

Strategic Planning and Policy Committee Public Agenda



Council Chambers
Waipa District Council
101 Bank Street, Te Awamutu

Chairperson
SC O'Regan

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EH Barnes, AW Brown, LE Brown, PTJ Coles, RDB Gordon, ML Gower, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas, GRP Webber and P Davies (Iwi representative).

04 August 2020 09:00 AM - 11:30 AM

Agenda Topic		Presenter	Time	Page
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6.	Tree Policy Review	Chris Brockelbank, Brad Ward	09:05 AM-09:35 AM	13
7.	Community Services Report to 30 June 2020	Sally Sheedy	09:35 AM-09:50 AM	36
8.	Quarterly District Growth Report	Tony Quickfall, Kirsty Downey, Karl Tutty, Emily Auton - via Zoom	09:50 AM-10:20 AM	53
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9.	Civil Defence Emergency Management Quarterly Report	Dave Simes	10:40 AM-10:55 AM	131
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APOLOGIES



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 other external interest they may have.

STRATEGIC PLANNING AND POLICY COMMITTEE AGENDA



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 the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full 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, agenda format and content.



CONFIRMATION OF ORDER OF MEETING

Recommendation

That the order of the meeting be confirmed.



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

From: Governance

Subject: **CONFIRMATION OF MINUTES**

Meeting Date: 4 August 2020

1 EXECUTIVE SUMMARY

To confirm the minutes of the Strategic Planning and Policy Committee meeting held on 7 July 2020.

2 RECOMMENDATION

That the open minutes of the Strategic Planning and Policy Committee meeting held on 7 July 2020, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENTS

Strategic Planning and Policy Minutes – 7 July 2020



Time: 9.00am
Date: 7 July 2020
Meeting: Council Chambers
Waipa District Council
101 Bank Street, Te Awamutu

1 PRESENT

Chairperson

SC O'Regan

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EH Barnes, PTJ Coles, RDB Gordon, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas, GRP Webber and P Davies (Iwi representative).

2 APOLOGIES

RESOLVED

02/20/36

That the apologies for non-attendance from Councillors A Brown, L Brown and M Gower be received.

Cr St Pierre/ Cr Webber

3 DISCLOSURE OF MEMBERS' INTERESTS

There were no new disclosures.

4 LATE ITEMS

There were no late items.



5 CONFIRMATION OF ORDER OF MEETING

RESOLVED

02/20/37

That the order of the meeting be confirmed.

Cr Stolwyk/ Cr Andree-Wiltens

6 MINUTES OF PREVIOUS MEETING

RESOLVED

02/20/38

That the open minutes of the Strategic Planning and Policy Committee meeting held on 2 June 2020 and the Extraordinary Strategic Planning and Policy Committee meeting held on 16 June 2020, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Cr Gordon/ Cr St Pierre

7 TREE POLICY FEEDBACK REPORT

The purpose of the report presented by Brad Ward, Community Facilities Team Leader and Sally Sheedy Manager Community Services, was to receive and hear feedback as a result of targeted consultation with protected tree owners and to make any changes to the Draft Tree Policy and protected tree fund criteria as required.

Mr Ward advised that there had been clear feedback from protected tree owners to remove the claim cap of \$2,500 per tree per annum, and for Council to pay 100% of the inspection or maintenance cost. Staff sought further advice which outlined this was possible providing the tree owner engages the contractor and organises the work required.

The following submitters presented in person to the Committee: Lynda McMillan, Jane Mason, Pete Cross, Keith and Katrina Richards, John Page. Cliff Allen was unable to attend in person and his statement was read on his behalf by Pete Cross.



Concerns raised by the submitters included the cost burden being imposed on the tree owner to manage their protected tree, the adverse effect on their property resale value, unfairness of the contestable fund and the proposed process, lack of control of tree maintenance and tree ownership versus tree responsibility.

Clarification was sought by the Committee on the process for removal of a protected tree. It was advised that the owner would have to apply for a Resource Consent as the District Plan rules would apply. It was also advised that the proposed fund would not cover the costs of tree removal or any legal or consenting fees.

Discussion was held around the feasibility of Council establishing legal agreements with individual landowners which would see Council maintaining the protected tree while assigning liability to the land owner.

Community Services Manager Sally Sheedy advised that legal liability for protected trees on privately-owned land had always sat with the landowner. Council had organised inspections and maintained the protected trees on behalf of the community.

The Committee requested further clarification by staff around insurance and liability. Staff were asked to seek legal advice on alternative options including individual agreements with land owners and also to investigate transitional provisions where the protected tree status had been removed through the Plan Change 2 process.

Protected tree owners voiced their request to be involved in the process. Submitters requested a meeting be held with protected tree owners, Councillors and Council staff. It was considered appropriate that this meeting be held once the additional information had been received and considered.

RESOLVED

02/20/39

That the Strategic Planning and Policy Committee:

- a) **RECEIVES** the report titled *Tree Policy Feedback* (document number 10420841) of Brad Ward, Community Facilities Team Leader;
- b) **RECEIVES, CONSIDERS** and where requested, **HEARS** the feedback provided on the draft *Tree Policy* and draft *Protected Tree Fund Criteria* as set out in Appendix 4 of this report (*Protected Tree Owners feedback*);



- c) **RECEIVES** and **CONSIDERS** the staff recommendations on the feedback to the draft Tree Policy and draft Protected Tree Fund Criteria included in Appendix 5 of this report, Protected Tree owner feedback summary and staff comment ;
- d) **DIRECTS** staff to:
 - i) Seek legal advice on alternative options, including individual agreements with land owners;
 - ii) Report back on insurance and liability implications; and
 - iii) Investigate transitional provisions where protected tree status has been removed from a tree that was previously classified as protected.

Cr Gordon/Member Davies

[Adjourned at 10.30am and reconvened at 10.50am]

8 RESOLUTION TO EXCLUDE THE PUBLIC

(Section 48, Local Government Official Information and Meetings Act 1987)

RESOLVED

02/20/40

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of Public Excluded Minutes 2. District Plan work programme	Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)



This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
1,2	Section 7(2)j)	<i>To prevent the disclosure or use of official information for improper gain or advantage.</i>

Cr Andree-Wiltens/ Cr Coles

There being no further business the meeting closed at 10.57am.

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON: _____

DATE: _____



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

From: Brad Ward, Community Facilities Team Leader

Subject: **Tree Policy Review**

Meeting Date: 4 August 2020

File Reference: 10433735

1 EXECUTIVE SUMMARY

The Waipa District Council Tree Policy (Section 4.4.5 of the Procedural Policy Manual – document number 1135767) has been reviewed in conjunction with the recent District Plan Change 2 (PC2) and was workshopped with elected members on 2 April 2019.

During the Tree Policy workshop, it was identified a contestable protected tree maintenance fund may be developed pending Council approval. It was proposed \$50,000 be allocated each year to assist with protected tree maintenance costs.

Staff undertook a targeted feedback consultation process with protected tree owners which culminated in five verbal and one written submission being presented at the Strategic Planning and Policy (SP&P) Committee meeting on 3 July 2020. As a result of the feedback, changes have been made to the proposed protected tree maintenance fund. However, there are still a small number of objectors to the process change from Council undertaking the maintenance to the tree owner, being the practice at other councils.

During the meeting it was resolved (see Appendix 1) SP&P direct staff to;

- Seek legal advice on alternative options, including individual agreements with landowners, and
- Report back on insurance and liability implications, and
- Investigate transitional provisions where protected tree status has been removed from a tree that was previously classified as protected.

The purpose of this report is to receive staff feedback and recommendations. Having investigated the matters raised by the Committee, staff's recommendation is that no further changes should be made and the Committee should approve the Draft Tree Policy and protected tree fund criteria.

