

*Minutes of a meeting of the Strategic Planning & Development Committee held in the Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu on Tuesday 6<sup>th</sup> October 2009 commencing at 9.00am.*

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**1 PRESENT**

Councillor GRP Webber - Chairperson

**Members**

His Worship the Mayor AD Livingston; Councillors – EH Barnes, MEH Cox [until 2.58pm], LWE Hoverd, GH Jull, PL Lee [until 3.28pm], GG Scaramuzza, GW Simmons, BJ Taranaki, BS Thomas and Iwi Representative, G Roberts [until 2.42pm].

**Public**

There were no members of the public in attendance.

**Staff**

Chief Executive, G Dyet; Group Manager Strategic Policy & Planning, R McNeil; Strategic Planning Manager, G Knighton; Project Manager District Plan Review, F Hill; Senior Policy Planner, S Brennan; Project Manager Heritage Development & Reserves Planning, T Roxburgh; Governance Support Manager, C Shaw [items 1-6 & 8 only]; Committee Secretary, S King.

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**2 DISCLOSURE OF MEMBERS' INTERESTS**

There were no disclosures.

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**3 APOLOGIES**

**RESOLVED**

3/09/99

*That the apology for non attendance from Councillor DL Sharpe be received.*

Councillor Webber / Councillor Taranaki

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**4 LATE ITEMS**

There were no late items.

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**5 CONFIRMATION OF ORDER OF MEETING**

File: 01-85-12

**RESOLVED**

3/09/100

*That the order of the meeting be confirmed, with Item 8 taken before Item 7.*

Councillor Scaramuzza / Councillor Thomas

## **6 MINUTES OF PREVIOUS MEETING**

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File: 01-85-30

**Minutes of the Meeting held on 1 September 2009 were included in the agenda.**

**RESOLVED**

3/09/101

*That the minutes of the meeting held on 2008, as circulated, be confirmed as a true and accurate record of proceedings.*

Councillor Barnes / Councillor Hoverd

Item 8 was taken before Item 7.

## **7 DISTRICT PLAN REVIEW PROJECT – UPDATE: WAIPA 2050 STATEMENT OF PROPOSAL**

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File: 65-06-36

Group Manager Strategic Policy & Planning said proposed drafts of the Environmental Strategy and the Town Concept Plans were presented for consideration. An adjournment of the meeting until Tuesday 13<sup>th</sup> October would allow staff time to update the documents with changes indicated before the amended draft documents would be tabled for consideration. The Statement of Proposal including the amended draft documents would be tabled for approval at the reconvened meeting before the commencement of public consultation.

He proposed that standing orders were suspended to enable free discussion.

**RESOLVED**

3/09/102

*That standing orders are suspended for the remainder of Item 7.*

Councillor Barnes / Councillor Scaramuzza

Group Manager Strategic Policy & Planning advised of the need to receive the various draft Strategy & Plan documents prior to the Committee's consideration.

**RESOLVED**

3/09/103

*That the draft Environmental Strategy and Town Concept Plan documents dated October 2009 be received.*

Councillor Jull / Councillor Hoverd

## **Environmental Strategy**

Group Manager Strategic Policy & Planning said the environmental strategy resulted from a series of workshops and subsequent feedback. He emphasised the document was an outcome from the direction signalled in the District Growth Strategy and highlighted during the various consultation phases. The Environmental Strategy is a key component of the District's planning framework arising from the visions and values of residents who wanted to ensure a collaborative and community focused partnership. This is the first environmental strategy document for the District but which builds on the work previously undertaken and is a natural progression to provide a clear direction.

Members considered the Environmental Strategy and sought the following changes:

- Page 2, last paragraph, last sentence – concern the wording indicated no action has previously been taken. The Mayor and Chief Executive will take into consideration during their review of the page.
- Page 6, last paragraph, last sentence – concern the wording 'spiritual wellbeing' would be misinterpreted as limited to religion.
- Page 9 – an addition was required to explain changes in the population composition figures may result from more people affiliating with their Māori heritage.
- Page 12, Issue 2, title wording – rephrasing of the wording to remove the perceived negative connotations.
- Page 13, first paragraph, third sentence – rephrasing of word 'uncertainty' to 'involved and engaged'. An additional sentence to be added to highlight that Council is looking forward to furthering their partnership.
- Page 13, Issue 1, possible actions, second bullet point – concern about the context of the river vision as Tainui are not necessarily included in the topic definition.
- Page 13, Issue 2, title wording – further concern around the negative connotations of the wording 'lack of understanding' therefore to be changed to read 'the evolving nature of understanding'.
- Page 13, Issue 3, title wording – rephrasing due to concern around wording of 'lack of capacity'.
- Page 13, Issue 3, current actions – there is no recognition of the iwi representation roles on both the Policy Committee and the Strategic Planning & Development Committee.

