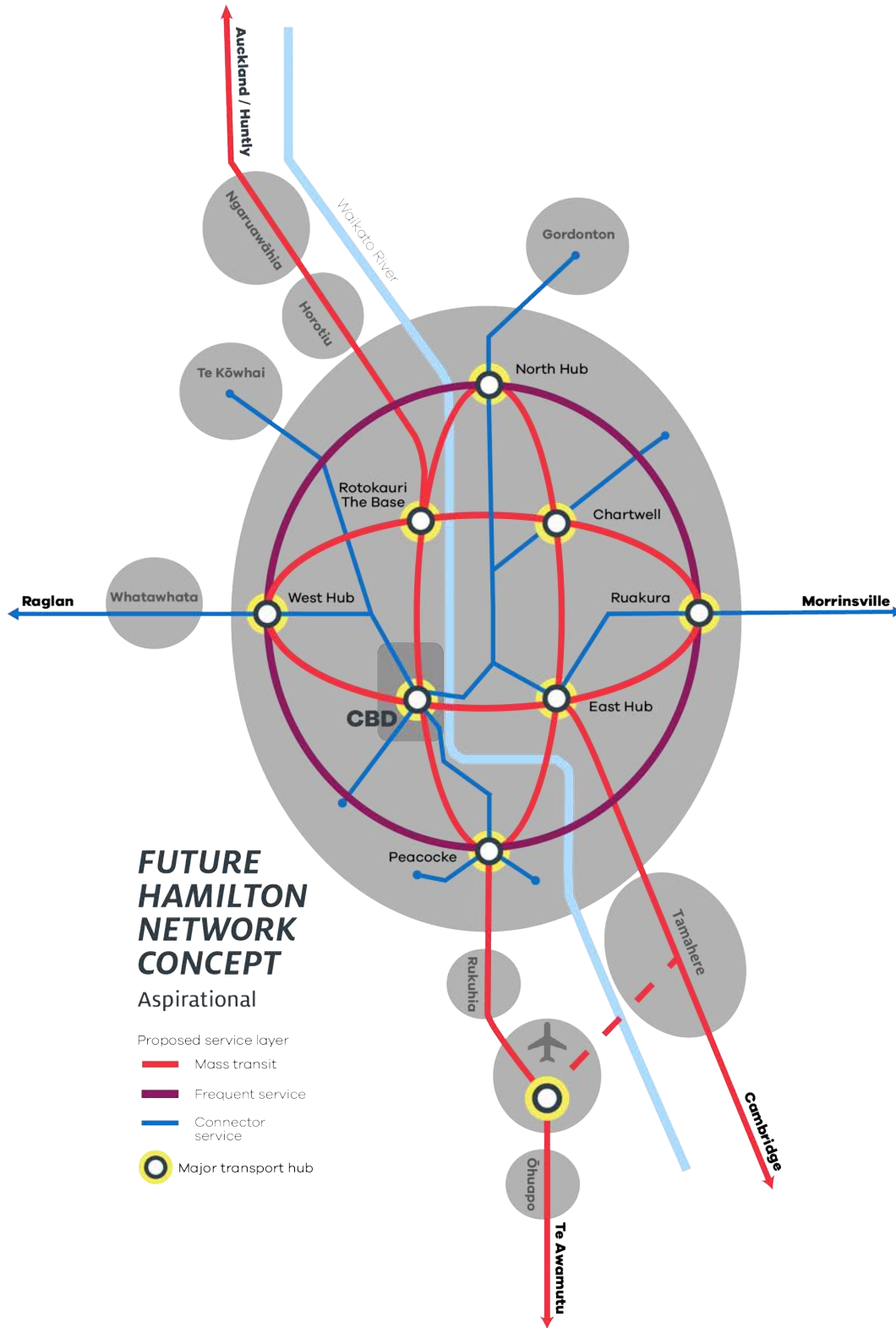


Figure 2 Future network concept for the Hamilton public transport network



3 Objectives and policies | Ngā hoaketanga me ngā kaupapa here

3 Objectives and policies | Ngā hoaketanga me ngā kaupapa here

The objectives in this plan provide a means against which to measure progress towards achieving our vision and delivering on our strategic responses as set out in chapter 2. The policies provide further detail on how each objective is to be achieved.

The objectives are set out below:

- Objective 1: Deliver a layered network of public transport services that meets a diverse range of travel needs.
- Objective 2: Transition to a mass transit oriented network over time.
- Objective 3: Provide the infrastructure necessary for an accessible, effective and efficient public transport network.
- Objective 4: Provide high quality and intuitive public information.
- Objective 5: Provide a fares and ticketing system that is easy to use and affordable for passengers.
- Objective 6: Provide public transport services that are affordable for passengers and funders.
- Objective 7: Develop and maintain partnerships that obtain best value for money in the delivery of transport solutions.

3.1 Objective 1: Deliver a layered network of public transport services that meets a diverse range of travel needs

This objective recognises that a one-size-fits-all approach to public transport services will not meet the diverse range of travel needs in our communities. A layered network of public transport services means delivering the most appropriate transport solution for each community or user group, while ensuring all services are connected to create an integrated network for the region.

3.1.1 Region wide policies

| Policies | |
|----------|---|
| P1 | <p>Plan for a layered network of public transport services made up of Mass transit, Frequent, Connector, Coverage and Targeted public transport services as follows:</p> <ul style="list-style-type: none"> • Mass transit: High capacity, high quality mass transit services on core corridors with high quality infrastructure, limited stops and dedicated right-of-way. • Frequent: High capacity, high quality and direct services on core corridors with high quality infrastructure and extensive priority measures. • Connector: Regular, high quality and direct services connecting key destinations and residential areas with high quality infrastructure and targeted priority measures. • Coverage: Basic level of service that maximises coverage and accessibility with high quality stops and shelters. • Targeted: Range of targeted services including school transport, public ride-share, community transport, special events and Total Mobility services. <p>The provision of public transport services as part of this layered network will be guided by the design criteria in table 3.1, service descriptions in table 3.2 and service monitoring criteria in table 4.1.</p> |
| P2 | <p>Consider the needs of the transport disadvantaged when providing for public transport services. The following groups of people are considered transport disadvantaged:</p> <ul style="list-style-type: none"> • People with disabilities • People without a driver licence or access to a vehicle • Children or elderly |

| Policies | |
|----------|--|
| | <ul style="list-style-type: none"> • People with low income and/or living in 'high deprivation' neighbourhoods • People living in isolated communities with no easy transport access to essential services. |
| P3 | <p>Ensure public transport services at least meet the standard service levels set out in table 3.1 for each layer where there is appropriate demand and available funding.</p> <p>Note: While public transport services will be delivered based on these standard service levels where possible, factors such as demand, community demographics and funding availability may require variations to these standard service levels.</p> |

Table 3.1 Standard service levels

| Service layer | Mass transit | Frequent | Connector | Coverage | Targeted |
|--|---|----------|--|---|--|
| Primary purpose | Enhance economic and social wellbeing by enabling access to education, employment, healthcare and social opportunities. | | | | |
| | Connect major population and activity centres and move more people as efficiently as possible. | | Connect suburban/regional population and activity centres. | Provide broader population coverage and access to essential services. | Services designed for a specific purpose such as school transport or special events. |
| | Provide network capacity to support population growth and development. | | Connect with frequent and mass transit services. | | |
| | Reduce the use of low occupancy cars and enable better use of valuable urban land. | | | | |
| Hamilton city | | | | | |
| Hours of operation ^(a) | 6am to 11pm weekdays and 7am to 9pm weekends | | 6am to 9pm weekdays and 7am to 9pm weekends | | Varies |
| Minimum frequency ^(b) | 15 minutes | | 30 minutes | 60 minutes | |
| Hamilton and neighbouring towns | | | | | |
| Hours of operation ^(a) | 6am to 9pm weekdays and 7am to 9pm weekends | | 6am to 9pm weekdays and 7am to 7pm weekends | | Varies |
| Minimum frequency ^(b) | 30 minutes | | 60 minutes | Varies | |
| Regional services | | | | | |
| Hours of operation ^(a) | 6am to 9pm weekdays and 7am to 7pm weekends | | 7am to 7pm weekdays and 8am to 6pm weekends | | Varies |
| Minimum frequency ^(b) | 30 minutes | | 60 minutes | Varies | |

Notes: (a) in some cases, hours of operation may be varied/extended to enable connections with other transport services or to meet specific community needs.

(b) Frequency may be higher during peak periods and lower during evenings, weekends, and public holidays.

Table 3.2 below provides the desired service and infrastructure descriptions by service layer and location. The descriptions are intended to serve as a guideline for the development of public transport improvements over time and to help inform land use and transport planning processes.

Table 3.2 Layered network service and infrastructure descriptions

| Service layer | Service description | Infrastructure description |
|---------------|--|--|
| Mass transit | Hamilton <ul style="list-style-type: none"> Core network of frequent mass transit services connecting transport hubs at major activity and employment centres. Provides reliable express services that offer travel time advantage over private vehicles. Enables more intensive land use and higher population densities. | Hamilton <ul style="list-style-type: none"> Dedicated right-of-way on selected core corridors. Limited stops with enhanced passenger facilities. High quality transport hubs at major activity and employment centres. High quality access to walking and cycling networks. |
| | Hamilton to Te Awamutu, Cambridge, Huntly <ul style="list-style-type: none"> Provides higher capacity services with travel time advantage compared to car at peak times. Provides regular and reliable travel options throughout the day. | Hamilton to Te Awamutu, Cambridge, Huntly <ul style="list-style-type: none"> Dedicated right-of-way and priority measures on core corridors where there is congestion. Limited stops with enhanced passenger interchange facilities. Park and ride facilities at key locations. |
| | Hamilton to Auckland <ul style="list-style-type: none"> Provides fast and express services to unlock regional housing potential. Provides an attractive and viable alternative to car travel at peak times. Provides reliable off-peak travel options. | Hamilton to Auckland <ul style="list-style-type: none"> Dedicated right-of-way. Limited stops with enhanced passenger interchange facilities. Park and ride facilities at key locations. |
| Frequent | Hamilton <ul style="list-style-type: none"> Core network of frequent high capacity services connecting major population and employment catchments. Provides fast and reliable services that offer travel time advantage over private car. Enables more intensive land use and higher population densities. | Hamilton <ul style="list-style-type: none"> Dedicated right-of-way with extensive priority measures, including transit lanes and signal pre-emption. High quality stops and interchanges with enhanced passenger facilities. High quality access to walking and cycling networks. |
| | Pokeno/Tūākau to Pukekohe and Auckland <ul style="list-style-type: none"> Provides reliable travel times that are competitive to private car. Provides regular travel options throughout the day. Provides good access to employment, education and essential services. | Pokeno/Tūākau to Pukekohe and Auckland <ul style="list-style-type: none"> Targeted priority measures where required. High quality stops with shelter and good access to walking and cycling networks. |
| Connector | Hamilton <ul style="list-style-type: none"> Provides network of regular services throughout the day. Provides reliable travel times that are competitive to private car. Provides access to employment, education and essential services, including new growth areas. | Hamilton <ul style="list-style-type: none"> Targeted priority measures where required. High quality stops with shelter and good access to walking and cycling networks. |

| Service layer | Service description | Infrastructure description |
|---------------|---|---|
| Connector | Hamilton to Raglan and Morrinsville <ul style="list-style-type: none"> Provides regular travel options throughout the day. Provides reliable travel times that are competitive to private car. Provides good access to employment, education and essential services. | Hamilton to Raglan and Morrinsville <ul style="list-style-type: none"> Targeted priority measures where required. High quality stops with shelter and good access to walking and cycling networks. |
| | Taupō <ul style="list-style-type: none"> Provides regular and reliable services throughout the day. Provides access to employment, education and essential services. | Taupō <ul style="list-style-type: none"> High quality stops with shelter and good access to walking and cycling networks. |
| | Tokoroa <ul style="list-style-type: none"> Provides regular and reliable services throughout the day. Provides access to employment, education and essential services. | Tokoroa <ul style="list-style-type: none"> High quality stops with shelter and good access to walking and cycling networks. |
| | Thames <ul style="list-style-type: none"> Provides regular and reliable services throughout the day. Provides access to employment, education and essential services. | Thames <ul style="list-style-type: none"> High quality stops with shelter and good access to walking and cycling networks. |
| Coverage | Hamilton <ul style="list-style-type: none"> Provides a basic level of service throughout the day that maximises coverage and accessibility. Will include mix of scheduled and public ride share services. | Hamilton <ul style="list-style-type: none"> High quality stops with good access to walking and cycling networks. |
| | Regional towns <ul style="list-style-type: none"> Provides a basic level of service that maximises coverage and accessibility. Provides coverage within and between regional towns. Will include mix of scheduled and public ride share services. | Regional towns <ul style="list-style-type: none"> High quality stops with good access to walking and cycling networks. |
| Targeted | School transport <ul style="list-style-type: none"> Refer section 3.2.2 Public ride-share <ul style="list-style-type: none"> Refer section 3.2.3 Community transport <ul style="list-style-type: none"> Refer section 3.2.4 Total Mobility <ul style="list-style-type: none"> Refer section 3.2.5 Special events <ul style="list-style-type: none"> Refer section 3.2.6 | |

3.1.2 Hamilton and neighbouring towns

The current network for services within Hamilton and connections to communities around Hamilton including Huntly, Ngāruawāhia, Te Awamutu, Cambridge, Raglan and Morrinsville.

| Policies | |
|----------|--|
| P4 | <p>Transitioning to an integrated public transport network where all properties within Hamilton have access to a public transport solution between the hours of 6am and 9pm, seven days a week. This target may be achieved by a mixture of:</p> <ul style="list-style-type: none"> • scheduled public transport services; • demand responsive ride-sharing services <p>Between the hours of 6am to 9pm access to public transport services should:</p> <ul style="list-style-type: none"> • require a walk of 600 metres or less, and • be available within 30 minutes or less of accessing a scheduled bus stop location or requesting a demand responsive ride-sharing service. |
| P5 | Progressively create a network of core public transport corridors that in time will become dedicated right-of-ways for public transport services and provide faster travel times during peak periods than a private car. |
| P6 | Encourage walking and cycling access to core public transport corridors and hubs. |
| P7 | Encourage land use intensification along core public transport corridors and hubs. |
| P8 | Work with territorial authorities to review parking strategies and pricing policies to effectively manage parking supply around transport interchanges to encourage public transport growth. |
| P9 | Encourage public and private ride-sharing solutions as part of the public transport system. |

3.1.3 Regional network

The regional network includes services within and connecting regional towns throughout the region, including Taupō, Tokoroa, Thames and other towns and communities.

Regional services are provided in areas where the community is willing to contribute to the cost of service provision. Regional services are funded by central government and the local district council where services are provided.

| Policies | |
|----------|--|
| P10 | Progressively develop a network of scheduled public transport services, connecting regional towns and enabling access to education, employment, healthcare and social opportunities. |
| P11 | Partner with others to develop and/or deliver demand-responsive services that provide coverage where scheduled services are not feasible. |
| P12 | Partner with public and private entities which have shared objectives to better coordinate the funding and delivery of transport solutions. |
| P13 | Design and deliver public transport in partnership with communities and stakeholders, while prioritising investment to benefit people of greatest need. ⁽²⁾ |

² People of greatest need are characterised by those living in a rural area; having no access to public or community transport; and/or identify with a disability.

3.1.4 Targeted services

Targeted services provide transport for a specific purpose, and service levels are determined on a case by case basis.

3.1.4.1 School transport

| Policies | |
|----------|---|
| P14 | Where possible, Waikato Regional Council will provide for school travel on the public transport network. This may require school students to transfer between different services. |
| P15 | During peak school travel times, the council may, subject to approved business case and funding availability, provide targeted school bus solutions where: <ul style="list-style-type: none"> • general access bus services regularly exceed 80 per cent of the vehicles' total capacity and over 50 per cent of passengers are students, or; • schools or clusters of schools (within 500m of each other) have rolls or combined rolls of 1000 students or more, or; • schools are willing to coordinate start and finish times to minimise congestion on the roading network and enable more efficient provision of school bus solutions, or; • services are funded by third parties such as education providers. |
| P16 | The council will seek to better integrate the delivery of Ministry of Education school transport services and publicly funded bus services in accordance with the following principles: <ul style="list-style-type: none"> • Any initiatives must achieve better value for money outcomes from a whole of government perspective ⁽³⁾ rather than a transfer of costs to local government. • Any initiatives must be informed by prior consultation with WRC (at both political and staff level), key stakeholders, including affected schools and territorial authorities. • Any initiatives must result in a safe and practical transport solution for students. |
| P17 | The council may contract school bus services on behalf of another entity provided that the cost of service is funded by that entity, and the additional resources could be leveraged to optimise the network generally. |

3.1.4.2 Public ride-share

The population within our region is spread across a large geographical area. Ensuring accessibility via traditional forms of public transport presents a significant challenge. We need to develop more effective and affordable approaches to provide public transport services, particularly in areas where demand is low and transport options are limited.

Public ride-share service is a user oriented form of public transport characterised by on-demand and flexible routing of small/medium vehicles to facilitate ride-sharing between pick-up and drop-off locations according to passenger needs.

Public ride-share (or demand responsive service) is being increasingly utilised by transport authorities around the world. This is in part due to advancements in technology, making provision of services easier and more effective.

| Policies | |
|----------|---|
| P18 | The council will develop and trial demand responsive public ride-sharing service as a component of the public transport system. |
| P19 | The council will develop, administer and manage the public ride-sharing scheme in accordance with the following scheme design criteria: <ul style="list-style-type: none"> • Reducing single occupancy private vehicle use. • Enabling more effective provision of public transport services where scheduled services are less feasible. • Enabling delivery of shared transport solutions with other entities and funding partners. |

³ Whole of government perspective refers to local and central government agencies working together.

Policies

| | |
|-----|---|
| P20 | The ride-sharing service will be available within defined service areas, and fares for ride-share journeys may be dynamic and vary by: <ul style="list-style-type: none"> • time of day • user groups • distance travelled • number of people sharing a ride • scheme partner requirements. |
| P21 | The council will enable scheme partners to opt into the ride-share scheme, subject to provision of an agreed annual financial contribution. Scheme partners may enable access to the ride-share service for select users of their choosing at low or no cost for those users, depending on the level of financial contribution. |
| P22 | The council may partner with other ride-sharing service providers to meet demand for ride-share services if required, provided any such ride-sharing provider complies with all relevant legislation in New Zealand, can guarantee transparent pricing and usage and has measures in place ensure safety of passengers, to the satisfaction of the council. |

3.1.4.3 Community transport

Community transport describes transport initiatives that are established, funded and operated by community entities. The community transport services are often tailored to meet specific needs within a community and often rely on volunteers and fundraising. The council wishes to support community-based transport initiatives where possible, while preserving their ability to self-organise and develop transport solutions that can meet their needs.

