



Time: 6.00pm
Date: Wednesday 5 August 2020
Venue: Kaipaki Room, Cambridge Service Centre
Waipa District Council
23 Wilson Street, Cambridge

MEMBERS

Chairperson
SDC Milner

Members
EJ Badger, J Davies-Colley, JS Goddin, AJM Mackay, MG Montgomerie, Councillor GRP Webber, Councillor Andree-Wiltens

AGENDA
APOLOGIES
DISCLOSURE OF MEMBERS' INTERESTS
LATE ITEMS
CONFIRMATION OF ORDER OF MEETING
PUBLIC FORUM
CONFIRMATION OF MINUTES
TOUR BUS STOPS ON LAKE STREET, CAMBRIDGE
TRANSPORTATION REPORTS <ul style="list-style-type: none">• Public Transport Improvement Plan• Overview of Intersections T9/T14 and C2/C3• Parking Management Plan



AGENDA
<ul style="list-style-type: none">• Williamson Street Streetscape Upgrade
QUARTERLY REPORTS <ul style="list-style-type: none">• District Growth• Civil Defence Emergency Management
INWARDS CORRESPONDENCE
TREASURY REPORT
RENEWAL OF KEEP NEW ZEALAND BEAUTIFUL MEMBERSHIP
LE QUESNOY SCULPTURE PLAQUE
CHAIRPERSON'S REPORT
BOARD MEMBERS' REPORTS FROM MEETINGS ATTENDED
NEXT MEETING

CAMBRIDGE COMMUNITY BOARD AGENDA



AGENDA ITEMS

1 APOLOGIES

2 DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to declare and stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

3 LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting as an agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas and content.

4 CONFIRMATION OF ORDER OF MEETING

Recommendation

That the order of the meeting be confirmed.

5 PUBLIC FORUM

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the local authority. In the case of a community board any issue, idea or matter raised in a public forum must fall within the terms of reference of that body.

Requests to attend the public forum must be to the Governance Team (Governance.Support@waipadc.govt.nz) at least one clear day before the meeting. Requests should outline the matters that will be addressed by the speaker.

CAMBRIDGE COMMUNITY BOARD AGENDA



Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum. At the conclusion of the presentation elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Confirmation of minutes**
Meeting Date: 5 August 2020

1 SUMMARY

To confirm the minutes of the ordinary meeting held 1 July 2020.

2 RECOMMENDATION

That the minutes of the meeting held 1 July 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.



Minutes for Cambridge Community Board 1 July 2020

1 July 2020 | 06:00 PM

Present

SDC Milner (Chairperson); EJ Badger; J Davies-Colley; JS Goddin; AJM MacKay; MG Montgomerie; Councillor GRP Webber; Councillor E Andree-Wiltens

In Attendance

M Macdiarmid, Destination Cambridge
John Miles, Manager Property
Jo Gread, Manager Governance
Gary Knighton, Manager Strategic Relationships
Members of the public

Welcome

At the start of the meeting Chairperson Milner noted the passing of two notable members of the community: John Kneebone and Commander Ian Logan RNZN (Retired) and asked for a moment's silence.

Apologies

There were no apologies

Disclosure of Members' Interests

There were no disclosures of members' interests

Late Items

There were no late items

Confirmation of Order of Meeting

RESOLVED

5/20/56

That the order of the meeting be confirmed.

Webber/Goddin

Public Forum

Miff Macdiarmid of Destination Cambridge spoke about funding for the annual Cambridge Christmas Parade and how funding is sourced for the event.

The Community Board decided to bring the item 'Discretionary Fund Application' forward to be the next item on the agenda to allow Ms Macdiarmid to answer further questions and be present during its deliberations.

RESOLVED

5/20/57

That the agenda item 'Discretionary Fund Application' be brought forward to be dealt with immediately.

Webber/Goddin

Confirmation of Minutes

This item 'Confirmation of Minutes' followed item 'Discretionary Fund Application'

RESOLVED

5/20/59

That the minutes of the meeting held 3 June 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings with the correction noting that Member Badger left the meeting due to technical difficulties.

Milner/MacKay

Discretionary Fund 2020/21

In July/August each year the council advertises a combined discretionary grant funding round for the two community boards and the Pirongia Ward Committee, calling for applications from community organisations who offer services or support in the Waipa district.

The report, included in the agenda, recommended that the Community Boards and Committee give priority to applications to local community activities to projects that promote resilience or recovery from Covid-19.

RESOLVED

5/20/60

That

- a) *The report titled 'Discretionary Fund 2020/21' (document number 10420225) of Debbie Lascelles, Group Manager Strategy & Community Services be received;*
- b) *The Cambridge Community Board support Waipa's Covid-19 recovery by including the following as criteria when considering discretionary grant funding applications in the 2020/2021 financial year:*

For the 2020/21 funding round all local community projects will be considered, however, priority will be given to applications for local community activities or projects that promote resilience or recovery from Covid-19. This could include proposals such as programmes for people whose income has been affected, community initiatives to drive resilience or self-sufficiency in the community (such as community gardens; teaching cooking, sewing or financial literacy) or activities that promote economic recovery by generating revenue for local businesses, employment or bring people into the district,. For non-Covid 19 related proposals less priority will be placed on operating costs.

Mackay/Goddin

Quarterly Report - Property Services

The purpose of this report, included in the agenda, was to provide information on the activities of the Property Services team, for the 1 January to 31 March 2020 quarter. John Miles, Manager Property, provided an overview of his report and answered some questions from the members.

RESOLVED

5/20/61

That the information contained in the 'Quarterly Property Services Report' (document number 10383869), of John Miles, Manager Property Services, be received.

Webber/Davies-Colley

Cambridge Book Exchange Project

The purpose of the report, included in the agenda, was to provide the Cambridge Community Board the cost of repairs required for the Empire Street Book Exchange.

The community board discussed sourcing alternate funding and garnering wider community support for the project. The board decided to defer the acceptance of the quote for two months and ask for an extension on the quotes provided by Wackrow's Joinery Ltd.

RESOLVED

5/20/62

That the report 'Repairs to the Cambridge Book Exchange' (Document 10420134) of Angela Mathiesen, Contracts & Projects Officer, be received.

Badger/Davies-Colley

Treasury Report

The Treasury Report was included in the agenda.

RESOLVED

5/20/63

That the 'Treasury Report – Cambridge Community Board' of Sarah Davies, Manager Finance for the period ended 31 May 2020 be received.

Webber/MacKay

Discretionary Fund Application

This item 'Discretionary Fund Application' was brought forward to follow immediately after the Public Forum

M Macdiarmid of Destination Cambridge was present to answer questions regarding the financing of the annual Christmas parade.

RESOLVED

5/20/58

That the Cambridge Community Board allocate \$2,000.00 plus GST to Destination Cambridge from the Board's discretionary fund with consideration to be given to further funding if Destination Cambridge notifies the board that it was unsuccessful in receiving Pub Charity Funding.

Andree-Wiltens/Goddin

Sister Cities Budget

The Sister Cities Budget 2020/21 report was included in the agenda.

RESOLVED

5/20/64

That

- a) the information contained in the report 'Sister Cities Budget 2020/21' (Document 10420629) of Keryn Phillips, Governance Officer be received; and*
- b) the Sister Cities Budget 2020/21 as attached in Appendix 1 (Document 10420667) be adopted.*

Badger/MacKay

Draft Maungatautari Reserve Management Plan

The Draft Maungatautari Reserve Management Plan was included in the agenda for the Community Board to consider putting in a submission.

RESOLVED

5/20/65

That the Cambridge Community Board

- a) Complete a submission for the Draft Maungatautari Reserve Management Plan; and*
- b) Delegate authority to Sue Milner to complete the submission on the board's behalf with the submission to cover general support for proposed management plan.*

Montgomerie/Webber

Board Members' Reports from Meetings Attended

Cambridge Autumn Festival - Member MacKay reported that the festival committee was working on funding and sponsorship for next year's event.

Cambridge Chamber of Commerce - Member Goddin reported that the foot tally for Cambridge had increased during June and was even up from June last year when the Fieldays were on. Some businesses had expressed concerns about viability of their business now that everybody was back to full rent. The Chamber has started a fortnightly gathering of business owners to discuss ideas.

Cambridge Information Centre - Member Goddin reported that domestic travel was up and that the information had had an increase in numbers of people enquiring about moving to Cambridge. Accommodation numbers are still low, however cafes/restaurants are busy.

Cambridge Safer Community Charitable Trust - Member Montgomerie reported that the Trust has a large fundraiser planned in the future

Cambridge Tree Trust - Member Badger reported that Cambridge High School were interested in a project with the Trust. The Trust had completed a potting trial with some success.

Cambridge Historical Society - Chairperson Milner reported that there were concerns regarding the museum extension due to lack of funding available at this time. An arms expert has found some guns from the times of the New Zealand wars and the Society was keen to raise funds to build a suitable display cabinet.

Council - Councillor Webber reported that the Council had approved the Annual Plan with some considerable restructuring of finances during the Covid-19 lockdown, with a rates rise of 2.4%.

Date of Next Meeting

The next Cambridge Community Board meeting is to be held at 6.00pm on Wednesday, 5 August 2020.

That being all the business the meeting closed 7.53pm

CAMBRIDGE COMMUNITY BOARD REPORT

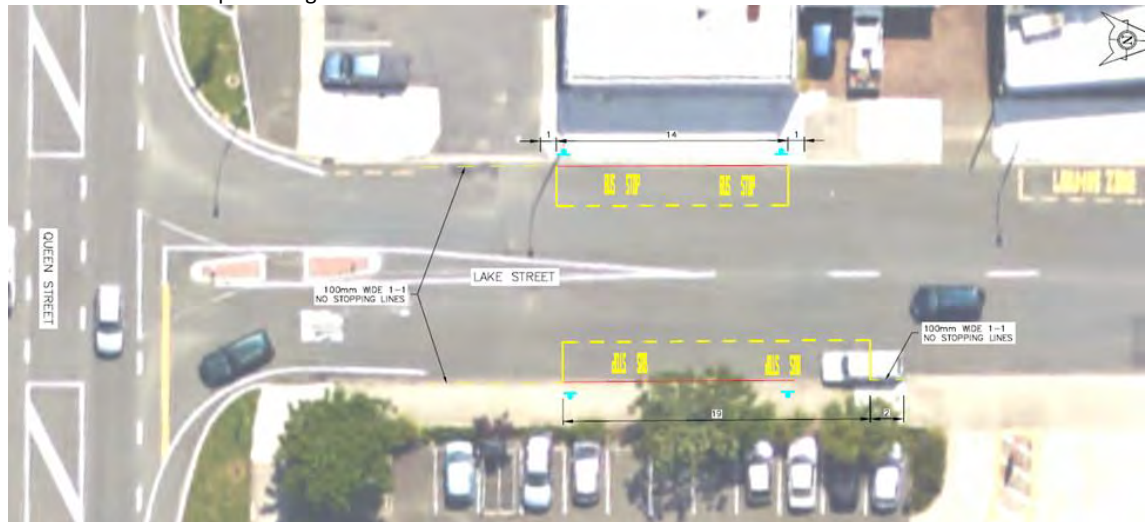


To: The Chairperson and Members of the Cambridge Community Board
From: Transportation Planning Engineer, Waipa District Council
Subject: **INSTALLATION OF TWO TOUR BUS STOPS ON LAKE STREET CAMBRIDGE**
Meeting Date: 5 August 2020
File Reference: 51.38

1 EXECUTIVE SUMMARY

With an increasing number of tourism buses going into or through Cambridge, Council staff have worked with tour bus companies to understand their parking requirements. After working with Cambridge iSite and identifying the preferred location for bus parking, staff recommend that two new bus stops be installed on Lake Street near the Queen Street intersection. This location is close to public toilets and within a short walk to shops and attractions.

Below a draft bus stop drawing



Five public on-street car parks will need to be removed to accommodate the bus stops. Council has engaged with adjacent shop and business owners regarding this change; there was no objection to the plan.

If endorsed, Council's Transportation Team will arrange for installation of the bus stop signage and markings.

2 RECOMMENDATION

That

- a) *The information contained in the report entitled 'Installation of Two Tour Bus Stops on Lake Street, Cambridge' (Document 10426346) by Xinghao Chen, Transportation Planning Engineer, be received; and*
- b) *The Cambridge Community Board endorses the installation of two tour bus stops on Lake Street.*



Xinghao Chen
Transportation Planning Engineer



Reviewed by Bryan Hudson
MANAGER TRANSPORTATION



Dawn Inglis
GROUP MANAGER SERVICE DELIVERY

CAMBRIDGE COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Transportation Reports**
Meeting Date: 5 August 2020

1 SUMMARY

At the Waipa District Council Service Delivery Committee meeting held 21 July 2020, the following reports were presented to the committee:

- Public Transportation Improvement Plan
- Overview of Intersection Plans for Growth Cells C2/C3 and T9/T14
- Parking Management Improvement Plan
- Williamson Street Streetscape Upgrade

All the recommendations in the reports were passed in the Service Delivery Committee meeting. The reports and their appendices have been included in the agenda for information.

2 RECOMMENDATION

That the reports titled 'Public Transport Improvement Plan' (Document 10416623) of Xinghao Chen, Transportation Planning Engineer; 'Overview of Intersection Plans for Growth Cells C2/C3 and T9 /T14' (Document 10420159) and 'Parking Management Improvement Plan' (Document 10418195) of Bryan Hudson, Manager Transportation; and 'Contract 27-19-59 Williamson Street Streetscape Upgrade – Progress Update and Scope Confirmation' (Document 10427975) of Erik Can Der Wel, Programme Engineer – Transportation be received.



To: The Chairperson and Members of the Service Delivery Committee
From: Transport Planning Engineer
Subject: **PUBLIC TRANSPORT IMPROVEMENT PLAN**
Meeting Date: 21 July 2020

1 EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement to progress the implementation of Stage One of the Public Transport Improvement Plan.

With a growing population and employment forecast in the district, and with an increasing proportion of older residents, continuing growth in public transport patronage can be expected. Through the consultation on the Waipā Integrated Transport Strategy and the Cambridge Town Concept Plan, the community has shown strong support for improved public transport services.

There are two community bus services in the district: Te Awamutu to/from Hamilton and Cambridge to/from Hamilton. Annual patronage (Mar 2019-Feb 2020) was 77,460 on the Te Awamutu services and 64,371 on Cambridge services. The annual patronage growth rate is 8%-10% in both cases for two continuous years 2017-18 and 2018-19. In the February 2020 patronage report, it shows that the Cambridge bus service increased 7.2% compared to same period one year prior. Te Awamutu bus services increased only 2.6% in the year to February 2020, but this is attributed to no more capacity on some bus services.

Waikato Regional Council manages the bus contract for the Waipā district. The current contract ends in mid-2021 but this is likely to be extended to 2022 due to Covid-19 delaying procurement. There is an opportunity to incorporate improved bus services when preparing the new contract.

For the 2021-2031 Long Term Plan (LTP) period it is proposed to improve public transport in three stages to support access to education, employment and social connections. Stage two and three are anticipated as being at least four years away and can be determined in the next LTP, so only stage one is discussed here.

The proposed changes for stage one are:

1. Provide regular services seven days per week with expanded operating hours.

2. Upgrade the existing Te Awamutu route to include Kihikihi on all trips and potentially add trips to provide service to Waikeria Prison.
3. Upgrade the existing Cambridge route to include Cambridge East (Taylor Street) area on all trips.
4. Weekday service hourly, with one additional peak service to accommodate more passengers during the morning (7am-9am) and afternoon (4pm-6pm) peak times in each direction and extension of hours. Weekends and holidays two hourly frequency.

The following appendices accompany this report:

- Appendix 1 - Public transport improvement plan stage one Cambridge map (document number 10432632)
- Appendix 2 - Public transport improvement plan stage one Te Awamutu map (document number 10432644).

2 RECOMMENDATION

That

- a) *The report titled Public Transport Improvement Plan (document number 10416623) of Xinghao Chen, Transportation Planning Engineer, be received;*
- b) *The Service Delivery Committee endorses the following stage one Public Transport Improvement Plan:*
 - a. *Provide regular services seven days per week between Cambridge and Hamilton and Te Awamutu and Hamilton, and expanded operating hours being 6 am – 7 pm on weekdays and 9 am – 6 pm on weekends.*
 - b. *Upgrade the existing Te Awamutu route to include Kihikihi on all trips and investigate selected trips to provide service to Waikeria Prison.*
 - c. *Upgrade the existing Cambridge route to include Cambridge East area on all trips.*
 - d. *Weekday service hourly, with one additional peak service in each direction and extension of hours. Weekends and holidays two hourly frequency;*
- c) *Staff formally request the Waikato Regional Council to include these service improvements in the next bus service contract tender;*
- d) *That an additional ratepayer funded local share of \$51,000 per annum be put forward for consideration into the draft Long Term Plan 2021-2031 for Stage One Public Transport Improvements.*

3 OPTIONS AND ASSESSMENT

A workshop was held on 30 June 2020 with Elected Members to provide an overview of the Public Transport Improvement Plan. Members expressed support for embarking on Stage One of the Plan.


Options for stage one include:

1. Retain current bus services. This option will see increased crowding on current buses at peak times and dissatisfaction and exclusion of some passengers from their preferred service.
2. Improving service coverage incrementally allows for Waipa District Council, Waikato Regional Council and NZTA as the co-funders to manage risk and cost. The first stage improvement will provide longer operating hours, hourly services during the week and two hourly on weekends and public holidays. Coverage would extend to the East of Cambridge and to Kihikihi on every trip.

Option 2 is in line with the Waipa District Integrated Transport Strategy to provide well connected, reliable and high quality bus services and improve supporting infrastructure for it. It provides greater transport choice, reduces car dependence and is environmentally more sustainable. Patronage is expected to increase over time from approximately 140,000 to over 200,000 trips per annum with stage one service improvements.

Financial/risk considerations

A Long Term Plan business case (Bus Transport Improvements) has been submitted to the 2021-31 LTP. It requires approximately \$45,000-\$51,000 additional ratepayer funding every year for the first three years for stage one improved services. The actual cost will depend on the new bus operating contract value and future patronage/fare recovery. Monitoring of patronage uptake through the Waikato Regional Council's bus ticketing system can help to fine tune the services to minimise financial risk.



Xinghao Chen

TRANSPORTATION PLANNING ENGINEER



Reviewed by Bryan Hudson

MANAGER TRANSPORTATION



Approved by Dawn Inglis

GROUP MANAGER SERVICE DELIVERY

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Legal and regulatory considerations

Local Government Act 2002

The purpose of local government is defined in section 10 of the LGA as follows:

10 Purpose of local government

(1) The purpose of local government is—

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and*
- (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.*

Consultation and Engagement

A bus user consultation will be developed by Waikato Regional Council to seek users' feedback on proposed changes. The outcome of the consultation will help to plan the bus routes.

Some public and customer engagement was undertaken as part of the Bus Transport Improvement Business case completed in 2019, in partnership with Waikato Regional Council and NZTA. During that time on-bus surveys, on-line surveys and telephone surveys were undertaken to gauge public interest in current and future bus services.

Council policy or strategy

The proposed changes align with the Waipa District Council Integrated Transport Strategy 2010-40. The document sets out the direction for our transport system. The objective of public transport is to improve public transport so that it becomes a viable option for travel between main centres in the district and the region. Bus services focus on providing high quality, reliable, fast, and direct bus services between Te Awamutu, Cambridge and Hamilton. The services provide commuters to Hamilton with an alternative travel option to the car. The improved services under stage one will also provide for more local trips within Cambridge and between Te Awamutu and Kihikihi.

Appendix 1

Public transport improvement plan stage one – Cambridge map
(10432632)

Appendix 2

Public transport improvement plan stage one Te Awamutu map
(10432644)



INFORMATION ONLY

To: The Chairperson and Members of the Service Delivery Committee
From: Manager Transportation
Subject: **Overview of Intersection Plans for Growth Cells C2/C3 and T9/T14**
Meeting Date: 21 July 2020
File Reference: PR3169 & PR3041

1 EXECUTIVE SUMMARY

Residential growth cells under development in Cambridge and Te Awamutu both require new intersections onto arterial roads. This report outlines the investigations completed to date for these significant new infrastructure builds.

For the Cambridge C2/C3 growth cells, a roundabout with two pedestrian and cycling underpasses is proposed.

For the T9/T14 growth cells, a roundabout is proposed.

2 RECOMMENDATION

That

a) That the Overview of Intersection Plans for Growth Cells C2/C3 and T9/T14 report (document number 10420159), of Bryan Hudson, Manager Transportation, be received.

3 OPTIONS AND ASSESSMENT

C2/C3 Intersection

A report in August 2019 (ECM 10092362) commissioned by Council identified two suitable intersection options, being traffic signals or a roundabout with four underpasses. The two options were near equal in safety and function but signals would be lower cost due to the risks and disruption that would be necessary for the installation of four underpasses.



Figure 1. Location of proposed new intersection on Cambridge Road, Cambridge.

Further work with BBO consultancy was commissioned, after significant feedback from adjacent land developers, to refine the two options. This showed that a single lane roundabout with two underpasses (but future-proofed for two lanes on the Cambridge Road approaches) had the following benefits:

- Comparable traffic capacity
- Balanced traffic safety (signals were seen as providing greater safety for pedestrians negotiating the intersection, whereas the roundabout will provide greater vehicle traffic safety)
- Less land area required than signals overall (signals would be five lanes wide at the junction to provide for the various turning movements on Cambridge Road and four lanes wide for a length along Cambridge Road to provide stacking in peak times)
- Less delay and risk for pedestrians and cyclists crossing the roads
- Additional lanes for traffic capacity may not be required until 2041.

BBO was engaged to develop the roundabout design further, and in particular to provide detail on:

- the land required
- demonstrating that safe, attractive and user friendly underpasses can be built, including minimising the depth of underpasses so that ramps can be short and have gentle grades. Underpasses would be 5m wide and 2.7m high so they can accommodate separate cycle and pedestrians paths safely
- drainage design connectivity with the main stormwater system for C2/C3
- minimising land disturbance and loss of mature trees
- CCTV implementation for traffic and pedestrian monitoring.

The following preliminary drawings and 3d renders provide a good indication of the roundabout scale and features

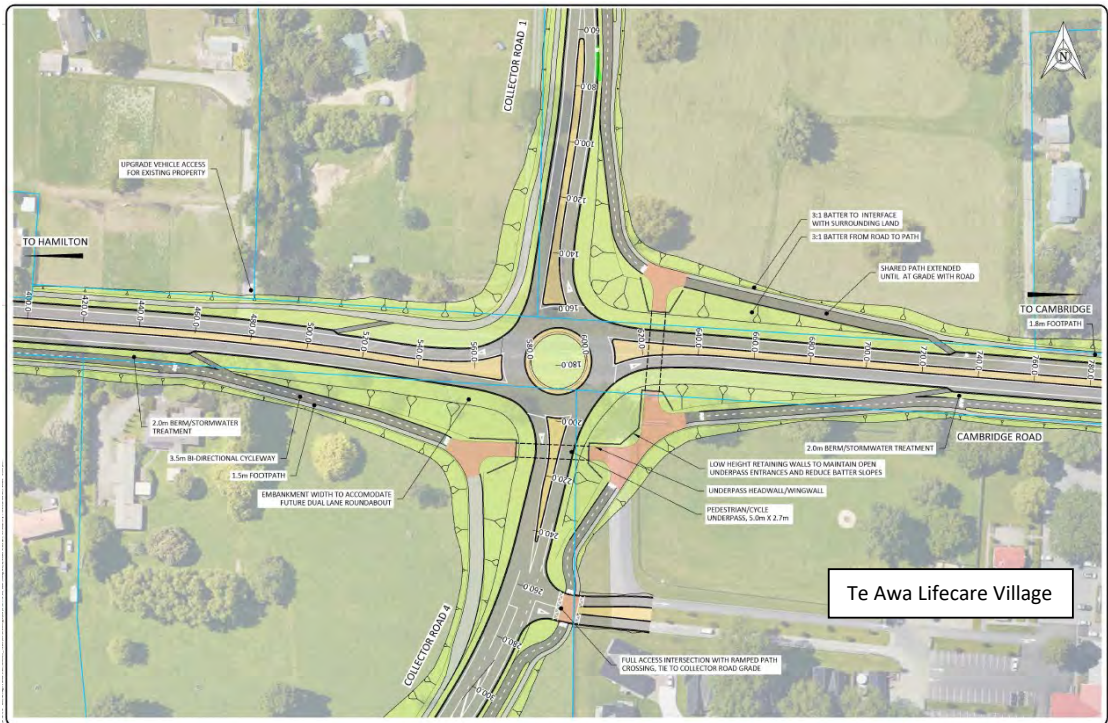


Figure 2. Preliminary layout plan of preferred intersection



Figure 3. Preliminary 3d image of preferred intersection



Figure 4. Preliminary 3d image of preferred intersection and underpass

C2/C3 Intersection Consultation

At this time Council staff and contractors are working with the adjacent landowners to understand all the impacts of the preferred intersection design including land purchase requirements. There is also a requirement to co-ordinate this intersection work with an upgrade of Cambridge Road, installation of walking and cycling links, stormwater drainage and other utilities in the road corridor such as power, water and telecommunications.

C2/C3 Intersection Implementation Plan

The implementation programme is expected to be:

- July-September 2020 - design
- October-December 2020 - land Agreements
- Jan-March 2021 - procurement
- April-Dec 2021 - construction

T9/T14 Intersection

The T9 growth cell on Cambridge Road, Te Awamutu, is currently being developed with stage 1 accessed off Thorncombe Road. Stages 2 and 3 will gain access primarily from Cambridge Road at the urban/rural boundary. At the time of developing a structure plan for T9 it was thought that widening and a right turn bay would be provided, and that the existing Cambridge/Thorncombe Road intersection would be closed to reduce the number of intersections and conflict points onto the arterial road.

T14 is not programmed for development until after 2035 but landowners are keen to explore development earlier, especially adjacent to the T11 growth cell which will gain access off Cambridge Road nearer to the existing Pak n Save development. There is significant advantage in providing a combined T9/T14 access point in the one location.

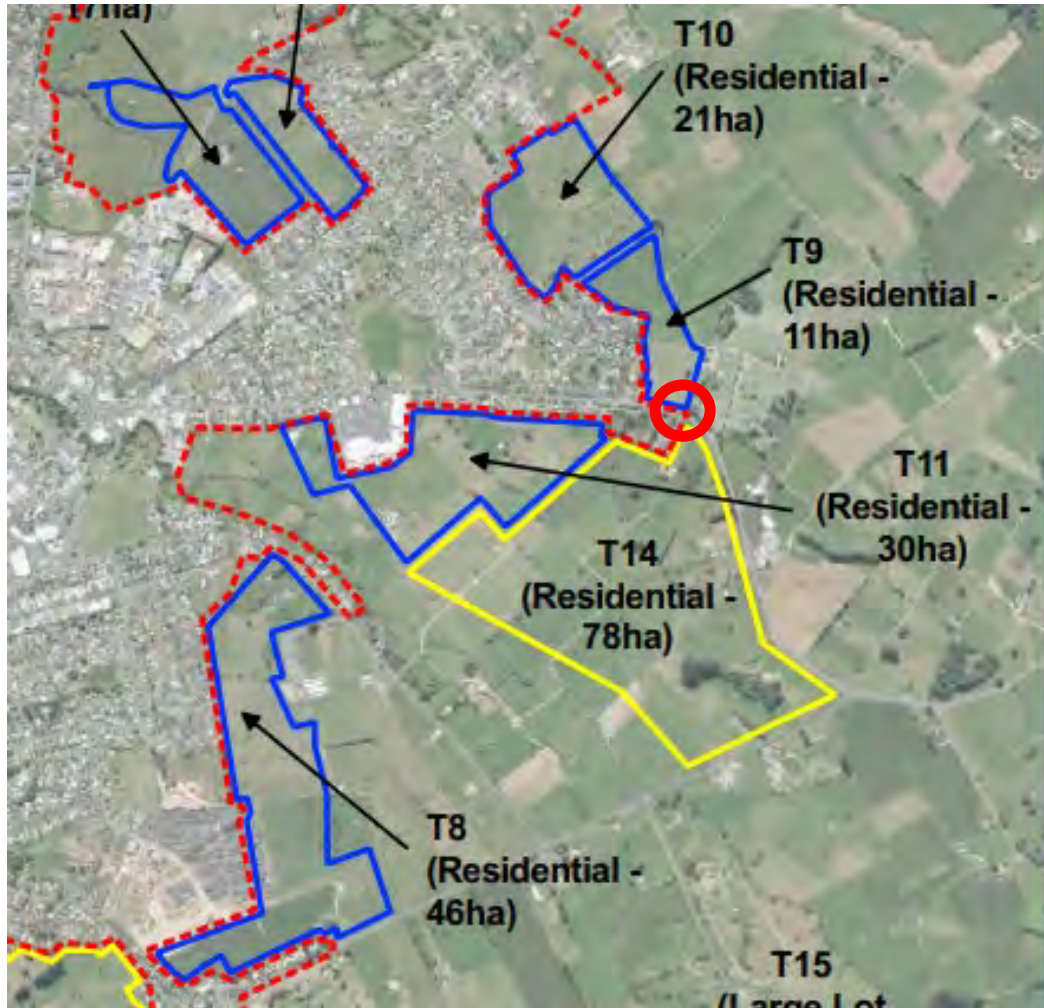


Figure 5. Location of the T9, T11 and T14 Grow cells and indicative intersection location circled red



Figure 6. This overlay sketch shows how a roundabout intersection could be situated to provide access to both the T9 cell to the north and the T14 cell to the south

A roundabout is expected to cost approximately \$3.5M including land purchase, design, consenting and construction. It would be largely growth funded.

A roundabout has the following benefits over a right turn bay option for this intersection:

- It provides a safer intersection at this urban/rural boundary and provides a threshold to slow all traffic on approach to the urban area.
- It can be constructed as a three leg roundabout initially and the fourth leg can be added when T14 is to be developed.
- It provides a safe u-turn facility for traffic from Picquet Hill and Thorncombe Roads which have limited sight distance when trying to make a right turn out onto Cambridge Road due to traffic approaching over the brow of the hill from the town.
- It would allow Picquet and Thorncombe Road intersections to be restricted to left in-left out turns if future traffic volumes present a higher risk for right turn movements.
- It provides opportunity for landscaping and town entranceway recognition.