The meeting adjourned for the morning tea break at 10.19am and reconvened at 10.39am.

- Page 14, Issue 5, current actions – addition of development of ‘Matakitaki Pa Management Plan’.
- Page 17, fourth paragraph, last sentence – consideration of the appropriateness of the wording to reflect the intent.
- Page 18, Issue 1, possible actions, second bullet point – concern around the premature wording of ‘controls’, instead to signal a variety of ways may be indicated.
- Page 18, Issue 1, possible actions, last bullet point – remove reference to the establishment of a staff position and ensure bullet points above signal the collaboration between Environment Waikato, Council and other agencies to investigate education opportunities.
- Page 19, Issue 3, possible actions, fourth bullet point – change of wording ‘subsidise’ to ‘promote’.
- Page 20, Issue 1, possible actions, last bullet point – addition of incentives available via the District Plan such as Transferable Development Rights or Environmental Protection Lots.
- Page 26, Issue 2, possible actions, first bullet point – reworded to read ‘Investigate incentives to assist owners...’.
- Page 33, Issue 1, possible actions, last bullet point – Acronym EMS to be changed to full wording.
- Page 35, Issue 1, current actions, last sentence – substitute ‘investigate’ for the current word ‘implement’.

**RESOLVED**

3/09/104

*That*

- a) staff amend the draft Environmental Strategy dated October 2009 in accordance with the recommendations of the Strategic Planning and Development Committee; and,*
- b) staff amend the draft Environmental Strategy with minor general formatting and editing alterations as required but which do not affect the intent of the document; and,*
- c) the amended draft Environmental Strategy be considered at the meeting to be held on Tuesday 13<sup>th</sup> October 2009.*

Councillor Cox / Mayor Livingston

The meeting adjourned for the lunch break from 12.16am to 12.54pm.

## **Analysis Documents**

Project Manager District Plan Review outlined the contents of the Analysis documents provided with the Town Concept Plan Reports. Members considered the Analysis documents and sought the following change:

- Throughout both Analysis and Report documents – the term ‘built form’ to be replaced with ‘buildings (built form)’ for clarity.
- Front Page of all Analysis and Report documents – clarity sought to show timeframe, Waipa 2050 logo inserted and wording ‘2009’ to be replaced with ‘2009 – 2050’.

## **Te Awamutu & Kihikihi Town Concept Plan: Report**

Members considered the Te Awamutu report and sought the following changes:

- Page 4, Figure 2: Town Concept Plan development process, Inputs from the Community – all references to ‘Cambridge’ to be replaced with ‘Te Awamutu’.
- Page 5, Photos – substitute existing photos for more interesting ones.
- Page 11 – Framework Plan 2: Local Centres – Bilimag site shown as ‘existing local centre’ which should be ‘proposed neighbourhood centre’.
- Page 14, number 13 – remove entire paragraph and renumber subsequent items.
- Page 16, site on Mahoe Street – currently tagged as ‘Council as owner or ratepayer’ but to be adjusted to read ‘development site’.
- Page 18, 5.3.3 – needs to be rephrased to ensure a degree of openness as to the future possibilities of the site in the event of a closure within the extended outlook timeframe.
- Page 19, 5.3.5 title – change from ‘Te Awamutu East...’ to read ‘Te Awamutu West...’
- Page 41, 8.4 Building Type Matrix, fourth paragraph – confirmation required on density.

## **Cambridge Town Concept Plan: Report**

Members considered the Te Awamutu report and sought the following changes:

- Page 13, last bullet point on page – remove reference to library from ‘As a rule, a local centre should also include on the following:’

- Page 15, 5.1.3 Enhancing Connectivity/Strategic Links – Vogel Street connectivity, to be shown as pedestrian walking link with potential as a roading link, timeframe unknown, as second stage of growth cell.
- Page 19, 5.2.1 Town Centre Framework, items 1, 4 & 5 – use of the correct reference to the area and ensure consistency throughout document.
- Page 30, 5.6.1 Cambridge Town Centre, Key Strategies, fourth bullet point – further elaboration of lane connection to highlight intimate lane setting with a low speed environment and the amenity/landscape to support.
- Page 31, 5.6.2 Leamington – reference to ‘Gwyneth Square’ to be corrected to ‘Gwyneth Common’.