Policies

| | |
|-----|---|
| P23 | Provide support for community transport services where: <ol style="list-style-type: none"> a. there is a demonstrated need for a transport service in the community b. there is willingness by members of the community to set up, operate and maintain a Trust or similar structure to oversee governance of the service, and for people to volunteer to be drivers c. there is sufficient funding available to support the establishment and administration of the Trust and the purchase of vehicle(s) d. the establishment of the Trust has the support of the relevant territorial authority. |
| P24 | Support for community transport services will be assessed on a case by case basis and may include: <ol style="list-style-type: none"> a. council staff assistance to establish a Trust or service in a new area where a request is received from the relevant local authority, community board or residents' group b. financial grants towards vehicle purchase/replacement and Trust administration costs, subject to availability of funding c. provision of supporting technology to help make community transport services easier to manage and more accessible for users, subject to availability of funding. d. where possible leverage council's purchasing ability to obtain best value for community vehicle/hoist purchase, and/or other professional services such as driver training. |

3.1.4.4 Total Mobility

Total Mobility is a demand-responsive service for people with disabilities who are registered users of the scheme. The Total Mobility scheme helps people who are unable to use regular public transport services, to enhance their participation in the community by providing access to appropriate transport.

Total Mobility services are provided in the form of subsidised door-to-door transport services by taxi and specialist transport operators under contract to the council in areas where scheme transport providers operate.

The scheme is funded by central and local government. Therefore, provision of Total Mobility services will only be provided in areas where the community is willing to contribute to the cost of providing the service.

| Policies | |
|----------|--|
| P25 | The council will facilitate delivery of the Total Mobility scheme in accordance with criteria set by central government and in locations within the region where there are appropriate transport providers and sufficient funding. |
| P26 | In the provision of Total Mobility services, the council will: <ol style="list-style-type: none"> a. ensure potential transport providers meet defined eligibility criteria, including criteria additional to those specified in legislation, to ensure continued safety and accessibility for Total Mobility users b. require any potential transport provider to enter into a service agreement with the council. |
| P27 | The council will subsidise eligible Total Mobility trips by 50 per cent of the total fare, up to a set maximum fare subsidy. The maximum fare subsidy may vary by location and may be amended from time to time. |
| P28 | The council may implement measures to ensure the financial viability of the Total Mobility scheme. These measures may include but are not limited to: <ol style="list-style-type: none"> a. limiting the number of trips per user that can be subsidised through the scheme b. adjusting maximum fare subsidies. |
| P29 | The council may provide a funding contribution towards the installation of electronic equipment necessary to comply with the Total Mobility service provider eligibility criteria on the following basis: <ol style="list-style-type: none"> a. there must be a proven demand for the service b. the vehicle owner must sign a suspensory loan agreement c. there is sufficient funding available to meet installation costs. |
| P30 | The council may provide funding for the installation of ramps or hoists in wheelchair-accessible vehicles of approved Total Mobility providers on the following basis: <ol style="list-style-type: none"> a. there must be a proven demand for the service b. all costs and vehicle specifications must have the prior approval of the council c. the vehicle owner and/or taxi company must sign a suspensory loan agreement d. there is sufficient funding available to meet installation costs. |
| P31 | The council will administer and monitor the Flat Rate Payment for hoist trips, provided that NZTA continues to fund 100 per cent of the payment. |
| P32 | The council will support technological improvements for access to and use of Total Mobility subsidies and the administration of the scheme. |

3.1.4.5 Special events

| Policies | |
|----------|---|
| P33 | <p>Where there are opportunities and benefits for promoting public transport, such as exposing non-users to the benefits of public transport, the council may support delivery of public transport for special events by:</p> <ol style="list-style-type: none"> a. undertaking promotional/marketing activities b. leveraging the existing public transport network through provision of discounted travel for specific purposes and limited duration c. contracting and managing service provision on behalf of event organisers, provided funding for those services is secured by event organisers. |
| P34 | <p>The council may contribute to the provision of public transport services for large scale non-commercial special events, subject to:</p> <ol style="list-style-type: none"> a. sufficient public funding being available, b. event organisers demonstrating they can meet all the following eligibility criteria via a formal written funding request submitted to the council: <ol style="list-style-type: none"> i. the event has free entry for attendees ii. the event is expected to have more than 20,000 attendees on any one day iii. the event must take place within Waikato Regional Council boundaries iv. the event will result in demonstrable benefits for the wider community. |

3.2 Objective 2: Transition to a mass transit oriented network over time

As the population grows, congestion and travel time delays increase, making our car orientated transport system less economic. Continually adding capacity to roads to accommodate more cars is neither practical nor affordable in the long term.

A mass transit oriented system provides capacity for population growth and development, while providing fast and reliable travel times. Mass transit also helps us to utilise urban space more effectively, moving significantly more people while using much less space than a car-oriented system.

Hamilton and neighbouring towns will need to transition to a mass transit oriented system over time. Higher capacity public transport links will also be needed between major urban centres such as Hamilton and Auckland.

One aspect that all mass transit systems have in common is the need for an integrated network of corridors to enable unobstructed movement of mass transit vehicles, whatever those vehicles might be. Within Hamilton and neighbouring towns, corridors might initially be used for rapid and frequent bus services, which can then be evolved to accommodate other higher capacity modes such a light rail or emerging technologies, as and when population increases.

In the shorter term our focus will centre on identifying, futureproofing and securing space for high capacity corridors that can accommodate different mass transit modes over time.

| Policies | |
|----------|---|
| P35 | Progressively create a network of core public transport corridors in accordance with an agreed long term vision that in time will become dedicated right-of-ways for public transport mass transit modes. |
| P36 | Ensure public transport corridors are mode agnostic and have sufficient space to enable an evolution of mass transit modes over time. |
| P37 | Develop and implement funding and planning mechanisms that help secure space for the incremental development of mass transit corridors over time. |
| P38 | Secure the land and corridor space required for public transport priority measures and a future mass transit oriented network. |

Our approach is to transition to a mass transit oriented system through incremental improvements over time. Table 3.3 below confirms the actions to be implemented over the life of this plan, subject to the development of detailed business cases and availability of funding.

Table 3.3 Mass transit startup actions

| Actions | |
|---------|--|
| A1 | Develop a mass transit plan in partnership with key stakeholders that provides a long term blueprint for a preferred network of mass transit corridors for Hamilton and neighbouring towns. |
| A2 | Develop and implement mass transit startup projects, including: <ul style="list-style-type: none"> • a rapid bus corridor within Hamilton that has travel time advantage over cars at peak times • a rapid public transport service between Cambridge and Hamilton that has travel time advantage over cars at peak times • a passenger rail service between Hamilton and Auckland. |

3.2.1 Interregional passenger rail

There has been substantial growth in population and employment in the Waikato and Auckland regions, and an associated increase in interregional travel. These growth trends are forecast to continue in future years.

Commuting demand between the Waikato to Auckland regions is currently dominated by private car travel. Travel times and travel time reliability by road have deteriorated in recent years, as congestion on the Southern Motorway has increased.

Passenger rail has the ability to deliver reliable and competitive travel times, move large numbers of people efficiently, and free up the motorway for trips that cannot be done using rail services. Having connections with reliable and competitive travel times between Hamilton and Auckland has the potential to unlock affordable housing supply and development potential within towns along the rail corridors.

While establishing regular and reliable passenger rail services has potential to deliver significant benefits, it also comes at a cost which is beyond the ability of regional and local government to fund using traditional funding arrangements. Passenger rail services will therefore only be feasible with significant investment from central government in partnership with local government.

| Policies | |
|----------|--|
| P39 | Develop passenger rail links between Hamilton and Auckland in general accordance with table 3.4 below subject to the availability of funding through approval of the detailed business case. |
| P40 | Ensure passenger rail service levels and infrastructure requirements are delivered in accordance with an agreed plan between relevant stakeholders, including city councils, district councils and central government. |
| P41 | Support the development of, and phased transition to, a nationally integrated ticketing system for public transport in New Zealand. |
| P42 | Advocate for and support central government to review and improve the way the rail system in New Zealand is funded and delivered. |
| P43 | Advocate for passenger rail within the upper North Island to be operated under a shared services arrangement led by Auckland Council/Auckland Transport or a central government agency, with funding and other support provided by the relevant territorial authorities. |

Table 3.4 below provides service and infrastructure descriptions intended to serve as an indicative guideline⁽⁴⁾ for the phased development of passenger rail services over time, and to help inform land use and transport planning processes.

Table 3.4 Passenger rail phased development

| Phasing | Service description | Infrastructure description |
|------------|---|---|
| 0-5 years | <ul style="list-style-type: none"> • Startup passenger rail service between Hamilton and South Auckland, with targeted service levels during weekdays and weekends. • Limited stops at platforms located in Hamilton city and the Waikato district. • Travel time reliability during peak periods to exceed travel time reliability on motorway: <ul style="list-style-type: none"> • passenger rail – more than 95 per cent of all trips completed in less than 2 hours and 30 minutes. • Southern Motorway benchmark 2018 – 50 per cent of all trips completed in less than 2 hours and 30 minutes. | <ul style="list-style-type: none"> • Locomotives and passenger carriages. • Construction/upgrade of rail platforms and stations at select locations. • Park and ride facilities. • Interim ticketing solution. |
| 5-15 years | <ul style="list-style-type: none"> • Standard and express (limited stop) rail services operating regularly during weekdays and weekends between Hamilton and Auckland. • Faster travel times between Hamilton and Auckland - more than 95 per cent of all trips completed in less than 2 hours. • Startup services extended to new areas within the Waikato and Bay of Plenty. | <ul style="list-style-type: none"> • Additional rail platforms/stations. • Increased track capacity/significant track improvements. • Higher speed trains with greater capacity. • Integrated ticketing system. |
| 15+ years | <ul style="list-style-type: none"> • Frequent multidirectional services during weekdays and weekends between Hamilton and Auckland. • Express services through to Central Auckland. • Faster travel times between Hamilton and Auckland - more than 95 per cent of all trips completed in less than 1 hour and 30 minutes. | <ul style="list-style-type: none"> • Network electrification. • Additional rail platforms/enhanced passenger facilities. • Increased track capacity. |

⁴ subject to the confirmation of the Auckland to Hamilton Passenger Rail Detailed Business Case and funding.

3.3 Objective 3: Provide the infrastructure necessary for an accessible, effective and efficient public transport network

This objective recognises that all steps in a journey are linked and that a journey can become impractical or impossible if any one link is broken or inadequate.

Public transport services are only as good as the supporting infrastructure and people's ability to reach a location where they can then access a service. Infrastructure also has a significant effect on public transport travel times and reliability.

The regional council is responsible for only some of these areas and must work with other organisations, including city and district councils, transport operators and NZTA, to deliver the required public transport infrastructure. Other organisations are not bound by this plan, which highlights the need for coordinated planning of infrastructure and services by all relevant agencies.

| Policies | |
|----------|--|
| P44 | Ensure a coordinated approach to planning and delivery of public transport infrastructure and services, including in new development areas. |
| P45 | Support provision of infrastructure necessary to deliver a layered network of public transport services and future mass transit oriented network as follows: <ul style="list-style-type: none"> • <u>Mass transit:</u> <ul style="list-style-type: none"> ○ Dedicated right-of-way or priority measures, including transit lanes and signal pre-emption, to avoid congestion. ○ High quality stops and shelters supporting limited stop services and high quality transport hubs at major activity and employment centres. ○ High quality access to walking and cycling networks. • <u>Frequent:</u> <ul style="list-style-type: none"> ○ Extensive priority measures, including transit lanes and signal pre-emption, to ensure travel time reliability. ○ High quality stops and shelters and high quality transport hubs at major activity and employment centres. ○ High quality access to walking and cycling networks. • <u>Connector:</u> <ul style="list-style-type: none"> ○ Targeted priority measures to avoid congestion. ○ High quality stops and shelters. ○ Good access to walking and cycling networks. • <u>Coverage:</u> <ul style="list-style-type: none"> ○ High quality stops and shelters. • <u>Targeted:</u> <ul style="list-style-type: none"> ○ Varies depending on service. |
| P46 | Ensure provision of infrastructure necessary for a high quality end-to-end journey experience that is accessible for everyone. This includes meeting best practice quality and safety standards for stops, shelters, footpaths, crossings, vehicles and other components of an accessible journey. |
| P47 | Encourage investment in public transport infrastructure and facilities that improve public transport attractiveness and that are accessible, safe, affordable and operationally efficient. |

3.4 Objective 4: Provide high-quality and intuitive public information

High quality travel information, promotion of services and distinctive branding help to make public transport systems easier to use for passengers.

3.4.1 Marketing and promotion

Marketing and promotion are an important component of the provision of public transport, aimed at increasing patronage by ensuring people have an awareness of the services available and the potential benefits of using them. Passenger growth resulting from marketing can serve to reduce public funding requirements through increasing fare revenue.

Policies

| | |
|-----|---|
| P48 | The council will deliver a range of marketing, communications and community engagement initiatives on an ongoing basis to promote growth in the use of the public transport system. |
|-----|---|

3.4.2 Branding

A strong and consistent brand can help to ensure an attractive and readily identifiable public transport network, which helps attract and retain patronage.

Policies

| | |
|-----|---|
| P49 | The council will maintain a consistent, well recognised, unique brand for public transport throughout the region. The brand shall be consistently applied to all public transport vehicles, infrastructure (where appropriate), marketing and communications. |
|-----|---|

3.4.3 Communication

The provision of information, in conjunction with marketing and promotion, enables potential and existing customers to find the information they need to make a journey. This information has to be simple to find, easy to understand and be provided via convenient channels, including for people with disabilities.

Policies

| | |
|-----|---|
| P50 | The council will maintain and improve the following channels for the provision of public transport information: <ul style="list-style-type: none"> • printed timetables • web-based applications • website information • freephone call centre • customer service counter (Hamilton Transport Centre). |
| P51 | The council will continuously improve and develop real-time passenger information systems. |
| P52 | The council will enable provision of certain information, such as service arrivals, departures and service disruptions, in real time to enhance journey experiences for passengers. |
| P53 | The council will actively encourage users to transition to digital means for accessing public transport information. |

3.4.4 Commercial advertising

The council can generate revenue by making advertising space available on buses and public transport infrastructure. Allowing advertising on buses can help to reduce the costs of service provision, but needs to be managed so it does not interfere with the branding and marketing of the bus network, or compromise the attractiveness and ease of using bus services.

| Policies | |
|----------|--|
| P54 | The council will ensure that advertising on vehicles and infrastructure does not undermine the regional public transport brand or user recognition of the public transport system. |
| P55 | The council will seek to avoid advertising content on vehicles and infrastructure that promotes products or services that are known to cause harm, such as alcohol or nicotine products, ⁽⁵⁾ and will require that all advertising adheres to the New Zealand Advertising Authority Advertising Code of Ethics. |
| P56 | Commercial advertising on buses will be limited to bus backs but may be considered on other areas on a case by case basis, provided it is limited in duration and does not unreasonably obscure passenger visibility. |
| P57 | Revenue generated from advertising will be reinvested in the public transport system. |

⁵ [Ethics.http://www.asa.co.nz/codes/codes/advertising-code-of-ethics/](http://www.asa.co.nz/codes/codes/advertising-code-of-ethics/)

3.5 Objective 5: Provide a fares and ticketing system that is easy to use and affordable for passengers

Improving the fares and ticketing system is a significant element in the modernisation of the Waikato public transport network.

3.5.1 Fare structure

Introducing a simpler, zone-based, integrated fare structure across all the contracted public transport services⁽⁶⁾ in the region. Under a zonal fare system, fares will be based on the number of zones travelled as part of a journey, irrespective of bus routes. The zonal systems enables integrated travel across all public transport services within the region.

| Policies | |
|----------|--|
| P58 | Public transport services will be delivered under an integrated zonal-fare structure that covers the Waikato region. |
| P59 | The council will undertake a comprehensive review of the fare structure at least once every six years. |

3.5.2 Fare concessions

| Policies | |
|----------|--|
| P60 | Children under the age of 5 to travel for free on all services. |
| P61 | All fare concessions will be available in association with a registered smartcard, with the only exception being a child cash fare. |
| P62 | SuperGold card holders will be able to travel for free during off-peak periods (9am to 3pm and after 6.30pm weekdays, and all-day weekends and public holidays) on services included within the SuperGold card scheme. |
| P63 | A standard concession fare discount will be set 30 per cent lower than the equivalent standard adult smartcard fare on all services. |
| P64 | <p>A standard concession fare discount will be available to the following user groups:</p> <ul style="list-style-type: none"> Children between the age of 5 and 15, in student uniform, or with valid ID confirming proof of age or attendance at an education facility up to a secondary education level or equivalent. <p>NB: There is no longer a concession available to persons aged 60 or over. Those persons with an existing concession loaded on their smartcard will continue to receive a standard concession discount until 2024, at which time all existing persons will be eligible for SuperGold card concession. Lost or damaged 60+ cards will be replaced provided they are registered with the regional council.</p> |
| P65 | The council may work with any entity to introduce additional fare concessions for specific user groups provided the concession is funded directly by a third party to offset any public subsidy costs. |

⁶ Note: this exclude community-based transport initiatives or demand responsive ride-sharing services which are subject to different fare charging policy as published on the council website.

3.5.3 Ticketing system and fare products

| Policies | |
|----------|---|
| P66 | The council will seek to implement a common integrated ticketing system on all contracted public transport services within the region. |
| P67 | The council will encourage the use of electronic ticketing and seek to minimise the use of cash on public transport services. |
| P68 | The value of cash fares will be set 40 per cent higher than equivalent smartcard fares on all services. |
| P69 | Daily and weekly fare caps will be available for smartcard users. |
| P70 | The council may implement temporary promotional fare and ticketing products to encourage uptake of public transport from time to time. |
| P71 | Free transfers will be available on all services for smartcard users only for travel within a prescribed transfer time and/or trip limit. |

3.6 Objective 6: Provide public transport services that are affordable for passengers and funders

The 2018 update to the Waikato Land Transport Plan includes indicative investment levels for public transport service and infrastructure ⁽⁷⁾ over the six years through 2023/2024 as outlined below:

- infrastructure (capital expenditure) - \$26.2 million
- services (operating expenditure) - \$117.3 million

Indicative investment is for both services and infrastructure, including provision for service level improvements over the six year period. Funding levels are subject to review as part of annual plan and long term plan processes. The anticipated funding sources and indicative apportionments are outlined below.