Figure 7. Preliminary layout plan of preferred intersection

T9/T14 Intersection Consultation

At this time Council staff have prepared preliminary drawings for consultation with the T9 land developer, and provided the information included in this report to residents who would be directly affected by a new intersection build.

T9/T14 Intersection Implementation Plan

The implementation programme is expected to be:

- July-December 2020 - consultation and sufficient design to allow the T9 developer to set new road and section levels for a future intersection, regardless of whether a roundabout or right turn bay was constructed.
- Jan-June 2021 - design and land purchase agreements, subject to acceptance of preliminary design and cost estimates.
- 2021/22 - construction subject to LTP project approval, with a four month build time.

Bryan Hudson
MANAGER TRANSPORTATION

Approved by Dawn Inglis
GROUP MANAGER SERVICE DELIVERY



To: The Chairperson and Members of the Service Delivery Committee
From: Manager Transportation
Subject: **PARKING MANAGEMENT IMPROVEMENT PLAN**
Meeting Date: 21 July 2020

1 EXECUTIVE SUMMARY

Up until the Covid-19 pandemic, growth in private vehicle travel had continued to put pressure on town centre parking in Cambridge and Te Awamutu. A parking use survey in November 2019 showed some on-street and off-street parking was heavily used in peak times and would warrant the introduction of changes to time limits, and increased enforcement to make sure that high value parking is providing the level of service desired. This approach is supported by stakeholder groups consulted to date and our Transportation Strategy guiding principles which include:

- Issue: High dependence on vehicles and dispersed urban growth
- The need to balance parking supply and travel demand
- The need to monitor parking demand change in town centres
- The need to offer more transport choices

And the Cambridge Town Concept Plan Refresh 2019 lists the following desirable parking outcomes:

- Encourage higher turnover of vehicle parking
- Spread peak parking demand over a wider area
- Encourage non-motor vehicle modes for easy trips to the town centre

The parking use survey noted that overall the parking provision in the towns still had capacity to be used more efficiently and this is a matter of setting appropriate time limits, and encouraging long stay parking into more appropriate locations.

It is recommended that further standardisation of parking time limits is made along with increased enforcement. Implementation of these measures will be dependent on available budget as funding for the parking activity has been severely reduced in the 20120/2021 Annual Plan due to Covid-19 impacts.

The following appendix accompanies the report:

- Parking Management Plan Presentation (10412148)

2 RECOMMENDATION

That

- a) *The report titled Parking Management Improvement Plan (10418195), of Bryan Hudson, Transportation Manager be received;*
- b) *The Service Delivery Committee endorses a Parking Improvement Plan which includes:*
 - i) *Standardisation of parking time limits, P5 for loading zones, P10 near public toilets, P10 for school pick up and drop off zones, P60 for main streets with shops both sides and in off street car parks with fronting shops, P120 for side streets connecting to main streets and where there are shops one side, P120 for a portion of off street car parks.*
 - ii) *Establishment of new parking time limits in streets and public car parks which currently have no time restrictions as generally indicated in the slides labelled Cambridge, Te Awamutu, and Leamington Public Parking Map within the Parking Management Plan Presentation included as Appendix 1 of this report (10412148), but subject to further engagement with stakeholders and availability of budget.*
 - iii) *A level of regular enforcement subject to resourcing, which is an increase over the current enforcement on complaint approach.*
 - iv) *Monitoring of the effectiveness of the Parking Improvement Plan with a follow up use survey within the 2021-2023 Long Term Plan period.*
- c) *The Service Delivery Committee notes that funding for the implementation of this is considered as part of the 2021-2031 Long Term Plan.*

3 OPTIONS AND ASSESSMENT

Background

Growth in the district has increased the demand for parking in our town centres. Engagement with Elected Members, Community Boards and business groups has identified concerns around parking availability in main streets and levels of parking enforcement, but also that our town centres should be places for people instead of cars. In the 2018/19 annual resident survey, eight respondents made unprompted comments about parking, including the need to increase parking or manage parking better and to keep parking free.

Parking demand is an outcome of travel choice and Council is working on two other projects which will impact travel choice, including improvements to passenger transport which will provide more bus services within our towns, and improvements to walking and cycling which will allow more residents to choose active transport alternatives to the car. These projects are planned for the 2021-23 LTP period.

Parking Survey

A parking use survey was completed over three weeks in November 2019, during which each car park was surveyed 15 times at one and a half hour intervals from 8.30 am – 2.30pm over three days. This method identifies how frequently car parks turn over and provides a good representation of use and time limit compliance.

Cambridge key findings of this survey are:

- There were 1222 on street car parks in the survey area, 71% did not have time restrictions and there are 21 accessible (previously known as disability) parking spaces.
- In peak demand periods streets such as Victoria, Empire and Wilson utilisation was above 90% (near or above capacity).
- Average utilisation across the survey area over the day was generally below 85%, which is considered acceptable by Australian and New Zealand guidelines.
- Public off-street car parks have 426 spaces, 82% do not have time restrictions and there are eight accessible parking spaces.
- In peak demand periods off-street car parks can be 100% full and all day commuters occupy approximately 54% of the spaces.
- Leamington town centre has 115 on-street parking spaces, all with no time restrictions and five accessible spaces. Peak and average occupancy are generally acceptable and there are low numbers of all day commuters.

Te Awamutu key findings of this survey are:

- There were 1406 on-street car parks in the survey area, 68% did not have time restrictions and there are 15 accessible parking spaces.
- In peak demand periods, streets such as Bank, Teasdale, Walton, Redoubt, Churchill, part of Alexandra and Gorst utilisation was above 90% (near or above capacity).
- Average utilisation over the day was generally below 85%, which is considered acceptable by Australian and New Zealand guidelines.
- Public off-street car parks have 505 spaces, 85% do not have time restrictions and there are 18 accessible parking spaces.
- In peak demand periods the Council, Churchill and Vaile off-street car parks can be 100% full, but only the Council and Churchill car parks have a high proportion of all day commuters.
- Off street car park average occupancy is at 74%, which is considered acceptable.

Parking Survey Analysis

These survey results show that some on-street and off-street parking spaces are being used at or near capacity at peak times, but that overall utilisation across each town during the day generally falls within accepted parking use guidelines¹.

Options for Parking Improvement

The survey highlights the near or above capacity parking areas which would benefit from a review of operation to free up spaces in peak demand times. A range of options are practical including:

Option	Benefits	Risks	Preferred
Status quo. Standard maintenance and enforcement on complaint only.	Lowest cost. No new investment required.	Does not adapt to changing demand. Does not address peak time capacity issues.	No
Do minimum. Increase parking enforcement. Improve infrastructure as required.	Enforcement partially addresses over capacity areas and can be largely self-funding. User satisfaction improved with infrastructure.	Additional enforcement staff or contractor required. Public aversion to regular enforcement in a small town.	No
Do minimum plus. As for 'do minimum' but also increase time limit coverage and standardisation.	Additional benefits include: High demand P60 parking supply is increased. Medium demand P120 parking is increased.	Time limit non-compliance may increase as all day commuter parking in the town centre is reduced. All day commuter parking increases in adjacent residential streets.	Yes
Paid parking introduced	High turn over of parking in demand areas. Increased revenue to improve town centre infrastructure.	Costs of introduction and ongoing operating costs. Public aversion to paid parking in a small town. Increased enforcement is required to ensure payment.	No

It is considered that the Do Minimum Plus option is fit for purpose in addressing the current parking demand issues, while acknowledging the aspirations of the Waipa Transportation Strategy. This option also considers that as funding for parking

¹ Austroads Guide to Traffic Management Part 11: Parking, indicates optimum efficiency is at 85-95% occupancy but that 85% occupancy and less indicates good use of parking resource, but people can easily find a parking space.

improvement is constrained in the 2020/2021 Annual Plan due to Covid-19 impacts, the option can be incrementally implemented as funding allows.

In effect this option targets the streets and car parks that are in high demand for use, but do not have appropriate time limits or those time limits are not adequately observed. Under this plan approximately 129 spaces in Cambridge, 73 spaces in Leamington and 110 spaces in Te Awamutu will have a new time limit set. Routine and regular enforcement of time limits will encourage users to make better parking choices and thus ensure that car park spaces turn over for new users.

Standardisation of Parking time Limits

In addition to more parking time limits, it is recommended that the limits be standardised to:

- P60 for main shopping streets and side streets with shops both sides, and in some off-street car parks that have shop frontages
- P120 for streets very close to the main street or with shops one side
- P120 spaces in public car parks nearest to shopping areas desirable for users who wish to spend more than an hour in the main street
- P5 loading zones
- P10 public toilet area or school pick up and drop off zones

Infrastructure Improvements

Improvements to footpaths, pedestrian crossings and lighting can all have a positive impact on parking use. If commuters must park further from work then smooth footpaths and good lighting provide safety, particularly in winter when daylight is limited at the beginning and end of the day. These types of infrastructure improvement are already being made under current LTP budgets and are planned to continue under the next LTP.

Financial/risk considerations

Some general risks are described in the options table above. However, the principle risks for the recommended option include:

- Public aversion to increased enforcement. This can be mitigated to an extent by good communications and signage on where users can and should park, depending on their expected length of stay. Staff have been active in this area with new parking maps on Council's website. This information would be updated and promoted with changes. Post changes warnings can be issued initially as an education tool rather than enforcement notices.
- Enforcement comes at a cost and creates back office work and administration for infringement collection or remission when appropriate. Enforcement costs are spread across a range of activities within Council so there is opportunity to balance effort, cost and revenue recovery. In the short term there are Covid-

19 budget reductions which will limit the additional enforcement effort that can be made.

- There may be push back on some parking time limit restrictions. Time limits are set after consultation and assessment. The Group Manager Service Delivery must sign off time limit changes under the Public Places Bylaw so there is a degree of independent scrutiny to ensure consistency. The standardisation of time limits also gives greater guidance to staff in dealing with situations that arise where individual businesses wish to have parking on the street in front of their premises treated most favourably to themselves, rather than the wider public good.

The estimated cost for implementation of new parking time limits is \$40,000. The budget available for these changes is nil under PR3060 Car Park Improvements (due to the Covid-19 budget reduction). At this time parking time limit changes can only be made if additional funding becomes available from savings in other activities.



Bryan Hudson
MANAGER TRANSPORTATION



Approved by Dawn Inglis
GROUP MANAGER SERVICE DELIVERY

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Legal and regulatory considerations

Local Government Act 2002

The purpose of local government is defined in section 10 of the LGA as follows:

10 Purpose of local government

- (1) The purpose of local government is—
- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

Management of parking is a local government regulatory function and it is important for the effective economic and environmental functioning of our town centres; it ensures parking availability and convenience and has an effect on households and businesses.

Parking control also has an impact on travel choices, for instance when parking is paid for by ratepayers, and therefore is free to users, and plentiful then there is a tendency for those with cars to drive to town even if that journey is relatively short, whereas when parking is scarce or expensive to users then alternate travel choices are used. Parking control can therefore have an effect on travel mode, levels of traffic congestion and air quality in town centres. Striking a balance in parking provision, demand and control can therefore promote the economic and environmental well-being of communities.

Consultation and Engagement

The following groups have been engaged with in formulating this parking improvement plan:

- Cambridge and Te Awamutu Community Boards
- Cambridge Chamber of Commerce
- Cambridge Property owners group
- Te Awamutu Chamber of Commerce

As the theme of recommended changes is supported by these interest groups and are not a big departure from current practice, the decision in this report is considered to be of low significance in relation to Council's Significance and Engagement Policy.

A second round of engagement is proposed before parking time limit changes are introduced and this will include those stakeholders listed above and those businesses

on the streets where changes are proposed. This provides opportunity to fine tune time limit changes and address any local parking problems at the same time.

General media coverage will be used to inform the wider community of proposed changes.

Council policy or strategy

The Waipa Integrated Transport Strategy 2010-2040 lists the following parking strategy matters:

- Issues: High dependence on vehicles and dispersed urban growth
- The need to balance parking supply and travel demand
- The need to monitor parking demand change in town centres
- The need to offer more transport choices

The Cambridge town Concept Plan Refresh 2019 lists the following desirable parking outcomes:

- Encourage higher turnover of vehicle parking
- Spread peak parking demand over a wider area
- Encourage non-motor vehicle modes for easy trips to the town centre

The recommended option is therefore in keeping with Council’s stated strategies.

Appendix 1

Parking Management Plan Presentation (10412148)

Parking Management Plan Update

Cambridge Community Board

Bryan Hudson

Manager Transportation
5 August 2020





STRATEGY

Waipa Integrated Transport Strategy 2010-2040

- **Issues: High dependence on vehicles and dispersed urban growth**
- **Balance parking supply and travel demand**
- **Monitor parking demand change in town centres**
- **Offer more transport choices**

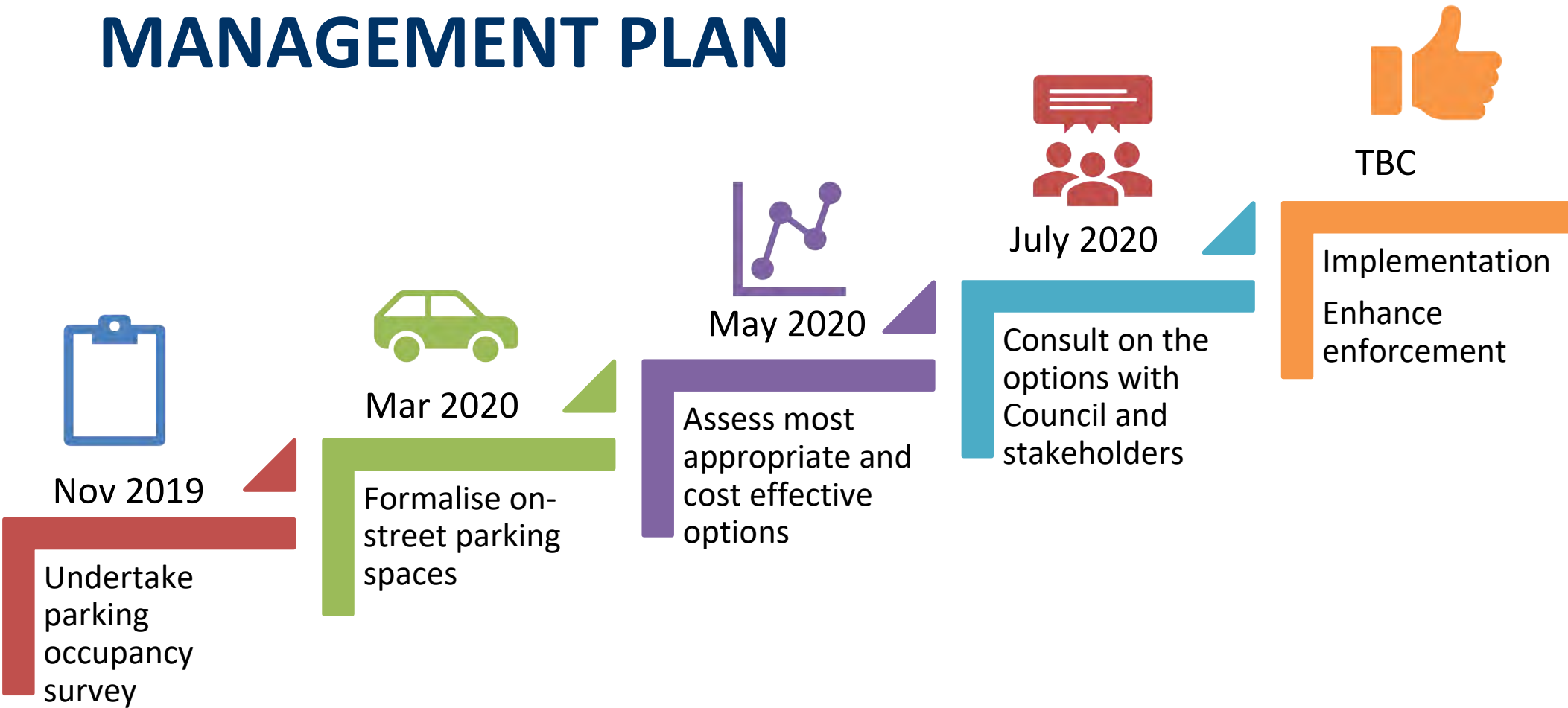
STRATEGY

Cambridge Town Concept Plan Refresh 2019

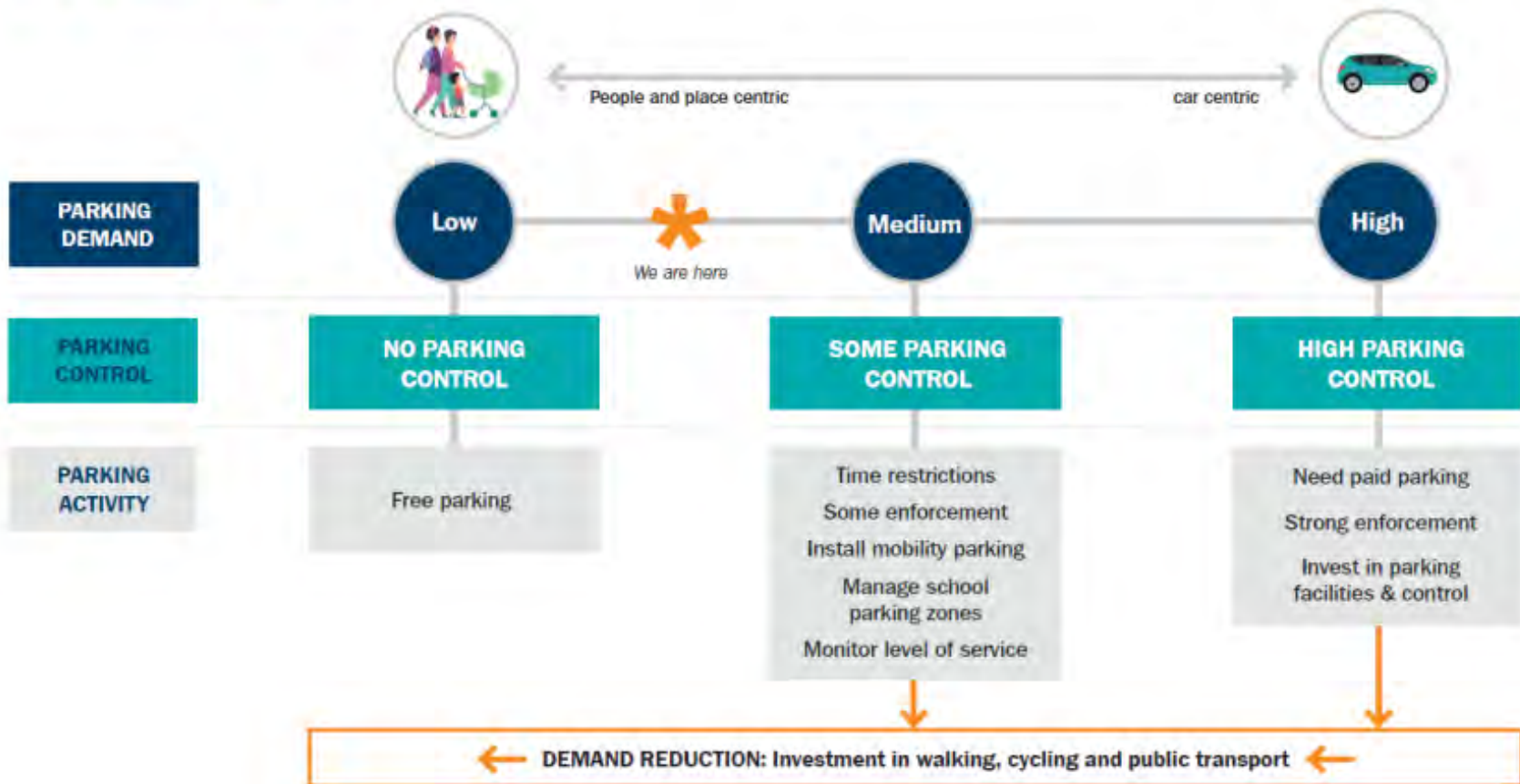


- Encourage higher turnover of vehicle parking
- Spread peak parking demand over a wider area
- Encourage non-motor vehicle modes for easy trips to the town centre

MANAGEMENT PLAN



TYPICAL PARKING TRENDS



PARKING SURVEY

Cambridge



PARKING SURVEY RESULTS

Cambridge

- On-street parking

Average occupancy rate	All-day commuter rate
62%	29%

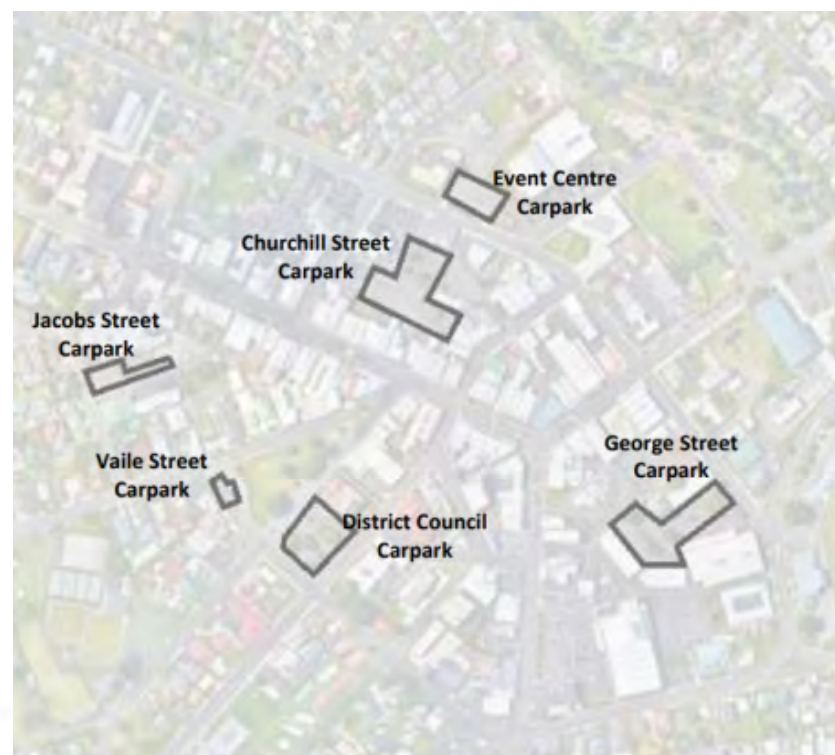
- Off-street carpark

Average occupancy rate	All-day commuter rate
79%	54%



PARKING SURVEY

Te Awamutu



PARKING SURVEY RESULTS

Te Awamutu

- On-street parking

Average occupancy rate	All-day commuter rate
54%	29%

- Off-street carpark

Average occupancy rate	All-day commuter rate
74%	42%

PARKING SURVEY

Leamington



Average occupancy rate

62%

All-day commuter rate

30%

PARKING SURVEY

Findings

- During peak hours demand for main street parking is near capacity.
- Some off-street car parks are full at peak times.
- 59% of vehicles park less than 1.5hr on street.
- All day commuters occupied almost half the parking spaces in off-street car parks.
- A noticeable number of users exceed time limits.

PUBLIC VOICE



Need more
parking available
outside the
shops

People park
exceeding the
time limits

Making the
streets about
people instead
of cars

OPTIONS

Option one: status quo

- Enforcement on complaints
- Standard maintenance



OPTIONS

Option two: Do minimum

- More parking enforcement
- Address quality issues such as footpaths, accessibility, lighting and signage



OPTIONS

Option three: Do minimum + changes to time restrictions

- Increase time restriction parking coverage to manage parking demand
- Standardise time restrictions



OPTIONS

Option four: Further Investment

- Introduce—paid parking
 - \$? Cost very dependent on technology
- Install parking sensors
 - \$160 per space per year
- Buy land to provide more public parking spaces
 - Ground carpark: \$5,000 per space + land cost
 - Carpark building: \$50,000 per space + land cost



OPTIONS

- 1: Status quo
- 2: Do minimum
- ★ • 3: Do minimum + time restriction change
- 4: Paid parking

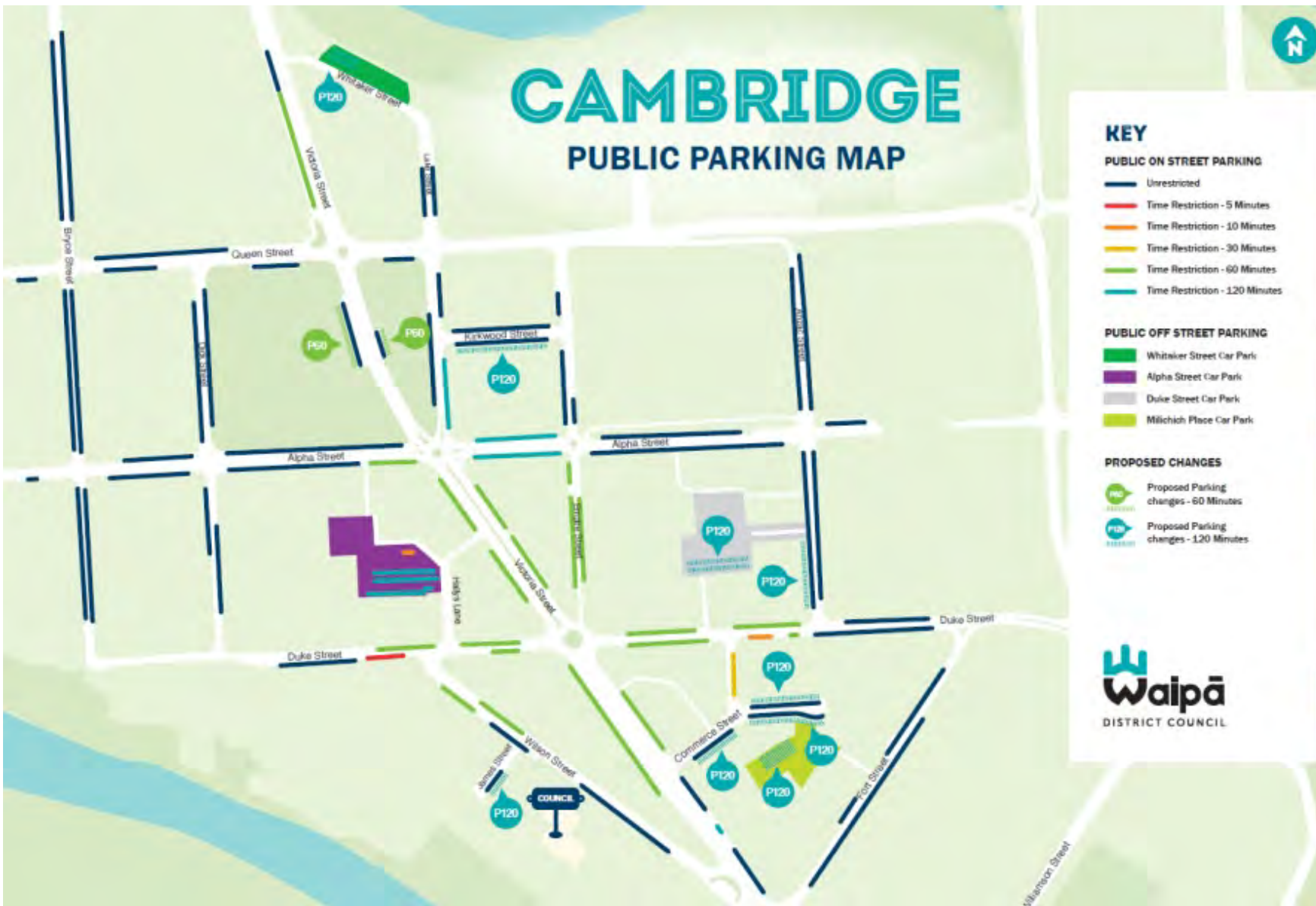


PREFERRED OPTION

Option three: Do minimum + Change time restriction

- P5 loading zone
- P10 public toilet, school pick up/drop off, near bus stops
- P60 main streets such as Victoria Street with shops both sides of the street
- P120 streets connecting with main streets, less shops/pedestrian density
- P60 or P120 for parts of our off-street carparks









PREFERRED OPTION

Option three: Do minimum + time restriction

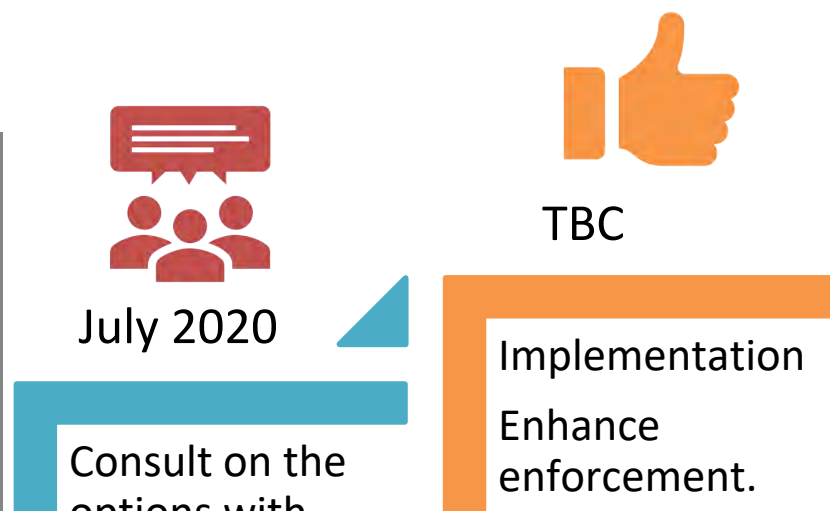
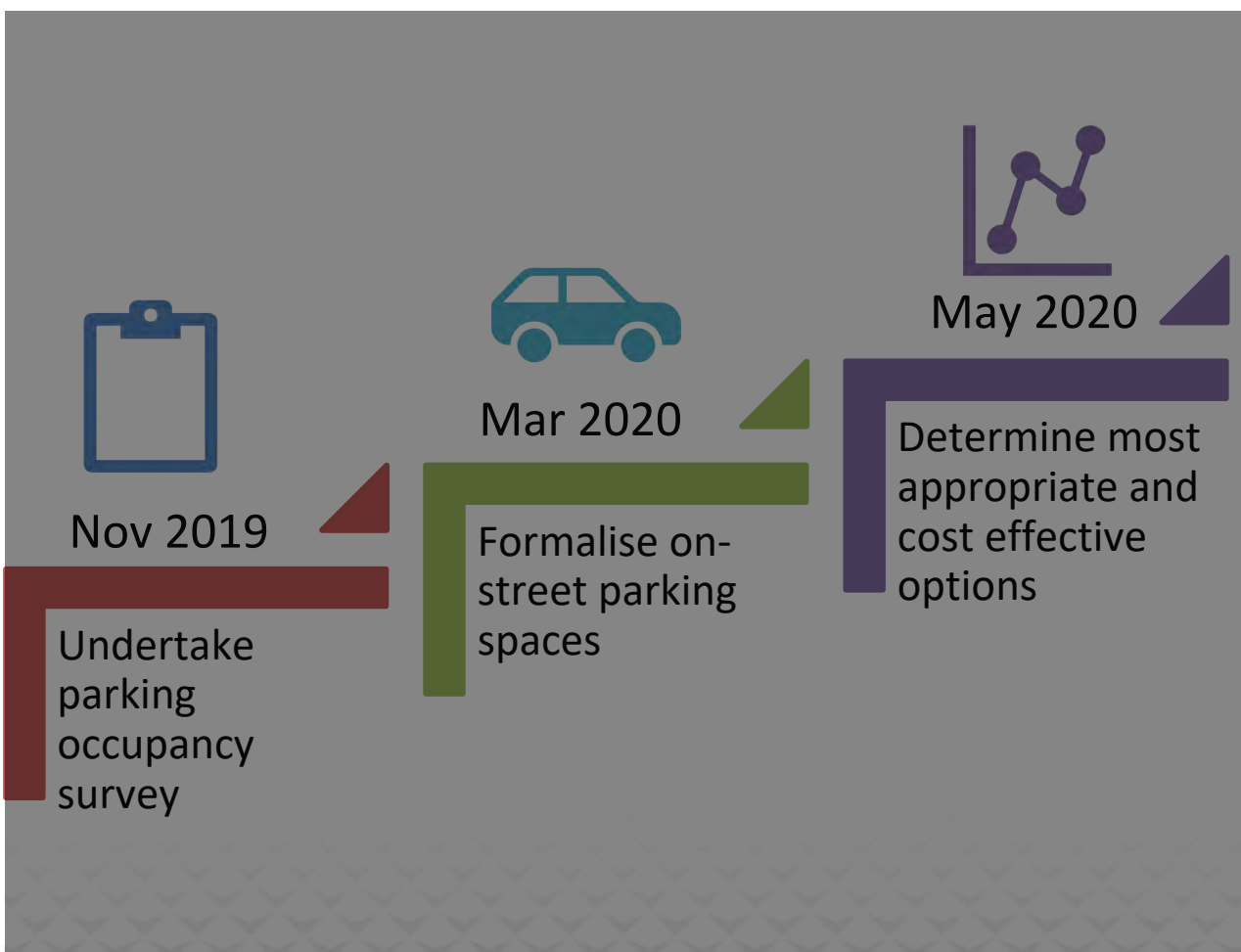
- Where: peak and/or average occupancy rate is high
 - 129 spaces in Cambridge
 - 110 spaces in Te Awamutu
 - 73 spaces in Leamington
- Discussion: Do we need to simplify existing parking time limits?