Meeting adjourned for afternoon tea break at 3.04pm to 3.17pm. Councillor Cox and Committee Member Roberts did not rejoin the meeting.

### **Ohaupo Town Concept Plan: Report**

Members considered the Ohaupo report and made no changes.

### **Pirongia Town Concept Plan: Report**

Members considered the Pirongia report and made the following change:

- Page 12 – ensure correct names are used for the two redoubts.

Project Manger District Plan Review said the amended documents would be tabled at the meeting on Tuesday 13<sup>th</sup> October, together with a Statement of Proposal for the Committee’s consideration. Once the documents have been approved for public consultation notification would be given of the consultation period from 19<sup>th</sup> October to 20<sup>th</sup> November with hearings to be held at a special meeting on 8<sup>th</sup> December.

**RESOLVED**

3/09/105

*That*

- a) *Staff amend the draft Town Concept Plans dated October 2009 in accordance with the recommendations of the Strategic Planning and Development Committee as set out in the minutes of the meeting held on 6 October 2009; and,*
- b) *Staff amend the draft Town Concept Plans with minor general formatting and editing alterations as required but which do not affect the intent of the document; and,*
- c) *The amended draft Town Concept Plans be considered and approved for release for public submissions when the Committee reconvenes on Tuesday 13<sup>th</sup> October 2009.*

Councillor Jull / Councillor Scaramuzza

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**8 FUTURE PROOF (SUB REGIONAL GROWTH STRATEGY) – UPDATE**

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File: 65-06-36

Strategic Planning Manager said the launch of the Future Proof strategy in September was well attended with comments made by the Prime Minister highlighting Waikato's significant contribution to New Zealand's export market. He noted Waikato's links to the Bay of Plenty, particularly from an infrastructure perspective and the need for a coordinated approach.

He noted some delays on the Southern Links project due to unavailability of the technical advisor however, the brief should be finalised shortly. Funding from the New Zealand Transport Authority was being sought due to a slight budget overrun. Progress on the Office & Retail study was progressing with further meetings scheduled with the consultants over the next week.

**RESOLVED**

3/09/106

*That the information be received.*

Councillor Lee / Councillor Cox

Item 7 was taken after Item 8.

**RESOLVED**

3/09/107

*That the meeting be adjourned and reconvened on Tuesday 13<sup>th</sup> October 2009 commencing at 9.30am.*

Councillor Webber / Mayor Livingston

The meeting adjourned at 3.51pm and will reconvene in the Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu on Tuesday 13<sup>th</sup> October 2009 commencing at 9.30am.

*Minutes of a reconvened meeting of the Strategic Planning & Development Committee held in the Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu on Tuesday 13<sup>th</sup> October 2009 commencing at 9.36am.*

## **1 PRESENT**

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Councillor GRP Webber - Chairperson

### **Members**

His Worship the Mayor AD Livingston; Councillors – EH Barnes, MEH Cox, LWE Hoverd, GH Jull, GG Scaramuzza, GW Simmons, BJ Taranaki, BS Thomas.

### **Public**

There were no members of the public in attendance.

### **Staff**

Chief Executive, G Dyet; Group Manager Strategic Policy & Planning, R McNeil; Strategic Planning Manager, G Knighton; Project Manager District Plan Review, F Hill; Governance Support Manager, C Shaw; Committee Secretary, S King.

## **2 DISCLOSURE OF MEMBERS' INTERESTS**

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There were no disclosures.

## **3 APOLOGIES**

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The apology for non attendance from Councillor DL Sharpe was received at the meeting held on 6 October.

### **RESOLVED**

3/09/108

*That the apology for non attendance from Councillor PL Lee be received.*

Councillor Thomas / Councillor Jull

## **4 LATE ITEMS**

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There were no late items.

## **7 DISTRICT PLAN REVIEW PROJECT – UPDATE: WAIPA 2050 STATEMENT OF PROPOSAL**

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File: 65-06-36

Group Manager Strategic Policy & Planning said the intention of the reconvened meeting was to ensure the changes indicated previously were incorporated into the documents before a recommendation to Council was resolved. This would also allow the recent Vision Group meetings and hui to provide their feedback.

The Project Manager District Plan Review outlined the changes made in the documents. During consideration members noted the following:

### **Pirongia**

- Page 12 - Pirongia infill developments down to 2,000sqm is to ensure a balance is struck between maintaining the section size and catering for the predicted growth.
- Page 12 - Development of 2,000sqm sections in Pirongia would be assessed under a specific consent process with an onsite report required to ensure the proposal would be technically feasible.
- Page 12 - The river parkland concept required an acknowledgement of the flood hazard which should be incorporated into the design process.
- Page 13 – An amendment of two names was required due to Council having resolved to name section 550 as Rangimarie Reserve and Section 167 as Te Ngahere Reserve.