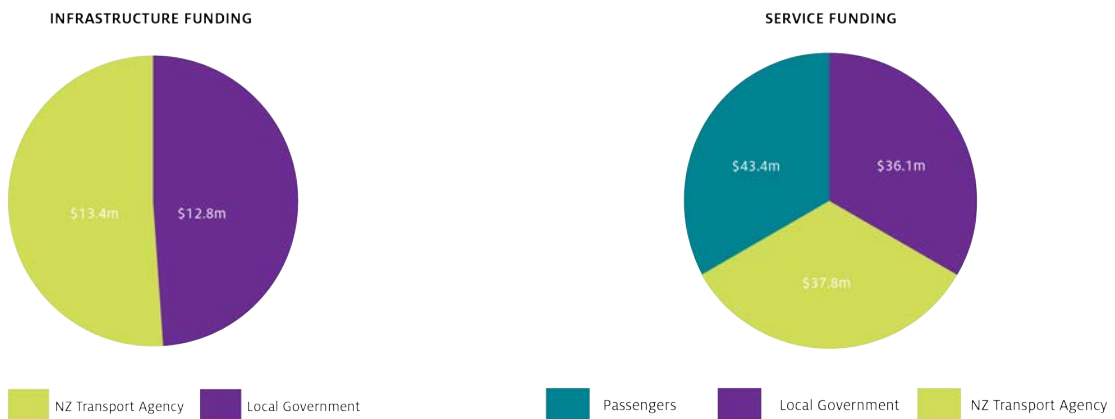


Figure 3 Indicative funding levels for public transport services and infrastructure in the Waikato region over a six year period (2018/19-2023/24)

| Policies | |
|----------|---|
| P72 | The council’s funding sources and mechanisms are set out in the long term plan revenue and financing policy. The council will review funding sources and requirements annually as part of the annual plan and long term plan processes. |
| P73 | Fare levels may be adjusted annually and will be set at a level that best achieves the objectives of this plan, while remaining affordable for passengers and funders. |

7 Note: This does not include the proposed passenger rail service and associated infrastructure improvements.

3.6.1 Future investment

Within the first three years of this plan, the council will develop a mass transit plan in partnership with Hamilton City Council, the NZTA and other key stakeholders. The plan is expected to confirm future infrastructure and service levels necessary to transition towards a transit oriented system over time. Transitioning to a transit oriented system and increasing public transport mode share will require significant increases in public transport investment.

Both the mass transit plan and associated investment requirements will be subject to public consultation as part of future updates to this plan and future long term plan processes.

Securing sufficient funding to increase public transport service levels over time will be a challenge. It is not possible to significantly increase passenger fares and grow patronage, nor is it likely to be feasible to significantly increase rate charges on properties. To achieve the longer term objectives outlined in the plan, it will require Waikato Regional Council, Hamilton City Council and other transport partners to:

- investigate and develop new funding approaches that aimed to explore alternative funding sources and reduce reliance on passenger fares and public subsidy
- secure land/space required for future corridor improvements as early as possible
- sequence additional investment and network improvements with land use development, population and travel demand growth to ensure investment occurs at the right time and costs can be funded across a larger population base.

In doing this it should be possible to deliver higher service levels, maximise network efficiency and lower unit costs on a per passenger basis over the longer term.

Policies

P74

Investigate the development of a public transport investment fund designed to reduce reliance on passenger fares and public subsidy, and generate a return on investment to be utilised for the purposes of:

- securing land/space required for future improvements as early as possible
- contributing to the cost of funding future infrastructure improvements
- reducing passenger fares.

The public transport investment fund should be designed to continuously grow over time by:

- reinvesting a portion of any investment return
- developing new revenue sources and allocating that revenue to the fund, including:
 - advertising revenue
 - parking revenue from new locations such as park and ride sites (subject to agreement from territorial authorities)
 - development/financial contributions (subject to agreement from territorial authorities and compliance with relevant legislation).
 - support investigations for the application of a future regional or subregional fuel tax as a potential revenue source for public transport.

3.7 Objective 7: Develop and maintain partnerships that obtain best value for money in the delivery of transport solutions

This objective recognises that the public system can only be significantly improved when communities, councils, central government, transport operators and stakeholders are working together to develop public transport services and infrastructure for our region. Appendix C provides an outline of key partners and their respective roles in relation to the public transport system.

The objective also recognises that greater value can be obtained for the public and stakeholders by developing new partnerships and better coordinating transport solutions and funding across multiple organisations throughout our region.

For partnerships to be effective there needs to be a clear value proposition for each party, a framework or mechanism to deliver shared solutions and a high degree of trust.

3.7.1 Developing partnerships

| Policies | |
|----------|--|
| P75 | The council will actively engage and work with potential partners to understand their transport needs and identify opportunities to deliver value for each organisation through coordination of funding and/or service delivery. |
| P76 | The council will support the development of technology platforms that make transport choices more accessible to the public and enable more flexible delivery of transport solutions across multiple organisations. |
| P77 | The council will be a trusted partner by ensuring the planning, procurement and delivery of transport services is transparent and inclusive. |

3.7.2 Open data and information

| Policies | |
|----------|---|
| P78 | The council will enable open access, under licence, to public transport data in a manner that is open, readily available, well managed, reasonably priced (usually free) and reusable, unless there are necessary reasons for protection. Personal and classified information will remain protected. Council data and information should also be trusted and authoritative. |
| P79 | The council will encourage innovation and, where appropriate, participate in initiatives that help enable the mobility of people while reducing the harmful effects of transport on our communities and environment. |

3.7.3 Procurement

The policies in this section are designed to support the procurement process and give effect to the Public Transport Operating Model (PTOM) requirements.

Public transport services that are integral to the public transport network, along with service descriptions and unit details, are set out in Appendix A.

| Policies | |
|----------|--|
| P80 | Ensure public transport services are procured in accordance with the procurement strategy as set out in Appendix B. The procurement strategy will provide further details, including but not limited to the following matters: <ul style="list-style-type: none"> the design principles and process for establishing units. key requirements and matters relating to the procurement of units processes for managing, monitoring and evaluating the performance of units. |
| P81 | Public ride-share may be procured as a unit or included by way of variation to existing unit contracts. |

⁸ Refer Principles for Managing Data and Information held by the New Zealand Government, approved by Cabinet on 8 August 2011 (CAB Min (11) 29/12 refers).

3.7.4 Vehicle quality standards

| Policies | |
|----------|--|
| P82 | The council will ensure contracted bus services use vehicles that meet the National Requirements for Urban Buses in New Zealand quality and safety standards and any specific Waikato region amendments. |
| P83 | The council may depart from the above requirements on a trial basis for a limited duration, where appropriate, to determine the viability of a service. |
| P84 | Council will introduce and trial the use of electric vehicles within the contracted vehicle fleet. |





4 Monitoring and review | Aroturuki me te arotakenga

4 Monitoring and review | Aroturuki me te arotakenga

This section provides policies for the monitoring and review of this plan, and public transport services and procurement units. It also sets out considerations for making changes to this plan, which includes the significance policy for determining the appropriate level of consultation.

4.1 Performance monitoring

This section provides information on the monitoring of this plan, monitoring for service performance and monitoring of the procurement units used to deliver services.

4.1.1 Plan monitoring

Plan monitoring will measure progress towards achieving the vision and objectives of this plan. The Strategic Case for Public Transport identified benefits and performance indicators which have been combined with the relevant regional land transport plan performance indicators under the Access and Mobility objective area.⁽⁹⁾ The key performance indicators for monitoring of this plan are set out in table 4.1 and will be report as part of the annual monitoring of the regional land transport plan.

Table 4.1 Plan monitoring key performance indicators

| Strategic case benefits | Strategic case indicators | Key performance indicators |
|--|---|---|
| 1: A transport system that moves people more efficiently and affordably, influencing the way land is used to increasingly enhance the attractiveness and liveability of our urban areas. | 1.1: Increased patronage per head of population. | 1.1.1: Increased patronage per head of population. 1.1.2: Increased provision of transport infrastructure and public transport services in planned. growth areas. 1.1.3: Increased public transport, walking and cycling travel to work mode share in Hamilton. 1.1.4: Improved perception ratings across the region for public transport. |
| | 1.2: Improved public transport journey time on key routes. | 1.2.1: Improved public transport journey time on key routes. |
| 2: Increased numbers of people have access to employment, education, and healthcare, increasing economic and social wellbeing of communities. | 2.1: Increased access to employment and education in rural communities. | 2.1.1: Increased access to employment and education in rural communities. 2.1.2: Increased provision of transport infrastructure and public transport services in rural communities. 2.1.3: Increased public transport, walking and cycling travel to work mode share in rural communities. |
| | 2.2: Increased access to community services. | 2.2.1: Increased access to community services. 2.2.2: Increased level of investment targeting inclusive infrastructure in Hamilton and rural towns. |

⁹ As described in Section 6 of the 2018 update to the Waikato Regional Land Transport Plan 2015-2045.

4.1.2 Service monitoring

Service monitoring includes seeking passenger feedback, checking adherence to timetables and compliance with contract conditions.

In addition, an annual performance review will be undertaken, comparing actual performance of the network against the performance criteria set out in table 4.2.

On an individual basis, service performance is expected to vary significantly depending on the type of service provided. On a network wide basis the council expects to trend in the direction as outlined in table 4.2, relative to each performance measure.

Table 4.2 Service monitoring performance criteria

| KPI | Measure | 2018 Actual | Target |
|--------------|--|---|---|
| Utilisation | Average boardings per trip – all periods Total number of boardings per annum divided by total number of trips delivered per annum. | 8.9 | Increase utilisation through patronage growth. |
| | Average boardings per trip - peak periods Total number of boardings per annum within the busiest hour in the morning and afternoon on weekdays, divided by total number of trips delivered per annum within the same period. | 17.89 | |
| Cost | Gross cost per in - service kilometre Total cost per annum of providing service divided by number of in-service kilometre travelled per annum. | \$3.61 | Reduce through network optimisation. |
| | Gross cost per passenger boarding Total cost per annum of providing services divided by number of passenger boardings per annum. | \$4.80 | Reduce through patronage growth. |
| | Net cost per passenger boarding Total cost per annum of providing services less fare revenue divided by number of passenger boardings per annum. | \$3.60 | |
| | Gross cost per passenger kilometre Total cost per annum. of providing service divided by number of in-passenger kilometre travelled per annum. | To be assessed following implementation of the new ticketing system that can more accurately track passenger kilometre travelled. | |
| | Net cost per passenger kilometre Total cost per annum of providing service less fare revenue and third-party funding, divided by number of in passenger kilometre travelled per annum. | | |
| Fare revenue | Farebox recovery Proportion of total service cost covered by fare revenue calculated in accordance with NZTA policy. | 36.6% | Increase through network optimisation and patronage growth. |

4.1.3 Procurement unit monitoring

The policies relating to managing, monitoring and evaluating the performance of units are set out in the procurement strategy in Appendix B.

We will monitor the performance of each unit against the key performance indicators in accordance with the procurement strategy. As a minimum, key performance indicators cover the following matters:

- service reliability
- punctuality at origin and timing points
- customer satisfaction
- correct registration of trip in ticketing system.

4.2 Public transport reviews

In addition to the ongoing performance monitoring, the council undertakes detailed public transport reviews. There are two standard review types: service reviews and fare reviews. These are covered below.

4.2.1 Service reviews

Service reviews are undertaken to look at options for changes to services. Service reviews can be triggered by a range of factors, including a poor service monitoring result, customer complaints or as part of a rolling programme of service reviews. A service review will generally include the following elements:

- problem/opportunity identification
- option development
- option evaluation
- stakeholder and public consultation
- decision-making and implementation.

This plan will then be updated as required to reflect the outcome of the service review, as set out in section 4.3 of this plan.

4.2.2 Fare reviews

Fare reviews are undertaken to ensure the fare structure, fare concessions and fare products continue to meet the objectives of this plan.

An annual fare revenue review will be undertaken as part of the annual plan budget setting process to ensure fares are affordable for passengers and revenue is sufficient to meet budget expectations.

A more comprehensive review will be undertaken at least once every six years. A new fare structure and system is being implemented in 2018/19. The performance of this new fare structure and system will be monitored closely. The next comprehensive review of fares will be undertaken to coincide with the next generation national ticketing system.

4.3 Making changes to this plan

The regional public transport plan must be current for at least the next three years in advance and no more than 10 years in advance. The plan can be varied at any time.

This section sets out the policy that will apply in determining whether any proposed change to the plan is significant or not. It provides criteria and procedures that the regional council will use in assessing which variations are deemed significant and the subsequent consultation requirements.

4.3.1 Assessing significance for consultation purposes

The council can change this plan at any time but subject to certain requirements and procedures. These requirements include a process to determine whether the changes are significant or not. This in turn determines the required extent of public and stakeholder engagement prior to changing the plan.

The council will determine the significance of any changes on a case by case basis. A significant change will be one that is likely to have an impact that is more than minor on:

- the ability to achieve the vision and objectives set out in this plan
- the ability to achieve the objectives of the 2018 update to the Waikato Regional Land Transport Plan 2015-2045
- the amount and allocation of funding for public transport.

In determining significance, the council will consider a range of factors including but not limited to:

- whether the proposed variation will have a material effect on the overall level, quality and use of public transport services in the region
- the number of people affected by or interested in the proposal, and whether there is a substantial impact or consequence for affected persons
- the extent to which the variation has already been consulted upon, and the way this has been undertaken
- the extent to which the variation is inconsistent with the 2018 update to the Waikato Regional Land Transport Plan 2015-2045.

4.3.2 Significant changes

Significant changes to the plan require wide consultation, including with transport operators, stakeholders and the public.

Matters that will always be considered a significant change are:

- any changes to this significant policy (section 4.3 of this plan)
- any changes to the vision, objectives or policies of this plan
- any changes resulting in a significant change in funding requirements that triggers Council's 'Significance Engagement Policy'.

Consultation will include early engagement with key stakeholders when preparing the change and extensive public consultation and hearings prior to deciding on the proposed change.

4.3.3 Non-significant changes

Non-significant changes to the plan require targeted consultation with those affected by or with an interest in the proposed variation.

Matters that will always be considered a non-significant change are:

- any matters on which we have recently consulted
- any changes to public transport services following a service review, provided the changes are consistent with the objectives and policies of this plan and that those most likely to be affected have been consulted as part of the service review process
- any changes to fare levels approved by the council as part of the long term plan processes.

For non-significant changes, we will engage with relevant stakeholders and those most likely to be affected by the change.

4.3.4 Other minor changes

The correction of minor errors that will not have material affect on this document will not require public consultation, but the change must be adopted by council resolution and publicly notified. In all other cases, changes will be worked through with those most likely to be affected, as well as other relevant stakeholders.



Appendices | Ngā āpitihanga

Appendix A Public transport services integral to the public transport network

A.1 Scheduled public transport services procured by council

The procurement units for scheduled public transport services in the Waikato region are summarised in the following table with an outline of routes and service levels for each procurement unit provided in the subsequent tables. All procurement units in the Waikato region require subsidies and are contracted to the regional council.

Additional procurement units may be identified in accordance with the procurement strategy for trial and other services and will be incorporated into the plan by way of variation should any trial period conclude successfully.

| Unit name | Unit number | Planned start date | Indicative end date |
|--------------------------|-------------|--------------------|---------------------|
| Hamilton West | 1 | Sep 2017 | Sep 2026 |
| Hamilton East | 2 | Jan 2018 | Jan 2027 |
| North Waikato | 3 | Apr 2017 | Apr 2026 |
| North Waikato/Auckland A | 3A | 2019 | 2028 |
| North Waikato/Auckland B | 3B | 2019 | TBA |
| East Waikato | 4 | Apr 2017 | Apr 2026 |
| Matamata-Piako | 4A | 2019 | 2028 |
| Thames | 4B | Nov 2017 | May 2021 |
| West Waikato | 5 | Apr 2017 | Apr 2026 |
| Waipā | 6 | TBD | TBD |
| Waipā/Hamilton | 6A | 2019 | 2028 |
| South Waikato | 7 | 2019 | 2028 |
| South Waikato/Hamilton | 7A | 2019 | 2028 |
| Taupō | 9 | 2019 | 2028 |
| Waikato/Auckland Rail | 10 | 2019 | TBD |
| Waikato – Ride-share A | 11A | TBD | TBD |
| Waikato – Ride-share B | 11B | | |
| Trial Service A | 12 | | |
| Trial Service B | 13 | | |
| Trial Service C | 14 | | |
| Trial Service D | 15 | | |

| Unit name | Unit number | Planned start date | Indicative end date |
|-------------------------|-------------|--------------------|---------------------|
| Trial Service E | 16 | | |
| Waikato/Bay of Plenty A | 17 | | |
| Waikato/Bay of Plenty B | 18 | | |

A.2 Hamilton network

A.2.1 Hamilton West unit

| Route # | Route name | Service area | Standard service level |
|---------|-----------------------|---|------------------------|
| CC* | Central Connector | The Base, CBD, Waikato Hospital, Mahoe, Glenview, Fitzroy | Frequent |
| 1 | Pukete | Whitiora, Beerescourt, St Andrews, Pukete | Connector |
| 3 | Dinsdale | Frankton, Dinsdale, Western Heights | Connector |
| 8 | Frankton | Frankton, Livingstone, Nawton | Connector |
| 9 | Nawton | Maeroa, Livingstone, Nawton, Wintec, The Base | Connector |
| 12 | Fitzroy | Waikato Hospital, Ohaupo Rd, Bader St, Fitzroy | Connector |
| 18 | Te Rapa | Maeroa, Forest Lake, Te Rapa, The Base | Connector |
| 6* | Mahoe | Waikato Hospital, Melville | Connector |
| 7* | Glenview | Waikato Hospital, Ohaupo Rd, Glenview | Connector |
| 51* | CBD Shuttle | CBD | Connector |
| 26 | Bremworth/Temple View | Frankton, Dinsdale, Templeview | Coverage |
| 29 | Hamilton Gardens | Hamilton East, gardens and cemetery | Coverage |

Notes: * Route CC will replace routes 6,7,12 and 51 and part of route 21 which is in the North unit.

A.2.2 Hamilton East Unit

| Route # | Route name | Service area | Standard service level |
|---------|------------|---|------------------------|
| 52 | Orbiter | The Base, Rototuna, Chartwell, Waikato University, Waikato Hospital, Dinsdale, Wintec Avalon campus | Frequent |
| 2 | Silverdale | Hamilton East, Hillcrest, Silverdale | Connector |
| 4 | Flagstaff | Chartwell, Flagstaff, Rototuna High Schools | Connector |
| 10 | Hillcrest | Hamilton East, Hillcrest, Silverdale | Connector |
| 11 | Fairfield | Fairfield, Chartwell | Connector |
| 13 | University | Hamilton East, Clyde Park, Waikato University | Connector |
| 14 | Claudlands | Claudlands, Chedworth Park, Chartwell | Connector |

| Route # | Route name | Service area | Standard service level |
|---------|-------------------------------------|--|------------------------|
| 16 | Rototuna | Chartwell, Rototuna high schools, Rototuna shopping centre | Connector |
| 58 | Rototuna Circular | Clarkin Rd, Chartwell, Rototuna High Schools | Connector |
| 5 | Chartwell | River Rd, Chartwell, Huntington | Coverage |
| 4N | Flagstaff North (school terms only) | Te Huia Dr, Chartwell, Hamilton Boys' High School, Sacred Heart Girls' College | Targeted |
| N | Night Rider | Dinsdale, Beerescourt, The Base | Targeted |

A.3 Hamilton and neighbouring towns

A.3.1 North Waikato Unit

| Route # | Route name | Service area | Service type |
|---------|-----------------------|---|--------------|
| 21 | Northern Connector* | Whitiora, Te Rapa, The Base, Ngāruawāhia, Huntly, Te Kauwhata | Connector |
| NW2 | Huntly to Pukekohe | Huntly, Te Kauwhata, Mercer, Meremere, Tūākau, Pokeno, Pukekohe | Targeted |
| HS | Horotiu School assist | Horotiu – Hamilton | Targeted |
| HS | Huntly School assist | Horotiu – Hamilton | Targeted |

Note: * Routes 6, 7, 51 and part of route 21 will be combined into a new Central Connector route, connecting The Base and Waikato Hospital.