BENEFITS

Option three: Do minimum + time restriction

1. Manage the parking demand on busy streets and carparks
2. Free up more parking spaces for shoppers and visitors
3. Encourage high parking turnover
4. Spread parking demand over a wider area
5. Cost efficient

MANAGEMENT PLAN



Parking Management Plan Update Cambridge Community Board

Bryan Hudson

**Manager Transportation
5 August 2020**





STRATEGY

Waipa Integrated Transport Strategy 2010-2040

- **Issues: High dependence on vehicles and dispersed urban growth**
- **Balance parking supply and travel demand**
- **Monitor parking demand change in town centres**
- **Offer more transport choices**

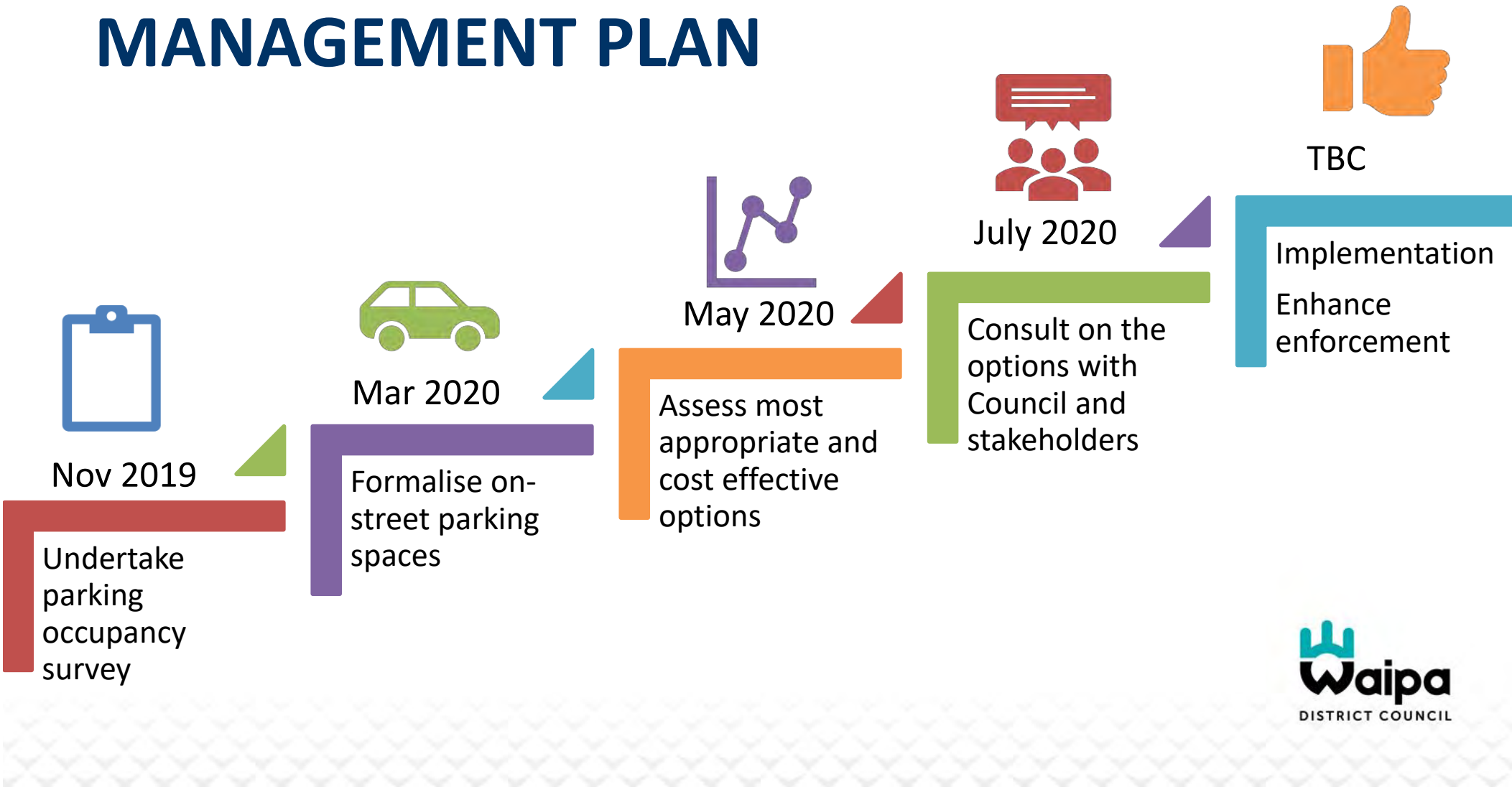
STRATEGY

Cambridge Town Concept Plan Refresh 2019

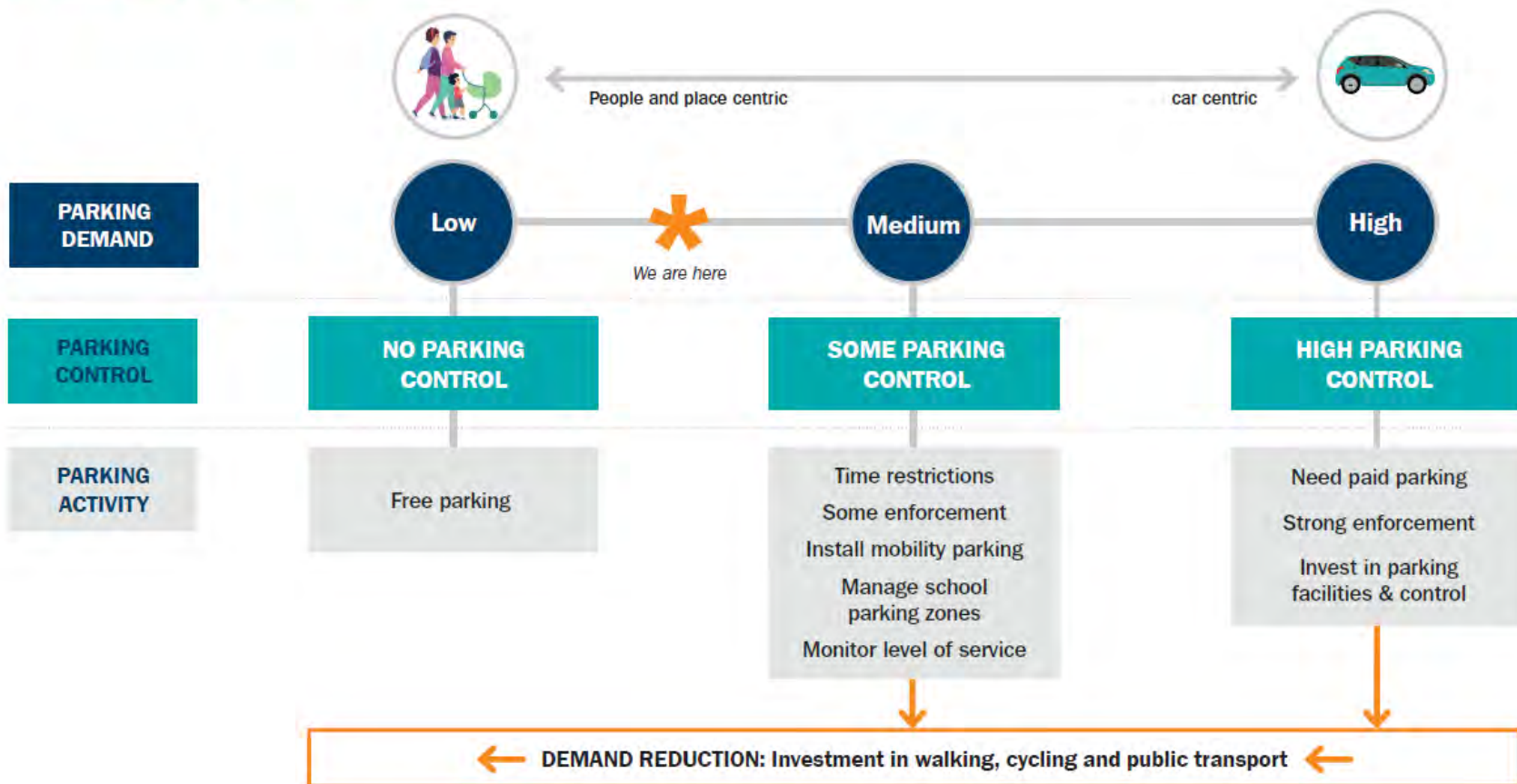


- Encourage higher turnover of vehicle parking
- Spread peak parking demand over a wider area
- Encourage non-motor vehicle modes for easy trips to the town centre

MANAGEMENT PLAN



TYPICAL PARKING TRENDS



PARKING SURVEY

Cambridge



PARKING SURVEY RESULTS

Cambridge

- On-street parking

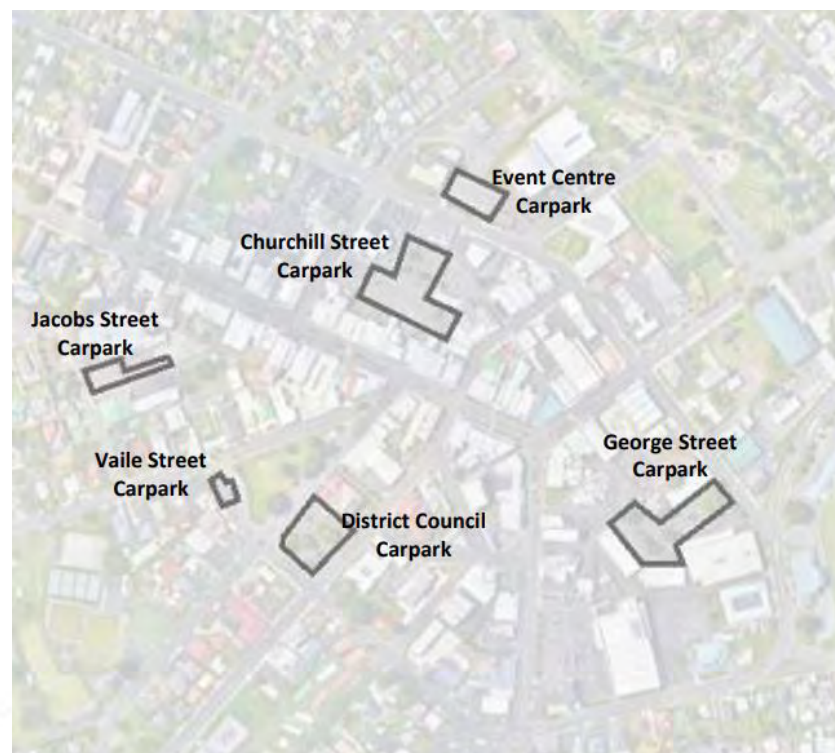
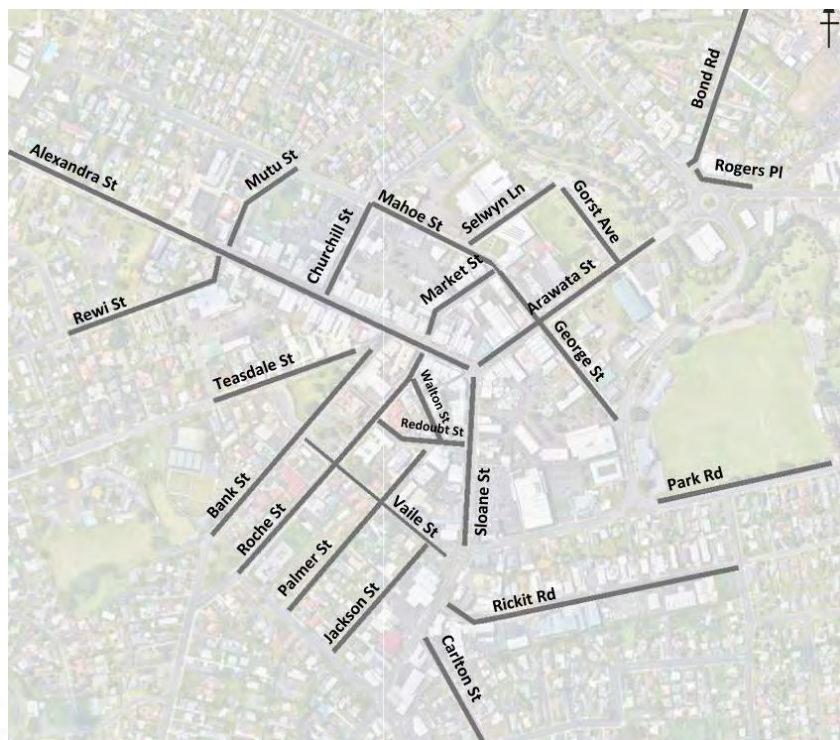
Average occupancy rate	All-day commuter rate
62%	29%

- Off-street carpark

Average occupancy rate	All-day commuter rate
79%	54%

PARKING SURVEY

Te Awamutu



PARKING SURVEY RESULTS

Te Awamutu

- On-street parking

Average occupancy rate	All-day commuter rate
54%	29%

- Off-street carpark

Average occupancy rate	All-day commuter rate
74%	42%

PARKING SURVEY

Leamington



Average occupancy rate

62%

All-day commuter rate

30%

PARKING SURVEY

Findings

- During peak hours demand for main street parking is near capacity.
- Some off-street carparks are full at peak times.
- 59% of vehicles park less than 1.5hr on street.
- All day commuters occupied almost half the parking spaces in off-street carparks.
- A noticeable number of users exceed time limits.

PUBLIC VOICE



Need more
parking available
outside the
shops

People park
exceeding the
time limits

Making the
streets about
people instead
of cars

OPTIONS

Option one: status quo

- Enforcement on complaints
- Standard maintenance



OPTIONS

Option two: Do minimum

- More parking enforcement
- Address quality issues such as footpaths, accessibility, lighting and signage



OPTIONS

Option three: Do minimum + changes to time restrictions

- Increase time restriction parking coverage to manage parking demand
- Standardise time restrictions



OPTIONS

Option four: Further Investment

- Introduce—paid parking
 - \$? Cost very dependent on technology
- Install parking sensors
 - \$160 per space per year
- Buy land to provide more public parking spaces
 - Ground carpark: \$5,000 per space + land cost
 - Carpark building: \$50,000 per space + land cost



OPTIONS

- 1: Status quo
- 2: Do minimum
- ★ • 3: Do minimum + time restriction change
- 4: Paid parking

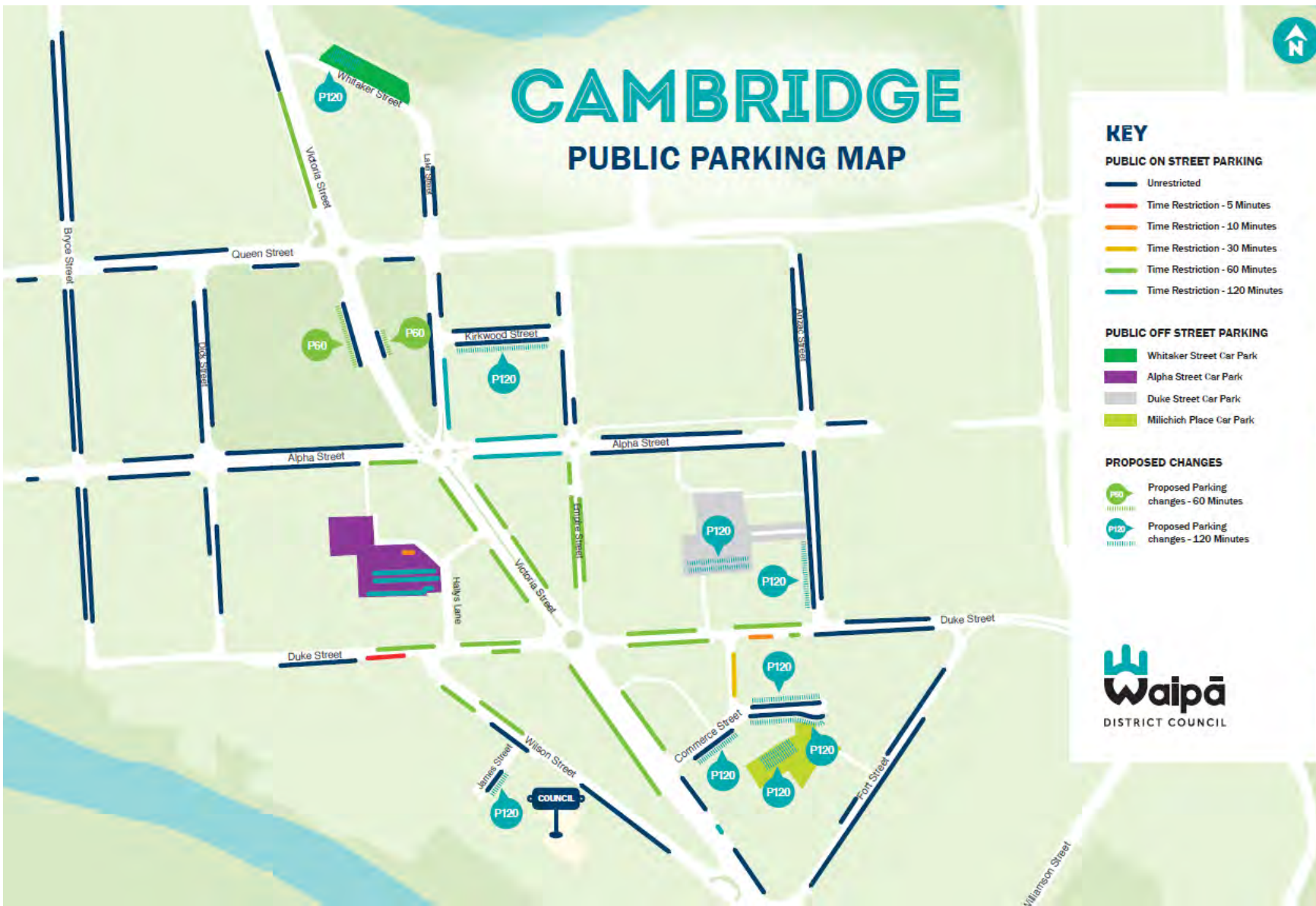


PREFERRED OPTION

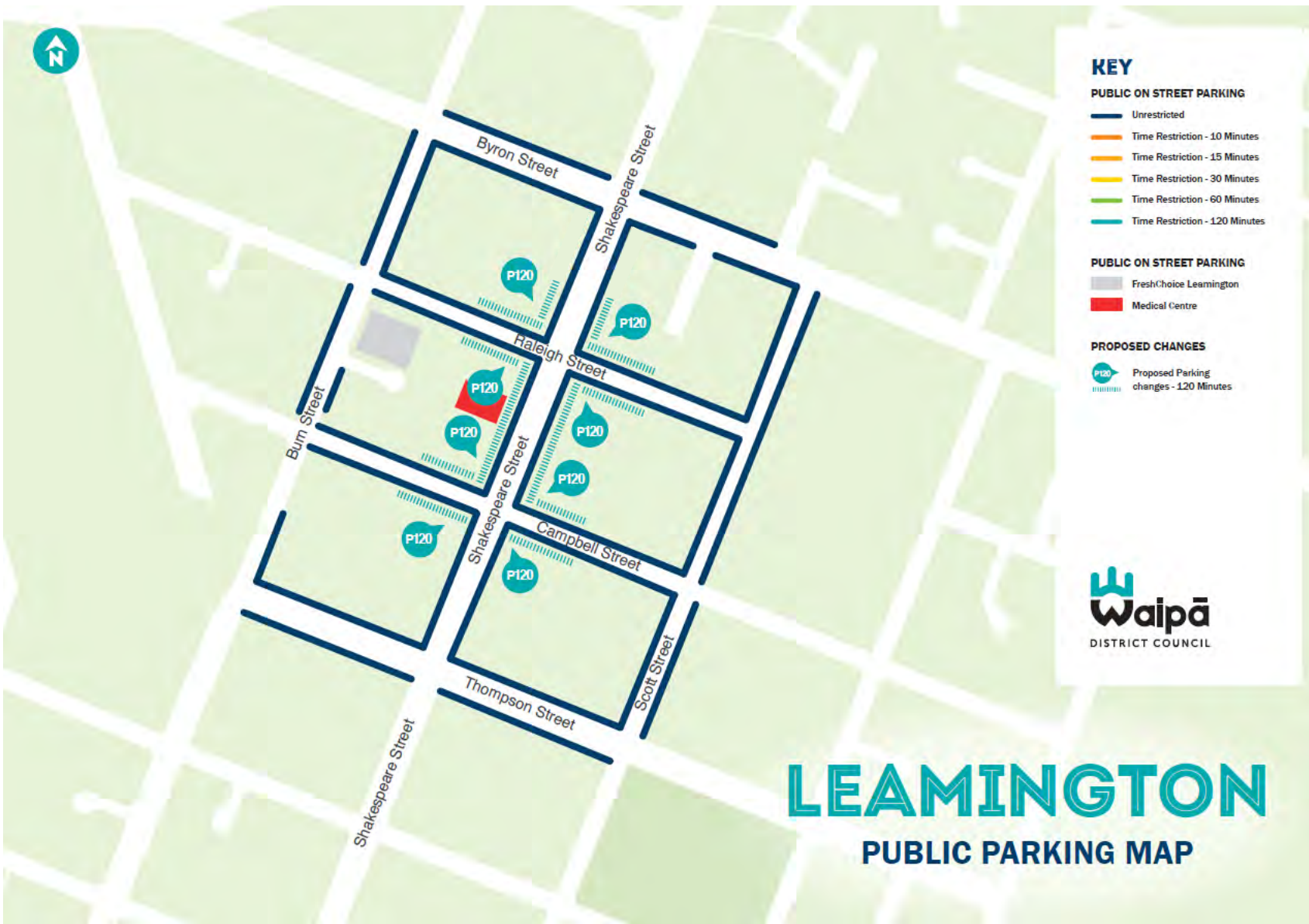
Option three: Do minimum + Change time restriction

- P5 loading zone
- P10 public toilet, school pick up/drop off, near bus stops
- P60 main streets such as Victoria Street with shops both sides of the street
- P120 streets connecting with main streets, less shops/pedestrian density
- P60 or P120 for parts of our off-street carparks









LEAMINGTON

PUBLIC PARKING MAP



PREFERRED OPTION

Option three: Do minimum + time restriction

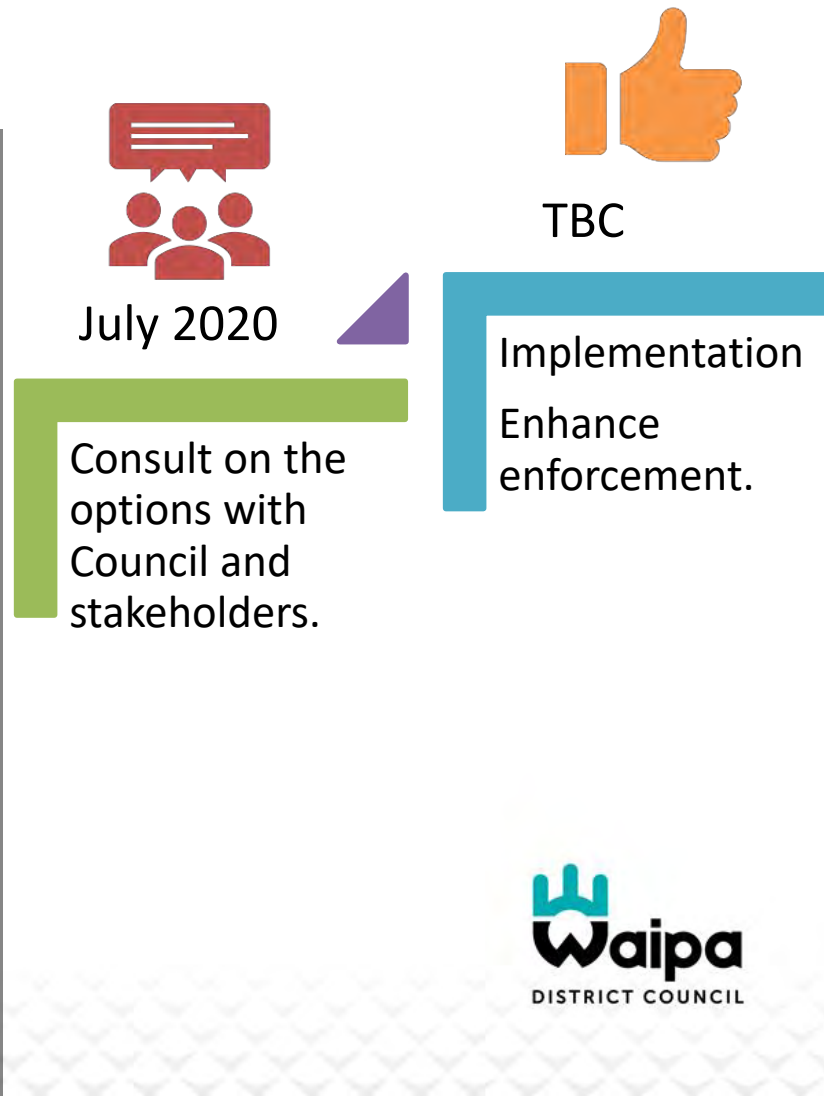
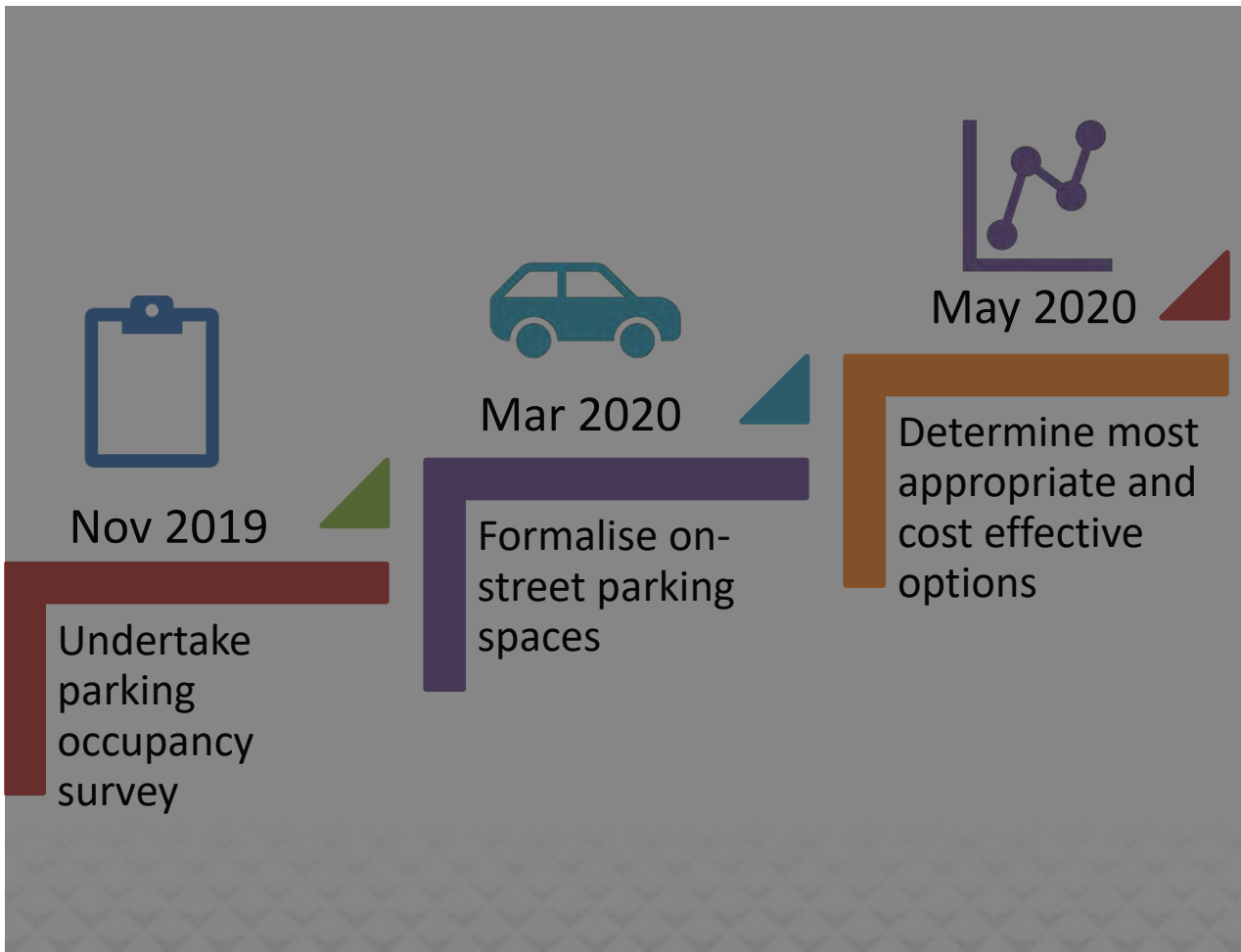
- Where: peak and/or average occupancy rate is high
 - 129 spaces in Cambridge
 - 110 spaces in Te Awamutu
 - 73 spaces in Leamington
- Discussion: Do we need to simplify existing parking time limits?