The following appendix accompanies this report:

- Appendix 1 – Draft Strategic Planning and Policy resolution of the Tree Policy Feedback Report of 3 July 2020
- Appendix 2 – Draft Tree Policy with tracked changes following protected tree owner feedback (document number 10128529)
- Appendix 3 - Draft Protected Tree Fund Criteria with tracked changes following protected tree owner feedback (document number 10421762)
- Appendix 4 – Section 4.45 of the Procedural Policy Manual – Existing Tree Policy (document number 1135767)

2 RECOMMENDATION

That the Strategic Planning and Policy Committee:

- a) **RECEIVES** the report titled *Tree Policy Review (document number 10433735)* of Brad Ward, Community Facilities Team Leader;
- b) **APPROVES** the draft Tree Policy as set out in Appendix 2 of this report (Document number 10128529);
- c) **APPROVES** the proposed Protected Tree Fund Criteria as set out in Appendix 3 of this report (Document number 10421762) for inclusion as an appendix to the Tree Policy; and
- d) **CONFIRMS** support for an ongoing budget, subject to 2021-2031 Long Term Plan deliberations.

3 OPTIONS AND ASSESSMENT

Background and Assessment – Protected Tree Fund:

Background

In 2019 Plan Change 2 (PC2) was approved which altered the District Plan rules in relation to protected trees. This plan change also included the removing of 19

protected trees from the District Plan and provided greater flexibility to tree owners to maintain their protected tree(s). PC2 also provided clarity around the removal of protected trees.

The initial policy review was undertaken not just to align the policy with the District Plan rules, but also for the policy to be in line with best practice at other councils. The current policy provides for Council undertaking maintenance work on protected trees on private property which are the responsibility of the tree owner. This creates potential liability for Council and is not policy adopted by other councils for that reason. The policy review sought to bring Waipa's policy in line with other councils and address the liability issue by requiring property owners to undertake maintenance of any protected tree on their property. This has caused concern for protected tree owners which has led Council to consider the provision of a fund towards maintenance costs.

Following the 3 December 2019 Strategic Planning & Policy meeting staff undertook a targeted feedback process with protected tree owners and held a workshop with elected members on 3 March 2020 on the proposed criteria of a fund to support protected tree owners with maintenance costs of protected trees.

After the feedback from protected tree owners was received, the following changes have been made to the proposed Protected Tree Fund and criteria;

- The word 'contestable' was removed from the fund name;
- The \$2,500 cap per tree per annum was removed; and
- The 50% contribution restriction was removed.

Purpose

To provide an avenue for protected tree owners to access funding to contribute to the costs of managing and maintaining protected trees.

Why we are proposing the fund

This fund (proposed to be \$50,000 per annum) will allow the Council to contribute to the cost of approved maintenance organised by the landowners; acknowledging the community value of protected trees. The purpose meets the Council's community outcomes through being environmental and cultural champions and socially responsible.

How the fund will work

- If the proposed protected tree fund and criteria are approved and the Tree Policy adopted, staff will make themselves available at a drop-in session for protected tree owners, to demonstrate the process of making an application.
- An information package for protected tree owners will be developed including what will be covered by the fund along with application details. This will be sent to all protected tree owners.
- Once received, the application will be assessed by the Arborist Planner for suitability against the criteria. The Arborist Planner will then make a recommendation to the Community Services Manager to approve or decline, with the landowner informed.
- If the application is successful, the landowner will programme the work directly with the contractor to have the work completed.
- The Contractor will invoice the Council directly for the Council contribution as agreed within the application. The invoice must provide evidence the work in the application has been completed and be accompanied by photos demonstrating the work itemised in the application is complete.
- Approval of any application will be at Council's discretion and subject to budget availability through the Annual Plan processes.
- Should an application be submitted with the fund expended for the year, the application will be prioritised the following financial year.

Protected Tree Fund Criteria

See Appendix 3.

Financial/risk considerations

Staff have identified using existing Long Term Plan budget to cover the Protected Tree Maintenance Fund for the 2020/21 financial year (\$50,000). Budget will be included in the 2021-2031 Long Term Plan process.

Waipa District Council have spent an average of \$51,678 on protected tree maintenance and inspections over the last three years (excluding the current financial year). There are now 20 less protected trees following PC2 becoming operative and lightning strike leading to the demise of one other tree. This effectively provides a greater budget for remaining protected trees and therefore, staff consider the \$50,000 budget to be sufficient to appropriately support protected tree owners with their maintenance requirements.

Decision making

Staff received twenty-one responses (32% of protected tree owners) to the targeted feedback with protected tree owners regarding the protected tree fund and criteria.

At the conclusion of the feedback window on 2 June 2020, the data was collated to establish key themes and the Protected Tree Fund and draft Tree Policy were both amended accordingly.

Following the resolutions passed by the SP&P Committee at its July 2020 meeting, staff have explored alternative options – including individual agreements, insurance implications and liability, and the potential of transitional arrangements. Council received the following advice;

- Do not enter into individual agreements with landowners. This places Council in more of a risk position than currently exists and does not achieve the policy change sought to move Council to a similar position as other councils and reduce the exposure to other ratepayers for private tree maintenance.
- Insurance companies are likely to cover landowners who have the appropriate policy covers in place and can provide evidence of appropriate tree inspection and/or maintenance. The Council's insurers do not provide insurance for a tree that is not owned by Council and is on private property. Council is also only covered for liability at common law, not where it has chosen as a policy decision to take on additional liability in relation to privately owned trees.
- Do not provide transitional arrangements for landowners who no longer have protected trees on their property. There is a risk that this undermines the plan change process where there was an opportunity for consultation in relation to the removal of protected trees from the District Plan.

In addition, staff note there is no further budget available within the 2020/2021 Annual Plan to accommodate work on protected trees removed from the District Plan as part of PC2. Therefore, if this was the direction adopted, the costs would need to be met by the same \$50,000 identified for the protected tree fund. This would reduce the amount of tree inspection and maintenance of protected trees.

The following options were investigated and amended following the targeted feedback for an annual protected tree maintenance fund as follows:

Option 1	No fund
Option 2	Continue with \$2,500 limit cap per tree per year and \$50,000 budget
Option 3	Remove \$2,500 limit cap, but maintain \$50,000 budget

Option 4	Remove \$2,500 limit cap and increase allocated budget to \$65,000 (allowing 30% contingency for influx of maintenance request)*
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*An increase in allocated budget has been suggested based on feedback. This increase is a best guess by staff, based on an extra 12 trees (generously allowing \$2,500 per tree).

OPTIONS ANALYSIS

Staff recommend option 3 of providing a \$50,000 budget for a protected tree fund, with no financial cap per tree per annum.

	Option 1:	Option 2:	Option 3:	Option 4:
Operating Costs	\$0	\$50,000 (with limited cap per tree)	\$50,000	\$65,000
Benefits	No cost to Council	<ul style="list-style-type: none"> Acknowledges environmental and amenity benefits trees provide. Some financial support provided Likely to ensure a wider distribution of funds each year 	<ul style="list-style-type: none"> Acknowledges environmental and amenity benefits trees provide. Good level of financial support provided. 	<ul style="list-style-type: none"> Acknowledges environmental and amenity benefits trees provide. Strong financial support provided.
Risks in selecting the option:	Landowners do not feel supported by the Council to manage Protected Trees	<ul style="list-style-type: none"> Landowners do not feel adequately supported by the Council to manage Protected Trees. Landowners may not be able to meet half share of costs, delaying when maintenance should be undertaken. 	There is a potential for less landowners to be supported each year as the fund may be expended faster and delay appropriate maintenance or work to mitigate health and safety concerns.	<ul style="list-style-type: none"> Landowners request maintenance more frequently than required as there is no financial impact for them Staff have only identified \$50,000 to support the protected tree fund in the 2020/2021 Annual Plan. To find further budget would impact other areas of business.
Preferred option	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Brad Ward
COMMUNITY FACILITIES TEAM LEADER



Sally Sheedy
COMMUNITY SERVICES MANAGER



Debbie Lascelles
STRATEGY AND COMMUNITY SERVICES GROUP MANAGER

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Legal and regulatory considerations

Local Government Act 2002

s.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.

The protected tree fund supports policy 19 in the draft tree policy (Appendix 1). When adopted, the approved Tree Policy will meet the current and future needs of the community by outlining Waipa District Council's approach to management and maintenance of Council-owned trees and significant on private property.

Consultation and Engagement

Following the 3 December 2019 SP&P meeting, staff undertook a targeted feedback process with protected tree owners and held a workshop with Elected Members on 3 March 2020 on the proposed criteria of a fund to support protected tree owners with maintenance costs of protected trees.