A.3.2 North Waikato/Auckland (A) Unit

| Route # | Route name | Service area | Service type |
|---------|--------------------------|--------------------------------|--------------|
| NW1 | Pokeno to Pukekohe | Pokeno, Tūākau, Pukekohe | Connector |
| NW3 | Port Waikato to Pukekohe | Port Waikato, Tūākau, Pukekohe | Targeted |

Notes: * This unit will be operating within the Waikato region and will join up with an Auckland unit at a boundary point to provide cross-boundary services.

A.3.3 North Waikato/Auckland (B) Unit

| Route # | Route name | Service area | Service type |
|---------|--------------------|---|--------------|
| NW2 | Huntly to Pukekohe | Huntly, Te Kauwhata, Mercer, Meremere, Tūākau, Pokeno, Pukekohe | Targeted |

Notes: * Services may be delivered by way of a variation to North Waikato Unit.

A.3.4 West Waikato Unit

| Route # | Route name | Service area | Service type |
|---------|-----------------------------------|---|--------------|
| 23 | Raglan | CBD, Dinsdale, Whatawhata, Te Uku, Raglan, Manu Bay | Coverage |
| 23B | Raglan assist (school terms only) | Raglan to Hamilton schools | Targeted |
| 23W | Whatawhata assist | CBD, Whatawhata, Raglan | Targeted |

A.3.5 Waipā Unit

| Route # | Route name | Service area | Service type |
|---------|-------------------------|------------------------------|--------------|
| 20 | Cambridge | Hamilton, Cambridge | Frequent* |
| 24 | Te Awamutu | Hamilton, Ōhaupō, Te Awamutu | Frequent* |
| CTA* | Cambridge to Te Awamutu | Cambridge, Te Awamutu | Targeted |

Notes: * Subject to Council approval and funding

A.3.6 East Waikato Unit

| Route # | Route name | Service area | Service type |
|---------|----------------------|---|--------------|
| 22 | Morrinsville/Paeroa | Hamilton East, Morrinsville, Te Aroha, Paeroa | Connector |
| 22A | Morrinsville Assist | Hamilton, Morrinsville | Coverage |
| MA* | Matamata to Hamilton | Hamilton to Matamata | Targeted |

Notes: * Subject to Council approval and funding agreements.

A.4 Rest of region

A.4.1 Taupō Unit

| Route # | Route name | Service area | Standard service level |
|---------|----------------------|----------------------|------------------------|
| | Taupō Connector | Taupō urban services | Coverage |
| | Mangakino to Tokoroa | Mangakino, Tokoroa | Targeted |
| | Mangakino to Taupō | Mangakino, Taupō | Targeted |
| | Tūrangi to Taupō* | | Targeted |

Notes: * Subject to Council approval and funding agreements.

A.4.2 Tokoroa Unit

| Route # | Route name | Service area | Standard service level |
|---------|--------------------|--|------------------------|
| TO1 | Tokoroa Connector | Tokoroa township | Connector |
| TO2 | Tokoroa/Hamilton* | Tokoroa-Hamilton via south Waikato towns | Coverage |
| TO3 | District Services* | | Targeted |

Notes: * Subject to Council approval and funding agreements.

A.4.3 Thames Unit

| Route # | Route name | Service area | Standard service level |
|---------|------------------|-----------------|------------------------|
| TH1 | Thames Connector | Thames township | Coverage |

A.4.4 Rail Unit

| Route # | Route name | Service area | Standard service level |
|---------|------------------------|--|------------------------|
| R1 | Hamilton–Auckland rail | Hamilton, north Waikato towns and Auckland | Mass transit |

A.5 Trial and reserve unit

From time to time there may be a need to trial services to test viability or provide targeted services on behalf of other entities. The addition of generic trial units as described in table A-1 allows for the contracting of these services.

A.6 Other community transport and demand responsive services

Non-scheduled public transport services that receive funding from the regional council but are not included in the units above are set out in table A.16.

| Service type | Service area | How assists transport disadvantaged |
|------------------------------|--|---|
| Total Mobility | Hamilton, Taupō, Tokoroa, Cambridge and Te Awamutu | Enables access to education, healthcare and social opportunities. |
| Public ride-sharing services | Region wide | |

Appendix B Procurement strategy

The [Waikato Regional Council Transport Activity Procurement Strategy](#) is incorporated by reference. References to the regional public transport plan should be considered references to this plan (or whichever plan was most recently adopted). In cases of inconsistency, the more recent plan should have preference.



Appendix C Key partners

Waikato Regional Public Transport Plan 2015 Table 2: Key public transport funders, planners, regulators and providers.

| Organisation | Responsibilities |
|--|---|
| Regional council | <ul style="list-style-type: none"> • Preparation of the Regional Land Transport Plan • Preparation of the Regional Public Transport Plan • Management of public transport • Registration of notified exempt services • Planning, contracting and funding of contracted services • Marketing and promoting of public transport • Ownership of infrastructure, public transport services and public transport companies under certain conditions • Monitoring of contracted services • Preparation of the long term plan |
| Territorial authorities | <ul style="list-style-type: none"> • Ownership and provision of bus stops, bus priority measures, shelters and other public transport infrastructure and facilities • In some cases, provision of the local share of funding for approved contracted services • Preparation of long term plans • Preparation of asset management plans |
| Public transport operators | <ul style="list-style-type: none"> • Provision of safe, compliant and efficient public transport services • Provision of non-subsidised (exempt or excluded) services • Provision of subsidised services • Ownership and maintenance of public transport vehicles and supporting infrastructure (i.e. ticketing machines) |
| NZ Transport Agency | <ul style="list-style-type: none"> • Ownership and provision of bus stops, bus priority measures and in some cases shelters and other public transport infrastructure on state highways • Planning for a sustainable, integrated state highway system • Ensuring compliance with the relevant transport legislation and regulations • Preparation and implementation of the National Land Transport Programme • Funding of public transport services, infrastructure and Total Mobility • Preparation of procurement and auditing procedures for public transport • Auditing of public transport tendering authorities |
| Ministry of Education | <ul style="list-style-type: none"> • Provision of school transport services or assistance for students who meet eligibility criteria as defined by the Ministry of Education |
| Ministry of Health/health providers | <ul style="list-style-type: none"> • Financial assistance towards expenses associated with travel that may construct a barrier to accessing required specialist care, particularly for people who: <ul style="list-style-type: none"> • have to travel long distances to access specialist health or disability services • incur high travel costs as a result of frequent visits to specialist health and disability services • have significant financial needs that might otherwise prevent them from accessing necessary specialist health or disability services • Provision of health-related bus services in certain areas |

| Organisation | Responsibilities |
|------------------|--|
| Community groups | <ul style="list-style-type: none"> • Provide community transport services in some areas, often on a voluntary basis. • Build relationships and share knowledge and information in support of rural transport initiatives and projects in the Waikato region. |



Appendix D Land Transport Management Act 2003 requirements

A regional public transport plan must contribute to the purpose of the Land Transport Management Act 2003 (LTMA) which is an efficient and effective land transport system in the public interest (Section 3 of the LTMA). A regional council must also, when preparing a statement of proposal to adopt a regional public transport plan and before adopting a regional public transport plan, be satisfied that the proposal satisfies the requirements of the LTMA.

The following table contains an assessment against the requirements set out in Part 5 of the LTMA.

| Legislative Requirement | How we have addressed them in the Regional Public Transport Plan |
|--|---|
| How the plan contributes to the purpose of the Act (section 3). | <p>The plan contributes to the purpose of the Act through its vision, strategic responses, objectives and policies that seek to develop an efficient, effective, affordable and integrated public transport network that supports economic growth of the region and achieves value for money.</p> <p>The network concepts anchored in this Plan provide a direction for the regional public transport network to evolve over time, transitioning into a mass transit oriented system that will enable us to move a lot more people efficiently and affordably while using much less space than a car orientated system.</p> |
| Preparation of the plan in accordance with NZ Transport Agency guidelines. | The NZTA's guidelines were considered in the development of the plan. The RPTP review process has followed the principles of the NZTA Business Case Approach, and regular meetings were held with NZTA staff to ensure the plan complies with the key requirements of the Act. |
| <p>Applied the principles of section 115A (1) of the Act.</p> <p>Section 115A (1) (a)</p> <p><i>Regional councils and public transport operators should work in partnership and collaborate with territorial authorities to deliver the regional public transport services and infrastructure necessary to meet the needs of passengers.</i></p> | The council has applied the principles of section 115(1) by working in close partnership with territorial authorities to ensure the efficient and effective delivery of public transport services and infrastructure. Sections 3.3 and 3.7.1 of the RPTP provide further details and policy guidance around how this could be achieved, and in particular, a new partnership framework to enable better coordination of funding and service delivery to achieve value for money outcomes. |
| <p>Section 115A (1) (b)</p> <p><i>The provision of public transport services should be coordinated with the aim of achieving the levels of integration, reliability, frequency, and coverage necessary to encourage passenger growth.</i></p> | A central theme of the RPTP is the development of a layered network of public transport services that meets a diverse range of travel needs (Objective 1), with policies contained in Objective 1 focusing on improving integration, efficiency and reliability. Once in place, the major initiatives in the RPTP are expected to better meet travel demands, and result in patronage growth, while providing a range of affordable public transport options to enable transport access. |
| <p>Section 115A (1) (b)</p> <p><i>Competitors should have access to regional public transport markets to increase confidence that public transport services are priced efficiently.</i></p> | The adoption of PTOM in the RPTP, including in the way in which PT Units have been arranged (as set out in Appendix A, including current and future units), and the approach to competitive tendering (section 3.7.3), will provide good opportunities for competitors to access the Waikato public transport market. The RPTP is therefore expected to deliver efficient pricing of services. |

| Legislative Requirement | How we have addressed them in the Regional Public Transport Plan |
|---|--|
| <p>Section 115A (1) (c)</p> <p><i>Incentives should exist to reduce reliance on public subsidies to cover the cost of providing public transport services.</i></p> | <p>In addition to the Public Transport Operating Model (PTOM) approach adopted in this plan, which is intended to provide incentives for operators to improve the commerciality of services, the council has also included a new policy in section 3.6.1 to develop new funding approaches that are aimed to explore alternative funding sources and reduce reliance on passenger fares and public subsidy.</p> |
| <p>Section 115A (1) (d)</p> <p><i>The planning and procurement of public transport services should be transparent.</i></p> | <p>Guided by the procurement approach adopted in this plan (section 3.7.3) and its Procurement Strategy, the council will carry out an open, fair and transparent process to procure new contracts in order to ensure best value for money for customers, ratepayers and taxpayers, as well as to establish effective commercial partnering relationship with public transport operators.</p> |
| <p>Takes into account any national energy efficiency and conservation strategy.</p> | <p>The National Energy Efficiency and Conservation Strategy 2017-2022 was taken into account in the development and assessment of the preferred network structure in the RPTP. The plan anchors a new layered network structure that will significantly improve journey experiences and travel times, and provide a range of travel options (e.g. ride-share service) to meet the customer needs. This will encourage more users to use public transport services, and reduce single occupancy vehicles on the roading network.</p> |
| <p>Takes into account any relevant regional policy statement, regional plan, district plan.</p> | <p>The purpose of this Plan is to give effect to the public transport components of the Regional Land Transport Plan (RLTP). The updated 2018 RLTP was assessed against the regional policy statement and regional plans, and was found to be consistent with them. District plans were also taken into account during the development of the RLTP.</p> |
| <p>Takes into account the public transport funding likely to be available in the region.</p> | <p>The RPTP has been prepared in line with the financial forecasts prepared as part of the Waikato Regional Council Long Term Plan 2018-28 and the development of the updated 2018 RLTP. The funding likely to be available is discussed in Section 3.6 of the plan.</p> |
| <p>Takes into account the need to obtain best value for money, having regard to the desirability of encouraging a competitive and efficient market for public transport services.</p> | <p>In preparing the RPTP, the council has taken account of the need to obtain the best value for money having regard to the desirability of encouraging a competitive and efficient market for public transport services. The key procurement principles are also anchored in the Waikato Regional Council procurement strategy for transport activities. The objective of the procurement strategy is to procure public transport services in a way that:</p> <ul style="list-style-type: none"> ● achieves value for money, ● encourages competitive and efficient markets, ● sustains those markets. |
| <p>Takes into account the views of public transport operators in the region.</p> | <p>Early engagement with the operators in the region was undertaken during the preparation of the draft Plan. Specific operator feedback on the proposed future network and units will also be sought from incumbent and potential public transport operators as part of the RPTP public consultation process.</p> |
| <p>Considers the needs of persons who are transport disadvantaged.</p> | <p>The provision of travel options and access to basic community activities for the transport disadvantaged is one of the key strategic responses identified in the RPTP. The Plan seeks to take a whole-of-journey approach towards the planning and delivery of public transport services and infrastructure to ensure the public transport system is accessible for everyone. This approach is reflected throughout the document, and in particular the policies identified under Objectives 1, 4 and 6.</p> |

HE TAIAO MAUIORA

HEALTHY ENVIRONMENT

HE ŌHANGA PAKARI

STRONG ECONOMY

HE HAPORI HIHIRI

VIBRANT COMMUNITIES

Waikato Regional Council

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Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Tony Whittaker Chief Operating Officer |
| Date | 29 August 2018 |
| Prepared by | Katherine Overwater Senior Policy Planner |
| Chief Executive Approved | Y |
| Reference # | GOV1301 / 2067426 |
| Report Title | Feedback on Draft Local Government New Zealand Position on Climate Change Mitigation – For retrospective approval |

I. EXECUTIVE SUMMARY

The purpose of this report is for Council to retrospectively approve the feedback on the Draft Local Government New Zealand Position on Climate Change Mitigation.

The purpose of the Draft Position Statement is to signal the ambition that local government has for, and the commitments it makes to, contributing to the overall effort to reduce emissions in New Zealand. It also sets out the further support that local authorities need in order to enhance their contributions to emissions reductions.

Local Government New Zealand's ("LGNZ's") National Council has requested that the Draft Position Statement be available to councils for consultation and feedback to allow finalisation. The final date for feedback is 30 August 2018.

Attached is a copy of Council's submission to LGNZ. A draft of the submission was circulated to Councillor's for feedback following the Strategy & Finance Committee meeting on 22 August 2018. No feedback has been received.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT Council's submission on the Draft Local Government New Zealand Position on Climate Change Mitigation is retrospectively approved.

3. ATTACHMENTS

- Feedback to the Draft Local Government New Zealand Position Statement on Climate Change Mitigation

29 August 2018

Via Email: grace.hall@lgnz.co.nz

Local Government New Zealand
P O Box 1214
WELLINGTON 6140

Attention: Grace Hall, Senior Policy Advisor

Postal Address

Private Bag 544
Ngaruawahia, 3742
New Zealand

0800 492 452

www.waikatodistrict.govt.nz

Dear Grace

FEEDBACK ON DRAFT LOCAL GOVERNMENT NEW ZEALAND'S POSITION ON CLIMATE CHANGE MITIGATION

Thank you for the opportunity to provide feedback on the Draft Local Government New Zealand ("LGNZ") Position Statement on Climate Change Mitigation. Waikato District Council ("WDC") acknowledges the Draft LGNZ Position Statement on Climate Change Mitigation as a positive step that recognises Local Government is well placed to promote and support initiatives that can reduce carbon emissions. The statement provides an expectation that local government will be responsible for not only assisting communities to adapt to the effects of climate change but to also support communities to reduce the impacts of climate change while also taking the lead by reducing Council's own carbon emissions.

In addition WDC acknowledges that the stocktake document gives valuable insight into the work currently being carried out by other Regional, District and City Councils around the country and that this has the added benefit of providing a good source of information for those Councils that still have to make a start in this area.

We understand that the statement signals two areas that Regional, District and City Councils can do work, which will help each organisation to understand their own emissions profile as well as their communities' and find ways to effectively reduce these:

- a. Council reducing their own emissions -

This is supported. As Council's work towards having a clear understanding of their own emissions profile and vulnerabilities, this in turn will provide valuable insights to what is happening in communities.

- b. Council taking a leadership role to encourage, support, and coordinate efforts to reduce emissions within the city, district or region.

To achieve the second action requires Councils to understand what the vulnerabilities are in our communities and best methods to mitigate. If Councils do not know what these are or are not planning to address these, then it is unlikely that anyone else is doing this either, at least not at the required scale.

The language used in the position statement could be more affirmative. The statement recognises an *urgent need for action to avoid future risks from climate change* therefore all language used in the document should reflect this urgency.

It would be good to see the position statement strongly requesting that there be some clear guidelines/ legislation from Central Government that support Local Government and ensure organisations are carrying out work to mitigate climate change; that they are able to clearly understand and identify their biggest challenges so mitigation or adaptation can take place effectively; and that the results of any mitigation work can be measurable and is reported on regularly.

The statement does fall short of identifying areas that need to be addressed. For example it mentions waste management, but not waste infrastructure. The following matters are important to address climate change mitigation:

1. Waste infrastructure is going to become critically important in communities going forward. Evidence alone of what has happened in China tells a clear story of vulnerability in the system;
2. Safe guarding land for food production and energy generation as well as urban and rural development is important. The way and rate that land develops is implicated by population increases, immigration, wars/political unrest, sea level rise and natural hazard events as well as the economy and these pressures need to be recognised and understood;
3. Ensuring land and other resources are available for localised food production and other local industry and commerce;
4. Housing infrastructure planning - purposefully planned neighbourhoods that encourage localisation of employment opportunities, energy efficiencies, walkability and public transport;
5. Energy production especially locally sourced;
6. Promotion of public transportation.