BENEFITS

Option three: Do minimum + time restriction

1. Manage the parking demand on busy streets and carparks
2. Free up more parking spaces for shoppers and visitors
3. Encourage high parking turnover
4. Spread parking demand over a wider area
5. Cost efficient

MANAGEMENT PLAN





To: The Chairperson and Members of the Service Delivery Committee
From: Programme Engineer – Transportation
Subject: **CONTRACT 27-19-59 WILLIAMSON STREET STREETScape UPGRADE – PROGRESS UPDATE AND SCOPE CONFIRMATION**
Meeting Date: 21 July 2020
File Reference: 10427975

1 EXECUTIVE SUMMARY

The streetscape works have been substantially completed. The only works left to complete is the final asphalt surfacing. This has been deferred to minimise the risk of damage from the ongoing adjacent pool construction project. We have programmed to carry out the asphalt surfacing in early 2021 to coincide with the pool construction completion. At the time of tender, works were planned to create pedestrian and cycling connections between Williamson Street and Victoria Street and Achilles Avenue. The costs for the connections was not known at time of tender due to the design work still being underway. Unfortunately the prices received from the contractor to construct these connections are higher than was estimated.

Due to these cost issues, and to stay within the budget as approved by this Committee on 17 December 2019 (file reference ECM 10220947), we propose that the walking and cycling connections to both Victoria Street and Achilles Avenue are not constructed at this time, although pedestrian platforms will be installed at Dominion Road and near to the Achilles Avenue intersection.

We propose to include these connections as separate projects for consideration in the preparation of the 2021-2031 Long Term Plan (LTP).

2 RECOMMENDATION

That

- a) *The 27-19-59 Williamson Street Streetscape Upgrade – Progress Update and Scope Confirmation report of Erik Van Der Wel, Programme Engineer – Transportation be received;*
- b) *The Service Delivery Committee **APPROVES** the revised scope of the Williamson Street Streetscape Upgrade Project to defer the construction of the Victoria Street and Achilles Street walking and cycling connections; and that these will be put forward for consideration as future projects in the 2021-2031 Long Term Plan.*

3 OPTIONS AND ASSESSMENT

The initial street upgrade contract programme was for a construction phase from January 2020 through to May 2020. This envisaged that the pool construction would be completed around July 2020.

As the pool completion is some months away, we have surfaced the streetscape works with chip seal rather than asphalt. This has added some additional cost to the work, however this ensures that the asphalt surfacing is not damaged during the final stages of the pool construction project.

There have also been several other scope increases on the contract which have put pressure on the contingency sum, including:

- Covid-19 holding costs (temporary traffic management) \$58,000
- Significant road pavement improvement work \$98,000
- Utility relocation / undergrounding \$33,000
- Additional carpark lighting for the on-site pool carpark \$57,000

Our estimated cost to complete this contract is \$1.6M. This is within the current approved contract sum of \$1.65M.

The expected date for completion of the works is January 2021.

Walking and Cycling Links

At the time of contract award there were investigations underway to improve the walking and cycling links to Achilles Avenue and Victoria Street at each end of Williamson Street. These investigations have confirmed the likely path infrastructure and costs.

Unfortunately we had previously underestimated the scope and cost required to carry out these works. However, we have designed robust solutions that enable the paths to be constructed with an easy gradient, with safe crossing points.

Achilles Avenue – cost of construction \$645k



Victoria Street – cost of construction \$565k



The red lines above indicate the scope of work which is proposed not to be constructed under the current Williamson St Streetscape Upgrade Contract.

As these costs are higher than initially considered and are not covered in a Covid-19 impacted budget, they are not able to be included as an extension to the current contract. Our proposal is to make partial connections on Williamson Street (at

Dominion Street and near Achilles Avenue) with raised speed tables and concrete paths to connect new paths to existing infrastructure.



Erik Van Der Wel
PROGRAMME ENGINEER – TRANSPORTATION



Reviewed by Bryan Hudson
MANAGER TRANSPORTATION



Approved by Dawn Inglis
GROUP MANAGER SERVICE DELIVERY

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Legal and regulatory considerations

There are no Legal or Regulatory implications for this proposal.

Consultation and Engagement

Residents in the area have been consulted with during the pool consent process and are aware of the planned street upgrade. Further engagement has occurred by way of sharing the 3D visual of the proposed works, and communicating the construction process with residents before work starts and regularly during the works.

Council policy or strategy

The planned scope of the works aligns with our Road Corridor Activity Management Plan 2018 – 2028 and the 2018 – 2028 Long Term Plan.



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Quarterly Reports**
Meeting Date: 5 August 2020

1 SUMMARY

The District Growth and Civil Defence Emergency Management Quarterly Reports are included in the agenda.

2 RECOMMENDATION

That the Cambridge Community Board receive the 'Quarterly District Growth Report' (Document number 10425160) of Wayne Allan, Group Manager District Growth and Regulatory Services and 'Civil Defence Emergency Management Quarterly Report' (Document 10431277) of David Simes, Emergency Management Operations Manager.



To: The Chairperson and Members of the Strategic Planning and Policy Committee

From: Group Manager District Growth and Regulatory Services

Subject: **QUARTERLY DISTRICT GROWTH REPORT**

Meeting Date: 4 August 2020

1 EXECUTIVE SUMMARY

The purpose of this report is to provide the Committee with a quarterly update on matters relating to growth in the Waipā District. This includes matters arising at national, regional, sub-regional and district levels. This report is provided for information purposes and does not require any decision-making on the part of Elected Members. Please note that matters pertaining to capital projects and their associated risks will be separately reported to Council's Service Delivery and Audit & Risk committees respectively.

The following appendices accompany this report:

- [Appendix 1 – Waipā District growth cells](#)
- [Appendix 2 – Major resource consent applications.](#)
- [Appendix 3 – Building consents issued](#)
- [Appendix 4 – Applications determined by the District Licensing Committee](#)
- [Appendix 5 – Quarterly statistics for 2019/20](#)
- [Appendix 6 – Year on year statistics](#)
- [Appendix 7 – Submissions submitted on behalf of Council](#)

2 RECOMMENDATION

That the Strategic Planning and Policy Committee receive the report titled 'Quarterly District Growth Report' (document number 10425160) of Wayne Allan, Group Manager District Growth and Regulatory Services.

3 NATIONAL & REGIONAL LEGISLATION, REGULATIONS, PLANNING AND POLICY

During this quarter Council has reviewed and submitted submissions in respect of the following:

Organisation	Document	Due Date	Status	Document #
MoT	Draft Government Policy Statement on Land Transport 2021	11 May 2020	Submitted	10390115
Waka Kotahi NZTA	Accessible Streets Regulatory Package	29 May 2020	Submitted	10392517

In addition, Council filed the following appeal:

Organisation	Document	Due Date	Status	Document #
WRC	Proposed Healthy Rivers Plan Change 1 Decisions	7 July 2020	Appeal filed with the Environment Court	10432901

Elected Members were engaged on the preparation of submissions subject to the limitations imposed by consultation timeframes. Where submissions were not able to be endorsed by Council as a whole, they were signed by the Mayor or Chief Executive.

4 SUB-REGIONAL STRATEGIC PLANNING INITIATIVES

Hamilton Waikato Metropolitan Spatial Plan

The Hamilton Waikato Metropolitan Spatial Plan working group finalised a draft Plan during June 2020. This Plan was accepted by the Future Proof Implementation Committee as a first draft to be presented to Cabinet at the end of July. This work will be presented along with the updated Hamilton to Auckland Corridor Plan document.

Further work on the draft Hamilton Waikato Metropolitan Spatial Plan will likely resume in August 2020 once it has been to Cabinet.

Sub-Regional Three Waters Study

There is still no news on possible Government funding for the Phase 2 work of the sub-regional waters study.

The separate study on sub-regional wastewater has concluded with an agreed high level plan for the future that focuses on expanding the capacity of the existing wastewater treatment plant at Pukete to service the north of the sub-region and the

development of a second wastewater treatment plant to the south of Hamilton to service the southern areas of the city as well as Cambridge.

The Te Awamutu wastewater treatment plant would remain a third sub-regional facility to service Te Awamutu and Kihikihi.

Housing Preference Assessment

The first draft results of the Housing Preference Study commissioned for the Future Proof Partners are expected in mid-August.

Proposed National Policy Statement on Urban Development (NPS-UD)

The expectation is that the next full housing and business assessment will be tied into the Long Term Plan for 2024-2034 but greater clarity is expected before the end of the year.

5 DISTRICT LEVEL STRATEGIC PLANNING

Ngāhinapōuri Village Concept Plan

Planned engagement on the draft Ngāhinapōuri Village Concept Plan has been deferred due to the impacts of the COVID-19 pandemic and in particular, the restrictions imposed by the Alert Level 4 lockdown. We are aiming to carry out public engagement in September for four weeks, with the draft Concept Plan proposed for Council adoption by the end of the calendar year.

Pirongia Town Concept Plan Refresh

We commenced a second round of public engagement for the Pirongia Village Concept Plan Refresh on Monday, 13 July and this will run through to 5pm on Friday 7 August. We are asking the community to rank ideas (collated based on the first round of public engagement) in order of preference. People can participate by telling us their preferences, through online or hard copy surveys. We're also going to have signage put up in the community telling them about the project and letting them know how they can tell us their preferences.

Finally, the project team will also be attending some community events during the engagement period to have in person discussions.

C4 Structure Plan

We have engaged with Elected Members to provide an update following public engagement undertaken during March and April. We are undertaking some further work regarding the Lamb Street realignment and the area in the northern part of the

growth cell. We will be reporting to Council once that further work has been completed.

C1, C2 and C3 growth cells (Cambridge Road, Cambridge)

The C1, C2 and C3 Master Plan has been completed. Waipā's consents for stormwater discharge have been received from Waikato Regional Council. For C1, there are ongoing enquiries around development opportunities. Council is commencing land purchase for the construction of critical stormwater assets.

With respect to C2, discussions are continuing with the Ministry of Education on the new primary school site. Discussions are also underway with developers and the respective development agreements are being drafted. Detailed design of key stormwater, roading, water and wastewater infrastructure to service the developments has commenced with associated land purchase negotiations.

A subdivision consent application has been received for C2 for key infrastructure lots, and a resource consent for Stage 1 development (subdivision and land use) is imminent.

6 DISTRICT PLANNING DEVELOPMENT AND IMPLEMENTATION

District Plan

National Planning Standards

Implementing the National Planning Standards has been deferred to enable staff to focus on the list of plan changes that need progressing. Council will shortly go out to tender for an e-plan system. This will provide an "ePlan" platform for the District Plan that will replace the current on-line PDFs, which must be updated into an ePlan platform and the national planning standards format by April 2024.

e-Plan: Tender documents are being prepared for the E-Plan, which will replace the Waipa District Plan PDFs online with a, interactive electronic online plan. It is a statutory requirement to have the District Plan in an E-Plan format by 2024, and we remain on-track to deliver this. The Committee will be updated on E-Plan procurement and roll out as this progresses.



Figure 1: MFE E-Plan Timeframe (Gazettal April 2019)

National Directions & RMA Reform

The latest advice from the Ministry for the Environment indicates that the National Policy Statement for Urban Development will be gazetted on 23rd July 2020. This will be confirmed verbally at the meeting. Additionally, there have been media reports indicating that the National Environmental Standards for Plantation Forestry will be reviewed after the general election. If this review goes ahead, the new standards could have an impact on the District Plan as they will require resource consent for certain types of forestry on certain classes of land. There are no further updates to Government's National Directions (National Policy Statements and National Environmental Standards). Staff continue to monitor for updates and implications for the District Plan.

Government has enacted the Resource Management Amendment Act 2020. This has no direct impacts on the District Plan programme, and only minor impact on the resource consents work.

The Panel tasked with advising on the comprehensive review of the Resource Management Act 1991 ('RMA') has delivered their report to Cabinet. This report is not yet publicly available.

Overall we remain agile and "response ready" to national directions, with timing, impacts and scope continuing to be uncertain until national direction are gazetted and legislative changes are enacted.

Plan Changes

Staff are continuing to progress changes to the district plan. Plan changes in progress are shown in Table 1 below.

Table 1: Plan Changes update (as at 18 June 2020)

PLAN CHANGES	STATUS	ENGAGEMENT	NOTIFICATION (INDICATIVE)
DO NOW			
PPC 12 Structure plan and rezoning of growth cell T2	Being prepared	Landowner engagement has commenced. In progress.	Late 2020
PC13 Uplifting Deferred Zones	Preparing s32 and Draft plan change for approval to notify	Pre-notification engagement completed.	Late 2020
PC15 Permeable surfaces	Issues and Options being Drafted	Key stakeholder engagement commenced.	2020/21
PC16 Technical improvements	Issues and Options being Drafted	Key stakeholder engagement commenced.	2020/21

PLAN CHANGES	STATUS	ENGAGEMENT	NOTIFICATION (INDICATIVE)
PC17 Structure plan Alignment in growth cells C8 & C9	Scoping	Public engagement not started.	Late 2020
PC18 Beekeeping in the Residential Zone	Scoping	Public engagement not started.	Late 2020
PC19 Industrial Zones (Carters Flat, Aotearoa Park, Cook St)	Scoping	Public engagement not started.	2020/21
PC20 Papakāinga	Awaiting scoping	Public engagement not started.	2020/21
(Number not allocated) Earthworks	Awaiting scoping	Public engagement not started.	n/a
Do next			
Infill subdivision	Not started	n/a	2021
Iwi Sites of Significance	Not started	n/a	2021
Anchor Park/T8 zone extension	Not started	n/a	2021

Plan Change 13 – Uplifting Deferred Zones

Landowner, iwi and key stakeholder engagement closed on 10 July 2020. Council received feedback from 15 parties including a mix of landowners, surveyors and agencies. General feedback is for a clear, transparent, efficient process that makes it easy for developers and landowners to progress development within the growth cells. The majority of feedback was in support of Option 4 – Uplifting Pre-2035 Growth Cells.

Council staff are now preparing the Section 32 Report in preparation for a request to notify the Plan Change at SP&P's September Meeting. The intention is to commence public notification in October.

Infrastructure Development

Post lockdown activity shows an increased emphasis on construction and growth in Cambridge, Te Awamutu, and around the Airport and also other areas with a lot of contractors taking the risk to undertake construction during the winter. Applications, pre-apps and enquiries do not appear to have slowed down yet.

T1 growth cell construction works commenced immediately after the lockdown and are looking to finish their first two stages by the end of August. On the back of good sales which have started to pick up, Stage 3 and the commercial space will likely follow. The adjacent T2 development is under its detailed phases of feasibility. The Thorncombe development in Te Awamutu is underway with civil construction of Stage 2. The developer is keen to continue to the next stages.

C3 undertook drainage approval during the lockdown. This massive project will see continued growth in Cambridge for the foreseeable future. C10 is progressing through their construction works. Like most of the other large developments, they restarted operations during Alert Level 2. APL has begun manufacturing processes with waste collected via sucker trucks within their private internal reticulation. APL are connecting their terminal pump station within the next month to our infrastructure.

Haultain estate (Kihikihi) had to shut down its earthworks operations on 1 April and have not yet finished their detailed design enabling civil works. Likely updates to be received before this year's earthworks season commences. Ngāhinapōuri growth cell N1 has begun with its initial stages of development and will likely to continue on its next two stages of the back of good sales. Pirongia Amberviews have awarded its contract of works for another large lot residential subdivision looking to start shortly.

Resource Consents

Below is a summary of consents that were approved during the quarter (April to June). This covers all consent applications during this period. The list of major applications is attached (Appendix 2).

The number of resource consents completed during this quarter is down on last quarter as there were 76 landuse consents and 51 subdivision consents completed last quarter and 55 landuse consents and 38 subdivision consents completed this quarter. However, 100% of all resource consents were processed within statutory time-frames. Refer to Figure 1 below.

26 Deemed Permitted Boundary applications were processed during this quarter, compared to twenty in the previous quarter. The number of LIMS completed during this quarter is down on last quarter as there were 247 LIMS completed last quarter and 152 LIMS completed this quarter. All LIMS were processed within statutory timeframes. Refer to Figure 2 below.

Figure 1: Resource Contents April 2020-June 2020

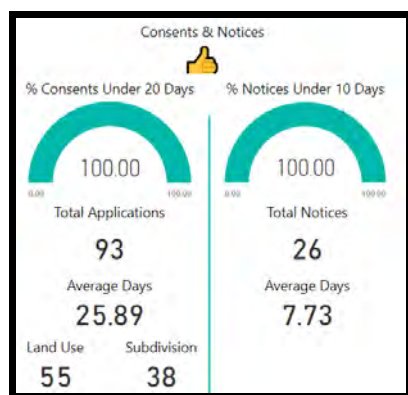
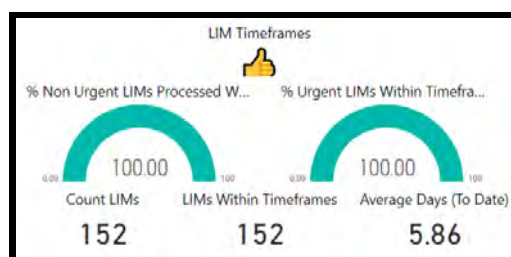
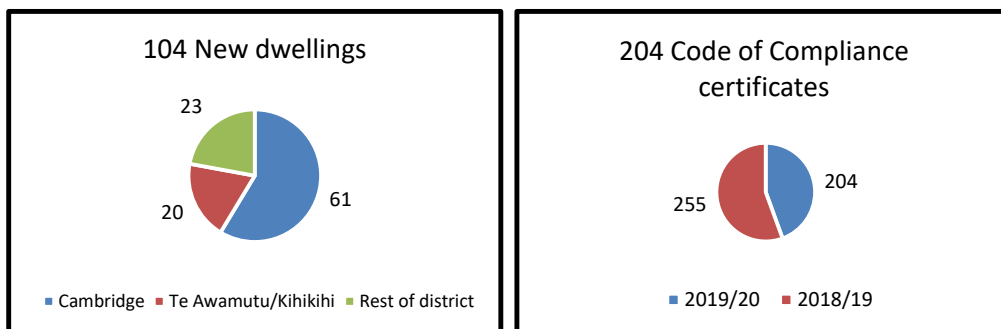


Figure 2: LIMS April 2020-June 2020



Building Compliance

There were 325 building consents issued with a total value of \$105,841,276. This included 104 new dwellings. When compared to the same period in 2019 this is a decrease of 16 building consents issued.



The significant building consents issued in the quarter are:

- 12 Sharpe Road RD 2 Hamilton, New Warehouse Office Development, Christie Property Company Limited, \$24,000,000
- 16 Wickham Street Hamilton, Stage 1 of a proposed Resource Recovery Park, Les Harrison Properties Limited, \$4,000,000
- 648 Maungatautari Road RD 2 Cambridge, New 2 level single dwelling with attached garages and swimming pool, Warwick Batley & Helen Wilhelmina Catharina Van Goch, \$3,000,000
- 94 Gorton Road RD 2 Cambridge, Stage 2 - 2x NEW Coolstore and 2x NEW Canopies - Cladding, Insulated Panel Install, Stormwater and all internal fitout, Whitehall Fruitpackers Holdings Limited, \$3,674,171
- 1896 Cambridge Road Cambridge, New build childcare centre, one storey steel and timber framed, with associated car parking, Chartwell Investments Limited, \$1,600,000
- 1913 Cambridge Road Cambridge, New Single Storey Commercial Building Incorporating a Medical General Practice and Other Tenancies, Sloane Street Limited, \$1,500,000

7 MONITORING AND ENFORCEMENT

Monitoring and Enforcement

In total Council's Enforcement team responded to and dealt with 144 complaints and conducted 26 swimming pool barrier inspections during the quarter. Many of the littering complaints occurred in isolated rural areas. Complaints were fielded that concerned amenity values, home occupations, secondary dwellings and setback distances. All complaints were responded to within four days.

Figure 3: Complaints of regulation breach

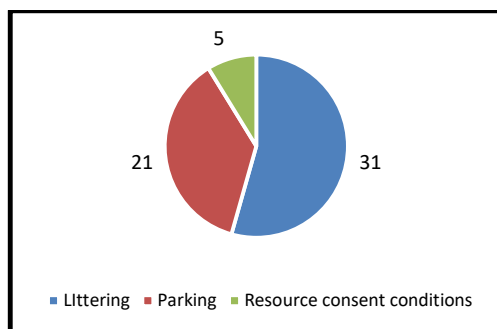
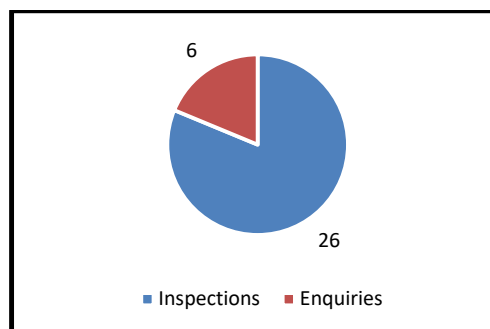


Figure 4: Swimming pool barriers



There was a sharp increase in smoke related complaints in the quarter, as people made use of time at home to clean up sections and similar. However more people being at home resulted in more complaints. More than double the normal number of calls were received.

There is a clear increasing trend of complaints concerning illegal dumping, which was evident from the start of the COVID-19 restrictions and led to the collection of such rubbish quickly being re-assessed as an essential activity. This also includes complaints regarding rural rubbish drop off points which will be discussed with elected members at a future meeting. More dumping and more people out walking emphasised this trend, with many complaints being received through social media and similar channels. New “*don’t be a tosser*” signage will be making an appearance soon in problem spots.

Animal Control

The total number of calls to the animal control team was considerably higher, affected by the COVID restrictions and that the new registration process begins part-way through this quarter. While some complaint types dropped considerably in terms of complaints received, such as barking where people were home with their dogs over ‘lock-down’ there was an increase in attack complaints, possible due to more people out walking.

The number of dogs known to Council has increased to over 8740.

Council maintained a response to urgent dog incidents, and undertook as much administrative “business as usual” as possible with all staff working remotely Level 4 and 3 COVID-19 restrictions. There was also been an increase in education to dog owners surrounding care of animals during this period. The after-hours contractor remained in place to respond to urgent after-hours complaints. LGNZ adopted this approach in its national advice to Councils.

The “Section 16” agreement with Hamilton City Council which would allow staff from the two Councils to assist each other during emergencies has not progressed and is with HCC for comment. Staff are involved in consultation regarding Memorial Park and Lake Te Koo Utu concept plans with both currently allowing dog off-lead.

Environmental Health

The number of licensed premises continues to grow with the issue of licences to new premises primarily as parts of new developments. Additional resourcing allowed some older renewal applications to be progressed. The number of visits to food operators and licensed premises fell considerably over the quarter as physical onsite visits were suspended at the direction of MPI over level 4 and 3 COVID restrictions. A significant number of enquiries were received from food and other businesses in relation to their ability to trade under the restrictions.

The number of noise complaints remained on-par with previous quarters. There was an initial peak in noise and other complaints, many related to site developments and construction but this did not continue.

One District Licensing Committee hearing was conducted at the end of the quarter when restrictions allowed, though video conferencing options were in place if required. The hearing concerned applications for on and off licences by a new operator for an existing premises where there was Police, Medical Officer of Health and Inspector opposition. A decision is pending.



Wayne Allan

GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES

8 SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

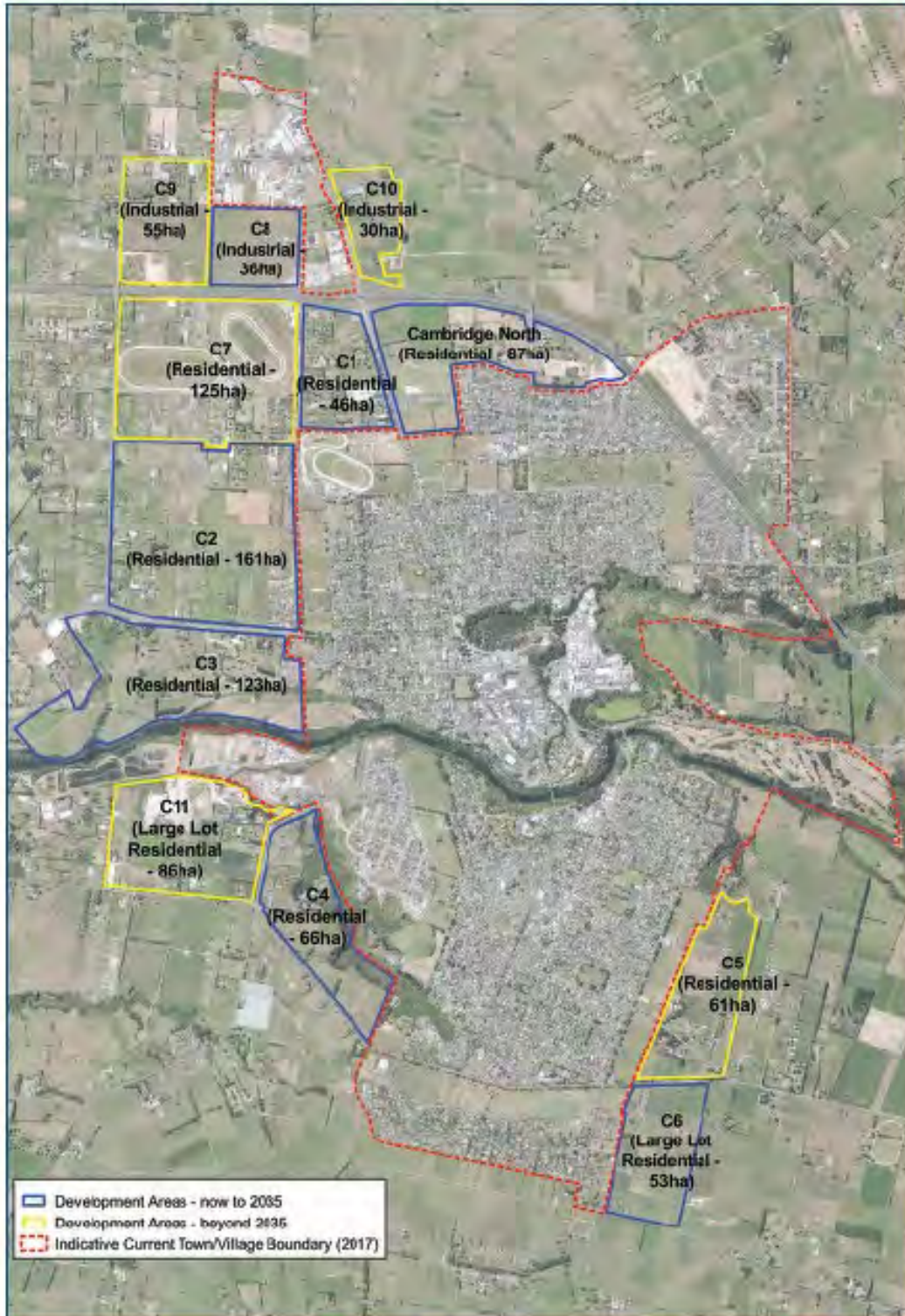
STATUTORY AND POLICY REQUIREMENTS

Legal and regulatory considerations

This has been addressed in the body of the report.