### **Ohaupo**

- Page 6 – The location of the pedestrian crossing is indicative only and does not reflect a proposed specific location.
- Page 14 – The rationale for the extension of the town centre to incorporate the Ohaupo Bowling Club property was to ensure development occurred on the western side of the State Highway and, this area may be developed as parking.
- Page 16 – The Ohaupo community area may be a future location of the Ohaupo Bowling Club.
- Page 18 – A more representative photo of a peat lake such as Lake Ngaroto would provide a clearer vision of the future use of Lake Rotomanuka.

The meeting adjourned for the morning tea break at 10.13a and reconvened at 10.30am.

### **Te Awamutu & Kihikihi**

- Page 18 – Council has signalled previously in existing policy the need for continuing consolidation of active sports areas as opportunities arise.
- Page 19 – Jargon term ‘sleeve in’ to be replaced with a plain English alternative to aid clarity and understanding.
- Page 24 – There is potential for increasing the minimum allotment size to 600sqm with opportunities for infill development being restricted in the central Te Awamutu Character Area to ensure retention of character.
- Page 29 - Jacob Street has been identified as a potential future retail / parking precinct.

## **Cambridge**

- Page 10 - The photo of Leamington is to be replaced with a more recent one following the conclusion of the upgrade.
- Page 12 – The Waipa Integrated Transport Strategy reference to a third bridge should refer to an additional river crossing instead.
- Page 13 – Continuous awnings in the town centre need to allow for light penetration.
- Page 13 – Reference should be amended to recognise associated facilities in the Cambridge Golf area.
- Page 16 – The tree lined streetscape to be developed along Victoria Road will include Laurent Road as well.
- Page 23 – The Vogel Street site were the Riding for the Disabled are located should also be shown as having an equine character as should the Cambridge Raceway and Leamington Pony Club.
- Page 24 – Wording around high compact residential development adjacent to the recreation reserve to be adjusted to ensure clarity.
- Page 25 – Fort Street was shown as Williamson Street (Fort Street was also shown on page 29 as Commerce Street).
- Page 30 – the Cambridge Residential Character area was incorrectly referred to as the Cambridge Central Character area.
- Page 31 – The key elements of the town entrance are to be signalled in the Town Concept Plan. Specific design features will be the subject of a future workshop and therefore could not be incorporated into the document.
- Page 38 – Cambridge North potential lot yield to be included in order to direct the structure plan work being undertaken by staff.
- Page 41 – Passive and active use of the Green Belt will be clearly defined.
- Page 43 – The Gustavus von Tempsky painting was incorrectly referenced to Te Rapa Museum instead of the correct Te Papa Museum.
- Page 48 – The retention of the existing bowling club reference is to be removed.
- Page 48 – The existing arcade has been identified for the creation of a café/retail atmosphere similar to Casabella Lane.

## **Environment Strategy**

A general re-working of sections to ensure clarity, including the removal of acronyms and the inclusion of positive statements was outlined.

- Tangata Whenua section – amendments surrounding the use of macron's are to be incorporated.

- Page 20 – Special incentives for land management activities may be *considered* and not provided as quoted.
- Page 27 – Possible actions include the investigation of incentives for the protection of significant heritage sites, *including buildings*.

The recently held hui highlighted some slight amendments were required, including clarification of the responsibilities under the Treaty, and clarity of the papakaianga requirements.

**RESOLVED**

3/09/109

*That*

- a) the Statement of Proposal (attached below), being the draft Environment Strategy; draft Cambridge Town Concept Plan; draft Te Awamutu and Kihikihi Town Concept Plan; draft Ohaupo Town Concept Plan; Pirongia Town Concept Plan, and their associated analysis reports, be approved and notified in accordance with the Special Consultative Procedure requirements of the Local Government Act 2002 and released for public comment on Monday 19 October 2009;*
- b) Submissions on the draft Environment Strategy; draft Cambridge Town Concept Plan; draft Te Awamutu and Kihikihi Town Concept Plan; draft Ohaupo Town Concept Plan and the Pirongia Town Concept Plan be received until 5pm on Friday 20 November 2009;*
- c) Submissions be considered by the Strategic Planning & Development Committee at a meeting scheduled for 8 December 2009.*