There are a number of things Councils could be doing or promoting to help reduce their own carbon emissions such as:

- Promotion of renewable energy
- Purchasing an electric vehicle fleet
- Ride sharing
- Promoting and providing support to communities in regards to energy efficiency for new builds – Eco design adviser
- Use energy wisely, use renewable energy, aim for energy efficiency in all aspects of the organisation

- Price carbon, reduce emissions – take this into consideration during procurement, fleet management, water and wastewater management, land use, waste management and minimisation
- Consume less, waste less and promote reduction of single use plastics
- Consider product mileage – promote 'buy/use local'
- Restore degraded land into sustainable native habitats
- Protection of waterways.

Thank you once again for this opportunity for Council to provide this feedback.

Yours sincerely


Gavin Ion
CHIEF EXECUTIVE

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Tony Whittaker Chief Operating Officer |
| Date | 16 August 2018 |
| Prepared by | Sandra Kelly District Plan Administrator |
| Reviewed by | Vishal Ramduny – Planning & Strategy Manager Bridget Parham – External Legal Advisor |
| Chief Executive Approved | Y |
| Reference # | GOV1301 / 2058484 |
| Report Title | Hearings for Proposed District Plan – Appointment of Councillors as Independent Hearings Commissioners |

I. EXECUTIVE SUMMARY

The purpose of this report is to seek Council’s approval to appoint Councillor Dynes Fulton, Councillor Janet Gibb and Councillor Jan Sedgwick as independent hearings commissioners to the Independent Hearings Panel for the Proposed Waikato District Plan, Stages 1 and 2 (“PDP”).

Should the hearings and decision-making process not be completed prior to the Local Body Elections in October 2019, the appointment of the three aforementioned Councillors as independent hearings commissioners will enable them to continue serving in this capacity beyond the elections.

Additional (external) independent commissioners (including a hearings chairperson and an iwi commissioner) will be appointed at a later date to complete the make up of the Independent Hearings Panel.

Appointing the three councillors to an Independent Hearings Panel will also avoid any conflict of interests during the semi-judicial and judicial stages of the review.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT Council agrees that the following Councillors be appointed as Independent Hearings Commissioners to the Independent Hearing Panel of the Proposed Waikato District Plan, Stages 1 and 2, pursuant to section 34A(1) of the Resource Management Act 1991:

- **Cr Dynes Fulton**
- **Cr Janet Gibb**
- **Cr Jan Sedgwick**

3. BACKGROUND

The Proposed Waikato District Plan (Stage 1) was notified on 18 July 2018 (PDP Stage 1). The PDP Stage 1 combines both the Franklin and Waikato sections into a single district plan with a consistent approach to development and growth across the district.

Submissions on the PDP Stage 1 close on 9 October 2018.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Appointing Councillors' Fulton, Gibb and Sedgwick at this point in the process will avoid any conflicts during the semi-judicial and judicial stages of the review. It is recommended that the three Councillors keep themselves free from any potential or perceived bias, or being privy to information other than that presented at the formal hearing of submissions.

It is recommended that the Councillors do not attend the workshops on Council's own submission and declare an interest, and take no further part, when the workshop outcome is formally approved by Council. It is also recommended that the three Councillors do not attend the open days, and direct any questions from the public to the Policy Planning Team or another Councillor.

Clause 10(4) of Schedule 1 of the Resource Management Act 1991 ("RMA") requires a decision on submissions on the PDP to be given no later than 2 years after notifying the proposed plan. The PDP hearings (Stages 1 and 2) are scheduled to start mid 2019 and it is very likely that decisions will not be made and notified prior to the Local Body Elections in October 2019.

It is therefore prudent to appoint the three Councillors as independent hearing commissioners to enable them to continue to serve in this capacity should the hearings process transcend the Local Body Elections in October 2019. For consistency, transparency and fairness the same commissioners must be involved for the duration of the process until either a recommendation is made to Council by the Independent Hearings Panel or a decision is made by the Independent Hearings Panel (unless there is some unforeseen circumstance such as ill health).

5. CONSIDERATION

5.1 FINANCIAL

Funding for the PDP is provided for in the Long Term Plan as part of the District Plan Review budget. The total cost for the post-notification phase is however subject to the number of submissions received, the nature of the submissions, technical experts that may be required to support the hearings and the number of appeals received once decisions are made.

5.2 LEGAL

Development of the PDP must follow the Schedule 1 process of the Resource Management Act 1991. Council's external legal advisor, Tompkins Wake, has been advising on the PDP to ensure that legal matters are appropriately considered.

Council can appoint one or more Councillors to be a hearing commissioner under s34A(1) to carry out any functions, powers or duties under the RMA. This includes the power to hear and determine submissions on the PDP or hear and make recommendations to Council in respect of submissions on the PDP. This will enable them to continue the hearing process in the event the appointed Councillors do not stand for re-election or are not re-elected.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The PDP has been reviewed to address growth in the district along with combining the Franklin and Waikato section of the Operative District Plan into one plan.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement | Inform | Consult | Involve | Collaborate | Empower |
|--|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The PDP (Stage 1) is currently in the submission phase pursuant to clause 6 of Schedule 1 of the RMA. Submissions close on 9 October 2019. | | | | | |

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

| Planned | In Progress | Complete | |
|---------|-------------|----------|---------------------------------------|
| | | ✓ | Internal |
| | | ✓ | Community Boards/Community Committees |
| | | ✓ | Waikato-Tainui/Local iwi |
| | | ✓ | Households |
| | | ✓ | Business |
| | | | Other Please Specify |

6. CONCLUSION

This report seeks the support of the Council to appoint the three accredited RMA hearings commissioners, Councillors' Fulton, Gibb and Sedgwick, as independent hearings commissioners to the Independent Hearings Panel for the duration of the PDP hearing process for Stages 1 and 2 (including the recommendations or decision-making process). Further external independent commissioners, including a chair, will be appointed at a later date.

7. ATTACHMENTS

NIL

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 22 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1318 |
| Report Title | Receipt of Strategy & Finance Committee Minutes |

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 22 August 2018.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 22 August 2018 be received;

AND THAT the following become resolutions of Council:

Submission on the National Planning Standards (for retrospective approval) - S&F1808/04

THAT Council approves retrospectively the Strategy & Finance Committee's submission to the Ministry for the Environment on the National Planning Standards.

Private Plan Change 21 Graham Block Development – Operative Date - S&F1808/06

THAT Council approves that public notice is given, pursuant to clause 20 in Schedule 1 of the Resource Management Act 1991, that declares the provisions in Plan Change 21 Graham Block Development to the Waikato District Plan (Franklin Section) operative with effect from 7 September 2018.

General Rate Position for the year ended 30 June 2018 - S&F1808/08

THAT Council approves that the 2017/18 surplus of \$1,831,528 is transferred to the general accounting reserve fund.

3. ATTACHMENTS

S&F minutes

MINUTES for a meeting of the Strategy & Finance Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 22 AUGUST 2018** commencing at **9.02am**.

Present:

Cr JM Gibb (Chairperson)
His Worship the Mayor Mr AM Sanson *[from 9.07am]*
Cr A Bech
Cr JA Church *[until 11.38am]*
Cr DW Fulton
Cr S Henderson
Cr SD Lynch
Cr FM McInally
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson *[until 12.08pm]*

Attending:

Mr B MacLeod (Chair, Raglan Community Board)
Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mrs W Wright (Committee Secretary)
Ms A Diaz (Finance Manager)
Mr K Stokes (Project Manager Pokeno & Tuakau)
Ms K Overwater (Senior Policy Planner)
Mr C Morgan (Economic Development Manager)
Ms M Russo (Corporate Planner)
Ms L Wilson (Media Representative)
Mr G Lee (Northgate Park)
Mr C Botica (Pokeno Land Consortium)
Member of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Main/Thomson)

THAT an apology be received from Cr McGuire and Cr Sedgwick.

CARRIED on the voices

S&F1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Thomson/Church)****THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 22 August 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;****AND THAT all reports be received;****AND FURTHER THAT the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.****CARRIED on the voices****S&F1808/02****DISCLOSURES OF INTEREST**

Cr Church advised members of the Committee that she would declare a non-financial conflict of interest in Agenda item 5.9 [*Final Statements of Interest 2018/19 – Wellbeing Trust section*].

CONFIRMATION OF MINUTES**Resolved: (Crs McInally/Lynch)****THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 27 June 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****S&F1808/03****REPORTS**

Submission on the National Planning Standards (for retrospective approval)
Agenda Item 5.1

The report was received [*S&F1808/02 refers*] and discussion was held. The Senior Policy Planner gave an overview and answered questions from the Committee.

Resolved: (Crs Smith/Lynch)**THAT the Strategy & Finance Committee recommends to Council that its submission to the Ministry for the Environment on the National Planning Standards be retrospectively approved.****CARRIED on the voices****S&F1808/04**

Feedback on Draft Local Government New Zealand Position on Climate Change Mitigation
Agenda Item 5.2

The report was received [S&F1808/02 refers]. The Senior Policy Planner gave an overview and answered questions from the Committee.

Resolved: (Crs Lynch/McInally)

THAT staff continue to collate feedback on the Draft Position Statement on Climate Change Mitigation and submit that feedback to Local Government New Zealand by 30 August 2018.

CARRIED on the voices

S&F1808/05

His Worship the Mayor entered at the meeting at 9.07am during discussion on the above item and was not present during voting.

Private Plan Change 21 Graham Block Development – Operative Date
Agenda Item 5.3

The report was received [S&F1808/02 refers]. The Project Manager Pokeno & Tuakau gave an overview of key issues.

Resolved: (Crs Smith/Patterson)

THAT pursuant to clause 20 in Schedule I of the Resource Management Act 1991, public notice is given that declares the provisions in Plan Change 21 Graham Block Development to the Waikato District Plan (Franklin Section) operative with effect from 7 September 2018.

CARRIED on the voices

S&F1808/06

Waikato Enterprise Agency
Agenda Item 5.4

The report was received [S&F1808/02 refers].

Financial Review of Key Projects
Agenda Item 5.5

The report was received [S&F1808/02 refers] and discussion was held.

Resolved: (Crs Fulton/Smith)

THAT progress on the following list of projects for 2018/19 be reported to this committee for the coming year:

- **Mangawara Bridge construction (Taupiri)**

- **Raglan wastewater treatment plant upgrade**
- **Raglan wastewater rising main renewals**
- **Te Kauwhata water supply reservoir extensions**
- **Te Kauwhata wastewater reticulation extensions**
- **Tamahere Recreation Reserve Project**
- **Tamahere sports ground**
- **Ngaruawahia library**
- **Tuakau cemetery**
- **Pokeno parks and reserves and Tuakau Dog Pound**

CARRIED on the voices

S&F1808/07

General Rate Position for the year ended 30 June 2018

Agenda Item 5.6

The report was received [*S&F1808/02 refers*]. The Finance Manager answered questions from the Committee.

Resolved: (Crs Fulton/Main)

THAT the Strategy & Finance Committee recommends to Council that the 2017/18 surplus of \$1,831,528 is transferred to the general accounting reserve fund.

CARRIED on the voices

S&F1808/08

Summary of Movements in Discretionary Funds to 31 July 2018

Agenda Item 5.7

The report was received [*S&F1808/02 refers*] and discussion was held.

Treasury Risk Management Policy – Compliance Report at 30 June 2018

Agenda Item 5.8

The report was received [*S&F1808/02 refers*] and discussion was held.

Final Statements of Intent 2018/19

Agenda Item 5.9

Cr Church declared a conflict of interest in the above item, withdrew from the table and did not take part in discussion of the item.

The report was received [*S&F1808/02 refers*] and discussion was held.

Community Engagement Update
Agenda Item 5.10

The report was received [S&F1808/02 refers] and discussion was held. The Corporate Planner answered questions from the Committee.

Economic Development Update
Agenda Item 5.11

The report was received [S&F1808/02 refers] and discussion was held.

The meeting adjourned at 10.30am and resumed at 10.54am.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Thomson/Church)

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Wednesday 27 June 2018.

REPORTS

a. Northgate Business Park Verbal Update

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to Ground(s) under section 48(1) for the withhold exists under: passing of this resolution is:

Section 7(2)(f)(h)(i)(j)

Section 48(1)(3)(a)(d)

b. Pokeno Land Consortium Verbal Update

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to Ground(s) under section 48(1) for the withhold exists under: passing of this resolution is:

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Ian Cathcart General Manager Service Delivery |
| Date | 3 September 2018 |
| Prepared by | Vishal Ramduny Planning & Strategy Manager |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Single Stage Business Case for Start-up Passenger Rail Service between Hamilton to Auckland |

I. EXECUTIVE SUMMARY

At the workshop of 3 September 2018 Councillors were presented with an overview of the single stage business case that is currently being prepared for the start-up passenger rail service between Hamilton and Auckland. The presentation covered the following:

- Investment objectives
- Evaluation of options
- Level of service considerations
- Station choices, features, risks, uncertainties and timing
- Five year outlook of project costs with respect to Tuakau and Huntly stations.

The business case will be finalised over the next two weeks for endorsement by the multi-party Transport Connections Working Group on 14 September 2018. Cr Dynes Fulton is Council's representative on the Working Group.

The Council workshop provided direction to officials working on the business case as per the recommendations contained in this report.

2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received;

AND THAT Council confirms Huntly and Tuakau as the preferred location for the stations to service the start-up passenger rail service between Hamilton and Auckland and acknowledges that other stations will be considered at the appropriate time for any future high-speed service between the two cities.

AND FURTHER THAT Council confirms that it supports a basic, affordable yet safe level of service for the Huntly and Tuakau stations for the start-up passenger rail service as per its Long Term Plan funding commitment.

AND FURTHER THAT Council re-allocates \$50,000 from its Long Term Plan funding commitment for the Tuakau rail facility to support the passenger amenities at the Huntly station. Doing this will enable Council to access the New Zealand Transport Agency's 75% Funding Assistance Rate for both the Tuakau and Huntly stations.

AND FURTHER THAT Council consider its cost-share contribution for the operational costs of the passenger amenities for both the Huntly and Tuakau stations through its next Annual Plan/Long Term Plan.

3. DISCUSSION

At the Council workshop of 3 September Councillors agreed that the Funding Assistance Rates (FAR) being offered for transitional rail is a funding opportunity which needs to be taken advantage of by Council making a cost-share contribution for the Huntly rail station (Council presently has only committed funding (\$250,000)) for the Tuakau rail facility. All 'below rail' infrastructures (i.e. platform and below) will be 100% funded by FAR whilst passenger amenities (such as platform seating, rubbish bins, signage, lighting, park & ride facilities, rail overbridge etc) will be 75% funded.

Councillors indicated that they were satisfied with the existing allocation for passenger rail in Council's Long Term Plan (2018-2028) but understood that detailed costs for the Tuakau and Huntly stations are still being worked through by officials. However, the workshop attendees agreed on some key principles for progressing the single stage business case as follows:

- The stations for the start-up passenger rail service will be located at Huntly and Tuakau.
- Council seeks a basic, affordable yet safe level of service for the Huntly and Tuakau stations in support of the start-up passenger rail service that is in keeping with Council's Long Term Plan funding commitment.
- Re-allocation of a portion of Council's Long Term Plan funding contribution from the Tuakau rail facility to support the passenger amenities at the Huntly station. Doing this will enable Council to access FAR funding for the Huntly station.

In a nutshell, by factoring in the 75% FAR contribution, Council's \$250,000 allocation will grow to \$1m for both the Tuakau and Huntly stations.

| | LTP Funding | FAR 75% | Total |
|--------|--------------------|----------------|--------------|
| Tuakau | \$200,000 | \$600,000 | \$800,000 |
| Huntly | \$50,000 | \$150,000 | \$200,000 |
| | | | \$1,000,000 |

4. CONSIDERATION

4.1 FINANCIAL

Council has allocated \$250,000 in the Long Term Plan (2018-2028) to support a Tuakau rail facility. Apportioning \$50,000 of this commitment to support passenger services at the Huntly rail station will enable Council to access FAR funding for both stations. In total, the 75% FAR contribution will enable Council's \$250,000 allocation to grow to \$1m (for both the Tuakau and Huntly rail stations).

4.2 LEGAL

Nil.

4.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The single stage business case for a start-up passenger rail service is being prepared in accordance with the ministerial directive for the Ministry of Transport and the New Zealand Transport Agency to work with key partners in establishing a passenger rail service between Hamilton and Auckland. The Government Policy Statement on Land Transport also signals Government's strong support for investment in inter-regional commuter services. Both the passenger rail service and associated transport connections are integral components of the Hamilton to Auckland Corridor Plan which is currently being prepared by the multi-party Hamilton to Auckland Corridor Plan Steering Group. The North Waikato Public Transport Review (conducted in 2017) also acknowledges the importance of ancillary public transport connections for a future rail service in connecting our communities.

4.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement | Inform | Consult | Involve | Collaborate | Empower |
|---|-------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Submissions on the passenger rail service/location of stations were received through Council's Long Term Plan (2018-2028). Input on a rail service between Hamilton to Auckland was also received during engagement with the community on the North Waikato Public Transport Review (2017) and Local Area Blueprint community workshops for Tuakau and Huntly (2018). | | | | | |

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

| Planned | In Progress | Complete | |
|---------|-------------|----------|---------------------------------------|
| | | ✓ | Internal |
| | | ✓ | Community Boards/Community Committees |
| | | ✓ | Waikato-Tainui/Local iwi |
| | | ✓ | Households |
| | | ✓ | Business |

5. CONCLUSION

Council is being asked to confirm the direction provided by Councillors at a workshop on the single stage business case for a start-up passenger rail service between Hamilton and Tuakau held on 3 September 2018. Re-allocation of a portion of Council's Long Term Plan funding contribution of \$250,000 from the Tuakau rail facility to support the passenger amenities at the Huntly station will help Council access FAR funding for the Huntly station as per the table below.

| | LTP Funding | FAR 75% | Total |
|--------|--------------------|----------------|--------------|
| Tuakau | \$200,000 | \$600,000 | \$800,000 |
| Huntly | \$50,000 | \$150,000 | \$200,000 |
| | | | \$1,000,000 |

6. ATTACHMENTS

Nil.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 29 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1318 |
| Report Title | Receipt of Infrastructure Committee Minutes |

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 August 2018.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 28 August 2018 be received;

AND THAT the following become resolutions of Council:

Community Engagement for The Point Reserve Management Plan – INF1808/05

THAT Council approves to undertake community consultation in September and October 2018, in accordance with Sections 82 (principles of consultation), of the Local Government Act 2002, and Section 41 of the Reserves Act 1977.

56 Great South Road Ngaruawahia - Deed of Lease – INF1808/07

THAT Council approves that a Deed of Lease of the site situated at 56 Great South Road Ngaruawahia being legally described as part Allotment 31 Town of Newcastle, held in Certificate of Title SA 110/100, be granted to Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated for a term of 20 years, with a further right of renewal for 15 years on terms consistent with Council’s leasing policy;

AND THAT the Chief Executive be delegated to execute the relevant lease documentation;

AND FURTHER THAT within 12 months of this report, Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated provide a proposal and project plan for Council consideration and approval thus enabling the release of the LTP project funding budget upon confirmation of the total project funds being secured;

AND FURTHER THAT consideration be given through next year's Annual Plan Process that a review of the amount and purpose of the Ngaruawahia Community Facility targeted rate be undertaken;

AND FURTHER THAT the amount collected in 2018/19 for the Twin Rivers Art Centre development be included in the amount available from Council for the project.