The feedback window of opportunity was due to close 6 April but was extended to 2 June 2020 because of Covid-19 restrictions.

Face to face meetings were held on 26 May 2020 by staff and Cr Liz Stolwyk with five protected tree owners who took up the invitation.

Five protected tree owners verbally (and one written statement) shared their feedback at the SP&P meeting on 7 July 2020.

Since then staff have investigated the alternatives that are available instead of the protected tree fund, insurance and liability implications and a potential transitional programme.

Staff then captured all feedback and direction to finalise the draft Tree Policy.

Council policy or strategy

The draft tree policy has been reviewed in conjunction with PC2 and the protected tree maintenance fund is highlighted in the proposed Tree Policy section 19.

Appendix 1

Draft Strategic Planning and Policy resolution regarding the Tree Policy Feedback Report of 3 July 2020

RESOLVED

02/20/39

That the Strategic Planning and Policy Committee:

- e) **RECEIVES** the report titled *Tree Policy Feedback (document number 10420841)* of Brad Ward, Community Facilities Team Leader;
- f) **RECEIVES, CONSIDERS** and where requested, **HEARS** the feedback provided on the draft Tree Policy and draft Protected Tree Fund Criteria as set out in Appendix 4 of this report (*Protected Tree Owners feedback*);
- g) **RECEIVES** and **CONSIDERS** the staff recommendations on the feedback to the draft Tree Policy and draft Protected Tree Fund Criteria included in Appendix 5 of this report, *Protected Tree owner feedback summary and staff comment* ;
- h) **DIRECT** staff to:
 - i) *Seek legal advice on alternative options, including individual agreements with landowners, and*
 - ii) *Report back on insurance and liability implications, and*
 - iii) *Investigate transitional provisions where protected tree status has been removed from a tree that was previously classified as protected.*

Cr Gordon/Member Davies

Appendix 2

Draft Tree Policy with tracked changes following protected tree owner feedback (document number 10128529)

Existing Tree Policy (To be Superseded)	Proposed Replacement Tree Policy
<p>Purpose:</p> <p>To provide guidelines for the management of trees on public land, and make provision for the recognition and protection of significant specimen trees on private and public land.</p>	<p>Purpose:</p> <p>To provide policy direction for the management of amenity trees on Council land and protected trees on private property.</p>
<p>Trees on Council Land – Policy 4.4.5.1</p>	<p>Trees on Council Land</p>
<p>a) Council will maintain trees on Council land, including road reserves, to ensure their good health and undertake planting for continuity where trees are nearing maturity or commencing to decay.</p>	<p>Maintenance and New Planting:</p> <ol style="list-style-type: none"> 1) Council will maintain trees on Council land, including road reserves, to ensure their good health, safety and amenity function. 2) Council will undertake planting for continuity where trees are in a state of decline, commencing decay, have suffered damage or have been removed. Replacement trees shall be planted within the same or next available planting season, having regard to Policy 3 below. 3) New planting and planting for continuity shall take into consideration ‘the right tree for the right place’, including potential impacts on utility infrastructure, Regional Infrastructure Technical Specification requirements (RITS) and the long-term cost impacts associated with ongoing maintenance. 4) Council will avoid the inappropriate siting of buildings and development within the root protection zone of culturally significant, historic, significant native and gifted trees on the Council register.

	<p>5) A minimum tree grade of PB95 (45L) shall be used for tree planting, unless lesser grades have been approved by the Manager Community Services due to limitations of species availability. Street trees shall have a minimum 30mm diameter trunk at time of planting.</p> <p>6) Unless exceptional circumstances have been approved by the Manager Community Services, street tree planting clearances shall be in accordance with the relevant setbacks specified in the Regional Infrastructure Technical Specification (RITS).</p> <p>7) Council will maintain an approved tree species register which identifies suitable species for specific locations. Tree planting on Council land shall have regard to the species register.</p> <p>8) To compensate for the effect of higher density urban development on limiting tree choice, Council will plant larger trees of long-term value in suitable public spaces.</p> <p>9) Tree pruning shall have regard to:</p> <ul style="list-style-type: none"> - The species, function and form of the tree; and - Aesthetic impacts on the streetscape or reserve.
<p>b) Trees on public reserves, including road reserves and Council land, are to be considered for removal only if it is clearly established that the tree is a potential danger to life or property by showing signs of structural defects, commencing to decay, or where root systems have obstructed or damaged utility services.</p>	<p>Tree Removal:</p> <p>10) Trees on public reserves, road reserves and Council land, are to be considered for removal only in the following circumstances:</p>
<p>e) Public reserves, road reserves or Council land which are adjacent to private property will be considered for removal if severe hardship from the effect of the trees can be proved. Types of hardship effecting</p>	<p>I. if it is clearly established that the tree is a potential danger to human life or property by showing signs of structural defects, commencing to decay, or where root systems have obstructed or damaged utility services which cannot be repaired without tree removal; or</p>

<p>persons lifestyle would include severe shading and overhang of trees onto private property. Severe overhang could be measured as being in excess of 25% of a tree's canopy overhanging private property. Leaf fall on its own onto private property is not considered a severe hardship.</p>	<p>II. if the tree constitutes a weed species which is self-sown and / or which has high weed dispersal potential; or</p>
<p>e) Trees on Council administered land will be considered for removal to make way for Council approved capital development or improvements.</p>	<p>III. if the tree creates severe hardship for adjoining private property by virtue of extraordinary leaf or debris drop, significant overhang (>25% of canopy) or damage caused by root systems where root pruning cannot be achieved; or</p> <p>IV. where tree removal is necessary to make way for Council-approved capital development or improvements. In these circumstances, the process will involve public consultation if the tree proposed for removal has a STEM score greater than 138.</p> <p>V. If, in addition to (i) to (iv) above, it has been established the tree does not host nationally critical, at risk or threatened animal species (e.g long or short-tailed bats). If the tree is a host for such species, the appropriate Wildlife Act Authority may be required from the Department of Conservation.</p> <p>Note: Policy 10 is not applicable to Council trees which have been planted for the purpose of timber harvesting.</p>
<p>e) A register will be maintained on the care and protection of historic, significant native and gifted trees on Council land.</p>	<p>Tree Register:</p> <p>11) A Council Tree Register will be maintained for significant exotic and indigenous trees on Council land, as well as culturally significant trees, historic trees and gifted trees. The Council Tree Register will be maintained as a 'live', non-statutory document.</p> <p>12) Threshold criteria will be developed for the inclusion of significant exotic and indigenous trees on the Council tree register.</p>

	<p>13) Nga Iwi Topu O Waipa will be consulted when:</p> <ul style="list-style-type: none"> - It is proposed to undertake works to, or in the vicinity of culturally significant trees; and - Culturally significant trees are proposed for inclusion or removal on the Council Tree Register.
<p>f) Any felling or pruning or trimming of any tree on Council land is to be undertaken at the direction and to the satisfaction of the Asset Manager Recreation.</p>	<p>Tree Hazard and Risk</p> <p>14) Council will develop and maintain a Tree Hazard and Risk Register to evaluate hazard and risk to public from Council trees. The Register will be based upon an appropriate industry risk analysis methodology. As a minimum, hazard rating shall take into consideration:</p> <ul style="list-style-type: none"> - Tree characteristics; - Tree health; - Site conditions; - Public exposure / target; and - Tree defects <p>Staff Authorisation:</p> <p>15) The felling or pruning or trimming of any tree on Council land is to be undertaken by a suitably qualified arborist at the direction of, and to the satisfaction of, the Manager Community Services.</p>
<p>Trees on Private Land – Policy 4.4.5.2</p>	
<p>a) Council will undertake a regular five yearly review of all trees identified in the Waipa District Plan to ensure that they are in good health and not posing a significant hazard.</p>	<p>16) Significant trees on private property shall be protected and managed through the provisions of the Waipa District Plan. The Waipa District Plan shall include a register of protected trees on private property.</p>