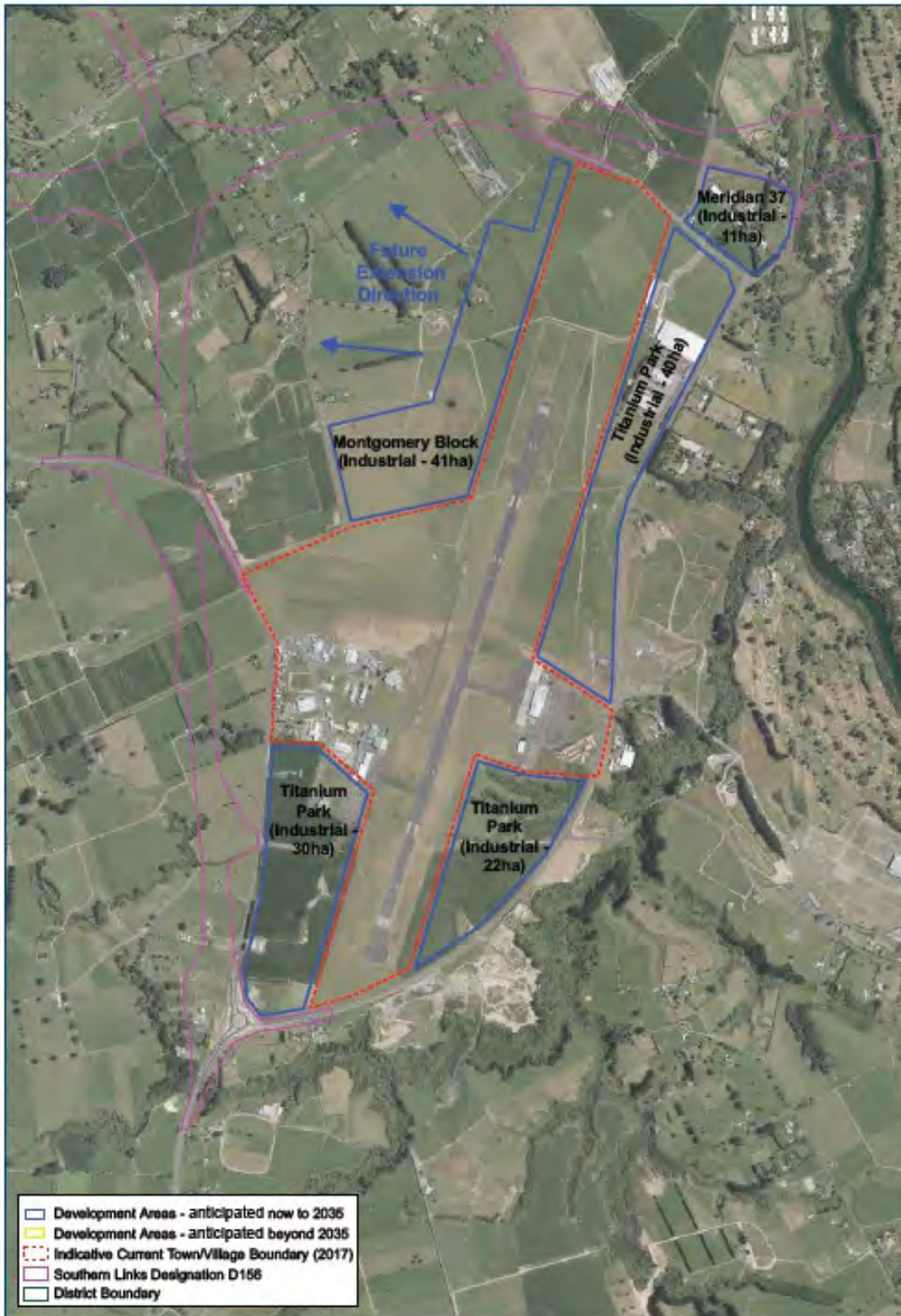
APPENDIX 1: WAIPĀ DISTRICT GROWTH CELLS

CAMBRIDGE GROWTH CELLS



GROWTH CELL	STATUS UPDATE
Cambridge North	Only about 34ha of Cambridge North remain to be developed. St Kilda is practically fully developed.
C1	Master plan complete. Council commencing strategic land purchases for supporting infrastructure. Stormwater discharge consent approval has been received.
C2	Master plan complete. Discussions continue with Ministry of Education regarding new primary school site. Discussions also underway with developers and development agreements are being drafted. Council in discussion regarding strategic land purchases for supporting infrastructure. Comprehensive Regional Council stormwater discharge consent has been received.
C3	Masterplan complete. Stormwater discharge consent approval has been received. A resource consent application has been granted to Chartwell Properties to develop a portion of the site that is already zoned residential.
C4	In a developer-led initiative a draft Structure Plan has been prepared. It has notified for public feedback.
C5	Zoned deferred residential and earmarked for development post 2035.
C6	Large lot residential approximately 20% developed.
C7	No Structure Plan. Earmarked for residential development post 2035. Due to stormwater management issues, a half of the cell could be large lot residential.
C8	Industrial zoned. Approximately only 15% developed. Council is providing water and wastewater connections to this area currently.
C9	Deferred industrial zoned. Approximately only 15% developed. Council is providing water and wastewater connections to this area currently.
C10	Identified for industrial development, a structure plan has been approved for the 60ha Bardowie portion of the cell. Within this structure plan 35ha, is currently being stage developed to accommodate the new APL manufacturing facility.
C11	No Structure Plan. Earmarked for large lot residential development post 2035.

HAMILTON AIRPORT GROWTH CELLS



GROWTH CELL	STATUS UPDATE
Titanium Park	Airport business zoned with structure plan. Approximately 45% is developed. Development is currently constrained by limited Council provision of water and waste water services to the entire Airport node.
Meridian 37	Industrial zoned approximately 35% developed.
Montgomery Block	Airport business zoned. A structure plan is being prepared for this undeveloped block.
Montgomery Block extension	Rural zoned. Anticipated for development post 2035.

KARĀPIRO GROWTH CELLS



GROWTH CELL	STATUS UPDATE
K1	Zoned deferred large lot residential. Although there is no structure plan for this cell, it is approximately 40% developed. This cell is earmarked for current development
K2	Zoned deferred large lot residential. This cell is earmarked for development post 2035

NGAHINAPOURI GROWTH CELLS



GROWTH CELL	STATUS UPDATE
N1	Zoned large lot residential. There is developer led structure plan for this cell and development can proceed on this currently undeveloped farm land
N2	Zoned deferred large lot residential, this cell is earmarked for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status. Development of a structure plan is underway.
N3	Zoned deferred large lot residential. This cell is earmarked for development after 2035 however a structure plan is underway.

OHAUPŌ GROWTH CELLS



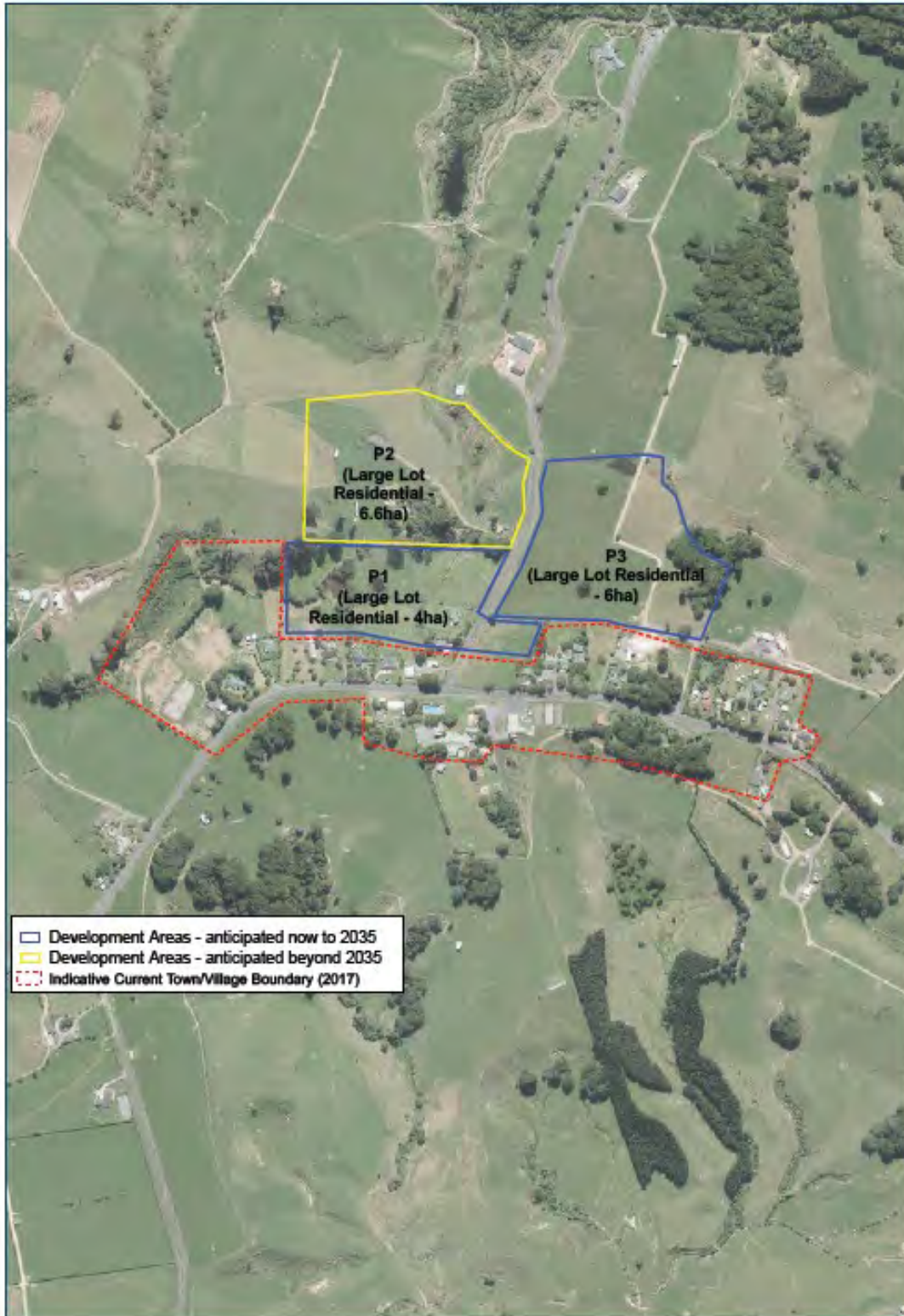
GROWTH CELL	STATUS UPDATE
O1	This cell is zoned large lot residential with a structure plan and is approximately 85% developed.
O2	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
O3	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
O4	Zoned deferred large lot residential, this cell is earmarked for development post 2035.

PIRONGIA

There is no staging of growth areas within Pirongia as all growth has been identified as being within the current town boundaries.



PUKEATUA GROWTH CELLS



GROWTH CELL	STATUS UPDATE
P1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
P2	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
P3	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.

RUKUHIA GROWTH CELLS



GROWTH CELL	STATUS UPDATE
R1	Zoned deferred large lot residential, this largely undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R2	Zoned deferred large lot residential, this undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R3	Zoned deferred large lot residential, this undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R4	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
R5	Zoned deferred large lot residential, this cell is earmarked for development post 2035.

TE AWAMUTU AND KHIKIHI GROWTH CELLS



GROWTH CELL	STATUS UPDATE
T1	Has a development plan and is zoned residential. This entire growth cell is currently being developed.
T2	Zoned deferred residential however a private plan change is expected in 2020/21.
T3	Zoned deferred residential, this growth cell has been split into two. One half has been developed in accordance with the structure plan. The other has yet to have a structure plan developed.
T4	Zoned deferred residential, this growth cell is earmarked for development after 2035.
T5	Zoned deferred residential, this growth cell is earmarked for development after 2035.
T6	Zoned for deferred large lot residential, this growth cell has a Council approved structure plan and is now available for landowners and developers to submit resource consent applications for its development. Depending upon the extent of developer interest there will probably need to be a services agreement with the Council regarding securing supporting road and stormwater management infrastructure.
T8	Most of this growth cell has an approved structure plan and is now zoned residential. Stage 1 and approximately 30% of the growth cell is currently being developed.
T9	This growth cell is zoned residential and has an approved structure plan. Approximately 50% is currently being developed for housing.
T10	This growth cell is zoned deferred residential and subject to landowner and developers to submit resource consent applications for its development.
T11	Zoned deferred residential, with a Council endorsed structure plan. Landowners and developers are expected to proceed with resource consent applications for the subdivision and uplift of the deferred zoning to develop housing in this growth cell.
T12	Zoned deferred residential, development is not anticipated until after 2025. Approximately 50% of the cell has existing residential development.
T13	Zoned deferred residential, this growth cell is unlikely to be developed until after 2035.
T14	Zoned deferred residential, this growth cell is unlikely to be developed until after 2035.
T15	Zoned deferred large lot residential, a development plan is being prepared for much of this growth cell by the majority land owner who is keen to proceed with subdivision.

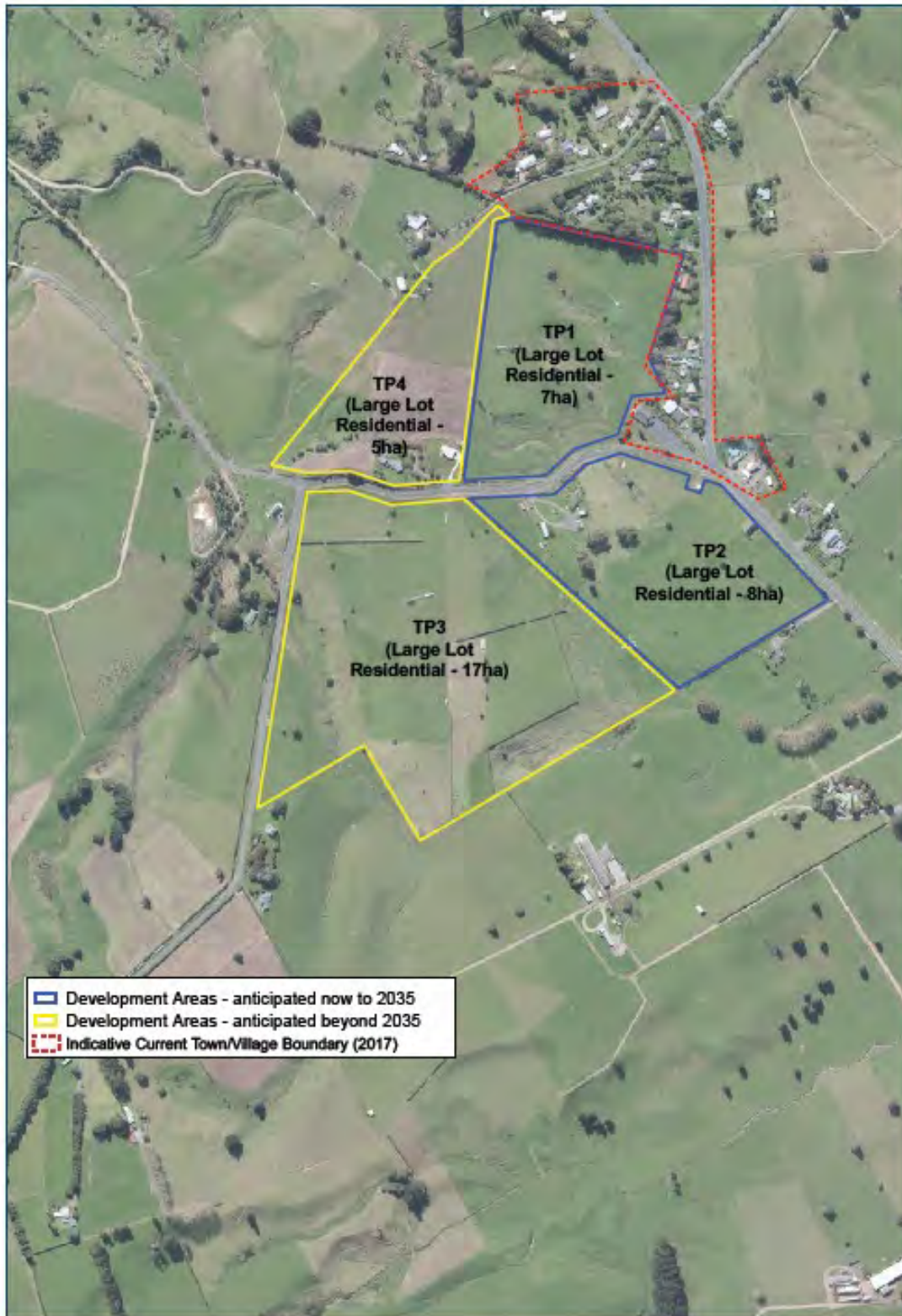
GROWTH CELL	STATUS UPDATE
Bond Road	Zoned for industrial development, a development plan has been prepared and this growth cell is being developed currently. Approximately 70% has been developed of the northern portion.
Paterangi Road	Zoned deferred industrial.

TE MIRO GROWTH CELLS



GROWTH CELL	STATUS UPDATE
TM1	Zoned deferred large lot residential, this largely undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status
TM2	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status post 2035.
TM3	A consent application has been received for the subdivision and upliftment of the deferred status of this cell.

TE PAHU GROWTH CELLS



GROWTH CELL	STATUS UPDATE
TP1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
TP2	Zoned deferred large lot residential, this largely undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
TP3	This deferred large lot residential zoned cell is earmarked for development after 2035.
TP4	This deferred large lot residential zoned cell is earmarked for development after 2035.

APPENDIX 2: MAJOR RESOURCE CONSENT APPLICATIONS

Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0239/19	Taotaoroa Quarry	Buckland Road (MMP DC)/ Taotaoroa Road (WDC)	Extension of pit area and overburden area to expand quarry for 35 years	Concurrent application Waikato Regional Council and Matamata-Piako DC	Hayley Thomas
LU/0215/18	Fonterra Limited	168 Laurent Road and 185-195 Swayne Road	To use land for irrigation of dairy manufacturing and all associated wastewaters	Notification decision yet to be made	Quentin Budd & Sara Brown (BCD Group)
LU/0057/20	Fonterra Limited	308 Fencourt Road	Construct and operate a new wastewater treatment facility for treatment of dairy manufacturing process and associated wastewater	Publicly notified - submissions close 31 July 2020.	Quentin Budd & Andrew Macfarlane (BBO)
LU/0154/20	BBC technologies	35 Lochiel Road, Hamilton	Construct, operate, use and maintain rural based industrial activity	In process. Yet to make notification decision.	Quentin Budd & Todd Whitaker (Planning Works)
LU/0233/19	Southpark Agri Developments	Higgins Road, Hamilton	Relocate and expand rural based industry	On Hold - Section 92 (Since Oct 19)	Quentin Budd & Kathryn Drew (BBO)
LU/0123/20	Waipa Networks	140 Laurent Road	Establish and operate a diesel powered electricity generation facility	On Hold - Section 92 (June 2020)	Hayley Thomas

Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0128/20	Chartwell Investments	1888 Cambridge Road, Cambridge (C3 Structure Plan Area)	Establish and operate café, offices and retail activities in Residential Zone	On Hold at applicants request – s37 issued	Hayley Thomas
PG/0017/20	Waikato Hunt Club	5/187 Judge Road, Te Awamutu	Certificate of compliance to confirm establishment of hunt club activity and kennels in Rural Zone	Certificate of compliance was not issued (declined) in May 2020. Applicant has lodged s357 Objection to decision in June 2020 – Currently on Hold at applicant request: A resource consent application is now being prepared for the proposal.	Quentin Budd
LU/0145/20	Festival One	209 Whitehall Road, Karapiro	Establish and operate an annual temporary event (Christian music festival) in the Rural Zone	In process Yet to make notification determination (14/07)	Hayley Thomas
LU/0190/19	Gull New Zealand Limited	88 Kihikihi Road, TA	Proposed Gull Service Station	Further information request	Quentin Budd & BBO – Kathryn Drew
SP/0019/20	Amber Views	McClure Street, Pirongia	Staged subdivision to subdivide three lots into 21 in the Large Lot Residential Zone	Pending final decision – July 2020	Kimberley Richards (nee Freeman)

Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0029/20	Jacobs & McLeod	73 Papesch Road, Pirongia	Retrospective consent to establish and operate wedding venue in Rural Zone (Pirongia Pines)	Was limited notified, no submissions received. Pending final decision – July 2020	Victoria Gorter
LU/0108/20	Shaw's Property Holdings Limited	928 Kaipaki Road, Cambridge	Establish and operate a sand quarry	On Hold at applicant's request - S37 Issued Concurrent application Waikato Regional Council	Hayley Thomas
LU/0139/20	Te Pahu Lime Aggregates Ltd	199 Fillery Road, Te Pahu	Establish and operate lime quarry (including blasting)	Further information request	Hayley Thomas

Approved					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0324/19	Cambridge Specialist Centre	21 Hamilton Road	Establish and operate medical centre (Gastroenterology Clinic)	Effects on Character to the area and adjoining residential properties	Simone Williams
SP/0036/20	3Ms of Cambridge Limited Partnership	1881 Cambridge Road, Cambridge	Subdivision to create public assets (for future roading and reserves purposes, and a school site) within the C2 Growth Cell	Development lot subdivision to enable new infrastructure such as roading, parks and site for future school	Hayley Thomas

Approved					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0033/20	Waipa District Council	1716 Cambridge Road, Cambridge	Use, erection, placement, operation and maintenance of a stormwater discharge structure and associated construction activities (into the Waikato River	Enables future development in the Cambridge Structure Plan areas.	Hayley Thomas

APPENDIX 3: BUILDING CONSENTS ISSUED

APRIL 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Garage	\$60,000	1	\$86,500	2			\$87,914	2	\$44,000	2	\$278,414	7
Alterations and Additions	\$483,000	3			\$60,000	1	\$306,800	4	\$137,000	4	\$986,800	12
Dwelling	\$7,402,691	16	\$1,300,000	1	\$1,250,000	2	\$3,123,001	5	\$2,111,529	7	\$15,187,221	31
Commercial - Industrial	\$700,000	3			\$3,869,671	2	\$5,250,000	2	\$1,874,000	4	\$11,693,671	11
Transportable Dwelling	\$952,961	6					\$490,000	3	\$118,000	1	\$1,560,961	10
Implement Shed	\$191,263	3	\$20,000	1	\$76,109	2			\$36,579	1	\$323,951	7
Solid Fuel Heater	\$25,000	4					\$6,500	1	\$8,000	1	\$39,500	6
Carport							\$28,000	1			\$28,000	1
Re-Sited Dwelling									\$40,000	1	\$40,000	1
Pool	\$42,000	1					\$41,700	1	\$60,000	1	\$143,700	3
Deck/Pergola									\$30,000	1	\$30,000	1
Retaining Wall									\$5,000	1	\$5,000	1
Grand Total	\$9,856,915	37	\$1,406,500	4	\$5,255,780	7	\$9,333,915	19	\$4,464,108	24	\$30,317,218	91

MAY 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Dwelling	\$6,532,128	13	\$1,972,312	4	\$3,000,000	1	\$2,145,000	4	\$2,299,415	7	\$15,948,855	29
Commercial - Industrial	\$675,000	4					\$40,000	1	\$747,000	3	\$1,462,000	8
Implement Shed			\$30,000	1	\$81,800	2	\$53,095	1			\$164,895	4
Garage			\$76,268	2					\$21,000	1	\$97,268	3
Solid Fuel Heater	\$27,949	7	\$15,000	3	\$24,850	5	\$23,850	4	\$25,200	5	\$116,849	24
Pool					\$90,000	1	\$50,000	1			\$140,000	2
Alterations and Additions	\$281,500	3	\$48,640	1	\$250,000	1	\$154,750	4			\$734,890	9
Transportable Dwelling	\$1,292,000	6							\$170,000	1	\$1,462,000	7
Re-Sited Dwelling	\$13,940	1	\$100,000	1			\$22,400	1			\$136,340	3
Carport	\$5,000	1									\$5,000	1
Para Pool or Equivalent	\$4,490	1									\$4,490	1
Grand Total	\$8,832,007	36	\$2,242,220	12	\$3,446,650	10	\$2,489,095	16	\$3,262,615	17	\$20,272,587	91

JUNE 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Marquee					\$80,000	1					\$80,000	1
Pool	\$65,000	2	\$46,500	2	\$75,000	1			\$147,000	3	\$333,500	8
Plumbing/Drainage	\$9,500	2							\$9,500	1	\$19,000	3
Dwelling	\$16,394,009	32	\$160,000	1	\$969,480	2	\$1,427,500	3	\$3,259,000	6	\$22,209,989	44
Transportable Dwelling	\$835,000	6									\$835,000	6
Alterations and Additions	\$954,900	8					\$90,000	1	\$140,000	2	\$1,184,900	11
Commercial - Industrial	\$3,725,000	4	\$95,000	1	\$391,500	1	\$24,000,000	1	\$580,000	1	\$28,791,500	8
Implement Shed	\$31,200	1	\$38,829	1			\$185,199	2	\$30,000	1	\$285,228	5
Solid Fuel Heater	\$56,483	10	\$2,300	1	\$18,000	5	\$44,700	10	\$77,500	14	\$198,983	40
Garage							\$214,537	4	\$55,000	2	\$269,537	6
Re-Sited Dwelling							\$132,000	2	\$21,000	1	\$153,000	3
Demolition									\$30,000	1	\$30,000	1
Fence	\$5,000	1									\$5,000	1
Dairy Shed					\$445,000	1					\$445,000	1
Deck/Pergola							\$36,000	1			\$36,000	1
Grand Total	\$22,076,092	66	\$342,629	6	\$1,978,980	11	\$26,129,936	24	\$4,349,000	32	\$54,876,637	139

APPENDIX 3: APPLICATIONS DETERMINED BY THE DISTRICT LICENSING COMMITTEE

Applicant name	Associated premises	Licence type
Taylor Street Limited	The Clubhouse Cafe & Sports Bar	3rd Temporary Authority – Off Licence
Taylor Street Limited	The Clubhouse Cafe & Sports Bar	3rd Temporary Authority – On Licence
Cambridge Gold Club Incorporated	Cambridge Gold Club	Club renewal
Ohaupo Rugby and Sports Club Incorporated	Ohaupo Rugby and Sports Club	Club renewal
Alice Paige Todd	Tivoli Cinema	Managers Renewal
Barnett Sarah Jane	Hautapu Rugby Club	Managers Renewal
Danelle Jade Maclarn	Stables	Managers Renewal
Tracey Paige Ericka	Stables	Managers Renewal
Hoyes Robert James	Waipa Workingmens Club	Managers Renewal
Goodridge Susan Patricia	Te Awamutu Club	Managers Renewal
Rawinia Taylor	Freshchoice Leamington	Managers Renewal
Croft Aroha Rangimaria Hohi	Smoke Collective	Managers Renewal
Barrell Shane Duncan	Te Awamutu Squash Club	Managers Renewal
Singh Ravi Inder	Rosetown Liquor	Managers Renewal
Samra Jarnail Singh	Masonic Hotel	Managers Renewal
Peters Janine Verity	Leamington Rugby Sports Club	Managers Renewal
Zeigler Danielle Eileen	Out in the Styx	New Manager
Vilagrad Limited	Vilagrad Wines	New Off Licence
Manakaia Limited	Manakaia	New On Licence
Occasions Hospitality Limited	Rooyal Indian Restaurant	New On Licence
Smokey Grill Limited	Smoke Collective Barbeque	New On Licence
Manakaia Limited	Manakaia	New On Licence
V.J. & Co Limited	The Bottle-O- Cambridge	Off Licence Renewal
Fine Wine Shop Limited	The Cambridge Fine Wine Company	Off Licence Renewal

Applicant name	Associated premises	Licence type
Mystery Creek Wines 2007 Limited	Mystery Creek Wines	Off Licence Renewal
Satguru Enterprises Limited	Pirongia Four Square	Off Licence Renewal
Satguru Enterprises Limited	Pirongia Four Square	Off Licence Renewal
Vilagrad Wines Limited	Vilagrad Winery	On Licence Renewal
Top Thai Company Limited	Lemongrass Thai Cuisine	On Licence Renewal
Top Thai Company Limited	Lemongrass Thai Cuisine	On Licence Renewal
Heartland Events Limited	Coopers Function Limited	On Licence Renewal

APPENDIX 4: QUARTERLY STATISTICS FOR THE 2019/20 FINANCIAL YEAR

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Resource consents					
Number of complaints	29	23	40	5	97
Number of compliance investigations	44	37	54	5	140
Number of breaches detected	12	8	9	2	31
Number of abatement notices issued	0	0	0	0	0
Number of infringement notices issued	0	0	0	0	0
Number of warning letters issued	12	8	0	2	22
District Plan					
Number of complaints	87	77	118	66	348
Number of compliance investigations	87	77	118	66	348
Number of breaches detected	30	28	25	9	92
Number of abatement notices issued	0	1	0	0	1
Number of infringement notices issued	0	0	0	0	0
Number of warning letters issued	8	28	25	9	70
Bylaw – vehicle parking					
Parking complaints	95	58	70	21	244
Infringement tickets	15	19	11	45	90
Warning letters	25	0	15	40	80
Bylaw – illegal dumping					
Dumping complaints	25	28	52	136	241
Infringement notices	0	1	0	1	2
Warning letters	0	0	0	0	0
Bylaw – trees overhanging footpath					
Tree complaints	1	16	12	42	71
Warning letters	1	12	12	35	60
Bylaw – long grass (fire hazard)					
Long grass complaints	1	0	15	16	32
Warning letters	1	0	15	16	32
Resource Management Act / Bylaw - signs					
Illegal signs removed	0	0	0	0	0

QUARTERLY STATISTICS

		1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Noise						
Excessive noise complaints	Total (all wards)	143	220	200	190	753
	CB/Maungatautari	70	92	86	82	330
	TA/Kakepuku	61	100	104	97	362
	Pirongia	12	28	10	11	61
Unreasonable noise complaints		10	27	25	27	89
Abatement notices issued		0	0	0	0	0
Infringement notices issued		0	0	0	0	0
Written noise directives issued		12	47	38	22	119
Verbal noise directives issued		14	22	39	36	111
Stereo equipment seizures		0	4	0	0	4
Bylaw – fire and smoke						
Fire and smoke complaints		7	15	14	36	72
Bylaw – other nuisance complaints						
Nuisance complaints		12	16	49	6	83
Animal control						
Total complaints and requests for service		1137	830	755	1011	3733
Aggression complaints		16	13	5	14	48
Attack or bite on animal		15	20	9	13	57
Attack or bite on child		0	1	0	1	2
Attack or bite on adult		4	11	3	11	29
Barking		96	86	144	66	392
Breach of bylaw	Dog off lead	5	6	3	1	15
	Fouling in public place	2	0	1	0	3
	Dog in prohibited area	0	1	1	0	2
	Multi dogs on property	0	1	0	1	2
Bin or sign requests / maintenance		2	3	7	9	21
Rushing in public		6	10	13	8	37
Dog worrying stock		1	5	0	3	9
General info / admin		635	354	297	626	1912
Lost / found dog notifications		66	78	54	51	249
Welfare		13	8	8	12	41
Unregistered		7	4	21	6	38
Wandering		237	201	162	167	767
Stock on roads / trespassing		32	27	27	22	108
Other (e.g. classified dogs)		0	1	0	0	1

QUARTERLY STATISTICS

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Animal control – Dogs (* Registration process commences in May)					
Registered (total)	8132	8343	8529	5606**	8529
Un-registered (total)	417	257	190	3142**	190
Impounded	108	85	51	46	290
Re-homed ¹	4	4	4	3	15
Claimed ¹	78	71	40	35	224
Euthanized ¹	11	9	3	2	25
Stolen / escaped	0	0	1	5	6
In pound / foster care at end of quarter	15	1	3	1	1
Menacing dog classification (total)	119	118	128	118	N/A
Dangerous dog classification (total)	8	6	7	5	N/A
Infringement notices issued	22	16	24	9	71
Food and health premises					
Food / premises complaints	8	3	9	4	24
Registered food control plans (total)	246	250	251	242	N/A
Registered national programs (total)	30	49	48	52	N/A
Outstanding food and health premises registrations / inspection fees (total)	4	2	2	1	N/A
Food Act audits	61	34	36	20	151
Non-compliances	0	0	0	0	0
Infringements	0	1	0	0	1
Improvement/other notices	4	2	0	2	8
Registered health premises	80	80	81	81	81
Health premises inspections	5	8	1	2	16
Alcohol licensing					
Licensed Premises Complaints	1	1	2	0	4
Premises visits (excluding CPO)	16	13	24	15	68
Controlled purchase operations (CPO) ²					
- Premises visited	0	13	0	0	13
- Premises with breaches detected (selling alcohol to minors)	0	4	0	0	4
Check food availability operation ³					
- Premises visited	0	0	0	0	0
- Premises with breaches detected	0	0	0	0	0

¹ Provisional figures pending outcome of dog registration process /dogs currently impounded.