Waikato District Alliance Contract I4-314 – Increase to Individual Project Variation Amount – INF1808/08

THAT Council approves for the previously approved individual contract variations to be increased from \$150,000 to \$1,000,000 and it can be shown that using the WDA will continue to benefit Council in terms of competitive pricing and a reduction in time and administrative costs.

Rural Intersection Activated Warning Signs - SH1B/Gordonton Road – INF1808/09

THAT Council approves that the Waikato Speed Limit Bylaw 2011 be amended by approving the installation of Rural Intersection Activated Warning Signs (RIAWS) with a variable speed limit of 60km/h at the intersection of Gordonton and Taylor Road (SH1B).

New Footpath Proposed Programme 2018/19 – INF1808/10

THAT Council approves the footpath programme for 2018/19 to allow planning and construction to commence.

3. ATTACHMENTS

INF minutes

MINUTES for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 AUGUST 2018** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson [*until 9.37am and from 9.53am. until 9.54am and from 10.04am*]
Cr A Bech
Cr JA Church
Cr JM Gibb [*from 9.35am and from 10.27am until 10.36am*]
Cr S Henderson
Cr SD Lynch
Cr FM McInally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick [*until 10.40am*]
Cr NMD Smith
Cr LR Thomson

Attending:

Mr B MacLeod (Chair, Raglan Community Board)
Mr I Cathcart (General Manager Service Delivery)
Mrs W Wright (Committee Secretary)
Mr K Pavlovich (Waters Manager)
Mr P McPherson (Acting Programme Delivery Manager)
Ms M May (Parks & Facilities Manager)
Ms M Smart (Property Officer)
Mr L McCarthy (Asset Engineer Service Delivery)
Mr E Parata (Asset Management, Parks & Facilities)
Ms L Wilson (Media Representative)
3 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from **Cr McGuire;**

AND THAT an apology for lateness be received from **Cr Gibb.**

CARRIED on the voices

INF1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Patterson)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 28 Wednesday 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;

AND THAT all reports be received;

AND FURTHER THAT the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Fulton/Lynch)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 26 June 2018 be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. INF1806/07 (Huntly Memorial Hall - Update and Agreement of Huntly Community Board Position and Resolution) and the Council resolution No. WDC1807/13 from:

THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the community support the refurbishment of the Huntly Memorial Hall;

AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)

Completion of minor works to the Hall – immediate

- ***treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.***
- ***tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.***
- ***fix roof leaks and clean out gutters.***

Planning and consultant work – July - September

- **review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.**
- **review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.**
- **engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.**

Community project group engagement – July – September

- **to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.**
- **to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction management knowledge, providing an overall building professional to be responsible for the work).**
- **to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.**
- **to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution that the community project group can provide and will progress as the project plan is developed. This is discussed further below.**

Community engagement and consultation – July - November

- **once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.**
- **where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.**

At the end of this tranche of work we should have:

- **an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.**
- **an agreed structure through which we will work with the community group.**

- *an overall cost and funding plan, including the amount of additional targeted rate required (if any).*
- *an outcome from community consultation around the additional targeted rate (if required).*

to read:

THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the submissions received in support the refurbishment of the Huntly Memorial Hall;

AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)

Completion of minor works to the Hall – immediate

- **treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.**
- **tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.**
- **fix roof leak/s and clean out gutters.**

Planning and consultant work – July - September

- **review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.**
- **review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.**
- **engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.**

Community project group engagement – July – September

- **to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.**
- **to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction**

management knowledge, providing an overall building professional to be responsible for the work).

- to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.
- to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution that the community project group can provide and will progress as the project plan is developed. This is discussed further below.

Community engagement and consultation – July - November

- once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.
- where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.

At the end of this tranche of work we should have:

- an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.
- an agreed structure through which we will work with the community group.
- an overall cost and funding plan, including the amount of additional targeted rate required (if any).
- an outcome from community consultation around the additional targeted rate (if required).

CARRIED on the voices

INF1808/03

REPORTS

Raglan Holiday Park Papahua – Chairperson’s Annual Report for 1 July – 30 June 2018
Agenda Item 5.1

The report was received [*INF1808/02 refers*].

Resolved: (Crs Smith/Church)

THAT this report be deferred until it has been endorsed by the Park Board;

AND THAT a representative be present to answer questions from the Committee when it comes back to the Committee.

CARRIED on the voices

INF1808/04

Community Engagement for The Point Reserve Management Plan
Agenda Item 5.2

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Patterson/Lynch)

THAT the draft version of The Point Reserve Management Plan be received;

AND THAT the Committee recommends to Council to undertake community consultation in September and October 2018, in accordance with Sections 82 (principles of consultation), of the Local Government Act 2002, and Section 41 of the Reserves Act 1977.

CARRIED on the voices

INF1808/05

Increase to Approved Contract Sums – Realclean and OCS
Agenda Item 5.3

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Church/Smith)

THAT the increase of \$90,981.22 in Approved Contract Sum for Contract 12/013 and the increase of \$189,999.97 in Approved Contract Sum for Contract 14/009 be approved.

CARRIED on the voices

INF1808/06

56 Great South Road Ngaruawahia - Deed of Lease
Agenda Item 5.4

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Smith/Patterson)

THAT the Committee recommend to Council that a Deed of Lease of the site situated at 56 Great South Road Ngaruawahia being legally described as part Allotment 31 Town of Newcastle, held in Certificate of Title SA 110/100 be granted to Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated for a term of 20 years, with a further right of renewal for 15 years on terms consistent with Council’s leasing policy;

AND THAT the Chief Executive be delegated to execute the relevant lease documentation;

AND FURTHER THAT within 12 months of this report, Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated provide a proposal and project plan for Council consideration and approval thus enabling the release of the LTP project funding budget upon confirmation of the total project funds being secured;

AND FURTHER THAT consideration be given through next year's Annual Plan Process that a review of the amount and purpose of the Ngaruawahia Community Facility targeted rate be undertaken;

AND FURTHER THAT the amount collected in 2018/19 for the Twin Rivers Art Centre development be included in the amount available from Council for the project.

CARRIED on the voices

INF1808/07

Lake Hakanoa Motor Caravan Park Financial Report for the period ending 30 June 2018
Agenda Item 5.5

The report was received [*INF1808/02 refers*] and discussion was held.

Service Delivery Report for August 2018
Agenda Item 5.6

The report was received [*INF1808/02 refers*] and discussion was held.

Cr Gibb entered the meeting during discussion of the above item at 9.35am.

His Worship the Mayor withdrew from the meeting at 9.37am and then re-entered the meeting during discussion on the above item at 9.53am. He then withdrew from the meeting during discussion on the above item at 9.54am.

Waikato District Alliance Contract 14-314 – Increase to Individual Project Variation Amount
Agenda Item 5.7

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Smith/Gibb)

THAT the Infrastructure Committee recommend to Council that the previously approved individual contract variations be increased from \$150,000 to \$1,000,000 and it can be shown that using the WDA will continue to benefit the Council in terms of competitive pricing and a reduction in time and administrative costs.

CARRIED on the voices

INF1808/08

His Worship the Mayor re-entered the meeting during discussion on the above item at 10.04am and was present when voting took place.

Rural Intersection Activated Warning Signs - SH1B/Gordonton Road
Agenda Item 5.8

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Smith/Church)

THAT the Committee recommend to Council that the Waikato Speed Limit Bylaw 2011 be amended by approving the installation of Rural Intersection Activated Warning Signs (RIAWS) with a variable speed limit of 60km/h at the intersection of Gordonton- and Taylor Road (SH1B).

CARRIED on the voices

INF1808/09

New Footpath Proposed Programme 2018/19
Agenda Item 5.9

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Bech/Church)

THAT Council approve the footpath programme for 2018/19 to allow planning and construction to commence.

CARRIED on the voices

INF1808/10

Onewhero and Te Akau Water Supply Options
Agenda Item 5.10

The report was received [*INF1808/02 refers*] and discussion was held.

Resolved: (Crs Smith/Sedgwick)

THAT the Infrastructure Committee recommend to Council to approve the Waters Team to engage with the affected communities in Onewhero and Te Akau to gauge their appetite for moving on to an individual rainwater tank per property-method of receiving their drinking water.

CARRIED on the voices

INF1808/11

Cr Gibb re-entered the meeting during discussion on the above item at 10.36am and was present when voting took place.

Cr Sedgwick retired from the meeting at 10.40am.

The meeting adjourned at 10.40am and resumed at 11.01am.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Patterson/Gibb)

THAT the public be excluded from the meeting to enable the Committee to deliberate and make decisions on the following items of business:

REPORTS

**a. Proposed Extension to the Te Kowhai Village Green – Acquisition
Scenario Analysis**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(a)(b)(ii)(i)(j)

Section 48(1)(3)(d)

CARRIED on the voices

INF1808/12

Resolutions INF1808/13 – INF1808/14 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 11.24am.

Minutes approved and confirmed this day of 2018.

DW Fulton
CHAIRPERSON

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 13 August 2018 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Minutes – Discretionary & Funding Committee |

1. EXECUTIVE SUMMARY

To receive the minutes of the Discretionary & Funding Committee meeting held on Monday 13 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Discretionary & Funding Committee held on Monday 13 August 2018 be received.

3. ATTACHMENTS

D&F Minutes

MINUTES of a meeting of the Discretionary & Funding Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 AUGUST 2018** commencing at **9.02 am.**

Present:

Cr SD Lynch (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr DW Fulton
Cr SL Henderson
Cr LR Thomson

Attending:

Cr J Sedgwick
Mr T Whittaker (General Manager Strategy & Support)
Mrs L Wainwright (Committee Secretary)
Mrs L van den Bemd (Community Development Adviser)
Mr W Brough (Crossroads Charitable Trust – Light Party)
Mr W Brough (Crossroads Charitable Trust – Christmas Eve Party)
Mr S Cox (Dynamo Cycling & Sports Club Inc.)
Mr C Hickey (Te Kauwhata Agricultural & Pastoral Association)
Mr S MacDonals (Ngaruawahia United Associated Football Club)
Ms E Saunders (Ngaruawahia United Associated Football Club)
Mr L Nathan (Waikato Rocks Trust)
Mr M Crawford (Environmental Education for Resource Sustainability Trust)
Ms L Cooper (Bush Tramway Club Incorporated)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Lynch/Thomson)

THAT an apology be received from Cr McGuire and Cr Main.

CARRIED on the voices

D&F1808/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Crs Lynch/Thomson)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 13 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT in accordance with **Standing Order 9.4** the order of business be changed with agenda item 7.1 [*Application for Funding – Environmental Education for Resource Sustainability Trust*] being considered after agenda item 5.2.

CARRIED on the voices

D&F1808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Lynch/Henderson)

THAT the minutes of a meeting of the **Discretionary & Funding Committee** held on **Monday 14 May 2018** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1808/03

REPORTS

Summary of Movements in Discretionary Funds to 31 July 2018
Agenda Item 5.1

The report was received [*D&F1808/02 refers*] and discussion was held.

Summary of Current Grant Requests as at 02 August 2018
Agenda Item 5.2

The report was received [*D&F1808/02 refers*] and discussion was held.

APPLICATIONS FOR FUNDING – RURAL

Application for Funding – Environmental Education for Resource Sustainability Trust
Agenda Item 7.1

Mr Crawford gave a verbal presentation and answered questions of the committee.

APPLICATIONS FOR FUNDING – EVENTS

Application for Funding – Crossroads Charitable Trust – Light Party
Agenda Item 6.1

Mr Brough gave a verbal presentation and answered questions of the committee.

Application for Funding – Crossroads Charitable Trust – Christmas Eve Party
Agenda Item 6.2

Mr Brough gave a verbal presentation and answered questions of the committee.

Application for Funding – Dynamo Cycling & Sports Club Inc.
Agenda Item 6.3

Mr Cox gave a verbal presentation and answered questions of the committee.

Application for Funding – Te Kauwhata Agricultural & Pastoral Association
Agenda Item 6.4

Mr Hickey gave a verbal presentation and answered questions of the committee.

Application for Funding – Ngaruawahia United Association Football Club
Agenda Item 6.5

Mr MacDonalds gave a verbal presentation and answered questions of the committee.

Ms Saunders answered questions of the committee.

Application for Funding – Waikato Rocks
Agenda Item 6.6

Mr Nathan gave a verbal presentation and answered questions of the committee.

APPLICATIONS FOR FUNDING – RURAL (CONTINUED)

Application for Funding – Bush Tramway Club Incorporated
Agenda Item 7.2

Ms Cooper gave a verbal presentation and answered questions of the committee.

Application for Funding – Waitetuna School PTA
Agenda Item 7.3

Due to non-attendance by the Waitetuna School, this item was deferred until the next Discretionary & Funding Committee meeting.

The meeting adjourned at 9.56am and resumed at 10.15am.

APPLICATIONS FOR FUNDING – EVENTS (CONTINUED)

Application for Funding – Crossroads Charitable Trust
Agenda Item 6.1

Resolved: (Crs Fulton/Henderson)

THAT an allocation of \$2,000.00 is made to the Crossroads Charitable Trust towards the cost of a “Light Party”.

CARRIED on the voices

D&F1808/04

Application for Funding – Crossroads Charitable Trust
Agenda Item 6.2

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$800.00 is made to the Crossroads Charitable Trust towards the cost of a Christmas Eve party.

CARRIED on the voices

D&F1808/05

Application for Funding – Dynamo Cycling & Sports Club Inc.
Agenda Item 6.3

Resolved: (Crs Fulton/Thomson)

THAT an allocation of \$4,000.00 is made to the Dynamo Cycling & Sports Club Inc. towards the cost of hosting a road cycling event.

CARRIED on the voices

D&F1808/06

Application for Funding – Te Kauwhata Agricultural & Pastoral Association
Agenda Item 6.4

Resolved: (His Worship the Mayor/Cr Fulton)

THAT an allocation of \$6,293.00 is made to the Te Kauwhata Agricultural & Pastoral Association towards the cost of the 2018 A&P Show.

CARRIED on the voices

D&F1808/07

Application for Funding – Ngaruawahia United Associated Football Club
Agenda Item 6.5

Resolved: (His Worship the Mayor/Cr Henderson)

THAT an allocation of \$7,624.00 is made to the Ngaruawahia United Associated Football Club towards the cost of the 50th Anniversary celebrations for the club.

CARRIED on the voices

D&F1808/08

Application for Funding – Waikato Rocks Trust
Agenda Item 6.6

Resolved: (Crs Lynch/Thomson)

THAT an allocation of \$3,000.00 is made to the Waikato Rocks Trust towards the cost of the Raglan Music and Dance Festival 2018.

CARRIED on the voices

D&F1808/09

APPLICATIONS FOR FUNDING – RURAL (CONTINUED)

Application for Funding – Environmental Education for Resource Sustainability Trust
Agenda Item 7.1

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$1,748.60 is made to the Environmental Education for Resource Sustainability Trust towards the cost of the Paper4trees programme.

CARRIED on the voices

D&F1808/10

Application for Funding – Bush Tramway Club Incorporated
Agenda Item 7.2

Resolved: (His Worship the Mayor/Cr Lynch)

THAT an allocation of \$3,104.35 is made to the Bush Tramway Club Incorporated towards the cost of the extension of the carriage shelter.

CARRIED on the voices

D&F1808/11

Application for Funding – Waitetuna School PTA
Agenda Item 7.3

Due to non-attendance by the Waitetuna School, this item was deferred until the next Discretionary & Funding Committee meeting.

There being no further business the meeting was declared closed at 10.38am.

Minutes approved and confirmed this day of 2018.

SD Lynch
CHAIRPERSON

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 7 August 2018 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV1318 |
| Report Title | Receipt of Onewhero-Tuakau Community Board Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 6 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 6 August 2018 be received.

3. ATTACHMENTS

OTCB minutes 6 August 2018

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 6 AUGUST 2018** commencing at **7.00pm**.

Present:

Mr B Cameron (Chairperson)
Cr J Church
Cr B Main [*from 7.26pm*]
Ms C Conroy
Mr S Jackson
Mr L Petersen
Mr V Reeve
Mrs B Watson

Attending:

Cr S Henderson
Mr I Cathcart (General Manager Service Delivery)
Mrs LM Wainwright (Committee Secretary)
Mrs L Van Den Bemd (Community Development Advisor)
Mr G Bellamy (Safety Engineer – Roading)
Mr J Marconi (North Waikato District Co-ordinator for Sport Waikato)
Mr G Donald (Director GMD Consultants)
Mrs C Edwards (Sunset Beach Lifeguard Service)
Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Cameron/Mrs Watson)

THAT an apology for lateness be received from Cr Main.

CARRIED on the voices

OTCBI808/01

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 6 August 2018 be confirmed;

AND THAT all reports be received.

CARRIED on the voices

OTCBI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Petersen/Cr Church)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 5 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI808/03

REPORTS

Public Forum
Agenda Item 5.1

The following item was discussed at the public forum:

- District Plan – dates, times and locations of drop-in sessions.

Discretionary Fund Report to 26 July 2018
Agenda Item 5.2

The report was received [*OTCBI808/02 refers*] and discussion was held.

Application for Funding – Sunset Beach Lifeguard Service
Agenda Item 5.3

The report was received [*OTCBI808/02 refers*] and discussion was held.

Mrs Edwards gave a verbal presentation and answered questions of the Board.

Resolved: (Mr Cameron/Cr Main)

THAT an allocation of \$750.00 is made to the Sunset Beach Lifeguard Service Committee towards the cost of replacing the Automated External Defibrillator (AED) machines.

CARRIED on the voices

OTCBI808/04

Mr Jackson and Mr Reeve requested their dissenting vote be recorded.

Sport Waikato Update
Agenda Item 5.4

The report was received [OTCBI 808/02 refers] and discussion was held.

Mr Donald gave a verbal update on the North Waikato Sport Strategy and answered questions of the board.

Mr Marconi gave a verbal update on the Tuakau Combined Sports Society and answered questions of the board.

Cr Main entered the meeting at 7.26pm during discussion on the above item.

Onewhero-Tuakau Works & Issues Report – August 2018
Agenda Item 5.5

The report was received [OTCBI 808/02 refers] and discussion was held.

Roading Works Programme for Onewhero-Tuakau
Agenda Item 5.6

The report was received [OTCBI 808/02 refers] and discussion was held.

Options Report – Replacement Tuakau Toilets
Agenda Item 5.7

The report was received [OTCBI 808/02 refers] and discussion was held.