	<p>17) Access permitting, Council will undertake an independent five-yearly review of protected trees identified in the Waipa District Plan to ensure that they are in good health and retain at least 110 points in the Standard Tree Evaluation System (STEM).</p> <p>18) Protected trees on private property which no longer score at least 110 points in the Standard Tree Evaluation System (STEM) will be considered for removal from the Waipa District Plan protected tree register at the next available Plan review / Plan change opportunity.</p>
<p>b) During the five yearly review, Council will fund tree maintenance work identified as being necessary to maintain safety, health and amenity level on trees that are protected within Council's District Plan.</p>	<p>Maintenance Assistance:</p> <p>19) Subject to funding availability, Council will provide an annual <u>contestable protected tree</u> fund to assist landowners in maintaining trees that are protected under the Waipa District Plan.</p>
<p>e) Council will provide, at its expense, an advisory service to all owners of trees that are worthy or potentially worthy of protection within Council's District Plan. In order to be worthy of protection, a tree must accumulate at least 100 points in the RNZIH Tree Evaluation System, potentially worthy trees must accumulate between 90 and 99 points.</p>	<p>Advisory Service:</p> <p>20) On a requested basis, and at its expense, Council will provide an advisory service to owners of trees that are potentially worthy of protection within the Waipa District Plan. In order to be worthy of protection, a tree must accumulate at least 110 points in the Standard Tree Evaluation System (STEM).</p> <p>21) Trees which meet STEM qualification criteria will be considered for inclusion within the Waipa District Plan's protected tree register as part of the next available Plan review / Plan change opportunity.</p>
<p>d) If a tree does not maintain a level of at least 100 points in the RNZIH Tree Evaluation System, or the tree dies, then Council will consider initiating a District Plan change to remove it from the list of protected trees. Council accepts no responsibility for any costs associated with a tree after it is removed from the list of protected trees.</p>	

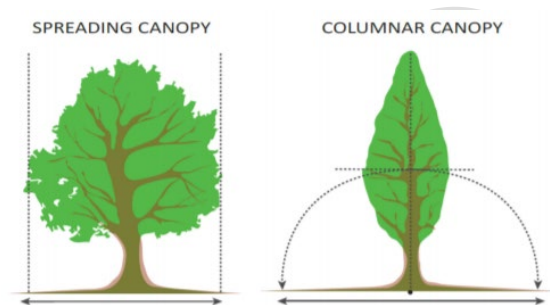
<p>e) Should a tree on the schedule be damaged during a storm, Council will assist in the cost of clearing up the particular tree, but will not be responsible for damage caused by that tree</p>	
<p>f) Protection measures for stands of indigenous trees will be targeted at those stands achieving in excess of 100 points from the RNZIH Tree Evaluation System, or a similar system approved by the RNZIH.</p>	

Definitions

‘Protected Tree’ means any tree listed in Appendix N4 of the Waipa District Plan.

‘Qualified arborist’ means an arborist qualified at least to level four in Arboriculture on the NZQA National Framework or equivalent Arboricultural qualification.

‘Root protection zone’ means for a tree with a spreading canopy, the area beneath the canopy spread of a tree, measured at GROUND LEVEL from the surface of the trunk, with a radius to the outer most extent of the spread of the tree’s branches, and for a columnar tree, means the area beneath the canopy extending to a radius half the height of the tree. The definition is explained in the diagram below, which is aligned with the definition in the Operative District Plan).



‘STEM Score’ means the score attributed under the Standard Tree Evaluation Method.

Public consultation process for the removal of Council trees in accordance with Policy 10(iv):

1. Notice to be placed in the local newspaper that a tree with a STEM score of >138 is proposed for removal, to make way for a Council capital development project.
2. Members of the public will be invited to make written submission within 20 working days from the date of notification. In order to assist the public in making an informed submission, a STEM evaluation of the affected tree and a project summary will be made available for public inspection at Council offices.
3. Council's project manager will prepare a submission report with recommendations for Council's Strategic Planning and Policy Committee.
4. Submissions will be heard by Council's Strategic Planning and Policy Committee (no time limit proposed for the hearing date).
5. Submitters will be advised in writing of the process outcome (no time limit proposed).
6. There are no third-party rights of appeal against the decision of the Strategic Planning and Policy Committee.

Appendix 3

Draft Protected Tree Fund Criteria with tracked changes following protected tree owner feedback (document number 10421762)

Draft Protected tree fund Criteria

Proposed Funding process:

1. Fund ~~is contestable and~~ will be assessed and administered on a first-come, first-served basis.
2. Fund will be renewed annually in July.
3. Fund administered by Council's Community Services unit.
4. The landowner is responsible for arranging maintenance directly with the contractor upon successful application.
- ~~5. Council would fund up to 50 percent of the total tree maintenance identified in the application, with a capped amount of \$2,500 per tree each year to allow for maximum distribution.~~
- ~~6.5.~~ All work undertaken must be in accordance with the District Plan rules.
- ~~7.6.~~ Approval of any application will be at Council's discretion and subject to budget availability in each years Annual Plan.
- ~~8.7.~~ The contractor may invoice the Council directly for Council's ~~ee~~ funding contribution as agreed within the application upon completion.
- ~~9.8.~~ Trees damaged through storm events would be assessed on a case by case basis retrospectively.
- ~~10.9.~~ Emergency work to rectify tree safety – as defined by the District Plan – may be undertaken immediately by the landowner. Council will retrospectively consider the application.
- ~~11.10.~~ In the case of emergency work, the application must include evidence (including photos) that there was an imminent hazard to people or property if work was not undertaken immediately. Allocated funding for emergency work will be made at the Council's discretion.


Proposed eligibility:

1. Residents with identified protected trees on private land are eligible to apply to the fund.
2. Fund is for maintenance and inspection costs of protected trees only.
3. Tree removal, resource consent or legal costs for tree removal or maintenance would not be eligible for funding.
4. To qualify for the fund, the landowners must use qualified arboricultural contractors (a list of contractors can be supplied) and SHE approved (SHE is health and safety software used by local Councils). This is to ensure the quality of work and contractors follow best arboricultural practice and meet health and safety requirements.
5. Two quotes must be provided to Council outlining the proposed maintenance work and expected cost.

Appendix 4

Section 4.45 of the Procedural Policy Manual – Existing Tree Policy (document number 1135767)

4.4.5 Trees

	<h2>Trees</h2>
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Policy Objective	To provide guidelines for the management of trees on public land, and make provision for the recognition and protection of significant specimen trees on private and public land.
Policy	<p>4.4.5.1 TREES ON COUNCIL LAND</p> <ul style="list-style-type: none"> a) Council will maintain trees on Council land, including road reserves, to ensure their good health and undertake planting for continuity where trees are nearing maturity or commencing to decay. b) Trees on public reserves, including road reserves and Council land, are to be considered for removal only if it is clearly established that the tree is a potential danger to life or property by showing signs of structural defects, commencing to decay, or where root systems have obstructed or damaged services. c) Public reserves, road reserves or Council land which are adjacent to private property will be considered for removal if severe hardship from the effect of the trees can be proved. Types of hardship effecting persons lifestyle would include severe shading and overhang of trees onto private property. Severe overhang could be measured as being in excess of 25% of a tree's canopy overhanging private property. Leaf fall on its own onto private property is not considered a severe hardship. d) Trees on Council administered land will be considered for removal to make way for Council approved capital development or improvements. e) A register will be maintained on the care and protection of historic, significant native and gifted trees on Council land. f) Any felling or pruning or trimming of any tree on Council