² Operations in conjunction or undertaken by NZ Police and/or DHB.

³ Operations in conjunction or undertaken by DHB.

QUARTERLY STATISTICS

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Number of current on-licences	68	70	74	75	N/A
Number of current off-licences	32	32	32	34	N/A
Number of current club licenses	30	30	31	30	N/A

APPENDIX 5: YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20
Resource consents				
Number of complaints	63	121	120	97
Number of compliance investigations	104	171	160	140
Number of breaches detected	9	35	51	31
Number of abatement notices issued	1	2	0	0
Number of infringement notices issued	0	0	0	0
Number of warning letters issued	9	33	51	22
District Plan				
Number of complaints	250	319	376	348
Number of compliance investigations	195	319	376	348
Number of breaches detected	50	44	122	92
Number of abatement notices issued	0	4	2	1
Number of infringement notices issued	0	0	0	0
Number of warning letters issued	50	40	32	70
Bylaw – vehicle parking				
Parking complaints	285	368	347	244
Infringement tickets	96	291	173	90
Warning letters	101	211	181	80
Bylaw – illegal dumping				
Dumping complaints	134	120	112	241
Infringement notices	2	4	2	2
Warning letters	1	0	0	0
Bylaw – trees overhanging footpath				
Tree complaints	58	33	24	71
Warning letters	33	14	23	60
Bylaw – long grass (fire hazard)				
Long grass complaints	27	56	3	32
Warning letters	25	23	2	32
Resource Management Act / Bylaw - signs				
Illegal signs removed	9	0	0	0

YEAR ON YEAR STATISTICS

		2016/17	2017/18	2018/19	2019/20
Noise					
Excessive noise complaints	Total (all wards)	888	928	789	753
	CB/Maungatautari	459	478	364	330
	TA/Kakepuku	379	415	375	362
	Pirongia	52	35	53	61
Unreasonable noise complaints		77	92	56	89
Abatement notices issued		0	0	0	0
Infringement notices issued		0	0	0	0
Written noise directives issued		39	20	73	119
Verbal noise directives issued		192	109	67	111
Stereo equipment seizures		0	1	4	4
Bylaw – fire and smoke					
Fire and smoke complaints		157	83	90	72
Bylaw – other nuisance complaints					
Nuisance complaints		63	104	72	83
Animal control					
Total complaints and requests for service		4837	5009	4295	3733
Aggression complaints		91	91	64	48
Attack or bite on animal		46	85	59	57
Attack or bite on child				2	2
Attack or bite on adult				14	29
Barking		80	546	476	392
Breach of bylaw	Dog off lead	37	15	11	15
	Fouling in public place	11	8	3	3
	Dog in prohibited area	8	3	2	2
	Multi dogs on property	3	8	6	2
Bin or sign requests / maintenance		12	24	18	21
Rushing in public		10	38	47	37
Dog worrying stock		48	13	5	9
General info / admin		2556	2514	2038	1912
Lost / found dog notifications		307	354	321	249
Welfare		27	48	37	41
Unregistered		71	57	48	38
Wandering		1049	1080	989	767

YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20
Stock on roads / trespassing	134	161	124	108
Other (e.g. classified dogs)	0	1	5	1
Animal control – Dogs				
Registered (total)	4837	8229	8561	8529
Un-registered (total)	-	76	135	190
Impounded	440	477	466	290
Re-homed ⁴	32	28	35	15
Claimed ⁴	342	359	389	224
Euthanized ⁴	45	53	35	25
Stolen / escaped	2	0	1	6
In pound / foster care at end of year	15	4	4	1
Menacing dog classification (total)	95	113	118	118
Dangerous dog classification (total)	5	6	8	5
Infringement notices issued	133	148	121	71
Food and health premises				
Food / premises complaints	34	19	15	24
Registered food control plans (total)			241	242
Registered national programs (total)	118	264	54	52
Outstanding food and health premises registrations / inspection fees (total)	0	12	9	1
Food Act audits	177	91	224	151
Non-compliances	Not recorded separately.	Not recorded separately.	7	0
Infringements	Not recorded separately.	Not recorded separately.	2	1
Improvement notices	Not recorded separately.	Not recorded separately.	3	8
Registered health premises	261	74 ⁵	80	8
Health premises inspections	39	6	15	16
Alcohol licensing				
Inspections of Licensed Premises	Not recorded separately.	80	63	4

⁴ Provisional figures pending outcome of dog registration process /dogs currently impounded.

⁵ This figure is reduced due to changes in reporting. Food and health premises are now recorded separately.

YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20
Controlled purchase operations (CPO) ⁶				
- premises visited	20	18	16	13
- premises with breaches detected (selling alcohol to minors)	1	0	3	4
Food availability operators				
- Premises visited	0	0	0	0
- Premises with breaches detected	0	0	0	0
Number of current on-licences	62	63	66	74
Number of current off-licences	31	31	32	32
Number of current club licenses	29	29	31	31

⁶ Operations in conjunction or undertaken by NZ Police and/or DHB.

APPENDIX 6: SUBMISSION SUBMITTED ON BEHALF OF COUNCIL

- Burial & Cremations Act 1964 reforms (*not included as previously presented to the Strategic Planning and Policy Committee*)
- Draft Government Policy Statement on Land Transport 2021
- Accessible Streets Regulatory Package
- Proposed Healthy Rivers Plan Change 1 Decisions



Postal Address
Private Bag 2402
Te Awamutu 3840
New Zealand

Head Office
07 872 0030
101 Bank Street
Te Awamutu 3800

Cambridge Office
07 823 3800
23 Wilson Street
Cambridge 3434

11 May 2020

Ministry of Transport
PO Box 3175
WELLINGTON 6140
Attn: GPS team

Digitally Delivered

Email: gps@transport.govt.nz

Dear Madam/Sir

SUBMISSION ON DRAFT GOVERNMENT POLICY STATEMENT ON LAND TRANSPORT 2021

Waipa District Council appreciates the opportunity to make a submission on the Ministry's proposed Draft Government Policy Statement on Land Transport 2021. Please find attached a copy of the Council's submission electronically submitted on 11 May 2020.

You are welcome to make contact with Waipa District Council with regards to any of the points made in our submission. In this regard and in the first instance Erik Van Der Wel (Programme Engineer – Transportation) can be contacted either via email at erik.vanderwel@waipadc.govt.nz or mobile 021 617 900.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Garry Dyet', with a horizontal line extending to the right.

Garry Dyet
Chief Executive

Attachment: Waipa District Council's submission on the Draft Government Policy Statement on Land Transport 2021

Submission

GOVERNMENT POLICY STATEMENT ON LAND TRANSPORT

May 2020

SUBMISSION ON GOVERNMENT POLICY STATEMENT ON LAND TRANSPORT

By: Waipa District Council

Submission deadline: 11 May 2020

Authority: Made under delegated authority by the CEO

Format: Submitted electronically, 2 hard copies to follow

Hearing: We do not wish to be heard

TABLE OF CONTENTS

1. Introduction	4
2. Comments.....	5
Section 2.2 – Safety.....	5
Section 2.3 – better travel options	7
Section 2.4 – improving freight connections	8
Section 2.5 – climate change	9
Section 3.1 – funding land transport	10
Section 3.4 – activity class framework.....	11
Section 3.5 – delivering government comments	12

1. INTRODUCTION

This document is a response to the invitation for Local Government to provide comment on the Government Policy Statement (GPS) on Land Transport (2021/22-30/31). Waipa District Council (Council) appreciates the opportunity to provide comment on the GPS to help shape the future of Land Transport in New Zealand.

Council is in general support of the GPS, welcoming further leadership in the area of Land Transport leading to the *“improvement of people’s wellbeing and the liveability of places”*. Council is a Road Controlling Authority and as such several aspects of the GPS affects Council’s own policies, goals and budget. In addition to supporting the intent of the GPS, this submission provides specific comment where Council has identified matters that most relate to Council’s own strategic direction. Council supports the draft GPS being informed by the Transport Outcomes Framework which seeks a transport system that improves wellbeing and liveability and places the GPS on a long-term strategic footing. We note and support mode neutrality as an underlying principle behind the strategic direction.

2. COMMENTS

SECTION 2.2 – SAFETY

Comments in this section relates to the bullet points under the section “**How to deliver these outcomes**”. Comments have only been made for select bullet points and select items under those points.

Bullet Point 1 & Sub Point 1.

- Council strongly supports the implementation of the Road to Zero action plan to reduce death and injury on New Zealand’s roads.
 - The current funding model for road safety treatments on the most unsafe sections of road (from crash data), requires Council to provide 49% of the funding for each project with 51% coming from Waka Kotahi NZ Transport Agency. With the ever-increasing pressures of the current economic climate the market for funding of Council projects is extremely tight, and this will be particularly so as we recover from the impacts of the global COVID-19 pandemic. Therefore, active leadership and coherent planning is required at a national level to ensure that road safety treatment programmes are effectively and efficiently implemented.

Bullet Point 1, Sub Point 2.

- Improving the safety and accessibility of bike lanes, cycleways and footpaths is a strong priority for Council to encourage alternative modes of transport. Council submits that more central government effort needs to go into the adoption of common design practises and, in conjunction with these, a close review of the road code is required to support these new design practises and to ensure effective and efficient delivery through implementation.

Bullet Point 1 & Sub Point 5.

- Council is in favour of sending a strong road safety message to road users through national road safety campaigns, as Council is well placed to support these locally

Bullet Point 1 & Sub Point 7.

- Council wishes to note that in anticipation of new the national “Tackling Unsafe Speeds Plan”, Council is pro-actively working on a plan to reflect its responsibilities as a local road controlling authority within the regional (Speed Management Plan) framework. Leadership from the Ministry of Transport will be key to New Zealand achieving the significant safety gains from this programme.

Bullet Point 4.

- Council strongly supports increasing the access to safer travel modes, but questions why the only focus is on larger centres. Council is in favour of a rollout that sees the benefit of access to safer travel options in smaller regional towns as soon as possible; especially where this is supported locally.

Bullet Point 5.

- Council agrees that the way land use is shaped is a major influencing factor on the mode of transport chosen by residents, therefore addressing street development at the design phase makes complete sense.

SECTION 2.3 – BETTER TRAVEL OPTIONS

Council submits in general support of section 2.3 with specific comments on select items below.

Items from the section “**How to deliver these outcomes**”.

Bullet Point 3.

- Council supports the implementation of “mode shift plans”, but questions why this initiative needs to be limited to select larger centres. Smaller regional centres may be able to implement a plan such as this, much quicker, to provide measurable benefits in a shorter timeframe.

Bullet Point 6.

- The Total Mobility Scheme is an initiative with huge potential and Council encourages continued and increased investment to not only maintain the scheme, but to work towards providing greater inclusivity of a larger portion of the population (such as the elderly) who often struggle to access the transport system effectively.

SECTION 2.4 – IMPROVING FREIGHT CONNECTIONS

Council submits in support of this section but has no specific comments at this time. This section has been included as it remains important to Council.

SECTION 2.5 – CLIMATE CHANGE

Council does not yet have a specific Climate Change Policy but work is underway to ensure that Climate Change is appropriately addressed through our Strategy review programme, the development of our 2021-31 Long Term Plan, Activity Management Plans and business plans. Council submits in support of section 2.5 and provides the below comments for consideration.

Specific comments under heading “Co-benefits”.

Point 71.

Council supports the transition to zero carbon as it aligns with Council’s work in championing alternative modes of transport such as walking and cycling.

Point 72.

Council is working with the Waikato Regional Council on new long term public transport contracts that will be in effect for nine years, so Council agrees that the decisions made today will have an impact long into future, especially given the fast moving nature of technology in the transport industry. However, rapid development of Government policy is required to enable the transition to a low carbon vehicle fleet.

Point 76.

Council submits in agreement, however programming and funding mechanisms need to be put into place by the Government to enable the appropriate investigations and work programmes to be implemented.

SECTION 3.1 – FUNDING LAND TRANSPORT

Council submits in support of section 3.1 with no specific comments, however, council makes the general point below for consideration.

Point 83.

We look forward to the funding and financing options being reviewed.

SECTION 3.4 – ACTIVITY CLASS FRAMEWORK

Comment below specific to the section heading “**New activity classes**” (Road to Zero).

Point 118, bullet point 4.

- It is reassuring to see a continued commitment to assess and change road user behaviour. This supports the Road to Zero strategy of which road user choices (decisions) is a key principle. Submissions to the draft strategy saw a near universal and very strong support for this area. Supporting good road user decisions is fundamental to tackling road trauma. Promotion is recognised as an ongoing task to positively influence people’s behaviour and attitudes on our roads.

Comment below relates to **Table 3: Activity classes and proposed funding ranges.**

There is significant funding allocated to the “Road to Zero” activity class. “Road safety promotion” sits in this category with “Automated enforcement”, “Road policing” and “Safety Infrastructure” which includes “Speed management”. This is a change from the previous GPS where “Speed management” was not included with other priorities. “Speed management” plays an important role in reducing trauma and Council has already undertaken significant work in this area. However, speed limit changes very often need to be complemented with safety infrastructure, and safety treatments, which can be costly. Council is also concerned and seeks assurance that road safety promotion activities will not be compromised by being in a larger activity class instead of stand-alone. With road safety promotion losing its own activity class there is a danger that some road safety promotion activities could miss out on appropriate funding due to competing priorities in the Road to Zero activity class – this could impact on local authority road safety co-ordination/promotion funding and the very good work which is happening in this area.

SECTION 3.5 – DELIVERING GOVERNMENT COMMENTS

Comment on **table 4** heading “**Road to Zero**”.

The focus on ‘Work related safety’ is pleasing. It is important that businesses and other organisations are prioritising road safety as a critical health and safety issue. According to Waka Kotahi NZ Transport Agency, about 25% of the deaths on our roads involve someone driving for work, whether as a commercial driver or as a secondary to their main role. Encouraging safety amongst the workforce has potential to significantly reduce harm.



TE AWAMUTU - HEAD OFFICE

101 Bank Street, Private Bag 2402, Te Awamutu Ph 07 872 0030

CAMBRIDGE - SERVICE CENTRE

23 Wilson Street, Cambridge Ph 07 823 3800

[f/Waipadistrictcouncil](#) [@/Waipa_NZ](#) [t/Waipa_DC](#)



Postal Address
Private Bag 2402
Te Awamutu 3840
New Zealand

Head Office
07 872 0030
101 Bank Street
Te Awamutu 3800

Cambridge Office
07 823 3800
23 Wilson Street
Cambridge 3434

19 May 2020

Freepost 65090
Waka Kotahi NZ Transport Agency
National Office
Private Bag 6995
WELLINGTON 6141

Digitally Delivered

Email: accessible.streets@nzta.govt.nz

Attention: Accessible Streets Consultation

SUBMISSION ON ACCESSIBLE STREETS REGULATORY PACKAGE

Waipa District Council appreciates the opportunity to make a submission on Waka Kotahi’s Regulatory Package.

We wish to provide general support for this package, as it will help enable our vision as described in our “Waipa Integrated Transport Strategy,” and in particular the regulatory change will contribute to our objective to encourage cycling and walking in Waipa District as safe and convenient modes of transport.

You are welcome to make contact with Waipa District Council in regards to this submission. In this regard and in the first instance Erik Van Der Wel (Programme Engineer – Transportation) can be contacted either via email at erik.vanderwel@waipadc.govt.nz or mobile 021 617 900.

Yours sincerely

Garry Dyet
Chief Executive



**BEFORE THE ENVIRONMENT COURT
AT AUCKLAND**

**I MUA I TE KŌTI TAIAO
TĀMAKI MAKAURAU ROHE**

ENV-2020-AKL-

IN THE MATTER of the Resource Management Act 1991

AND

IN THE MATTER of an appeal pursuant to Clause 14 of the First Schedule to the Act against the decision on submissions on **PROPOSED PLAN CHANGE 1 (WAIKATO AND WAIPA RIVERS) TO THE WAIKATO REGIONAL PLAN**

BETWEEN **WAIPA DISTRICT COUNCIL**

Appellant

AND **WAIKATO REGIONAL COUNCIL**

Respondent

NOTICE OF APPEAL

Dated 7 July 2020

To: The Registrar
Environment Court
AUCKLAND

1. INTRODUCTION

1.1 **WAIPA DISTRICT COUNCIL** ("WDC") appeals against a decision of **WAIKATO REGIONAL COUNCIL** ("WRC") approving Proposed Plan Change 1 (Waikato and Waipa Rivers) ("PC1") to the Waikato Regional Plan.

1.2 WDC made a submission on PC1 and presented evidence at the hearing in support of that submission.

- 1.3 WDC is not a trade competitor for the purposes of section 308D of the Resource Management Act 1991 ("RMA").
- 1.4 WDC received notice of the decision on 22 April 2020.

Part of the decision appealed

- 1.5 The part of the decision that WDC appeals against is:
 - (a) The increase in the short term reduction target for discharge of contaminants from 10% to 20%;
 - (b) the wording of Objective 3;
 - (c) Policy 12 regarding the best practicable option and offsetting / compensation;
 - (d) Policy 13 regarding reasonable mixing;
 - (e) Policy 19;
 - (f) monitoring of point source discharges;
 - (g) analysis of monitoring data; and
 - (h) temperature and pH for determining compliance with maximum and median water quality targets.

Reasons for the appeal

- 1.6 The reasons for the appeal in relation to each of the above matters are set out in the following sections of this notice of appeal by reference to the topics / issues listed in paragraph 1.5.

Waipa District Council Wastewater Treatment Plants

- 1.7 WDC is required by section 130 of the Local Government Act 2002 ("LGA02") to maintain "water services." Pursuant to the definition in section 124 of the LGA02, water services include wastewater treatment and disposal.
- 1.8 WDC operates wastewater treatment plants at Cambridge and Te Awamutu. The Cambridge Wastewater Treatment Plant discharges to the Waikato River. The Te Awamutu Wastewater Treatment Plant discharges to the Mangapiko Stream, which in turn discharges to the Waipa River.

2. SHORT TERM REDUCTION TARGET

Grounds for appeal

- 2.1 The Notified Version of PC1 required various measures to be implemented by 2026 in order to achieve the short-term water quality targets in Table 3.11-1 of PC1. Those short-term water quality targets represented a 10% reduction in current contaminant loads.
- 2.2 The Decisions Version of PC1 has increased the short-term targets for the reduction of contaminants from 10% to 20%.
- 2.3 It is likely to be technologically very difficult for point source discharges such as wastewater treatment plants to achieve the 10% reduction required by PC1 as notified. It is doubtful whether achieving a 20% reduction in current contaminant loads in 10 years is technically feasible; if it is, very significant expenditure on wastewater treatment plant upgrades would be required, which would place a significant and unwarranted financial burden on Waipa District ratepayers.
- 2.4 WDC therefore opposes the increase in the short-term reduction target from 10% to 20%.

Relief sought

- 2.5 The relief sought by WDC in this regard is as follows (addition underlined and deletion ~~struck through~~):

[Background and explanation to PC1]

Because of the extent of change required to restore and protect water quality in the 80-year timeframe, this Plan Change has adopted a staged approach. This approach breaks the required improvements into a number of steps, the first of which is to put in place and implement the range of actions in a 10-year period from when Chapter 3.11 is operative, that will be required to achieve 20 10 percent of the required change between current water quality and the long-term water quality...

[Explanatory note to Table 3.11-1]

...

For example, at Otamakokore Stream, Upper Waikato River FMU:

- the current state value for median nitrate is 0.740 mg NO₃-N/L. The short-term attribute state and 80-year attribute state are set at 0.740 mg NO₃-N/L to reflect that there is to be no decline in water quality
- the current state value for one of the four measures of *E. coli*, namely the 95th percentile, is 696 *E. coli*/100ml. The 80- year

attribute state is set at 540 *E. coli*/100ml and the short-term attribute state is set at ~~20%~~ 10% of the difference between the current state value and the 80 year attribute state (i.e. 665 *E. coli*/100ml).

...

[Table 3.11-1: Amend all figures so that they represent a 10% reduction, not a 20% reduction]

3. OBJECTIVE 3

Grounds of appeal

- 3.1 Objective 3 refers to “Waikato and Waipa communities being assisted to provide for their...”
- 3.2 The word “assisted” should be replaced with “enabled” as that is consistent with the wording of section 5 of the Resource Management Act 1991.

Relief sought

- 3.3 The relief sought by WDC in this regard is as follows (addition enabled and deletion ~~assisted~~):

Waikato and Waipā communities are ~~assisted~~ enabled to provide for their social, economic, spiritual and cultural wellbeing through staging the reduction of the discharges of nitrogen, phosphorus, sediment and microbial pathogens necessary to restore and protect the health and wellbeing of the Waikato and Waipā river catchments, and by the encouragement of collective community action for that purpose.

4. POLICY 12

Grounds of appeal

- 4.1 Policy 12 of PC1:
- (a) requires that the best practicable option (“BPO”) be adopted for all point source discharges; and
- (b) provides for offsetting and / or compensation in the event that there are residual adverse effects from the discharge, even if the BPO is adopted.
- 4.2 As worded, the offsetting / compensation applies to any residual adverse effects, including effects that are so minor as to be de minimis. There will always be some residual adverse effects from wastewater treatment plant discharges, as not all contaminants are removed from the discharge. Policy

12 therefore needs to be amended so that offsetting / compensation only applies in relation to significant residual adverse effects.

- 4.3 The offsetting / compensation provisions only:
- (a) apply to the same contaminant (e.g., nitrogen for nitrogen and phosphorous for phosphorous, etc); and
 - (b) upstream of the discharge point.
- 4.4 In any particular case, better water quality outcomes may be able to be achieved by offsetting / compensating phosphorous for nitrogen and / or undertaking offsetting / compensation downstream of the discharge point.
- 4.5 Staging of offsetting / compensation is likely to be very relevant where population growth is projected to increase the discharge of contaminants over the duration of a consent, which could be as long as 35 years. Staging of offsetting / compensation therefore needs to be provided for in Policy 12.
- 4.6 In determining whether there are any significant residual adverse effects that may need to be offset / compensated, the point for determining any such effects should be after reasonable mixing and Policy 12 needs to be amended accordingly.
- 4.7 Whether the part of the river at the discharge point is nitrogen limited, phosphorous limited, or co-limited is also relevant to assessing whether there are any significant residual adverse effects. This should be specifically recognised in Policy 12 by including limitation status as a matter to take into account in assessing whether there are any significant residual adverse effects.

Relief sought

- 4.8 The relief sought by WDC in this regard is as follows (additions underlined and deletions ~~struck through~~):

Policy 12/Te Kaupapa here 12:

- a. When considering resource consent applications for point source discharges of nitrogen, phosphorus, sediment or microbial pathogens to water or onto or into land in the Waikato or Waipā River catchments, require demonstration that the proposed discharge represents the Best Practicable Option at the time resource consent is being considered, to prevent or minimise the adverse effects of the discharge.
- b. Where, despite the adoption of the Best Practicable Option, there remain significant residual adverse effects after

reasonable mixing, measures, which may be staged over the duration of the consent, should be proposed at an alternative location(s) to the point source discharge, for the purpose of ensuring positive effects on the environment sufficient to offset or compensate for any significant residual adverse effects of the discharge(s) that will or may result from allowing the activity, provided that:

- i. the primary discharge does not result in the discharge having either significant adverse effects on aquatic life or toxic adverse effects; and
 - ~~ii. the measure relates to the contaminant(s) giving rise to the residual adverse effects; and~~
 - ~~iii. the measure occurs upstream within the same sub-catchment in which the primary discharge occurs and if this is not practicable, then upstream within the same Freshwater Management Unit or a Freshwater Management Unit located upstream; and~~
 - iv. ~~it the measure~~ remains in place for the duration of the residual adverse ~~residual~~ effect and is secured by consent condition or another legally binding mechanism; and
- c. For the purpose of establishing if a discharge will have a significant residual adverse effect, relevant considerations include:
- i. the extent to which any replacement discharge(s) fails to reduce the contaminant load of an existing discharge proportionate to the decrease required to achieve the short-term numeric water quality values in Table 3.11-1 after reasonable mixing, or the steady progression towards the 80-year water quality attribute states in Table 3.11-1 after reasonable mixing, including at downstream monitoring sites; and
 - ii. in respect of a new discharge, whether any new discharge will increase the load of nitrogen, phosphorus, sediment and/or microbial pathogens contaminants to either the Waikato River or Waipā River catchments; and ~~in either case~~
 - ~~iii. in relation to c.i. and c.ii above,~~ where the discharge is associated with the damming or diversion of water, whether it will exacerbate the rate or location of those contaminants that would otherwise have occurred without the damming or diversion, and if so, the extent of such increase or exacerbation; ~~and~~
 - ~~iv. whether the part of the river where the discharge occurs is nitrogen limited, phosphorous limited, or co-limited.~~

5. **POLICY 13**

Grounds of appeal

5.1 PC1 identifies reasonable mixing in Policy 13, but only insofar as it:

“...may be acceptable as a transitional measure during the life of this Chapter.”

5.2 That wording indicates that reasonable mixing:

- (a) may or may not be acceptable in relation to some discharges during the 10 year life of PC1; and
- (b) will not be acceptable after the life of PC1 (i.e. at the first review).

5.3 It is likely to be technologically very difficult for the short-term water quality targets in Table 3.11-1 to be met at the end of the discharge pipe. If it is, very significant expenditure on wastewater treatment plant upgrades would be required, which would place a significant and unwarranted financial burden on Waipa District ratepayers.

5.4 The duration of resource consents for wastewater treatment plants is frequently in excess of 10 years. If a 25 year consent duration was sought, WRC processing officers might take the view that reasonable mixing is acceptable for the first 10 years but not thereafter. As a result, the water quality targets in Table 3.11-1 would have to be met at the end of the discharge pipe for the following 15 years. As noted above, that may not even be achievable with present technology and, even if it was, it would require very expensive upgrades to wastewater treatment plants, which would place a significant and unwarranted financial burden on Waipa District ratepayers.

5.5 Given the above, WDC opposes the inclusion in Policy 13 of the words quoted above at paragraph 5.1.

Relief sought

5.6 The relief sought by WDC in this regard is as follows (deletion ~~struck through~~):

Policy 13/Te Kaupapa here 13:

When considering a resource consent application for point source discharges of nitrogen, phosphorus, sediment or microbial pathogens to water or onto or into land in the Waikato or Waipā River catchments, and subject to Policy 12, consider the contribution made to the nitrogen, phosphorus, sediment and microbial pathogen

catchment loads in the Waikato River or Waipā River catchments and the impact of that contribution on the achievement of the short-term numeric water quality values in Table 3.11-1 and, where applicable, the steady progression towards the 80-year water quality attribute states in Table 3.11-1, taking into account the following:

...

- j. The application of reasonable mixing (in accordance with Policy 3.2.3.8) ~~may be acceptable as a transitional measure during the life of this Chapter.~~

6. POLICY 19

Grounds of appeal

- 6.1 Policy 19 applies when “managing” resource consent applications. It provides for opportunities to be sought to enhance biodiversity, the functioning of ecosystems, and to enhance access and recreational values.
- 6.2 It is unclear what “managing” means and who it applies to.
- 6.3 Applicants will be required to implement the BPO and offset / compensate for residual adverse effects. It is unclear how this policy would work in practice or what processing officers might seek in addition to implementing the BPO and offsetting / compensating for residual adverse effects.
- 6.4 In light of the above, Policy 19 should be deleted.

Relief sought

- 6.5 The relief sought by WDC in this regard is as follows (deletions ~~struck through~~):

~~Policy 19/Te Kaupapa Here 19:~~

~~When managing resource consent applications related to the discharge of nitrogen, phosphorus, sediment and microbial pathogens, seek opportunities to advance achievement of the objectives in Te Ture Whaimana o Te Awa o Waikato for the Waikato and Waipā Rivers, including, but not limited to:~~

- a. ~~Opportunities to enhance biodiversity and the functioning of ecosystems; and~~
- b. ~~Opportunities to enhance access and recreational values associated with the rivers.~~

7. MONITORING OF POINT SOURCE DISCHARGES

Grounds of appeal

- 7.1 Method 3.11.3.3 of PC1 sets out requirements for the WRC to undertake monitoring of water quality and specifically requires WRC to undertake monitoring in each Freshwater Management Unit. Method 3.11.3.3 is silent on monitoring of point source discharges. WDC considers that Method 3.11.3.3 needs to make specific provision for monitoring in relation to point source discharges from regionally significant infrastructure to ensure that:
- (a) owners and operators of regionally significant infrastructure are consulted regarding the location of such monitoring;
 - (b) the monitoring locations will not unfairly restrict the ongoing and future operations of such infrastructure; and
 - (c) such monitoring is undertaken after reasonable mixing.