Introduction to Project Manager – Pokeno and Tuakau
Agenda Item 5.8

The report was received [OTCBI 808/02 refers] and discussion was held.

Speed Limit Bylaw Changes 2018
Agenda Item 5.9

The report was received [OTCBI 808/02 refers] and discussion was held.

The Safety Engineer – Roothing gave a verbal update and answered questions of the board.

Gearing for Growth & Greatness – Waikato District Council Change Programme Overview
Agenda Item 5.10

The report was received [OTCBI 808/02 refers] and discussion was held.

Revised Discretionary Grants Policy
Agenda Item 5.11

The report was received [*OTCBI 808/02 refers*] and discussion was held.

Resolved: (Mrs Conroy/Mr Jackson)

THAT the Onewhero-Tuakau Community Board applies the revised Discretionary Grants Policy with immediate effect excluding clause 6.3(t) on any applications made to the Board.

CARRIED on the voices

OTCBI 808/05

Mr Petersen requested his dissenting vote be recorded.

Cr Church requested her abstention be recorded.

Youth Engagement Update August 2018
Agenda Item 5.12

The report was received [*OTCBI 808/02 refers*] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.13

The report was received [*OTCBI 808/02 refers*] and discussion was held.

Chairperson's Report
Agenda Item 5.14

The chairperson gave a verbal report on the following item:

- Representation Review.

Councillors' and Community Board Members' Report
Agenda Item 5.15

Verbal reports were received on the following items:

- Youth Centre at Tuakau
- Lightbody Reserve
- Zone meetings
- Delegations to Community Boards
- Joint Community Board meeting
- Support for Jason Marconi (Sport Waikato)
- Roading
- Gambling Policy Bylaw

There being no further business the meeting was declared closed at 9.58pm.

Minutes approved and confirmed this day of 2018.

BB Cameron
CHAIRPERSON

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 14 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV0506 |
| Report Title | Receipt of Taupiri Community Board Meeting Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Taupiri Community Board meeting held on Monday 13 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 13 August 2018 be received.

3. ATTACHMENTS

TCB Minutes

MINUTES of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 13 AUGUST 2018** commencing at **6.00pm**

Present:

Ms D Lovell (Chairperson)
Cr JM Gibb
Cr EM Patterson
Mr H Lovell
Ms J Morley
Miss S Ormsby-Cocup
Ms J Pecékajus
Mr R Van Dam [from 6.14pm]

Attending:

Mrs W Wright (Committee Secretary)
Mr G Bellamy (Safety Engineer – Roading)
Ms K Newell (Civil Defence Emergency Management Coordinator)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/Mr Lovell)

THAT an apology for lateness be received from **Mr Van Dam**.

CARRIED on the voices

TCBI808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Patterson/Ms Morley)

THAT the agenda for a meeting of the Taupiri Community Board held on **Monday 13 August 2018** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND THAT the following item be discussed at an appropriate time during the course of the meeting:

- **Civil Defence Presentation**

CARRIED on the voices

TCBI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Patterson/Ms Morley)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 11 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TCBI808/03

REPORTS**Public Forum**

Agenda Item 5.1

There were no members of the Public present.

Speed Limit Bylaw Changes 2018

Agenda Item 5.2

The report was received [*TCBI808/02 refers*]. The Safety Engineer - Roading summarised key issues and answered questions from the Board.

Mr Van Dam entered the meeting at 6.14pm during discussion of the above item.

Civil Defence Presentation

Add.Item

Tabled Items: Community Response Plan & Community-Driven, Emergency Response Plan Development handouts.

The Civil Defence Emergency Management Coordinator gave a verbal presentation and answered questions from the Board.

Discretionary Fund Report to 31 July 2018

Agenda Item 5.3

The report was received [*TCBI808/02 refers*] and discussion was held.

Resolved: (Miss Ormsby-Cocup/Mr Van Dam)

THAT a commitment of up to \$1,000 be made towards the making of crosses for ANZAC Day 2019.

CARRIED on the voices

TCBI808/04

Revised Discretionary Grants Policy
Agenda Item 5.4

The report was received [TCB1808/02 refers] and discussion was held.

Resolved: (Cr Gibb/Miss Ormsby-Cocup)

THAT the Taupiri Community Board applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices

TCB1808/05

Year to Date Service Request Report
Agenda Item 5.5

The report was received [TCB1808/02 refers] and discussion was held.

Taupiri Works and Issues Report, August 2018
Agenda Item 5.6

The report was received [TCB1808/02 refers] and discussion was held.

Taupiri Community Plan
Agenda Item 5.7

The report was received [TCB1808/02 refers].

Chairperson's Report
Agenda Item 5.8

The Chair gave a verbal report and answered questions of the Board.

Councillors' Report
Agenda Item 5.9

Cr Gibb and Patterson gave a verbal overview on current Council issues.

PROJECTS

Bridge Development
Agenda Item 7.1

Cr Gibb gave a verbal update and answered questions from the Board.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 28 August 2018 |
| Prepared by | Rose Gray Council Support Manager |
| Chief Executive Approved | Y |
| Reference | GOV1301 |
| Report Title | Receipt of Raglan Community Board Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Raglan Community Board held on Tuesday 14 August 2018.

2. RECOMMENDATION

THAT the minutes of the Raglan Community Board meeting held on Tuesday 14 August 2018 be received.

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 14 AUGUST 2018** commencing at **2.02pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson
Mr PJ Haworth
Mrs R Kereopa
Mr AM Oosten
Mrs GA Parson
Mr AW Vink [*from 2.27pm until 3.59pm*]

Attending:

Mr TG Whittaker (General Manager Strategy & Support)
Mrs L Wainwright (Board Secretary)
Ms D Rawlings (Projects Team Leader)
Mr G Bellamy (Safety Engineer – Roading)
Mr C Birkett (Monitoring Team Leader)
Mr S Seddon (Youth Representative)
Ms S Peacocke (Rangitahi)
Mr S Laity (Rangitahi)
10 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Mr Oosten)

THAT an apology for lateness be received from Mr Vink.

CARRIED on the voices

RCB1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Mrs Parson)

THAT the agenda for a meeting of the Raglan Community Board held on Tuesday 14 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the youth representatives be given speaking rights for the duration of the meeting.

CARRIED on the voices

RCBI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Parson/Mrs Kereopa)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 12 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCBI808/03

REPORTS

Proposed Rangitahi Street Names
Agenda Item 5.1

The report was received [*RCBI8008/02 refers*] and discussion was held.

Ms Peacocke and Mr Laity gave a verbal presentation and answered questions of the board.

Resolved: (Mr MacLeod/Mr Oosten)

THAT the Raglan Community submit the following proposed Rangitahi Project road names to Council for consideration:

- Rangitahi Road,
- Rangitahi Bridge,
- Pekapeka Street,
- Omahina Street,
- Kanuka Street,
- Mara Kai Lane,
- Rewarewa Street, and
- Hapuapua Street.

CARRIED on the voices

RCBI808/04

Raglan Wharf Handrails – Project Update
Agenda Item 5.2

The report was received [*RCBI8008/02 refers*] and discussion was held.

The Projects Team Leader gave a verbal update and answered questions of the board. Alternatives to be investigated and reported back to the Board.

Feedback Regarding Changes to Parking Restrictions

Agenda Item 5.3

The report was received [RCB18008/02 refers] and discussion was held.

The Monitoring Team Leader gave a verbal update and answered questions of the board.

Resolved: (Mr MacLeod/Mr Vink)

THAT the community board supports the recommended changes to the Public Places Bylaw as identified in Attachments 1 and 2 of the agenda report.

CARRIED on the voices

RCB1808/05

Safety Railings on Wainui Bridge

Agenda Item 5.4

The report was received [RCB18008/02 refers] and discussion was held.

The Safety Engineer - Roading gave a verbal update and answered questions of the board.

Speed Limit Bylaw Changes 2018

Agenda Item 5.5

The report was received [RCB18008/02 refers] and discussion was held.

The Safety Engineer - Roading gave a verbal update and answered questions of the board.

Updated Joyce Petchell Park Proposed Carpark Design for the Tourism Infrastructure Fund

Agenda Item 5.6

The report was received [RCB18008/02 refers] and discussion was held.

Discretionary Fund Report to 31 July 2018

Agenda Item 5.7

The report was received [RCB18008/02 refers] and discussion was held.

Revised Discretionary Grants Policy
Agenda Item 5.8

The report was received [*RCB18008/02 refers*] and discussion was held.

Resolved: (Mr MacLeod/Cr Thomson)

THAT the Raglan Community Board applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices

RCB1808/06

Advancing Youth Development
Agenda Item 5.9

The report was received [*RCB18008/02 refers*] and discussion was held.

Approval of Bridge Name – Dando’s Bridge
Agenda Item 5.10

The report was received [*RCB18008/02 refers*] and discussion was held.

Resolved: (Mr MacLeod/Mrs Kereopa)

THAT the Raglan Community Board approves the proposed name of ‘Dando’s Bridge’ for the two-lane bridge over the stream on Wainui Road Raglan (near the Friends of the Wainui Bush Reserve).

CARRIED on the voices

RCB1808/07

Master Planning – Proposed Approach
Agenda Item 5.11

The report was received [*RCB18008/02 refers*] and discussion was held.

Raglan Naturally Update
Agenda Item 5.12

The report was received [*RCB18008/02 refers*] and discussion was held.

Resolved: (Mr MacLeod/Mr Haworth)

THAT the Raglan Community Board approves the payment of \$567.00 to Gabrielle Parson for expenses from the Future Focus Workshop held on 26 May 2018;

AND THAT the Raglan Community Board approves the allocation of \$3,000.00 to Raglan Naturally towards the cost of expenses for July, August and September to action the next phase of community wide engagement and the support of a funding person.

CARRIED on the voices

RCB1808/08

Mr Vink retired from the meeting at 3.59pm during discussion on the above item and was present when voting took place.

Raglan Holiday Park Papahua – Chairperson’s Annual Report for 1 July 2017-30 June 2018
Agenda Item 5.13

The report was received [RCB18008/02 refers].

Raglan Works & Issues Report: Status of Items August 2018
Agenda Item 5.14

The report was received [RCB18008/02 refers].

Year to Date Service Request Report
Agenda Item 5.15

The report was received [RCB18008/02 refers] and discussion was held.

Raglan Coastal Reserves Advisory Meeting Minutes – 14 May 2018 and 11 June 2018
Agenda Item 5.16

The report was received [RCB18008/02 refers] and discussion was held.

Chairperson’s Report
Agenda Item 5.17

The report was received [RCB18008/02 refers] and discussion was held.

Councillor’s Report
Agenda Item 5.18

The report was received [RCB18008/02 refers] and discussion was held.

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 17 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV318 |
| Report Title | Receipt of Minutes – Ngaruawahia Community Board |

1. EXECUTIVE SUMMARY

To receive the minutes of the Ngaruawahia Community Board meeting held on Tuesday 14 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board meeting held on Tuesday 14 August 2018 be received.

3. ATTACHMENTS

NCB Minutes

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 14 AUGUST 2018** commencing at **6.15pm**

Present:

Mr J Whetu (Chair)
Cr JM Gibb
Cr E Patterson
Ms W Diamond
Ms R Kirkwood
Ms K Morgan
Mr BJ Sherson
Ms J Stevens

Attending:

Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
1 Member of Staff Donna Rawlings)
Mr G Bellamy (Safety Engineer – Roading)
Ms S Frederick (Project Coordinator)
3 Members of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

It was noted that Cory Newport was unable to attend this meeting.

The Board would like to acknowledge Mr Doug Vowles who was very much a Community Leader in Ngaruawahia. The members would like to note their sadness at the hearing of Mr Vowles' passing last month.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Ms Morgan)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

NCBI808/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Ms Diamond)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 May 2018 be confirmed as a true and correct record of that meeting;

AND THAT it was noted that the meeting of the Ngaruawahia Community Board held on Tuesday 12 June lapsed owing to a lack of quorum.

CARRIED on the voices

NCBI808/02

REPORTS**Youth Engagement Update June 2018**

Agenda Item 5.1

The report was received [*NCBI808/02 refers*] and discussion was held.

Discretionary Fund Report to 31 July 2018

Agenda Item 5.2

The report was received [*NCBI808/02 refers*] and discussion was held.

Revised Discretionary Grants Policy

Agenda Item 5.3

The report was received [*NCBI808/02 refers*] and discussion was held.

Resolved: (Cr Gibb/Mr Whetu)

THAT the Ngaruawahia Community Board applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices

NCBI808/03

Speed Limit Bylaw Changes 2018

Agenda Item 5.4

The report was received [*NCBI808/02 refers*] and discussion was held. The Safety Engineer – Roading answered questions from the Board.

Ngaruawahia War Memorial Hall Upgrade Update
Agenda Item 5.5

The report was received [NCB1808/02 refers] and discussion was held. The Project Coordinator answered questions from the Board.

Options Report - Point Reserve Playground Renewal
Agenda Item 5.6

The report was received [NCB1808/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.7

The report was received [NCB1808/02 refers] and discussion was held.

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.8

The report was received [NCB1808/02 refers] and discussion was held.

Ngaruawahia Works and Issues Report
Agenda Item 5.9

The report was received [NCB1808/02 refers] and discussion was held.

The following additional items were discussed:

- #1 - Patterson Park to be moved to Action/Resolution Register

Public Forum
Agenda Item 5.10

The following items were discussed at the public forum:

- Playground Strategy – ability for children of all needs/children with disabilities to be taken into consideration
- Hall Strategy – update given by Councillors.

Chairperson's Report
Agenda Item 5.11

The Chair gave a verbal report and answered questions of the Board.

Councillors' Report
Agenda Item 5.12

Crs Gibb and Patterson gave a verbal overview on current Council issues.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 22 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1318 |
| Report Title | Receipt of Huntly Community Board Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Huntly Community Board meeting held on Tuesday 21 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 21 August 2018 be received.

3. ATTACHMENTS

HCB minutes

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 21 AUGUST 2018** commencing at **6.00pm**.

Present:

Ms K Langlands (Chairperson)
Cr S Lynch
Cr F McNally
Ms K Bredenbeck
Mr R Farrar
Mrs D Lamb
Mrs S Stewart

Attending:

Ms V Jenkins (Human Resources Manager)
Mrs W Wright (Committee Secretary)
Mr G Bellamy (Safety Engineer – Roading)
Ms L van den Bemd (Community Development Advisor)
Mr J Scott (Youth Representative)
Miss P Comins (Youth Representative)
Mr A Carnell (Waikato Regional Council)
Ms S Marinkovich (Waikato Regional Council)
Sgt J Stapleford (NZ Police)
Ms J Beverland (Let's Get Together, Huntly)
Mr R Thurston
Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Langlands/Mrs Lamb)

THAT an apology be received from **Mr C Rees**.

CARRIED on the voices

HCBI808/01

It was noted that His Worship the Mayor Mr AM Sanson was unable to attend this meeting.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Langlands/Cr Lynch)

THAT the agenda for a meeting of the Huntly Community Board held on **Tuesday 21 August 2018** be confirmed and all items therein be considered in **open meeting**;

AND THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.8 [*Speed Limit Bylaw Changes 2018*] being considered after agenda item 5.4 [*Discretionary Fund Report to 10 August 2018*].

AND FURTHER THAT the youth representatives be given full speaking rights for the duration of the meeting.

CARRIED on the voices

HCBI808/02

DISCLOSURES OF INTEREST

Ms Bredenbeck and Mrs Stewart advised the Board that they will declare a non-financial conflict of interest in Agenda Item 5.5 [*Application for Funding – Let's Get Together*].

CONFIRMATION OF MINUTES

Resolved: (Ms Langlands/Cr Lynch)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 19 June 2018 be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. HCBI806/05 (Huntly Memorial Hall Consultation Update and Next Steps) from:

THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the community support the refurbishment of the Huntly Memorial Hall;

AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)

Completion of minor works to the Hall – immediate

- ***treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.***
- ***tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.***
- ***fix roof leaks and clean out gutters.***

Planning and consultant work – July - September

- ***review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.***

- **review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.**
- **engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.**

Community project group engagement – July – September

- **to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.**
- **to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction management knowledge, providing an overall building professional to be responsible for the work).**
- **to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.**
- **to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution that the community project group can provide and will progress as the project plan is developed. This is discussed further below.**

Community engagement and consultation – July - November

- **once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.**
- **where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.**

At the end of this tranche of work we should have:

- **an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.**
- **an agreed structure through which we will work with the community group.**
- **an overall cost and funding plan, including the amount of additional targeted rate required (if any).**
- **an outcome from community consultation around the additional targeted rate (if required).**

to read:

THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the submissions received in support the refurbishment of the Huntly Memorial Hall;

AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)

Completion of minor works to the Hall – immediate

- **treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.**
- **tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.**
- **fix roof leak/s and clean out gutters.**

Planning and consultant work – July - September

- **review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.**
- **review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.**
- **engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.**

Community project group engagement – July – September

- **to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.**
- **to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction management knowledge, providing an overall building professional to be responsible for the work).**
- **to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.**

- to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution that the community project group can provide and will progress as the project plan is developed. This is discussed further below.

Community engagement and consultation – July - November

- once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.
- where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.

At the end of this tranche of work we should have:

- an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.
- an agreed structure through which we will work with the community group.
- an overall cost and funding plan, including the amount of additional targeted rate required (if any).
- an outcome from community consultation around the additional targeted rate (if required).

CARRIED on the voices

HCBI 808/03

REPORTS

NZ Police Report
Agenda Item 5.1

Sergeant Stapleford gave a verbal report on current issues in Huntly and answered questions from the Board.

SHI Revocation Huntly Concept Plan
Agenda Item 5.2

The report was received [*HCBI 808/02 refers*].

Northern Connector Bus Service Update
Agenda Item 5.3

Tabled Items: Handouts

The report was received [*HCB1808/02 refers*] and discussion was held. Ms Marinkovich and Mr Carnell answered questions from the Board.

Discretionary Fund Report to 10 August 2018
Agenda Item 5.4

The report was received [*HCB1808/02 refers*] and discussion was held.

Resolved: (Cr Lynch/Ms Stewart)

THAT the Huntly Community Board approves the amount of \$500 for catering expenses to be spent from the discretionary fund towards the cost of hosting afternoon tea meetings with local sporting groups on 22 and 29 August;

AND THAT the Chair be reimbursed \$150 spent on a thank-you gift for Robin Thurston;

AND FURTHER THAT a commitment be approved for a Secret Garden Project in the amount of \$1,000;

AND FURTHER that a commitment be approved for community flags in the amount of \$2,700;

AND FURTHER THAT a commitment be approved for plastic organiser bins in the amount of \$75.

CARRIED on the voices

HCBI808/04

Speed Limit Bylaw Changes 2018
Agenda Item 5.8

The report was received [*HCB1808/02 refers*] and discussion was held. The Road Safety Engineer highlighted key issues and answered questions from the Board.