	<p>land is to be undertaken at the direction and to the satisfaction of the <i>Asset Manager Recreation</i>.</p> <p>4.4.5.2 TREES ON PRIVATE LAND</p> <p>a) Council will undertake a regular five yearly review of all trees identified in the Waipa District Plan to ensure that they are in good health and not posing a significant hazard.</p> <p>b) During the five yearly review, Council will fund tree maintenance work identified as being necessary to maintain safety, health and amenity level on trees that are protected within Council's District Plan.</p> <p>c) Council will provide, at its expense, an advisory service to all owners of trees that are worthy or potentially worthy of protection within Council's District Plan. In order to be worthy of protection, a tree must accumulate at least 100 points in the RNZIH Tree Evaluation System, potentially worthy trees must accumulate between 90 and 99 points.</p> <p>d) If a tree does not maintain a level of at least 100 points in the RNZIH Tree Evaluation System, or the tree dies, then Council will consider initiating a District Plan change to remove it from the list of protected trees. Council accepts no responsibility for any costs associated with a tree after it is removed from the list of protected trees.</p> <p>e) Should a tree on the schedule be damaged during a storm, Council will assist in the cost of clearing up the particular tree, but will not be responsible for damage caused by that tree.</p> <p>f) Protection measures for stands of indigenous trees will be targeted at those stands achieving in excess of 100 points from the RNZIH Tree Evaluation System, or a similar system approved by the RNZIH.</p>
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Linkages/References	District Plan – Policy HG4 Part 1 Section 12.4.4 Rules Section 11.4 and Appendix 13 (Note District Plan currently under review)
Department	Service Delivery - Community Facilities (Parks & Reserves)
Last Reviewed/Resolution	28 th September 2010
Container	Trees - General 01-68-01
Notes	Trees are an integral and valued part of our environment. Council acknowledges this and the benefits of maintaining and developing

	<p>significant trees on public land. From time to time trees on Council-administered land adversely effect neighbouring properties or present a risk to people or property. The development of a policy provides clear guidance for assessing and managing such situations. The District, and particularly Cambridge, contains a number of significant specimen trees, many of which date from early European settlement.</p> <p>These trees have high intrinsic value and the importance of their ongoing protection has been recognised by the community.</p>
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STRATEGIC PLANNING AND POLICY COMMITTEE REPORT



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

From: Manager Community Services

Subject: **COMMUNITY SERVICES REPORT TO 30 JUNE 2020**

Meeting Date: 4 August 2020

1 EXECUTIVE SUMMARY

The purpose of this report is to provide information on the activities pertaining to the Community Services Unit to 30 June 2020 (YTD). This report contains matters that are of a purely administrative nature or information that does not require a decision from Council. As such, this report does not address any matters that are significant in terms of Council's obligations as set out in the Local Government Act 2002.

The following appendices provide further detailed information in support of the activities outlined in the report:

- Appendix 1 – Library supporting information
- Appendix 2 – Museum and Heritage supporting information
- Appendix 3 – Cemeteries supporting information

2 RECOMMENDATION

That

- a) *The Community Services Report to 30 June 2020 (document number 10434009) of Sally Sheedy, Manager Community Services, be received.*

3 COMMUNITY SERVICES TEAM UPDATES

3.1 Community Facilities

Public Conveniences

Over the 2019/20 summer period, lakeside reserves continued to face water supply issues. At most risk was Keely's Reserve where staff organised weekly water delivery at a cost of circa \$5,000. The water supply issue appears to be due to the natural water

spring drying up and not supplying sufficient water to run the RAM pump, which provides water to the water tank supplying the toilets.

A business case has been developed for consideration during the 2021-2031 Long Term Plan, to review and upgrade water supply to public conveniences.

Tree Policy Review

Following the District Plan Change 2 (PC2) becoming operative in October 2019, staff have undertaken targeted feedback with protected tree owners to inform a proposed fund as part of the Tree Policy Review. Approval is being sought at the Strategic Planning and Policy Committee on 4 August 2020.

Tree Planting

A successful planting programme was undertaken through the urban areas of Pirongia, Te Awamutu and Cambridge with 221 trees planted predominantly in streets but including various park trees as well. Both positive and negative feedback was received regarding the street tree plantings and staff have identified a better communication plan for next year's planting programme. This year, communication to residents prior to the planting programme was challenging due to the constraints of COVID-19.

Alongside the street tree planting programme, the first stage of the Waipuke Park Planting Plan was completed with 26 specimen trees planted in the main park area, to provide shade for park users. The second stage of the planting plan will focus on beginning tree planting along the park's driveway.

Contract Management

During COVID-19 alert level 4, all contracts were reduced to provide only essential services. An update on individual contracts is as follows:

Contract	Update
Tree Maintenance Contract	The Tree Maintenance Contract was partially suspended during COVID-19 alert level 4, only responding to emergency call outs to deal with fallen or dangerous trees. The contractor was able to continue with their normal work programme in alert level 3 and provided extra resourcing through June to catch up on work delayed over the lockdown period. Contractual discussions were held between Council and the contractor and as a result, there was no additional contract costs.
Rural Open Space Contract	The Rural Open Spaces Contract was partially suspended with all activities ceased, apart from weekly inspections of parks, assets and removing fly tipping, during COVID-19 alert level 4. No additional contract costs were imposed by the contractor due to COVID-19. Due to the restriction in work programme, some savings were identified in the 2019/2020 financial year.

Public Convenience Cleaning Contract	The Public Conveniences Contract was partially suspended through COVID-19 alert levels 3 and 4, with the closure of 23 toilet facilities. The remaining 16 toilets remained opened throughout the alert levels and received additional cleans to mitigate the risk of COVID-19 spread. In Level 2, all public toilets were operational and additional cleaning was undertaken to mitigate the risk of COVID-19 spread. Public convenience schedules returned to normal as the country moved back to alert level 1. Contractual discussions are continuing between Council and the contractor regarding the difference in scope during COVID-19.
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3.2 Libraries

In comparison to 2018/19 year, both libraries experienced closures and reduced hours due to COVID-19, and prior to this, Cambridge library was closed for building structural repairs in December 2019. An overview of the closures is outlined as follows:

	Weekday Closures	Saturday Closures
Cambridge Library	47	16
Te Awamutu Library	37	14

2019/2020 Library Statistics

- 1,575 new patrons registered across both libraries
- 35,798 total library membership
- 404,814 items issued
- 6,518 eBooks and 1,303 eAudiobooks were issued. (A 624% increase on previous year, due to eResources being made free during COVID-19 lockdown.)

Further details of the Library statistics can be found in Appendix 1.

Visitor Number Counts

There continues to be ongoing technical issues with security gates in both libraries affecting door counters, resulting in no walk-in visitor comparisons. The installation of RFID for both libraries will resolve these issues. Funding is programmed in 2021/22 in the current Long Term Plan and a business case has been developed for consideration as part of the 2021- 2031 Long Term Plan.

Website Upgrade and Launch

Following a long awaited upgrade, in November 2019 a new website for Waipa District Libraries was launched - www.waipalibraries.org.nz.

The website has been designed for easier use, is more interactive and has easier to find information. The website links well with the libraries' Facebook page and Bookmyne.app.



COVID-19 Impact on Library Services

COVID-19 significantly impacted library services, with physical facilities closed from Sunday, 22 March and reopening to reduced hours and services on Monday, 25 May. The following provides an overview of each alert level:

- Alert level 4 lockdown - library staff continued to work from home completing acquisitions, cataloguing, processing and programme planning for later in the year. Staff took the time to upskill in a variety of areas via webinars and online training sessions. Staff also completed a tidy up of patron information contained within the library management system.
- Alert level 3 - library staff returned to the libraries in specific bubbles to conduct a full inventory. This involved scanning every physical item in the libraries. The full inventory is generally completed every 5 years and normally requires the libraries to close. So, one benefit was to complete this during COVID-19 constraints.
- Alert level 2 - libraries partially opened to the public, first with a call and collect system, followed by restricted numbers (30 in Cambridge and 50 in Te Awamutu). These days remained steady throughout opening hours (9am-5pm Monday – Friday). During this time the majority of customer furniture and shared equipment was packed away to stop any possible transmission.
- Alert level 1 - Normal hours and services resumed with the exception of programmes, events and activities, which will recommence again in school term 3.

As an opportunity during lockdown, the Outreach Librarian conducted virtual sessions for Wriggle and Rhyme, Toddler Time, [Makerspace](#) and created [Podcasts](#) around local

history. There were competitions run, community information shared, how-to videos created and shared, and new items talked about and reviewed. Events such as book clubs and discover your voice still ran during this time via Zoom.



Apart from impacting the libraries' stats for the year, staff have noticed a change in patterns in terms of customer interactions post lockdown, especially within the first few weeks after re-opening. There was a lot more social interaction and people wanting to talk about, not just lockdown, life in general.