Relief sought

- 7.2 The relief sought by WDC in this regard is as follows (additions underlined):

3.11.3.3 Accounting system and monitoring/Te pūnaha kaute me te aroturuki

Waikato Regional Council will establish and operate a publicly available accounting system and monitoring in each Freshwater Management Unit, including:

- a. Collecting information on nitrogen, phosphorus, sediment and microbial pathogen levels in the respective fresh water bodies in each Freshwater Management Unit from:
 - i. Council's existing river monitoring network; and
 - ii. Sub-catchments that are currently unrepresented in the existing monitoring network; and
 - iii. Lake Freshwater Management Units.
- b. Using the information collected to establish the baseline data for compiling a monitoring plan and to assess progress towards achieving the Table 3.11-1 water quality attribute targets; and
- c. Using state of the environment monitoring data including biological monitoring tools such as the Macroinvertebrate Community Index to provide the basis for identifying and reporting on long-term trends; and
- d. An information and accounting system for the diffuse discharges from properties that supports the management of

nitrogen, phosphorus, sediment and microbial pathogens diffuse discharges at a property scale.

e. Consulting with the owners and operators of regionally significant infrastructure that have point source discharge consents, in relation to the location of the environmental monitoring sites that will be used for the collection of data for monitoring and assessing progress toward achieving the Table 3.11-1 water quality attribute states. This consultation will include ensuring that the environmental monitoring sites are located in such a way as to not unfairly restrict the ongoing and future operations of such infrastructure and to recognise the requirement to undertake monitoring after reasonable mixing.

8. ANALYSIS OF MONITORING DATA

Grounds of appeal

- 8.1 The explanatory note to Table 3.11-1 refers to determining achievement of the attribute states in Table 3.11-1 through "analysis of 5-yearly monitoring data."

Relief sought

- 8.2 WDC seeks an amendment to the explanatory note to Table 3.11-1 so that the analysis is based on "analysis of rolling 5-yearly monitoring data."

9. TEMPERATURE AND PH

Grounds of appeal

- 9.1 Footnotes 7 and 8 to Table 3.11-1 relate to compliance with maximum and median ammonia targets but do not specify the pH and temperature.

Relief sought

- 9.2 WDC seeks an amendment to those footnotes so that they refer to a pH of 8 and a temperature 20 degrees Celsius:

The annual median and annual maximum ammonia ~~have been~~ adjusted for pH are based on pH8 and temperature of 20°C

10. GENERAL GROUNDS OF APPEAL, RELIEF SOUGHT AND PROCEDURAL ISSUES

- 10.1 The amendments sought by WDC will achieve the purpose of the RMA as they will result in the management of natural and physical resources in a way that enables people and communities to provide for their social, cultural,

and economic wellbeing and their health and safety while avoiding, remedying, or mitigating adverse effects.

10.2 The amendments sought by WDC are consistent with the protection of the rivers from inappropriate use and development (section 6(a)) and the protection of significant habitats of indigenous fauna (section 6(c)).

10.3 The amendments sought by WDC are consistent with the following section 7 matters:

“(b) the efficient use and development of natural and physical resources:

...

(c) the maintenance and enhancement of amenity values:

(d) intrinsic values of ecosystems:

...

(f) maintenance and enhancement of the quality of the environment:

...

(h) the protection of the habitat of trout and salmon:”

Vision and Strategy for the Waikato River

10.4 The amendments sought will give effect to the Vision and Strategy for the Waikato River and, in particular, will enable prosperous communities to help restore and protect the health and wellbeing of the Waikato River.

National Policy Statement for Freshwater Management

10.5 The amendments sought will also give effect to the objectives and policies of the National Policy Statement for Freshwater Management 2014 (updated 2017) regarding water quality and, in particular, Objective A4 regarding enabling communities to provide for their economic wellbeing.

Relief sought

10.6 WDC seeks the following amendments to PC1:

(a) The amendments to PC1 addressed in the above sections of this notice of appeal.

- (b) Such further or other relief as may be necessary to address the reasons for this appeal, including different amendments to those addressed above in the event that agreement regarding such amendments is reached via negotiations and / or mediation; and
- (c) Costs.

Alternative dispute resolution

10.7 WDC agrees to attend mediation or other forms of alternative dispute resolution.

Service

10.8 In accordance with the waivers and directions granted by the Court for the PC1 appeals, an electronic copy of this notice and attachments have been served simultaneously on the WRC at WRC.PC1appeals@justice.govt.nz.

DATED at AUCKLAND this 7th day of July 2020

WAIPA DISTRICT COUNCIL by its duly authorised agents, Berry Simons:



S J Berry / CDH Malone

Address for service of appellant:

Waipa District Council

c/o Berry Simons

Level 1, Old South British Building, 3-13 Shortland Street, Auckland

PO Box 3144, Shortland Street, Auckland 1140

Telephone: 09 969 2300 / 09 969 2301

Email: simon@berrysimons.co.nz / craig@berrysimons.co.nz



To: The Chairperson and Members of the Strategic Planning and Policy Committee

From: Emergency Management Operations Manager

Subject: **CIVIL DEFENCE EMERGENCY MANAGEMENT QUARTERLY REPORT**

Meeting Date: Tuesday, 4 August 2020

1 EXECUTIVE SUMMARY

The purpose of this report is to provide the Committee with a quarterly update on matters relating to civil defence emergency management (CDEM) in the Waipā District.

This includes matters arising at national, sub-regional, regional and district levels including emergency management activities under the shared service arrangement between Waipā, Ōtorohanga and Waitomo District Councils.

This report is provided for information purposes and does not require any decision-making on the part of Elected Members.

The following appendix has been attached to this report:

- a) Appendix 1: Waikato CDEM Group Joint Committee draft minutes, 8 June 2020

2 RECOMMENDATION

*That the Strategic Planning and Policy Committee **RECEIVE** report 'Civil Defence Emergency Manager Quarterly Report' (document number 10431277) of David Simes, Emergency Management Operations Manager.*

3 NATIONAL OVERVIEW

COVID-19 National State of Emergency

A State of National Emergency was declared due to COVID-19. It was in force between 12:21pm on 25 March 2020 and 12:21pm on Wednesday 13 May 2020. It covered all of New Zealand including the Chatham Islands, Stewart Island and other offshore

islands. The event is subject to a full regional review and a separate report. For broad details in this report, see 'Response' in section 5.

New Zealand Critical Lifelines Infrastructure National Vulnerability Assessment

The New Zealand Lifelines Council has released the 2020 Edition of the New Zealand Critical Lifelines Infrastructure National Vulnerability Assessment. The report notes there is currently no national picture or monitoring of planned investment in infrastructure resilience or understanding of societal risk tolerance. The report recommends that a national investment be made in regional resilience business cases, to take a community and critical customer perspective, to recognise infrastructure interdependencies and prioritise across all infrastructure.

Emergency Management Assistance Team

New Zealand's emergency response system has been boosted with a second cohort joining the New Zealand Emergency Management Assistance Team (EMAT) bringing the total number to 31. EMAT provides a national cadre of specially trained emergency managers who can go wherever needed at very short notice to assist and support local teams to manage emergencies across all hazards and risks.

Current EMAT members are drawn from:

Department of the Prime Minister and Cabinet	Christchurch City Council (2 members)
St John (3 members)	Northland CDEM (2 members)
Fire and Emergency New Zealand (4 members)	Bay of Plenty CDEM (2 members)
Ministry of Social Development	Wellington Region Emergency Management Office
Te Puni Kokiri	Emergency Management Otago
Pike River Recovery Agency	West Coast CDEM
Department of Conservation	MacKenzie District Council
Ministry of Building Innovation and Employment	Kaikoura District Council
New Zealand Trade and Enterprise	Manawatu District Council
New Zealand Medical Assistance Team	Whanganui District Council

4 REGIONAL OVERVIEW

Waikato Civil Defence and Emergency Management Group Joint Committee

The latest virtual meeting of the Joint Committee was held on 8 June 2020. The draft minutes are included as Appendix 1.

A discussion was held on the levels of service for inclusion in the next Long Term Plan and it was noted a full debrief of the COVID-19 event response would assist in future planning. The Committee recognised the Group's response to the COVID-19.

The Mighty Waikato Cookbook

The Waikato Civil Defence Emergency Management Group, with support from Hamilton & Waikato Tourism, launched a cookbook. The Mighty Waikato Cookbook celebrates some of Waikato's favourite food establishments, encouraging local support as the hospitality industry started to open doors again, and raised money to help put food on the table for the region's most vulnerable during recovery from COVID-19.

Every donation received for an online copy goes directly to community support projects by Momentum Waikato and Wise Group.

5 WESTERN WAIKATO SHARED SERVICE

CDEM SHARED SERVICE

The Western Waikato Emergency Operating Area Shared Service Agreement was originally signed in 2013 between Waipā, Ōtorohanga and Waitomo district councils.

The general description of the shared service is to develop and support the capacity and capability of the partnering Councils to prepare for, respond to and plan for the recovery from (in conjunction with Recovery Managers from each Council) a civil defence emergency in any part of their Districts.

The existing Agreement's three year term expired in June 2020 and was renewed with the three Councils agreeing to a further three year period. There were no significant changes and it was agreed that Waipā District Council would continue to administer the delivery of CDEM activities and services in conjunction with Ōtorohanga and Waitomo district councils.

REDUCTION

No reduction activities were undertaken during this quarter due to the COVID-19 response along with the Alert Levels 2, 3 and 4 restrictions.

READINESS

The Waipa Local Welfare Committee met on 20 February 2020 and held an exercise of setting up the Te Awamutu Sports Centre as a Civil Defence Centre. The exercise allowed members to be familiar with the Centre if they needed to set up in an event.

The Waitomo/Ōtorohanga Local Welfare Committee is in a developing state and met on 6 March 2020 at the Munro Centre in Te Kuiti. These Committee's are chaired by the Local Welfare Manager and attended by representatives of the respective communities and include organisations and bodies such as Red Cross, Citizens Advice Bureau, Social Services Committee's, Neighbourhood Watch, Community House, Salvation Army, Ministry for Social Development, Department of Health, Principals, Maori Wardens. Also in attendance was the Group Welfare Manager and the Group Public Information Manager.

Training was suspended during the Covid-19 response. However, two staff undertook the Online Foundation Course during their time in the EOC. The training schedule has now resumed with staff registering for upcoming courses.

Community response planning has been undertaken with Wharepapa South, Ngāhinapōuri, Te Pahu, Ōhaupō/Kaipaki Communities.

RESPONSE

Adverse weather event – Drought

The upper North Island was subjected to a rain deficit for months, and in some locations, there has been no appreciable rainfall since November 2019. This was on the back of a relatively dry 2019.

On Friday, 28 February 2020 an adverse weather event due to drought conditions was declared by MPI for the Waikato Region.

There are ten Territorial Authorities (TA) across the Waikato Region at that time with a variety of water restrictions which were in place to reverse the trend of over demand to one where the supply could keep up.

Waipa District Council had moved to variable restriction levels with Cambridge remaining on Level 1, while at the most critical point there was a move to Level 4 for the Te Awamutu & Pirongia, and Pukerimu schemes (Ōhaupō, Kaipaki and surrounding areas). While other parts of the wider region continued to be affected by severe drought conditions, Waipa was fortunate that during the month of March significant rainfall fell across the District enabling a staged lowering of water restrictions to a point where all water areas had moved to Level 1.

In response to the declared adverse weather event at a Waikato CDEM Controller meeting triggers relevant to the drought situation were identified for the activating of all Emergency Operations Centres, including the Western Waikato EOC.

The Waikato Group Emergency Coordination Centre and the Local EOC's moved to Monitoring – CDEM Level 1, with a plan in place to activate local EOC's.

Triggers for Activation of Emergency Operations Centres

- Ten (10) days or less water supply on any of the council reticulation systems.
- A significant water infrastructure failure, which potentially jeopardises a councils ability to deliver a sustained potable water supply to communities.
- A fire emergency, requiring FENZ to draw large volumes of water from existing sources/reserves.
- Reports of community wellbeing or health issues: such as insufficient water for sanitation or hygiene purposes (possibly more likely for those who are reliant on rainwater tanks than on reticulated systems).
- Animal welfare concerns, raised by MPI.

COVID-19 human pandemic – National State of Emergency

A State of National Emergency was declared due to COVID-19. It was in force between 12:21pm on Wednesday, 25 March 2020 and 12:21pm on Wednesday, 13 May 2020. The declaration covered all of New Zealand including the Chatham Islands, Stewart Island and other offshore islands.

The Western Waikato Emergency Operations Centre (WWEOC) was established on Thursday, 26 March 2020 at 0800 hours to support the Waikato District Health Boards response to COVID 19 at a local level.

The WWEOC operated the Civil Defence function on behalf of Waipa, Waitomo, and Ōtorohanga Territorial Authorities. The WWEOC was disestablished on Thursday, 14 May 2020 as the response was combined with Taupo and South Waikato, based out of Taupo.

During the response phase the WWEOC used a total of 53 staff working 7 days a week which were drawn from all three Councils. The intent for the EOC during this period was:

1. Lead and coordinate the non-health consequences of COVID-19, across the Western Waikato CDEM area.
2. Support the DHBs to deliver their health response.
3. Provide positive leadership and reassurance to our communities through accurate and timely communications.

The WWEOC was responsible for the delivery, management and oversight of the non-health response requirements including:

- Supporting 6 foodbanks with more than \$101,000 of groceries to provide 1,183 food parcels to vulnerable people and families
- Providing drivers for health shuttles and Meals on Wheels services

- Coordinating 136 volunteers to assist with buying groceries and medication for vulnerable people
- Responding to 244 requests for assistance.

The WWEOC was also focussed on information sharing including:

- 84 Status Reports provided to the coordinating Waikato Group. These daily reports from all Waikato EOCs were combined into a Waikato Situation Report to assist in national decision-making.
- 38 media releases to the community and 32 reports to councillors from the three Councils
- Daily contact with representatives of the key iwi partners.

The WWEOC supporting our iwi partners with:

- Enabling support to the Kawhia community via the Kawhia Marae Collective and Maniapoto Māori Trust Board
- Providing logistics and security for Waikato-Tainui food parcel distribution centers in both Cambridge and Kihikihi.
- Regular contact with Raukawa to monitor support requirements.

EOC Timeline

26 March – 13 May	Waipa, Ōtorohanga and Waitomo District Councils' operating as a single merged WWEOC.
14 May – 3 June	Waipa, Waitomo, Ōtorohanga, Taupo and South Waikato District Councils' operating as a merged 'Southern EOC'.
3 June – 29 June	Transition period with key Southern EOC staff operating to manage handover of EOC services to correct agencies for long-term support.

RECOVERY

Recovery is usually a Civil Defence led activity, however central government have indicated from early on that this is not the typical civil defence event and will require a different approach. At this stage, central government is indicating that recovery will be locally led and supported centrally via standard ministerial offices.

At the regional level, it is now looking unlikely that there will be a regional recovery lead. This places more pressure on local government to ensure there is a consistent and clear voice to advocate to central government on behalf of the District and make

sure that regional organisations such as Te Waka, local social service agencies and central government welfare responses initiated locally are working together.

At all levels, there is a very clear expectation that Iwi need to be at the forefront of all initiatives and this alone is a time-consuming partnership for local government that will require a significant investment of staff resource. An internal project team has been formed to drive actions across Council to ensure that business as usual prioritises the recovery of the District. There is also an opportunity to lead a collaborative community effort to build a more resilient community that can better withstand these sorts of challenges in the future.



David Simes

EMERGENCY MANAGEMENT OPERATIONS MANAGER

6 SUPPORTING INFORMATION: STATUTORY REQUIREMENTS

Civil Defence Emergency Management Act

Section 59 of the Act requires every local authority to take all necessary steps to perform its functions and duties under the Act.

National Civil Defence Emergency Management Strategy

The Strategy requires all agencies to carry out activities across the 4Rs:

- a) **Reduction:** The objective of reduction is to take preventive steps to avoid or mitigate adverse consequences.
- b) **Readiness:** The objective of readiness is to build capacity and capability, and to enable an effective response to, and recovery from, emergencies.
- c) **Response:** Response objectives include—
 - i) the preservation of life; and
 - ii) the prevention of escalation of the emergency; and
 - iii) the maintenance of law and order; and
 - iv) the provision of safety and security measures for people and property; and
 - v) the care of sick, injured, and dependent people; and
 - vi) the provision of essential services; and
 - vii) the preservation of governance; and
 - viii) the protection of assets (including buildings and their contents and cultural and historic heritage assets); and
 - ix) the protection of natural and physical resources and the provision of animal welfare (to the extent reasonably possible in the circumstances); and
 - x) the continuation or restoration of economic activity; and
 - xi) the putting into place of effective arrangements for the transition to recovery.
- d) **Recovery:** Recovery objectives include—
 - i) minimising the escalation of the consequences of the emergency; and
 - ii) regeneration and enhancement of—
 - the social, psychological, economic, cultural, and physical wellbeing of individuals and communities; and
 - the economic, built, and natural environments that support that wellbeing; and
 - iii) taking practicable opportunities to adapt to meet the future needs of the community; and
 - iv) reducing future exposure to hazards and their associated risks; and
 - v) supporting the resumption of essential community functions.

**APPENDIX 1: WAIKATO CIVIL DEFENCE AND EMERGENCY MANAGEMENT
GROUP JOINT COMMITTEE DRAFT MINUTES FROM THE MEETING HELD ON 8
JUNE 2020**



Waikato Civil Defence and Emergency Management Group Joint Committee

MINUTES

Date: Monday, 8 June, 2020, 1:00 pm

Location: Virtual Meeting Via Teams

Members Present:

- Cr H Vercoe (Waikato Regional Council) - Chair
- Cr A Park (Taupō District Council) - Deputy Chair
- Cr M Bunting (Hamilton City Council)
- Cr P Buckthought (Hauraki District Council)
- Cr K Tappin (Matamata Piako District Council)
- Cr A Williams (Otorohanga District Council)
- Cr T Lee (South Waikato District Council)
- Cr N Smith (Waikato District Council)
- Cr L Brown (Waipa District Council)
- Cr A Goddard (Waitomo District Council)
- Mayor S Goudie (Thames - Coromandel District Council)

Others Present:

- L Cavers – Chair (Co-ordinating Executive Group)
- J Snowball - Group Manager / Controller (Waikato Group Emergency Management Office)
- M Bang - Team Leader (Waikato Group Emergency Management Office)
- A BuBear- Team Leader (Waikato Group Emergency Management Office)
- J Regler – Administration Coordinator (Waikato Group Emergency Management Office)
- A Adams – Democracy Advisor (Waikato Regional Council)
- J Cox – Democracy Advisor (Waikato Regional Council)
- J Titmus – Senior Regional Emergency Management Advisor (National Emergency Management Agency)

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

1. **Apologies**

WCDEM20/15

Moved by: Mayor S Goudie

Seconded by: Cr T Lee

RESOLVED (SECTION A)

That the apologies of Cr S Christie and S Vowles be accepted.

The motion was put and carried

2. **Confirmation of Agenda**

Agenda was confirmed as the business of the meeting.

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Confirmation of Minutes**

4.1 **Confirmation of Minutes - 2 March 2020**

WCDEM20/16

Moved by: Cr T Lee

Seconded by: Cr L Brown

RESOLVED (SECTION A)

That the minutes of the Waikato Civil Defence and Emergency Management Joint Committee's meeting dated 2 March 2020 be received and accepted as a true and accurate record.

The motion was put and carried

4.2 **Confirmation of Minutes - 25 March 2020**

WCDEM20/17

Moved by: Mayor S Goudie

Seconded by: Cr L Brown

RESOLVED (SECTION A)

That the minutes of the Waikato Civil Defence and Emergency Management Joint Committee's meeting dated 25 March 2020 be received and accepted as a true and accurate record.

The motion was put and carried

5. **Long Term Plan - 2021-2031- Levels of Service Review**

Group Manager/Controller (J Snowball) presented the report. The following was noted:

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

- Chair highlighted that this report focused on the Long Term Plan (LTP) not the annual plan that had already been considered by Waikato Regional Council.
- The challenges of considering LTP matters given the financial impacts of COVID-19 was acknowledged. It was highlighted that the report drew on previous internal reviews and independent evaluations undertaken prior to COVID-19 and was impacted by emergency management systems reforms and the National Resilience Strategy.
- It was acknowledged that the COVID-19 response reiterated the improvements needed as to training and capability development that have been highlighted in the previous evaluations.
- It was highlighted that the process for LTP preparation was driven by the administering authority's (Waikato Regional Council) timeframes. It was reiterated that the Civil Defence Emergency Management (CDEM) Group was separate from the administering authority in that budgets were approved by the Group. The rating process undertaken by the administering authority, on the Group's behalf, was outlined.
- It was noted that an independent monitoring and evaluation report highlighted there was insufficient staff resource within the Group Emergency Management Office (GEMO) to effectively support the longer term delivery of some CDEM functions.

During questions, answers and related discussion the following was noted:

- A member sought clarification as to the rating undertaken by the administering authority. The Chair outlined that a targeted rate was charged to each property throughout the region and that the amount was ring fenced and only used for Civil Defence purposes.
- A member questioned the impact of an increasing number of households. The Chair noted that those households would also be charged the targeted rate which would result in an increased budget for the Group.
- A member questioned whether the proposed increase in level of service for Community Resilience should be in year 1 and not year 3.
- Members discussed the importance of a debrief from the COVID-19 response to inform the Committee's decisions as to levels of service for the LTP.
- A member highlighted the need for the Committee to fully de-briefed as to the COVID-19 response to inform future planning and the decision making due to happen at the September meeting.
- The Controller noted that a full debrief would be held when the GEMO was out of response mode and indicated the impacts of timeframes from the administering authority process along with the ongoing risk of the need for a prolonged response by the GEMO.

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

WCDEM20/18

Moved by: Cr A Park**Seconded by:** Cr M Bunting**RESOLVED (SECTION A)**

1. That the report Long Term Plan – 2021-2031 – Levels of Service Review (Waikato CDEM Group Joint Committee 8 June 2020) be received.
2. That the Group Emergency Management Office prepare detailed business cases for consideration by Joint Committee at its meeting on 7 September 2020, which supports the following priorities:
 1. That increased budget for public warning and responder notification system be included in year one the Long Term Plan 2021-2031; and
 2. That increased budget in respect of capability development be included in year one the Long Term Plan 2021-2031; and
 3. That, increased budget in respect of Community resilience be included in year three the Long Term Plan 2021-2031.

The motion was put and carried

WCDEM20/19

Moved by: Mayor S Goudie**Seconded by:** Cr N Smith**RESOLVED (SECTION A)**

That prior to the September Committee meeting, the full debrief on the Group's COVID-19 response be shared with the Committee.

The motion was put and carried

6. Powers of the CDEM Act 2002 used by the Group Controller - COVID-19 response

The Group Manager/Controller (J Snowball) presented the report along with supporting presentation (Doc # 16456820). The following was noted:

- It was highlighted that the relevant legislation was the Public Bodies Contracts Act 1959, the Local Government Act 2002 and the Civil Defence Emergency Management Act 2002 (CDEM Act).
- The Group plan did not allow the Controller to disregard existing procurement policies and processes even in an emergency. Emergency provisions in administering authority procurement policies did not apply to a Civil Defence declared emergency. Therefore, it was felt that it was appropriate to utilise section 94 provisions under the CDEM Act.

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

- It was noted that in an emergency, the assumption had been that 60% of CDEM trained staff from Councils and other organisations could be called upon if needed. However, with COVID-19 and the impact of lockdown on those with dependants, those who were vulnerable, along with councils making use of their trained staff for their internal business continuity and response efforts, only approximately 25% of trained staff were available to be called upon by Civil Defence.
- Twelve staff had been contracted into Civil Defence though to the period ending in June 2020 to support the response with core skills and functions needed for the Coordinated Incident Management System structure.
- It was highlighted that the development of the 0800 number was a direction from the National Emergency Management Agency (NEMA) to support welfare provisions.
- Figures were yet to be finalised. As per a Group Plan requirement, a recommendation would be made to the Committee in the future relating to the reconciliation of costs incurred as part of the Group's COVID-19 response. The Controller suggested initial indications were that costs incurred were Group costs.

During questions, answers and related discussion the following was noted:

- A member asked whether some costs incurred could be recovered from other parties. In direct reference to the recovery of costs relating to the 0800 number from NEMA, the Controller noted that the initial response from NEMA was that these costs were not recoverable as they fell within the response costs category.
- The Controller suggested that a letter be sent on behalf of the Group by the Chair to advocate for the 0800 number costs to be categorised as special costs so that they were recoverable from NEMA. The Chair advised that a letter to that effect would be drafted in due course. The NEMA representative advised that the letter should be promptly drafted and sent off before the end of the financial year.

WCDEM20/20

Moved by: Cr N Smith

Seconded by: Cr K Tappin

RESOLVED (SECTION A)

That the report Powers of the CDEM Act 2002 used by the Group Controller – COVID-19 response (Waikato CDEM Group Joint Committee 8 June 2020) be received.

The motion was put and carried

7. Group Manager/Controller report on the Waikato CDEM Group response in support of COVID-19

The Group Manager/Controller (J Snowball) presented the report along with supporting presentation (Doc # 16456820). The following was noted:

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

- A national transition notice was in force but was not specific to recovery as the civil defence response was ongoing. There was direction from the National CDEM Director to continue to provide welfare support until the social sector was able to meet demand.
- A \$30 million appropriation was available to be accessed to support the delivery of welfare provisions by CDEM groups.
- Support for foreign nationals who are unable to access benefit support from the Ministry of Social Development was an ongoing issue. Foreign nationals were entitled to receive civil defence welfare provisions until a national solution was available.
- Students in the region may face a lack of resources and have been accessing food bank support rather than civil defence welfare provisions.
- There was a correlation between the number of people accessing welfare provisions and employment deprivation data which was based on local authority area.
- The initial learnings taken from the response were outlined including learnings and challenges.

During questions, answers and related discussion the following was noted:

- A member questioned whether costs incurred that were discussed in this report would be met by the relevant council. The Controller advised that they were mainly welfare costs which are recoverable from NEMA.
- The Chair acknowledged the role of the Controller and staff during the response. The Senior Regional Emergency Management Advisor acknowledged the support given by the Controller to operations in Wellington, and the high quality work undertaken by the Group.

WCDEM20/21

Moved by: Cr H Vercoe

Seconded by: Cr K Tappin

RESOLVED (SECTION A)

1. **That the report Group Manager / Controller report on the Waikato CDEM Group response in support of COVID-19 (Waikato CDEM Group Joint Committee 8 June 2020) be received.**
2. **That the Committee recognises and thanks the Group Controller and staff located across the region for their work in relation to the Group's response to COVID-19.**

The motion was put and carried

8. Summary Report - CEG Meeting - 22 May 2020

The Chair of Co-ordinating Executive Group (CEG) (L Cavers) presented the report. The following was noted:

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

- Due to COVID-19, a large number of planned works has been delayed and CEG's focus was on developing the business cases for the LTP process.
- The tsunami siren and associated public education programmes that would be considered in a business case to be presented at the September meeting was discussed.

During questions, answers and related discussion the following was noted:

- If the tsunami sirens were upgraded the cost may be met by Thames Coromandel District Council (TCDC). It is was advised this was an ongoing programme of work in collaboration with TCDC.

WCDEM20/22

Moved by: Cr A Park

Seconded by: Cr P Buckthought

RESOLVED (SECTION A)

That the report Summary Report – CEG Meeting – 22 May 2020 (Waikato CDEM Group Joint Committee 8 June 2020) be received.

The motion was put and carried

9. Group Work Plan - Progress towards completion of priority 1 actions

Group Manager/Controller (J Snowball) presented the report. The following was noted:

- There had been little movement in the Group's activity plan due to COVID-19.
- A number of activities taken in response to COVID-19 had inadvertently progressed a number of actions on the Group Plan. This would be reviewed once the GEMO had moved out of its response mode with a refocus on priority one actions.

WCDEM20/23

Moved by: Cr T Lee

Seconded by: Cr L Brown

RESOLVED (SECTION A)

That the report Group Work Plan – Progress towards completion of priority 1 actions (Waikato CDEM Group Joint Committee 8 June 2020) be received.

The motion was put and carried

10. Update from the National Emergency Management Agency

Senior Regional Emergency Management Advisor (J Titmus) presented the report. The following was noted:

- The challenges to implement the new NEMA structure due to Whakaari/White Island and COVID-19.

Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee 8 June 2020

During questions, answers and related discussion the following was noted:

- The model for Emergency management would be changed or reviewed following the general election.
- A question was raised about the segregation of roles in the civil defence model. It was highlighted that work had been focused on stabilising NEMA and introducing appropriate capacity into the organisation to prepare for the future.
- Questioned whether the Group Plan should be reviewed including financial delegations.

WCDEM20/24

Moved by: Cr T Lee

Seconded by: Cr M Bunting

RESOLVED (SECTION A)

That the report Update from the National Emergency Management Agency (Waikato CDEM Group Joint Committee 8 June 2020) be received.

The motion was put and carried

Meeting closed at 2.24pm



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Inwards Correspondence**
Meeting Date: 5 August 2020

1 SUMMARY

A letter from Graham Pollard, Strategic Projects Driver was received in response to the Cambridge Community Board's submission to Waipa District Council's 2020/21 Annual Plan. The letter is included in the agenda.

2 RECOMMENDATION

That the Cambridge Community Board receive the letter 'Waipa District Council Annual Plan 2020/21' (Document 10426472) from Graham Pollard, Strategic Projects Driver.



Postal Address
Private Bag 2402
Te Awamutu 3840
New Zealand

Head Office
07 872 0030
101 Bank Street
Te Awamutu 3800

Cambridge Office
07 823 3800
23 Wilson Street
Cambridge 3434

7 July 2020

10426472

Digitally Delivered

Sue Milner
Chair, Cambridge Community Board
Sue.milner@waipadc.govt.nz

Dear Sue,

Waipa District Council Annual Plan 2020/21

Thank you for reading our consultation draft Annual Plan 2020/21 and for making a submission. Council has now had the opportunity to consider your comments as it has redeveloped and now adopted the Annual Plan.