Application for Funding – Let's Get Together
Agenda Item 5.5

The report was received [*HCB1808/02 refers*]. The Community Development Advisor answered questions from the Board.

Resolved: (Mr Farrar/Cr McNally)

THAT an allocation of \$1,625.00 made to Let's Get Together towards the cost of the Huntly Wearable Arts Show 2018.

CARRIED on the voices**HCBI808/05**Revised Discretionary Grants Policy
Agenda Item 5.6

The report was received [*HCBI808/02 refers*] and discussion was held.

Resolved: (Mrs Lamb/Ms Bredenbeck)

THAT the Huntly Community Board applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices**HCBI808/06**Removal and Control of Graffiti in Huntly
Agenda Item 5.7

The report was received [*HCBI808/02 refers*] and discussion was held.

Resolved: (Ms Langlands/Mrs Lamb)

THAT staff will contact CityCare to look at removing graffiti from Huntly in the high profile areas;

AND THAT the Huntly Community Board consider its options for the removal and control of graffiti in Huntly.

CARRIED on the voices**HCBI808/07**Elected Representatives for the North Waikato Care of the Aged Trust Board Inc
Agenda Item 5.9

The report was received [*HCBI808/02 refers*] and discussion was held.

Resolved: (Cr Lynch/Ms Bredenbeck)

THAT Ms Langlands will replace Mrs Lamb as representative (who is stepping down) and that Mrs Stewart will remain as representative of the Huntly Community Board on the North Waikato Care of the Aged Trust Board Inc for a term of two (2) years commencing 01 December 2018.

CARRIED on the voices**HCBI808/08**Huntly Community Plan Update
Agenda Item 5.10

The report was received [*HCBI808/02 refers*] and discussion was held.

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 23 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Te Kauwhata Community Committee Meeting Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 1 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 1 August 2018 be received.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 1 AUGUST 2018** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham
Mr K Dawson
Mr D Hardwick
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Cr S Lynch
Mr V Ramduny (Planning & Strategy Manager)
Mrs G McNabb
Mr S McNabb

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Weaver/Ms Grace)

THAT an apology be received from Mrs Raumati.

CARRIED on the voices

TKCCI808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Berney/Mr Cunningham)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 1 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI808/02

DISCLOSURES OF INTEREST

Cr Jan Sedgwick advised members of the Board that she would declare a non financial conflict of interest in item 5.8 [*Chairperson's Report – District Plan*].

Keith Dawson advised members of the Board that he would declare a financial conflict of interest in item 6.1 [*Dog Park*].

CONFIRMATION OF MINUTES

Resolved: (Mr Hardwick/Mr Hinton)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 6 June 2018 be confirmed as a true and correct record.

CARRIED on the voices

TKCCI808/03

REPORTS

Te Kauwhata Works & Issues Report: August 2018
Agenda Item 5.1

The report was received [*TKCCI808/02 refers*] and discussion was held.

Councillor's Report
Agenda Item 5.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

- Talked to the importance of the Blueprint meeting
- Disabled parking spaces – road markings on the Main St that were put in wrongly will be revised. The New World will have 49 parking spaces with one disabled parking space at present. Requirements are 1 per 50 carparks provided. Council currently have 101 carparks with 3 disabled carparks.
- Community Patrol - this AGM was not well attended by new members. Potential for the Community Committee to help support the Community Patrol.
- Business Association – Cr Sedgwick has met with local businesses to start a business association.

Discretionary Fund Report to 18 July 2018
Agenda Item 5.3

The report was received [TKCC1808/02 refers] and discussion was held.

Resolved: (Mr Dawson/Mr Cunningham)

THAT Ms Marion Handcock be refunded \$91.09 for sheep pellets used for the Main Street planter boxes.

CARRIED on the voices

TKCC1808/04

Youth Engagement Update August 2018
Agenda Item 5.4

The report was received [TKCC1808/02 refers] and discussion was held.

Revised Discretionary Grants Policy
Agenda Item 5.5

The report was received [TKCC1808/02 refers] and discussion was held.

Resolved: (Mr Weaver/Mr Hinton)

THAT the Te Kauwhata Community Committee applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices

TKCC1808/05

Year to Date Service Request Report
Agenda Item 5.6

The report was received [TKCC1808/02 refers] and discussion was held.

Speed Limit Bylaw Changes 2018
Agenda Item 5.7

The report was received [TKCC1808/02 refers] and discussion was held.

The committee suggested that Waerenga School gets flashing lights and a 40km school zone or similar to get cars to slow down during school hours. If someone in council (safety engineer) can liaise with the school.

Open Meeting

| | |
|---------------------------------|--|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 23 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Meremere Community Committee Minutes |

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 9 August 2018 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 9 August 2018 be received.

3. ATTACHMENTS

MMCC Minutes

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 9 AUGUST 2018** commencing at **7.00pm**.

Present:

Mr J Harman (Chairperson)
Cr J Sedgwick
Mr B Brown
Mr D Creed
Ms C Heta [*from 7.15pm*]

Attending:

Mr M Balloch (Building Quality Manager)
Mr P White (Project Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Sedgwick/Mr Creed)

THAT an apology be received from Ms Dobby, Mrs Jenkins, Mr Katu & Mr Ngatai;

AND THAT an apology for lateness be received from Ms Heta.

CARRIED

MMCCI808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Harman/Cr Sedgwick)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 9 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

MMCCI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Mr Creed/Mr Harman)****THAT the minutes of a meeting of Meremere Community Committee held on Thursday 14 June 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****MMCCI808/03**

Ms Heta entered the meeting at 7.15pm during discussion of the above item and was present when voting took place.

REPORTS

Appointment of Secretary
Agenda Item 5.1

Resolved: (Cr Sedgwick/Ms Heta)**THAT the Committee will appoint a Secretary at the September meeting.****CARRIED****MMCCI808/04**

The Building Quality Manager advised the Committee that a Secretary had to be appointed at the next meeting to meet legislative requirements.

Works & Issues Report
Agenda Item 5.2

The report was received [MMCCI808/02 refers] and discussion was held.

Additional Items discussed:

- Tennis pavilion – to be provided a report on the condition of the pavilion including an electrical assessment (Staff to action – Gavin Benseman).
- The Project Manager gave an update of the progress of the Library and Doctors' Rooms
- Committee is to develop a roster to assist with the management of the patients for above doctors' rooms.
- Cr Sedgwick to write a piece for the September issue of the local newsletter covering the doctors' move to the Community Hall.

Councillor's Report
Agenda Item 5.3

Cr Sedgwick gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 27 July 2018
Agenda Item 5.4

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 23 August 2018 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1301 |
| Report Title | Receipt of Tamahere Community Committee Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 6 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 6 August 2018 be received.

3. ATTACHMENTS

TCC Minutes



**Minutes of Committee Meeting
Held 7.30pm on Monday August 6th, 2018
Tamahere Community Centre**

Present:

TCC: Connie Chittock, Bevan Coley, Alison Ewing, Dallas Fisher, Shelley Howse, Charles Fletcher, Leo Koppens, Jane Manson, Graham McAdam, Joy Wright, Ro Edge, Cr Bech, Ingrid ter Beek

WDC: Jacob Quinn, Katherine Overwater, Kelly Nicolson

Apologies: Sue Robertson, Susan McHugh

Confirmation of Minutes of Meeting held on July 2nd, 2018

Moved: Leo Koppens **Seconded:** Jane Manson **All in Favour**

1. Matters arising:

- Correction for July 2nd Minutes – under Sanderson Group, Jacks House Transit should read Johnson's House Removals.
- An approach has been made by a resident to join TCC. The resident is welcome to attend meetings however any vacancies are unable to be filled until the next AGM.

2. Correspondence Tabled**IN – Email**

- Leo Koppens – Circulating Tamahere Cycle trail Draft Concept from WDC
- Rose Gray – WDC Joint Community Board Workshop documents
- Jacob Quinn WDC – LTP Roadshow slides; Tamahere targeted rates
- WDC Communications – Proposed changes to its gambling venues policy
- WDC Communications – Waikato District Libraries Matariki competition winners
- Leo Koppens – Summary of Tamahere Park track plan suggestions for WDC
- Michael Dick – Tamahere resident requesting June minutes be posted on WDC website
- Richard Clark WDC to Leo Koppens responding to feedback about proposed Tamahere Park tracks.

OUT- Email

- Dallas Fisher – Letter of support from TCC for the Sanderson Group Development
- TCC – to resident Micheal Dick with copy of June minutes
- TCC – to Karen Bredesen WDC asking for June minutes to be posted online.

- Leo Koppens to Richard Clark WDC further response to Tamahere Park track suggestions.
- Sue Robertson to Rose Gray WDC with discussion points for WDC Joint Community Board Workshop

Moved: Connie Chittock **Seconded:** Ro Edge **All in favour**

2. Service Delivery Report / Tamahere Recreational Reserve and Community Issues Report – Jacob Quinn WDC

- Proposed \$2M water reservoir in the LTP and questions around money levied through direct contributions (DC). The DC income collected is added to the Water Southern Districts DC Reserve. If the project doesn't go ahead and there are no other water projects planned then the money is refunded to the developers who paid it. Only the portion of the development contribution that this project relates to would be refunded.
- Tamahere Park Project. TCC was concerned that costs of relocating a manhole from its current playing field location might come out of the project budget. Options to rectify this and responsibility for costs are being discussed with Opus.
- Can the sports park layout be amended to sort out the catch pit location issue? Response was that the location of the sports fields is tight and no other configuration will fit full sized fields.
- Location of the Te Awa cycle trail within Tamahere Park. A meeting took place on site with TCC, Te Awa and WDC. Further developments are discussed in Cr Bechs report.
- Is the Toilet block in the budget? The toilets are not in the current contract, the budgets set don't include an allowance for a toilet.
- Future plans for a library. There are no plans for a library or service centre in Tamahere at this stage. Work continues with Hamilton City Council regarding delivery of library services.
- Newell Road shared pathway – construction well underway and should be finished ahead of the October projected deadline. NZTA/Te Awa River Ride negotiations have resulted in NZTA contributing funding to increase the width to 3m.
- Newell Road – a decision has been made to close this. The Birchwood Lane East West link through to Devine Road is under discussion with NZTA.
- Tamahere Park – Cricket Boundary Dimensions – the current landscape design shows a boundary radius of max. 60m.
- TCC concerns regarding an upgrade to Birchwood Lane. Currently Birchwood Lane doesn't have the same designation as Newell Road yet is projected to carry the same traffic volume.
Action: Jacob to request an update from NZTA and WDC for Sept. meeting.

3. Cr Aksel Bech Report

- The Te Awa Cycle Trail/ Fitness Trail - there has been little information from NZTA on the planned East/West and North/South pedestrian/cycle bridges which will bring people into Tamahere Park. The proposed Sanderson Development now adds a level of complexity to the Church intersection. Once NZTA confirms the bridge positions, then all the locations of the linking paths can be confirmed.
Action; Jacob to invite NZTA, Gray Matter Ltd, Te Awa representatives to the Sept. meeting.

- Tamahere Park traffic exclusion bollards have recently been damaged by a vehicle. Thankyou to the Parks team who have now repaired these.
- Skatepark - No outcome on a successful tender yet but it should be awarded by the Sept. meeting.

4. WDC District Plan - Katherine Overwater, Kelly Nicolson

The new proposed district plan (Stage 1) was notified on July 18 and is open for submissions until October 9th.

The proposed plan with changes to the Country Living Zone can be viewed on the WDC website.

Drop in sessions; Monday 3rd and Tuesday 4th September, 11am – 7pm at the Tamahere Community Centre.

- A request was made for a clear online pathway for sub rules.
- SNA's (Significant Natural Areas) – the process around rolling this out was poor and there is low confidence that people with SNA's are being communicated with effectively.

Action; A subcommittee to be formed at the Sept. meeting.

5. Joint Community/Boards Workshop

Leo and Sue attended. WDC are embarking on a community engagement strategy under the banner of Liveable, Thriving and Connected Communities with a focus on council involvement in social issues and responsibility during emergencies.

Mention was made of a high staff turnover and poor response to public enquiries.

6. Other Business

Date of next meeting: Monday September 3rd

Meeting closed at 9.20pm

Items for Next Meeting:

- Proposed district plan subcommittee to be formed at the Sept. meeting.
- NZTA/Gray Matter/Te Awa at Sept. meeting regarding shared use bridges and walkways (Jacob).
- Birchwood Lane designation (Jacob)
- Library/WDC office proposal

Open Meeting

| | |
|---------------------------------|---|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 17 August 2018 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0516 |
| Report Title | Receipt of Pokeno Community Committee Minutes |

1. EXECUTIVE SUMMARY

To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 14 August 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 14 August 2018 be received.

3. ATTACHMENTS

PCC minutes 14 August 2018



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 14th August 2018, commencing at 7.00pm.

Committee Members Present: Helen Clotworthy, Ric Odom, Morris Roberts, Kris Hines, Todd Miller, Charles Hackett, Wayne Rodgers, Janet McRobbie, Lance Straker

WDC Staff in Attendance: Tony Whittaker, Kevin Stokes

Councillors in Attendance: Cr J Church, Mayor A Sanson

Community Members: Community members attended

1. APOLOGIES: Apologies were received from Doug Rowe.
Moved that apologies be accepted.

Moved: Helen Clotworthy

Seconded: Kris Hines

2. CONFIRMATION OF THE STATUS OF THE AGENDA

Moved that the agenda be confirmed.

Moved: Helen Clotworthy

Seconded: Todd Miller

3. DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

That the minutes of the meeting held on 10th July 2018 be confirmed.

Moved: Helen Clotworthy

Seconded: Ric Odom

5. REPORTS

5.1. Progressive Enterprises. Peter Buchan from Progressive and representative from Greenstone. Peter spoke to Progressive's plans for a supermarket in Pokeno. A lot of work has been based on feedback received at meeting in December 2017. In particular, the desire to build a larger supermarket than a Fresh Choice. Much of Progressive's discussion has been based on current

and predicted future growth of Pokeno and their recommendation is that while the population does not meet the criteria for a larger supermarket, a Countdown should be built and the Progressive Board has expressed approval in principle if a workable solution can be found. Some changes to the current land ownership, including some land currently owned by council will need to occur in order to satisfy Progressive's commercial model. In particular, there needs to be some agreement on re-classification or re-dedication of existing land that is currently designated as paper roads.

Tony Whittaker then outlined the current position in that the Council would contemplate the necessary land changes but requested the views of the Committee. The Committee agreed that the proposal was worth pursuing but asked for some indicative design options that could show how the future public spaces (including the village square) might look. Tony undertook to try and get some indicative options presented at the next community committee meeting.

5.2. Speed limit Bylaw Changes 2018. Mayor Sanson outlined that the intent is to request feedback from the committee on Council's proposal to introduce speed limit changes

5.3. Pokeno Works & Issues: Status of items August 2018. Kevin Stokes spoke to the Works & Issues. There was some discussion about the proposed upgrade of various intersections leading off the Pokeno/Whangarata Road. Kevin will provide a diagram of what is proposed at these intersections and Helen asked that the residents on Pokeno Road be consulted as these changes to impact on them. Council has approved \$300 for administration of the committee and the committee will need to submit an invoice. Mayor Sanson mentioned that he has asked council staff to review current discretionary funding as he feels the current method of allocation is now outdated. It was proposed that the committee feels this allocation is insufficient and that council should consider a more equitable allocation. Mayor Sanson did remind the committee that there is a modest mayoral fund to which applications should be made.

5.4. Year to Date Service Request Report. Helen suggested that the report be tabled and that feedback could be provided to her. Cr Church pointed out that there were issues relating to water leaks

5.5. Bank Account for Pokeno Community Committee. It was proposed that the Pokeno Community Committee open an account with the ASB Bank and that the signatories be Helen Clotworthy, Lance Straker and Kris Hines

Moved: Helen Clotworthy

Seconded: Charles Hackett

5.6. Update on Christmas Parade (Allen Grainger). Alan spoke to this. He pointed out that the Tuakau Christmas parade costs approximately \$6,000 which they receive from a grant. Alan then indicated some of the costs he had determined would be incurred and the various plans, processes and insurances required. Mayor Sanson pointed out some options for funding such as the Event Fund or the Rural Discretionary Fund from Council. He also indicated that he would approve \$500 from the Mayors Discretionary Fund.

5.7. Councillors Reports. Cr Church delivered her report and reminded the committee that new road names are needed, the agreement with Auckland for free access to libraries ends in October. The issue about access to libraries to be put on the Works & Issues programme. Cr Church reminded the Committee that a blueprint meeting will be held in Tuakau on 15 August.

5.8. Committee Reports. Doug Rowe was unable to attend but Lance mentioned that apparently two cars were stolen from Helenslee Rd recently.

5.9. Next Meetings Agenda Items. Tony Whittaker will attend with a concept drawing on Market Square and update on Progressive discussions. Kevin will email Helen the outline plan for the road intersections.

5.10. General Business. Helen mentioned that we initially had a budget of \$5,000 to develop our website and that a local has set up a business which includes web development. Helen suggested this local person be asked to manage Pokeno website and asked the committee's views. Lance pointed out that currently, the website is being run for free for at least the next year. Mayor Sanson suggested that the website run by the Tamihere committee is a good model to look at and in order to help fund it, the Tamihere committee sells advertising space. Todd mentioned that he would like to see some data as to usage of the current site.

Todd also asked what the tilt slab development is that is currently under construction in the village. Helen indicated it will house a number of retail outlets including Dominoes, a liquor store and a grocery outlet.

Cr Church suggested that the Committee let Council know of any potential land acquisition opportunities that could be considered.

There being no further business, Helen thanked all who attended and declared the meeting closed at 9.00pm. The meeting is to be held on 11th September at 7.00pm

Open Meeting

| | |
|---------------------------------|--------------------------------------|
| To | Waikato District Council |
| From | Gavin Ion Chief Executive |
| Date | 5 September 2018 |
| Prepared by | Rose Gray Council Support Manager |
| Chief Executive Approved | Y |
| Reference | GOV1301 |
| Report Title | Exclusion of the Public |

I. EXECUTIVE SUMMARY

To exclude the public from the whole or part of the proceedings of the meeting to enable Council to deliberate and make decisions in private on public excluded items.

2. RECOMMENDATION

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:

Confirmation of minutes dated 13 August 2018

Receipt of Minutes:

- **Strategy & Finance Committee – 22 August 2018**
- **Infrastructure Committee – 28 August 2018**

REPORTS

- a. **Additional Request to Complete the Hopuhopu to Huntly Pipeline - Options**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(a)(b)(ii)

Section 48(1)(3)(d)

b. Chief Executive's Issues

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(f)(g)(h)(i)(j)

Section 48(1)(a)(d)

c. Mayoral Issues

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

Section 7(2)(f)(g)(h)(i)(j)

Section 48(1)(a)(d)

3. ATTACHMENTS

Nil