**Statement of Proposal**

**DRAFT TOWN CONCEPT PLANS FOR CAMBRIDGE, TE AWAMUTU & KIHIKIHI,  
PIRONGIA AND OHAUPO AND DRAFT ENVIRONMENT STRATEGY**

*Prepared pursuant to sections 82, 83, 87 and 89 of the Local Government Act 2002.*

**SUMMARY OF INFORMATION**

*The Town Concept Plans and the Environment Strategy are key components of the Waipa 2050 Project, and Council proposes to confirm these documents in February 2010.*

**1) Town Concept Plans**

*Draft Town Concept Plans have been prepared for Te Awamutu and Kihikihi, Cambridge, Ohaupo and Pirongia. The Draft Plans have been developed based on the direction and approach signalled in the District Growth Strategy.*

*The purpose of the Town Concept Plans is to provide a blueprint for future sustainable growth and development that builds on and strengthens the existing qualities of each town.*

*In each Plan the following matters are covered:*

- *identification of elements of existing character*
- *description of desired future character*
- *identification of key entrances and enhancement opportunities*
- *proposed strategic road connections and cycle and walkway connections*
- *areas for future growth and proposed types of activities (e.g. retailing, industrial and residential)*
- *potential locations for compact development (Te Awamutu and Kihikihi and Cambridge)*
- *definition of town centres and proposals for enhancing town centers*
- *concepts for public spaces such as road reserves*
- *an outline of the proposed density of buildings in Town Centre and residential areas and illustration of proposed building forms*
- *an overview of the structure plan requirements for new growth areas*
- *proposed concepts for defined opportunity sites.*

*The Town Concept Plans will support the preparation of the District Plan and will assist Council in prioritising infrastructure spending and town improvements.*

## **2) Environment Strategy**

*The Draft Environment Strategy has been developed based on feedback obtained from the community outcomes process and the District Growth Strategy. The overriding direction from both processes has been a desire for the District to develop in a more sustainable manner. The purpose of the Environment Strategy is to give direction on how this aspiration can be achieved.*

*The strategy has been developed based on 4 main themes:*

- *Council and Community Leadership and Action*
- *Sustainable Rural Environment and Land Use*
- *Heritage and Culture*
- *Sustainable Communities*

*The Draft Strategy takes each theme area and identifies goals, issues and potential actions with priority being attached to some actions. The goals and actions in the Strategy are intended to promote greater collaboration between Council, other agencies and the community. The Strategy itself is intended to provide guidance and direction on how this could be achieved. For the Council the Draft Strategy reflects the continuation of work currently underway, as well as signalling the need and opportunity for change in other areas.*

*The formation of a stakeholder group is identified as a mechanism to assist joint and co-ordinated implementation.*

*The final Strategy will assist the Council in the formation of the new District Plan.*

### **SUBMISSIONS AND PUBLIC CONSULTATION**

*The Council welcomes public input on the Draft Town Concept Plans and the Draft Environment Strategy.*

*The Draft Town Concept Plans and Draft Environment Strategy will be available for public comment on 19<sup>th</sup> October 2009. Submissions, which must be in writing, must be received at Council offices by 5pm on 20<sup>th</sup> November 2009. Council will acknowledge in writing each submission received. It is proposed that the submissions will be heard by the Strategic Planning and Development Committee of Council on 8<sup>th</sup> December 2009. Submitters wishing to be heard in support of their submission must clearly state this in their submission. All submitters wishing to be heard will be given notice of the hearing location and time.*

**Availability:** *Copies of the Draft Town Concept Plans and Draft Environment Strategy and submission forms will be available from:*

**Te Awamutu**      *Council Offices  
101 Bank Street, Te Awamutu  
Phone:            (07 872 0030)  
Freephone: 0800 924 723*

*Council Library  
Roche Street, Te Awamutu*

**Cambridge**      *Council Offices  
23 Wilson Street, Cambridge  
Phone:            (07 823 3800)*

*Council Library  
23 Wilson Street, Cambridge*

**Website**            *www.waipa2050.co.nz*

*Submissions can be made as follows:*

- 1) *mail to Waipa District Council, Private Bag 2402, Te Awamutu 3840*
- 2) *email to [info@waipa2050.co.nz](mailto:info@waipa2050.co.nz)*
- 3) *fax to 07 872 0033*
- 4) *deliver to Waipa District Council Offices, 101 Bank Street, Te Awamutu or 23 Wilson Street, Cambridge.*

Councillor Scaramuzza / Mayor Livingston

There being no further business the meeting closed at 12.53 p.m.

**CONFIRMED AS A TRUE AND ACCURATE RECORD**

**CHAIRPERSON**

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**DATE:**

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Completed and dispatched: 13 October 2009.