3.3 Museum and Heritage

2019/2020 Museum and Heritage Statistics

- 4,777 visitors at Te Awamutu Museum
- Undertook programmes for over 1,400 students, in the Museum and at significant sites
- 9 exhibitions held across the Gavin Gifford and Front Porch galleries
- 7 public programmes provided
- Processed over 145 new collection acquisitions
- Assisted with over 140 research enquiries
- Launch of Collections on Line, an online database sharing objects from the Museum Collection www.collection.tamuseum.org.nz
- Allocated two rounds of the Heritage fund totalling over \$86,000
- Finalists in the 2019 Service IQ Museum Awards for best new Museum Shop Product Range

Further detail regarding Museum Statistics can be found in Appendix 2.





Te Ara Wai Journeys and Te Ara Wai Planning

- Launched the Te Ara Wai Journeys Mobile Website in December 2019.
- Developed new Te Ara Wai Gallery in the Te Awamutu Museum to support Journeys website
- Input into the development of concept master plan, commercial and operation models, business cases, exhibition concept plans for Te Ara Wai.

COVID-19 Impact on Te Awamutu Museum

The Te Awamutu Museum was closed from Sunday, 22 March and reopened the public on Monday, 25 May 2020. The staff were able to work from home during alert level 4 lockdown and returned to work from alert level 3. In response to COVID-19:

- Digital resources for schools were developed in regard to Anzac, Guardians of our Natural World (Pirongia Maunga) Junior and Senior versions and Days Past Toys Junior version
- Three zoom programme sessions were developed and held – deep dive into the causes and consequences of the Land Wars for Tauranga Boys High School and Saint Kentigern College to support their Land Wars learning.

3.4 Parks, Reserves and Cemeteries Operations

Cambridge Parks

There has been continued growth and development in Cambridge, including the walkway along Cambridge north swale following the Waikato Expressway and the Cambridge pump track. The team have made improvements to gardens on Victoria Street, including dripline irrigation in gardens and using woodchip mulch. These improvements aim to maximise water retention and plant utilisation of the water. Implementing these changes prior to the 2019/20 summer period saved over 100 labour hours through no longer requiring hand watering.

Te Awamutu Parks

Water restrictions at the beginning of 2020 significantly impacted gardens and lawns within Te Awamutu open spaces. Most affected were the annual bedding and rose gardens which rely on irrigation to support growth and health of the plants. All irrigation ceased for the annual bedding gardens and focus for the team turned to hand watering the rose gardens using a non-town supply water source by tanker.

Cemeteries

- 79 ash interments
- 132 lawn interments
- 108 headstone permits received

The process for headstone permits has been improved alongside the introduction of a fee to support administration costs. This process provides the Sexton staff the ability to complete a final check and signoff of new headstone installations to ensure they comply with the Cemeteries Bylaw 2013 (Amendment 2018).

Please refer to Appendix 3 for further graphs representing cemeteries statistics.

COVID-19 Impact on Parks, Reserves and Cemeteries

During COVID-19 alert level 4 lockdown, Cemeteries services continued as an essential service while the majority of parks work was deemed not essential. Therefore, staff were kept busy during lockdown with:

- Responding to Central Governments lockdown requirements including closing playgrounds, skate parks and boat ramps
- Attending to any health and safety related CRM's
- Volunteer work for the Civil Defence team including driving health shuttles
- Managing burial process change during lockdown, with the staff having to complete full burial service (plot preparation, casket moving and fill in of the plot etc).

Alert level 3 saw the return of the parks team in isolated bubbles, who were faced with the challenge of five weeks of unmaintained gardens and lawns. Staff stepped up to this challenge with great enthusiasm and huge smiles, tackling the districts high profile locations first. It took 3-4 weeks for the teams to get back to pre-lockdown standards.



Initially during the start of lockdown there were no burial requirements. At this time, there were significant restrictions on services and gatherings, which were difficult for everyone involved. However, burials returned to a sense of normal during lockdown, which required great collaboration between staff and funeral directors. Staff recognised the difficulties experienced by all during this time and responded well to the restriction in place, including significant PPE requirements.

Benefits for parks experienced due to lockdown:

- Sports fields had been burnt off with an extremely dry summer and were not setup to handle the pressure of a full winter sport season. With the eight-week break from team sports, the fields had time to refresh and have great turf cover for upcoming winter sports.
- Anecdotal evidence that parks and reserves had high usage number during lockdown, as residents explored outside their front gate on foot and by bike
- A significant reduction in ground litter in the parks and reserves during lockdown.

3.5 Pools

Over the Christmas period, a free bus service was provided between Cambridge and Te Awamutu for access to the Te Awamutu Events Centre (TAEC). A total of 164 passengers utilised this bus service.

Visitor numbers for (TAEC) were tracking well, until COVID-19 significantly impacted operations. TAEC was closed from Sunday, 21 March and reopened under COVID-19 alert level 2 on Thursday, 14 May with the stadium and gym open for limited services. The pool opened on Monday 8 June following the completion of annual maintenance work. GoWaipa did endeavour to complete annual maintenance works during COVID-19 alert level 3, however restrictions prevented travel and distribution of key services and products to complete the maintenance work.

GoWaipa completed the following upgrades throughout 2019/20:

- Retractable seating (Grandstand)
- Gas tube heaters
- Sauna renewal
- Aquatic pump replacement

The Waipa Community Facilities Trust will be providing an update to the September 2020 SP&P Committee meeting.

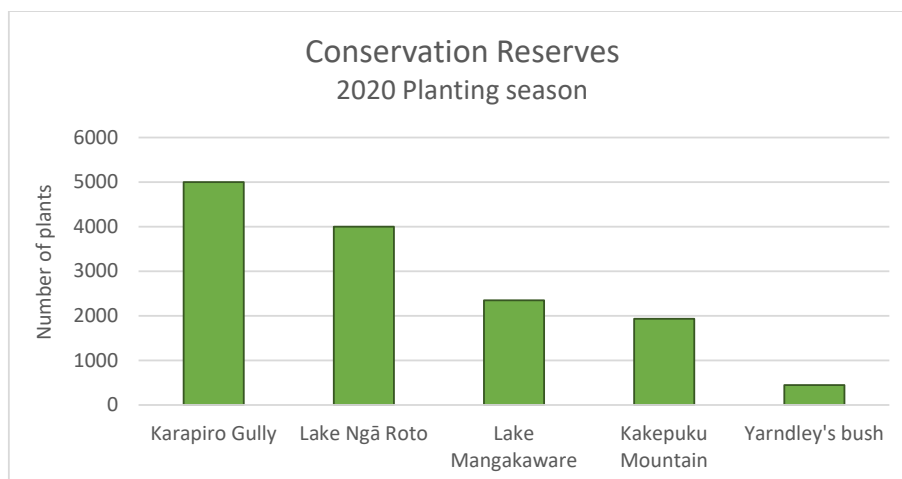
3.6 Reserves Planning

Key accomplishments during 2019/20

- Parks plans:
 - Draft concept plans for Memorial Park and Lake Te Koo Utu prepared in partnership with mana whenua;
 - 8-week public engagement period including drop in sessions at both reserves completed.
 - 514 responses received for Memorial Park
 - 220 responses received for Lake Te Koo Utu
 - Draft Maungatautari Reserve Management Plan prepared in partnership with the mana whenua reference group and public submission period initiated
 - Cemeteries provision planning initiated.

- Subdivision and land use consents
 - Progressed reserve acquisition, development discussions and business cases for the following growth cells: T1, T2, T6, T11, T8, C1-C3, C4, Cambridge North and Ngahinapouri
 - Progressed reserve acquisition discussions for peat lake reserve margins and Te Awa cycleway
 - Provided Community Services comments on more than 60 subdivision and land use consents.
- Legislation and strategy reviews
 - Prepared and lodged council’s submission on the Burials and Cremations Act 1964 and related legislation review
 - Provided input into council’s submissions on the Indigenous Biodiversity NPS, the Action for Health Waterways packaged and the Urban Development NPS
 - Provided input in the review of council’s environment strategy, town centre plan refresh projects for Cambridge, Kihikihi and Pirongia, and the preparation of a council asset naming policy
 - Input into the development of Waikato Pekapeka (Bat) Plan.
- Reserve activation
 - Provided input and/or led discussions on requests for numerous new leases and licences on reserves
 - Processed 6 MEIT concessions
 - Provided input into the Hautapu Sport and Recreation Feasibility Study commissioned by the Hautapu Sport and Recreation Centre, funded by way of a grant from council.
- Restoration planting 2020
 - close to 14,000 natives plants were planted in various conservation reserves throughout the district during the 2020 planting season. Due to COVID-19 restrictions, volunteer support was limited to planting at Kakepuku Mountain this year.