2020/21 will be one of the most challenging years our district has ever faced. Experts say the COVID-19 global pandemic will have the most significant impact on community wellbeing this century. Council immediately responded to the situation by reworking all operational expenditure, capital expenditure and revenue, reducing the proposed rates increase to 2.4%.

We looked diligently to find ways to provide some short-term rates relief, whilst balancing that with activities to aid economic recovery for the district including maintaining essential infrastructure, delivering core services and enabling support for the local economy.

You made a number of specific points in your submission, and Council responds accordingly:

- *The Cambridge Community Board submits that Waipa District Council complete the planting of Waipuke Park access road and infill the manuka bank above the car park with native plantings. The board also requests the planting of the bank above the car park to be undertaken this autumn - Council intended to begin implementing the planting plan for Waipuke Park in May/June 2020; however, the COVID-19 situation has required this timing to be flexible. This year's planting will concentrate in the main park area and around the playground in order to begin providing shade options for park users. Planting along some of the parks entranceway will commence 2020/21 financial year.*

A business case has been completed for consideration during the 2021-2031 Long Term Plan, for the continued development and implementation of planting at Waipuke Park. Any future development (including planting) at the park is dependent on securing LTP funding.



Date Created

In conjunction with funding, staff will explore working with the local mana whenua and the Cambridge Tree Trust to supply and plant native plants within the park, which includes the bank above the car park.

- *The Cambridge Community Board submits that a new library for Cambridge be given the highest priority* - A new Library for Cambridge is included within years 9 & 10 of the current 2018-2028 LTP. Council notes the Board's request, and will consider a business case for progressing with a new library as part of the LTP 2021-2031.
- *The Cambridge Community Board recommends that library borrowing fees be revised and reduced* - Council notes the submitter's request, but declines to reduce library lending fees and charges in 2020/21.
- *The Cambridge Community Board submits that plans for the upgrade and refurbishment of the Cambridge Town Hall should be set in place and funding approved as a matter of priority* - Council has funding allocated in the 2018 /28 LTP and endorses developing an Improvement Plan for the facility. There has been previous community engagement as part of the Cambridge Town Concept Plan refresh, but further engagement might be required on the more detailed Improvement Plan. It is anticipated that this project will be included within the programme for years 1 to 3 of the 2021-2031 LTP.
- *That Waipa District Council implement and enforce parking limits to optimise parking in the Cambridge Town Centre. The Cambridge Community Board supports the proposal to increase the number of time restricted spaces in the upper section of Wilson St carpark and asks that this is extended to other areas of the CBD* – Council thanks for its support for the Wilson Street parking time limit changes.

A parking use survey was completed in November 2019, the results of which together with staff recommendations on any changes to parking time limits will be presented to elected members and then stakeholders in coming months. However, the progress of this work has been affected by the COVID-19 disruption.

Council also notes that additional parking enforcement resourcing was in progress prior to COVID-19 but is now on hold to be reviewed shortly. This is necessary to allow an assessment of available resourcing post-COVID-19. In the interim the Enforcement Team remains available to investigate urgent parking issues.



Date Created

- *We ask that Waipa District Council considers bringing forward the use of the parking domes to assist with efficient enforcement and potential revenue from fines* - Council recognises the benefits of parking technologies such as domes to monitor time limit compliance and to guide enforcement. However the technology does come at a significant cost and at this time no budget has been included for this technology in the Annual Plan 2020/21. This is an initiative that could be considered in the 2021-2031 LTP development process.
- *Cambridge Community Board supports the Community Priority Areas in the 2019 Town Concept Plan Refresh that relate to preserving and enhancing the CBD as the centre of Cambridge* - The support of the Cambridge Community Board is noted. Council adopted a 'bottom up' approach for the development of the Cambridge Town Concept Plan Refresh, partnering with Mana Whenua and working with key stakeholders as well as the wider community, to agree a vision, objectives/outcomes, and priority actions for the Cambridge Town Centre.
- *Cambridge Community Board asks that Waipa District Council considers, as funding allows, bringing forward CBD projects to help create jobs and keep local businesses running in the wake of COVID-19* - The Cambridge Town Concept Plan Refresh identified a preliminary programme of actions for the near term, short term, medium term and long term. This has informed the development of the 2020/21 Draft Annual Plan and business cases for the 2021-31 Long Term Plan.

Following the Alert Level 4 lockdown response to the global COVID-19 pandemic, Waipa District Council has collaborated with Waikato Regional Council, Waikato District Council and Hamilton City Council to prepare a joint application to Central Government for financial assistance for 23 shovel-ready projects. Waipa District Council has sought a \$73.4 million, 10-year interest-free loan from government to help jump-start growth areas in Cambridge as part of this funding package. It is anticipated that this project will create some 200 to 300 jobs.

- *The Cambridge Community Board wishes to keep the Lake Te Koo Utu issue in the Council system for further consideration when a solution has been agreed* - Development of the Lake Te Koo Utu Concept Plan and consultation is well underway. A business case has been developed for the implementation of the Concept Plan to be considered as part of the 2021-2031 LTP development process.



Date Created

- *The Cambridge Community Board submits that due to the size, layout and population of Cambridge that an improved bus service is a priority. We ask that Council continue its efforts with the Waikato Regional Council to provide a much improved, and accessible public bus service - Work has already started with elected members and stakeholders to prepare a business case for expanded bus services in Cambridge and Te Awamutu. Increased services and investment is to be included in the draft LTP 2021-2031 for further elected member and community input. If approved by Council, this proposal will be presented to the Waikato Regional Council for acceptance, and to NZTA for funding during the 2021-2031 LTP period.*
- *The Cambridge Community Board supports the promotion of safe connections and safe routes for cyclists and pedestrians in Cambridge. In general, we wish to see walking and cycling fully integrated into future urban and transport infrastructure designs. Specifically a number of projects were suggested to enhance safer connections and safer routes for pedestrians and cyclists – The Board’s submission on walking and cycling is closely aligned to Council’s Integrated Transport Strategy and programme. Funding is included in the current LTP for more cycling facilities in Cambridge. Staff are currently engaged in preparing a new business case for consideration in the 2021-2031 LTP development process. This aims to ensure Council has identified the best walking and cycling infrastructure projects and can apply to NZTA for subsidies to build these in the future. The Community Boards will be able to input to the business case process and the programme of works to be completed in future years. The Cambridge Board’s current project list is noted.*
- *The Cambridge Community Board recommends that Waipa District Council urgently prioritise the design and provision of a destination playground within the central business district of Cambridge - The development of a playground within Cambridge’s central business district has been included within a business case to be considered as part of the 2021-2031 LTP process. This is in response to the Cambridge Town Centre Plan Refresh and no site for this playground has yet been identified. There is some budget allocated within the current LTP for the development of a new playground in Cambridge North.*
Staff are currently developing an Open Space Plan that will include a proposed district-wide approach to play provision. The community and Community Boards will have the opportunity to review this plan prior to it being finalised.

Date Created

We also made some other changes to our original plans in response to the 42 submissions received. It is important for us to hear your views to be able to make improvements, so a sincere thank you again for taking the time to make a submission.

In 2021, Council will be consulting on a new Long Term Plan for 2021-2031. We hope you will take that opportunity to see and comment on Council's long term intentions for Waipa.

Yours sincerely,



Graham Pollard
STRATEGIC PROJECTS DRIVER



CAMBRIDGE COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Manager Finance
Subject: **TREASURY REPORT – CAMBRIDGE COMMUNITY BOARD**
Meeting Date: 05 August 2020

1 BACKGROUND

The report details the funds available to the Cambridge Community Board for the allocation of discretionary grants.

2 RECOMMENDATION

That the 'Treasury Report – Cambridge Community Board' of Sarah Davies, Manager Finance for the period ended 30 June 2020 be received.

3 COMMENT

3.1 Discretionary Grants – funds of \$12,060.25 have been committed from the prior year, with \$12,060.25 having been paid to date. Funds of \$49,635.18 have been committed from the current year, with \$44,910.19 having been paid to date. There is a balance of \$4,567.47 in uncommitted funds.

3.2 The balances in accounts set up from the Discretionary Grants allocation total \$4,724.99.

Sister Cities

The Sister City Reserve Balance Report for the period ended 30 June 2020, there has been \$12,467.60 committed from the current year, with \$1,096.35 having been paid to date.

Sarah Davies
MANAGER FINANCE

**CAMBRIDGE COMMUNITY BOARD
DISCRETIONARY GRANTS**

Balance as at 1 July 2019	8,352.05	
2019/20 Allocation from Council	49,600.00	
Opening Balance ANZAC Day Organising Committee	4,520.38	
		62,472.43
Revenue		
Cambridge Lions Charitable Trust Grant	5,000.00	
Return of Unused Grant Cambridge Lions Charitable Trust Grant	-	1,209.53
		3,790.47
Less Committed Projects	61,695.43	
		61,695.43
Uncommitted funds		<u>4,567.47</u>
Summary of Uncommitted Funds		
Annual Grants		3,247.09
Return of Funds ANZAC & Armistice Organising Committee		<u>1,320.38</u>
		<u>4,567.47</u>

CAMBRIDGE COMMUNITY BOARD

Summary of Committed Funds

Current Year Commitments	Committed	Expenditure	Balance
Commitments 2019/20	45,130.44	40,405.45	4,724.99
ANZAC & Armistice Organising Committee	4,504.74	4,504.74	-
Current Year Commitments Total	49,635.18	44,910.19	4,724.99
Prior Year Commitments			
Prior Year Commitments	Committed	Expenditure	Balance
Prior Year Commitments	8,860.25	8,860.25	-
ANZAC & Armistice Organising Committee	3,200.00	3,200.00	-
Prior Year Commitments Total	12,060.25	12,060.25	-
Total Commitments	61,695.43	56,970.44	4,724.99

Commitments 2019/20

	Resolution No	Committed	Expenditure	Balance
Christmas Community Project	5/19/95	1,534.78	1,534.78	-
Tree & Plaque in Thornton Road	5/19/108 & 5/19/116	971.43	971.43	-
Discretionary Grants	5/19/130 - Aug 19	19,358.00	14,858.00	4,500.00
Cambridge Chamber of Commerce	5/19/131 - Aug 19	2,500.00	2,500.00	-
MOSAIC Choir	5/19/132 - Aug 19	378.26	378.26	-
NZ Memorial Museum Trust	5/19/137 - Sep 19	225.00	-	225.00
Te Miro School & District Centenary Committee	5/19/146 - Sep 19	630.00	630.00	-
Citizens Advice Bureau Incorporated	5/19/147 - Sep 19	500.00	500.00	-
Armistice in Cambridge	5/19/148 - Sep 19	5,000.00	5,000.00	-
Cambridge Safer Community Charitable Trust	5/19/149 - Sep 19	500.00	500.00	-
Victim Support	5/19/170 - Oct 19	500.00	500.00	-
Cambridge Christmas Lights Project	5/19/172 - Oct 19	3,790.47	3,790.47	-
Rotary Cambridge	5/19/179 - Dec 19	5,450.00	5,450.00	-
Cambridge Community House	5/20/51 - Jun 20	2,500.00	2,500.00	-
Cambridge Community House	5/20/53 - Jun 20	1,292.50	1,292.51	-
Total		45,130.44	40,405.45	4,725.00

Prior Year Commitments

	Resolution No	Committed	Expenditure	Balance
Cambridge Rugby Union	5/19/88 - Jun 19	4,000.00	4,000.00	-
Destination Cambridge Incorporation	5/19/90 - Jun 19	2,000.00	2,000.00	-
Rocketspark - Board Member Epps	5/19/81 - Jun 19	40.25	40.25	-
Bastille Day Activities	5/19/83 - Jun 19	320.00	320.00	-
Christmas Community Project - Christmas Tree	5/19/95 - Jun 19	2,500.00	2,500.00	-
		8,860.25	8,860.25	-

**CAMBRIDGE COMMUNITY BOARD
ANZAC & ARMISTICE REMEMBRANCE ORGANISING COMMITTEE**

Balance as at 1 July 2019	4,520.38	
Return of Funds to Cambridge Community Board - Res 5/19/141	-	1,320.38
2019/20 Allocation from Community Board - 5/19/163		5,000.00
Return of Funds to Cambridge Community Board - Res 5/19/141	-	495.26
		<u>7,704.74</u>
Less Committed Projects	7,704.74	
		<u>7,704.74</u>
Uncommitted funds		<u><u>-</u></u>

Summary of Committed Funds

	Committed	Expenditure	Balance
Commitments 2019/20	4,504.74	4,504.74	-
Prior Year Commitments	3,200.00	3,200.00	-
Total	<u>7,704.74</u>	<u>7,704.74</u>	<u>-</u>

Commitments 2019/20

	Resolution No	Committed	Expenditure	Balance
Armistice Remembrance Sunday Civic Service	5/19/163 - Oct 19	4,504.74	4,504.74	-
Total		<u>4,504.74</u>	<u>4,504.74</u>	<u>-</u>

Prior Year Commitments

	Resolution No	Committed	Expenditure	Balance
Prince Albert Tavern	5/18/99 - Jun 18	1,400.00	1,400.00	-
Anzac Day Costs	5/19/29 - Mar 19	1,700.00	1,700.00	-
Cambridge Brass Band	5/19/82 - Jun 19	100.00	100.00	-
		<u>3,200.00</u>	<u>3,200.00</u>	<u>-</u>

Sister Cities Reserve Balance Report

For the Period ended 30 June 2020

Balance Carried Forward		1,237.60
Funding Budget for 2019/2020		<u>11,230.00</u>
		<u>12,467.60</u>
Less Expenses Paid		
Discretionary Expenses	LQ Website - 5/19/125	180.00
Discretionary Expenses	Cambridge Brass Band - 5/19/153	250.00
Subscriptions	SisterCities Annual Membership Jan-Dec20	600.00
Discretionary Expenses	Cambridge Le Quesnoy Website Domain Name	35.00
Conferences	Sister Cities Conference - Cancellation Fees	31.35
		<u>1,096.35</u>
Less Expenditure Committed		
Conferences	Sister City - Accommodation	600.00
Conferences	Sister City - Registration	1,968.65
Advertising	Sister City - Annual Website Domain & Fees	247.25
Discretionary Expenses	Community Engagement	535.00
Funding	Funds Committed for 2020/21	8,020.35
		<u>11,371.25</u>
Funds still available		<u><u>-</u></u>

CAMBRIDGE COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Keryn Phillips, Governance Officer
Subject: **Renewal of Keep New Zealand Beautiful Membership**
Meeting Date: 5 August 2020
File Reference: 10441473

1 SUMMARY

The Cambridge Community Board has received a query from Keep New Zealand Beautiful regarding the renewal of membership for 2020/21.

The Cambridge Branch of Keep New Zealand Beautiful is administered by Destination Cambridge. The Community Board paid for membership in 2018 and previously had funded some or all of the membership fee to Destination Cambridge as a discretionary grant. There were no membership fees paid in 2019.

2 RECOMMENDATION

That the Cambridge Community Board receive the report titled 'Renewal of Keep New Zealand Beautiful Membership' (Document 10441473) of Keryn Phillips, Governance Officer.

3 MEMBERSHIP OF KEEP NEW ZEALAND BEAUTIFUL

Keep New Zealand Beautiful sent an email to the Cambridge Community Board in early July asking the board to consider renewing its membership for 2020/21. The letter (Appendix 1) describes the benefits of membership for the Community Board.

The invoice for membership (Appendix 2) is for a total of \$600.00 plus GST.

The Cambridge Community Board must decide whether it will pay the membership fee for 2020/21.

Staff have spoken to Keep New Zealand Beautiful who advised that there is no obligation to pay the invoice if the board decides not to renew the membership. There is no requirement currently that applications for the Beautiful awards be a Council or Community Board entity.

4 PREVIOUS ACTIONS BY THE CAMBRIDGE COMMUNITY BOARD

In 2016 Destination Cambridge put in a submission requesting that Cambridge Community Board become a member of Keep New Zealand Beautiful and support entry into the Beautiful Awards. It was resolved (Resolution 5/16/240) that the Cambridge Community Board recommend that Council staff consider the membership to Keep New Zealand Beautiful and the fee of \$1,000.00.

In 2017 Destination Cambridge requested payment for the membership through Discretionary Fund applications and the Community Board allocated \$200.00 towards the membership fee.

At the 2 May 2018 meeting of the Cambridge Community Board, it was resolved (Resolution 5/18/83) that the Cambridge Community Board become a member of Keep New Zealand Beautiful due to the change of criteria and judging for the 2018 Beautiful Award and to enable an entry to be submitted for the town of Cambridge and to approve up to \$700.00 for the membership fee.

In 2019, the Keep New Zealand Beautiful membership was not an agenda item for the Cambridge Community Board and membership was not paid by the community board.



Keryn Phillips
Governance Officer



Jo Gread
Manager Governance

Appendix 1

From: Christine White
Sent: Tuesday, 7 July 2020 11:11 am
To: manager@cambridge.co.nz
Subject: KNZB TLA Membership 2020-21

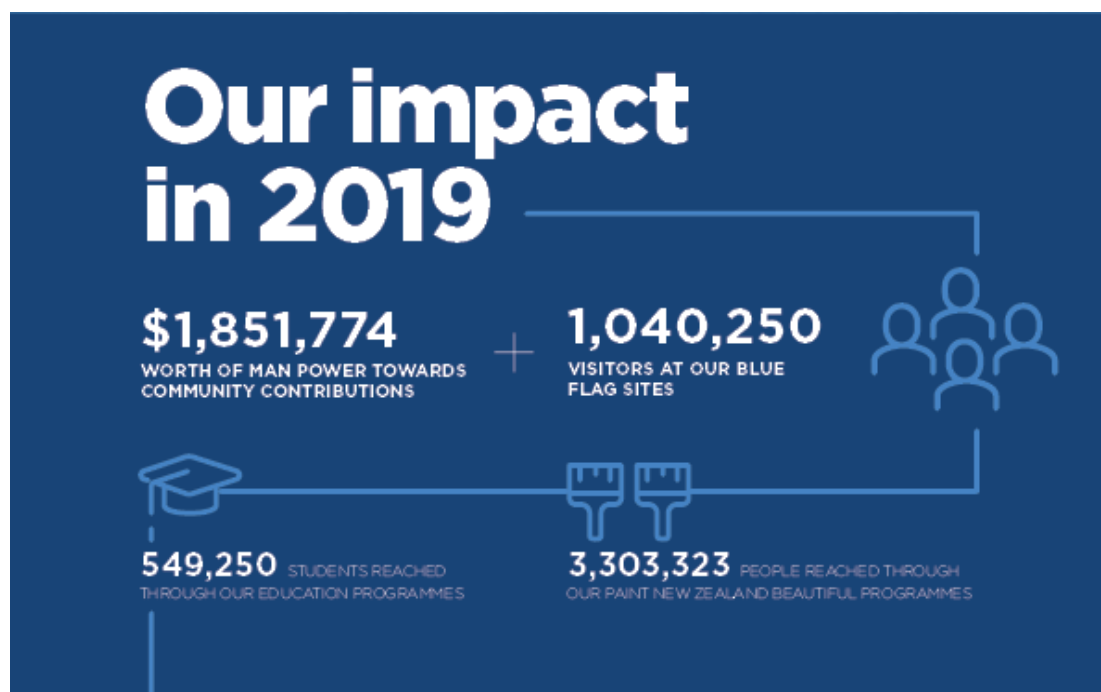
Dear Cambridge Community Board

We hope this email finds you well in what we all know has been a challenging few months. With the on-going developments of COVID-19, the well-being of our members, staff and volunteers, who make up the Keep New Zealand Beautiful community, has been a priority for us. KNZB membership enables us to continue to educate, inspire and empower New Zealanders to get involved and 'Do The Right Thing' across Aotearoa.

During this time our network of branches and volunteers have made a significant difference to local communities and our environment through education programmes, beautification projects and clean up events. Your membership enables us to continue to educate, inspire and empower New Zealanders to get involved and 'Do The Right Thing' across Aotearoa.

Our membership records indicate that you did not renew your 2019-20 membership. If there was an error with our records, please contact us, however if you did decide not to renew last year, we'd like to ask you to reconsider KNZB membership again and would love to welcome you back on board with us for 2020-21!

We'd love to share our achievements from the past year with you, none of which would have been possible without our members help.



Appendix 1

Being a member of Keep New Zealand Beautiful is one of the most rewarding commitments you'll ever make and comes with a great range of member only benefits including:

- Merchandise discounts – get 10% OFF all items in our online store, and 20% OFF for all orders over \$500.
- A Membership Certificate to display
- **NEW** Keep New Zealand Beautiful Digital Membership Badge – This year all members will receive a digital membership badge featuring our iconic logo for you to display your connection with us on your website or email signature. You can collect a new badge every year.
- An Environmental Pledge
- A Sustainable Environmental Business Policy Checklist
- Your logo linked to your website on our Keep New Zealand Beautiful Helping Hands web page.
- Subscription to our monthly email newsletter – Beautiful News
- The opportunity to feature in our monthly email newsletter Beautiful News
- Free promotion of your council's participation in Keep New Zealand Beautiful environmental initiatives such as G.J. Gardner Homes Clean Up Week and Plant New Zealand Beautiful
- Early bird access and discounted ticket prices to Keep New Zealand Beautiful events
- Event facilitation by the Keep New Zealand Beautiful team*.

*A small fee applies for event facilitation which is discounted for members. Please contact us for more information.

Please find attached your invoice for your Keep New Zealand Beautiful membership renewal for the 2020-2021 year. If you are experiencing financial pressures and would like to discuss payment options for your membership subscription, please feel free to contact us.

Covid-19 has created a lot of uncertainty for everyone this year, but one thing that remains constant is the need to look after, enhance and protect our environment, strive for sustainability and continue to work on the beautification of our local communities. When the threat of Covid-19 has passed, we still want to be able to enjoy a clean, safe and beautiful Aotearoa.

We look forward to working together over the next 12 months.

Kind regards,
Heather Saunderson

PO Box 58932, Botany Auckland | (09) 264 1434 | education@knzb.org.nz | www.knzb.org.nz

Appendix 2



TAX INVOICE

Cambridge Community Board
 Attention: c/o Waipa District Council
 Wilson Street
 Cambridge

Invoice Date 1 Jul 2020
Invoice Number INV-1709
Reference KNZB TLA Membership
GST Number 12228042

Keep New Zealand Beautiful
 Society Incorporated
 PO Box 58932
 Botany
 Auckland 2163
 NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Keep New Zealand Beautiful TLA Membership 2020-2021	1.00	600.00	600.00
		Subtotal	600.00
		TOTAL GST 15%	90.00
		TOTAL NZD	690.00

Due Date: 31 Jul 2020

This invoice can be paid by direct credit to our bank.
 Please use our invoice number as your reference.
 Any questions? Call 09 264 1434 or email info@knzb.org.nz

Account number: 12-3623-0000131-00



PAYMENT ADVICE

To: Keep New Zealand Beautiful Society Incorporated
 PO Box 58932
 Botany
 Auckland 2163
 NEW ZEALAND

Customer Cambridge Community Board
Invoice Number INV-1709
Amount Due **690.00**
Due Date 31 Jul 2020
Amount Enclosed

Enter the amount you are paying above

CAMBRIDGE COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Keryn Phillips, Governance Officer
Subject: **Le Quesnoy Sculpture Plaque**
Meeting Date: 5 August 2020
File Reference: 10442719

1 SUMMARY

On 2 November 2019 Armistice in Cambridge Incorporated unveiled a sculpture on the Lake Te Koo Utu Reserve, which commemorates 100 years since the liberation of French town Le Quesnoy by New Zealand soldiers in World War One.

Le Quesnoy is a sister city to Cambridge.

Armistice in Cambridge has since commissioned a plaque with a brief explanation about the sculpture for members of the public to read.

The group has asked that the Cambridge Community Board contribute towards the cost of the plaque.

2 RECOMMENDATION

That the Cambridge Community Board receive the report titled 'Le Quesnoy Sculpture Plaque' (Document 10442719) of Keryn Phillips, Governance Officer.

3 FUNDING

An invoice from Waikato Stonecraft is attached as Appendix 1. The total cost of the plaque (pictured) is \$986.96 plus GST.

Armistice in Cambridge is requiring assistance with the funding of the plaque as last year's Armistice event at Lake Karapiro ran at a loss of over \$30,000.00 due to adverse weather. This included all the reserves the group had set aside to cover such

an eventuality. The group would appreciate any contribution from the Cambridge Community Board.

The 2020/21 Sister Cities budget, approved by the community board last month, has \$1,000.00 set aside for community engagement (discretionary spending).



If the Cambridge Community Board would like to pay for some or all of the costs for the plaque, it is recommended that the money is allocated out of this budget, leaving the discretionary fund for discretionary fund applications.


Keryn Phillips
Governance Officer

Jo Gread
Manager Governance

Appendix 1

Tax Invoice

GST Reg. Number: 85-952-080

WAIKATO STONECRAFT (Jeff Allan)P O BOX 181
CAMBRIDGEMEMORIAL WORK, GRANITE BENCHTOPS, VANITIES, FIRE
SURROUNDS, COMMEMORATION PLAQUESShakespeare Street
Ph.: +64 7 827 5226
Fax.: +64 7 827 3141
Email: craig@headstone.co.nz
Web: www.headstone.co.nzJon Broadley


Tax Invoice No.: 00026309

Invoice Date: 10/07/2020

Our ref.	Description	Amount	GST
26309	For the completion of the "Le Quesnoy Liberation Anniversary" memorial at Te Koutu Cambridge	\$986.96	S15
	Blue Pearl Desk		S15

Subtotal: \$986.96


G.S.T.: \$148.04

Total: \$1,135.00

Paid: \$0.00

Balance: \$1,135.00**Remittance Advice: please return with payment.****PLEASE NOTE:**

This is a C.O.D. .Payment can be made direct to our bank account: 010302-0039787-00
All goods supplied will remain the property of Waikato Stonecraft until payment is received in full.

Jon Broadley


Invoice No.: 00026309

Subtotal: \$986.96

Freight: \$0.00

G.S.T.: \$148.04

Total: \$1,135.00

Paid: \$0.00

Balance: \$1,135.00

CAMBRIDGE COMMUNITY BOARD REPORT



To: Members of the Cambridge Community Board
From: Sue Milner, Chairperson
Subject: **Chairperson's Report**
Meeting Date: 5 August 2020
Reference: 10441540

1 RECOMMENDATION

That the Cambridge Community Board receive the report titled "Chairperson's Report" (Document 10441540) by Sue Milner, Chairperson.

2 75TH ANNIVERSARY OF THE END OF WORLD WAR II

Members of the Cambridge Community Board ANZAC Working Group have met to plan a simple ceremony to commemorate 75 years since the end of World War Two.

The event is being held at the Cenotaph in front of the Cambridge Town Hall on Saturday 15 August, starting at 11am. This date and time coincides with the time that New Zealanders were officially informed that Emperor Hirohito surrendered.

We welcome members of the public to join us and lay flowers if they so wish.

3 GOOGLE MAPS

When members of the public use Google Maps to find a street in Cambridge and Leamington, the address shows on the map as being in Leamington – even when the location is definitely on the Cambridge side of the river.

Council staff have approached Google to have this corrected, as it has caused a lot of confusion, unfortunately to no avail at this stage. Staff recommend that people provide feedback on actual location using the 'Report a Problem' section of the app.

4 BREAST CANCER TESTING IN CAMBRIDGE

Previously the Cambridge Community Board worked hard to provide a location in the Milicich Place carpark for the Breast Cancer van to locate itself when it came to Cambridge.

This year the District Health Board has decided not to provide the service to Cambridge residents and has requested that they come to Hamilton to be tested. Unfortunately not all residents of this growing community have access to reliable transport to travel to Hamilton.

I would like to actively encourage the DHB to revisit their decision.

5 CHRISTMAS DECORATIONS IN CAMBRIDGE

Every year the Cambridge Community Board has arranged for Christmas decorations to be displayed in the main street of Cambridge.

For the last five years, the Business Chamber's Young Professionals group has helped the Community Board by putting up and taking down the decorations, coming up with new ideas for decorations, as well as fixing damaged decorations and repainting them.

Julie Epps, previous Cambridge Community Board member said, "We have been really grateful for them putting up their hands to do this and for their length of service, in particular Sonya Walker who has put a huge amount of time and effort into it."

2019 was the last Christmas that the Young Professionals group provided this service, and now is a good time for the Cambridge Community Board to decide whether it wants to continue this service.

Last year, the Community Board provided lights for a designated Christmas tree in Victoria Square and this will continue again this year.

Recommendation

That the Cambridge Community Board discontinue the Cambridge Christmas decorations project.

6 ARMISTICE CIVIC SERVICE

Last year, the ANZAC & Armistice Remembrance Organising Committee discussed downsizing the annual civic service. The Le Quesnoy Sister City Working Group also

discussed this earlier this year and agreed that the service no longer required to be as large as it has been, now that the centenary of the occasion has passed.

Last year the Cambridge Community Board spent \$4,504.74 of discretionary funds on the Armistice Civic service. I think it is time for the board to consider options going forward.

A handwritten signature in blue ink, appearing to read 'Sue Milner', is positioned above the printed name.

Sue Milner
Chairperson



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Board Members Report from Meetings Attended on Behalf of the Cambridge Community Board**
Meeting Date: 5 August 2020

Board members who have attended meetings on behalf of the Cambridge Community Board may give feedback to the Board. (Discussion item only, resolutions not appropriate.)

Cambridge Autumn Festival (MacKay)
Cambridge Chamber of Commerce (Goddin)
Cambridge Community Arts Council (Andree-Wiltens)
Cambridge Information Centre (Goddin)
Cambridge Safer Community Charitable Trust (Montgomerie)
Cambridge Social Services Committee (Davies-Colley)
Cambridge Tree Trust (Badger)
Cambridge Wastewater Treatment Plant – Project Advisory Group (Webber)
Cambridge Historical Society (Milner)
Council (Webber, Andree-Wiltens)



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Next Meeting**
Meeting Date: 5 August 2020

The next Cambridge Community Board meeting is to be held at 6.00pm on Wednesday, 2 September 2020.