- Weed and pest plant control in conservation reserves and throughout the district was ongoing, e.g. plant releasing in conservation reserves, removal of Japanese Walnuts (*Juglans ailantifolia*) in Memorial Park, control of Woolly Nightshade (*Solanum mauritianum*) in Cambridge and Te Awamutu
- 81 shooting permits were issued for the 2020 game bird hunting season. Signage was installed, updates were provided through online communication and permits were issued timely in collaboration with Customer Services and Communication and Engagement teams.

4 2020/2021 PRIORITIES

Some of the key 2020/2021 priorities for Community Services Unit include:

- Playground Asset Officer commencing with the Community Facilities team in July 2020. This role will undertake inspections and complete minor maintenance across the districts 27 playgrounds to ensure we meet health and safety requirements
- Input into the 2021-2031 Long Term Plan process
- Finalising five Activity Management Plans
- Analysing public feedback on the draft Memorial Park and Lake Te Koo Utu concept plans, and the draft Maungatautari Reserve Management Plan to finalise these plans
- Progressing the cemeteries provision planning work
- Preparing the draft Waipa Open Space Plan
- Formalising arrangements with Department of Conservation for Lake Ruatuna and Rotopiko/Lake Serpentine
- Developing draft restoration plans for Lake Ngā Roto, Lake Mangakaware and Kakepuku
- Initiating the Waikato Pekapeka Plan.



Sally Sheedy
MANAGER COMMUNITY SERVICES



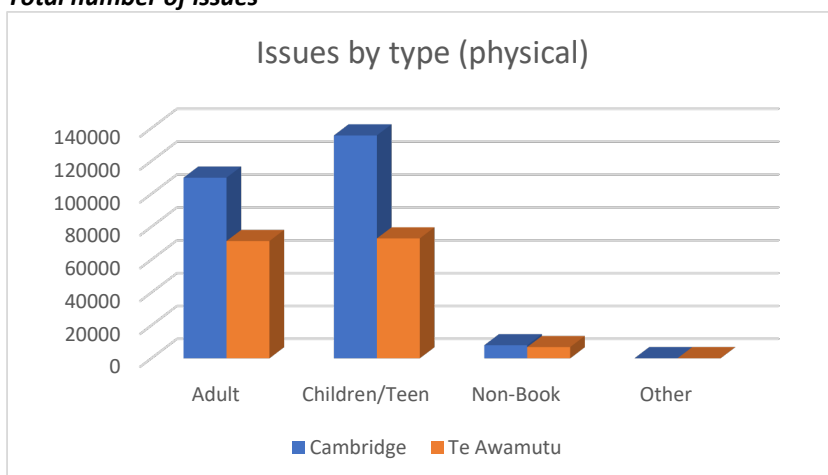
Approved by Debbie Lascelles
GROUP MANAGER STRATEGY & COMMUNITY SERVICES

APPENDIX 1 - LIBRARY SUPPORTING INFORMATION

Membership numbers

- During the year 2019/2020 the libraries registered 888 new patrons at the Cambridge Library and 687 at the Te Awamutu Library.
- At the end of the year the number of registered patrons were recorded as:
 - Cambridge – 19,842
 - Te Awamutu – 14,912
 - Family count – 1,044 (number of patrons who are recorded as not having their own card and are using a family member’s card)

Total number of issues

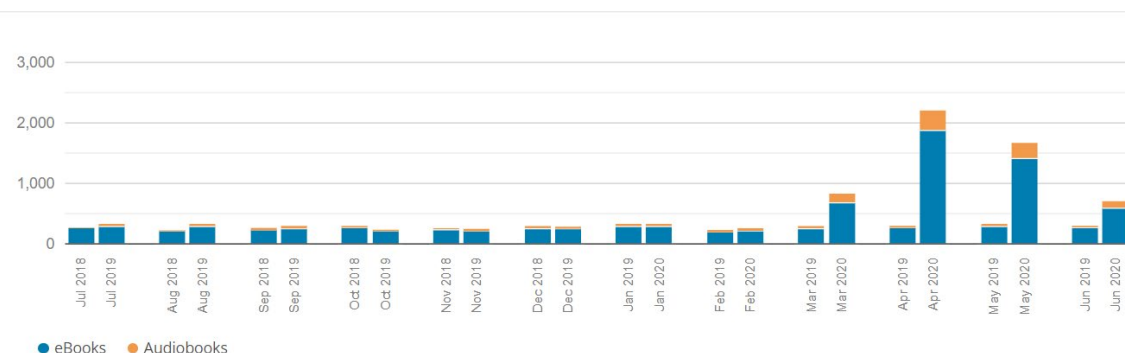


Material type	Cambridge	Te Awamutu
Adult	109,895	71,353
Children/Teen	135,611	72,952
Non-Book	7,947	6,842
Other	111	103
Total	253,564	151,250

eResource issues

- eBooks for 2019/2020 = 6518
- eAudiobooks for 2019/2020 = 1303
- Noted: during lockdown eBooks and eAudiobooks were made available free to the public, resulting in a 624% increase in issues

Loans / month



Programmes

Over 6,440 patrons attended physical sessions during 2019/2020 year. It is noted, not all activities count attendees due to the nature of the activity. For this year the activities / events and programmes were:

- Wiggle and Rhyme (once a week in both libraries during term time)
- Toddler Time (once a week in both libraries during term time)
- Makerspace (twice a week in Cambridge and once a week in Te Awamutu during term time)
- Holiday craft programmes (July and October)
- Children's reading programme (in both libraries)
- Book club – quarterly in both libraries
- Health talks x 6 (3 in both libraries)
- What you can learn about bees
- Meet Jim Kerr toymaker (with interactive displays in both libraries)
- Letter to a Weta (book launch) (Te Awamutu)
- Halloween – Stories Alive (Cambridge)
- Community club night (Cambridge)
- Give Yoga a Go (Cambridge and Te Awamutu)
- Pilates (Te Awamutu)
- Ladies running (Cambridge)
- Zumba
- St Kilda book club and monthly delivery of items to residents
- Beginner dance
- Pilates 50+
- Xmas crafts (Te Awamutu and Cambridge)
- Xmas cards (Te Awamutu and Cambridge)
- Josephine's Garden (book launch)

- Get Published (Cambridge and Te Awamutu)
- Heritage walks (Cambridge and Te Awamutu – extra walks added due to popularity)
- Plough of the Pakeha (Cambridge)
- New Zealand Remembrance Army talk (Te Awamutu)
- Good Grief Granny’s Gone (Cambridge and Te Awamutu)
- Enzed History online workshop (Cambridge)
- Te Awa Wai journeys (Te Awamutu)
- New Wine in Old Bottles (Te Awamutu)
- Website launch and associated events
- SeniorNet website sessions (Cambridge)
- Mr Yipadee (Cambridge and Te Awamutu)
- A geological exploration of Mt Pirongia (Te Awamutu)
- Get Lit! – adult winter reading challenge
- Design a library card competition
- During this time there were also visits from community groups and schools as well as staff visiting a variety of different groups and organisations
- Over and above this, there was also participation in:
 - Cambridge Christmas Parade with the Parks department (best community float and best overall float)
- Whanau Family Fun Day

APPENDIX 2 – MUSEUM AND HERITAGE SUPPORTING INFORMATION

Exhibitions held 2019/2020

- Gavin Gifford Gallery
 - To the Dogs – Exploring the special relationship with dogs in all aspects of life.
 - Whatu Manawa – Celebrating the weaving of Matekino Lawless
 - Te Ohanga Ake – Exegesis PHD Exhibition of weaving by Kahutoi Te Kanawa
 - Te Kopuni Kura – Collected treasures of Te Wananga Aotearoa

- Front Porch Gallery
 - Interactive Korowai – learning how master weavers create real feathered korowai
 - Resilience, Resistance, Remembrance – Commemorating the New Zealand Land Wars
 - Queen Victoria Lithograph – fascinating object from the Museum Collection
 - A Moment in Time – selection of glass plate negatives
 - Kaleidoscope of Colour – Celebrating Autism Awareness Month

Public Programmes provided 2019/2020

- Matariki – Raranga weaving workshops
- October School Holiday – Weaving Workshops
- Tui and Tama’s Annual Halloween Party
- Cookies and Canvas
- Paint and Sip
- Adult Weaving Workshops with Kahutoi Te Kanawa
- Anzac

General Visitor Numbers

	2018	2019	2020
January	1,073	512	650
February	532	423	447
March	506	623	231*
April	704	764	0**
May	500	656	40***
June	580	426	188
July	359	613	
August	441	308	
September	478	507	
October	684	933	
November	330	463	
December	281	397	
Total	6,468	6,625	1,556 to date

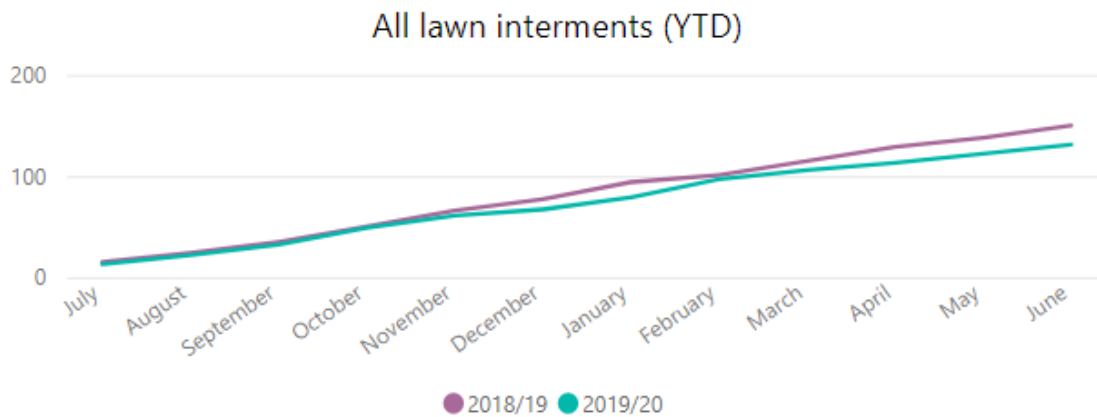
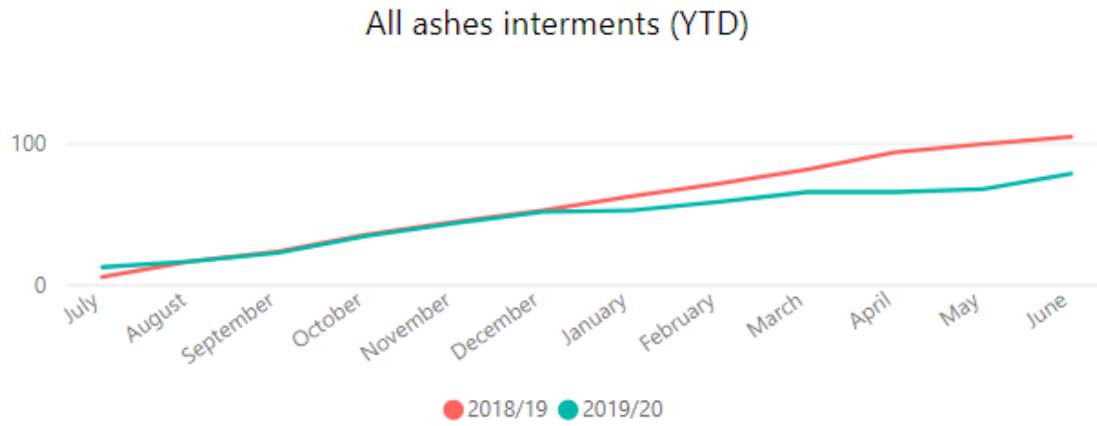
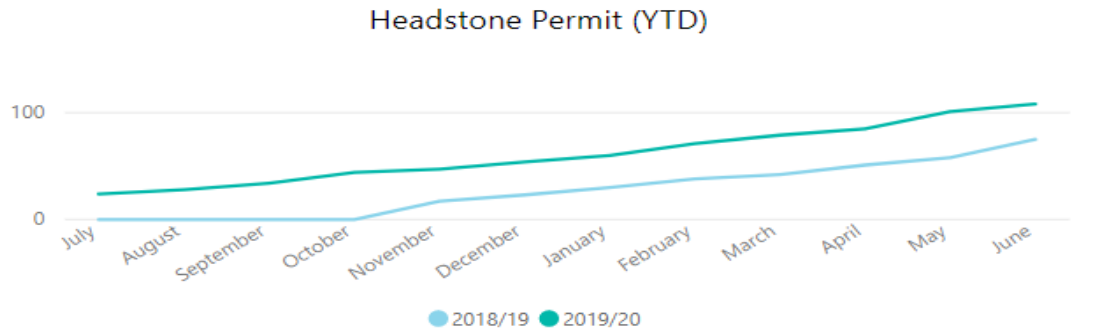
COVID-19 impact - *closed to public 23/3, ** closed, *** reopened 25/5

LEOTC Students

	2018	2019	2020
January	0	0	0
February	674	440	516
March	384	988	154*
April	59	306	0**
May	739	755	0***
June	201	206	100
July	16	0	
August	419	136	
September	596	408	
October	224	50	
November	101	57	
December	87	0	
Total	3,500	3,346	770 to date

COVID-19 impact - *closed to public 23/3, ** closed, *** reopened 25/5

APPENDIX 3 - CEMETERIES SUPPORTING INFORMATION





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

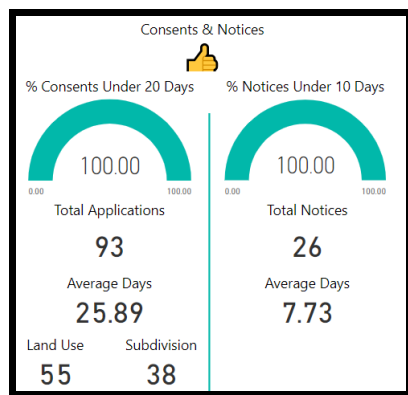
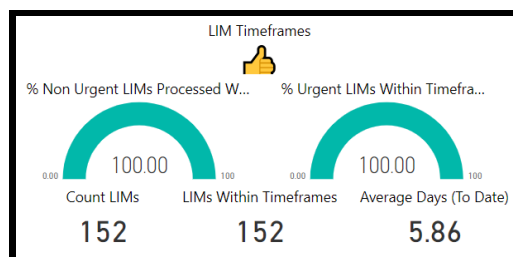
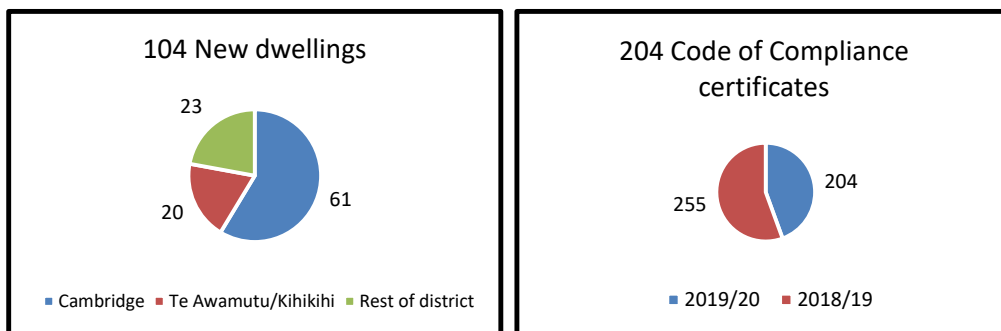


Figure 2: LIMS April 2020-June 2020



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

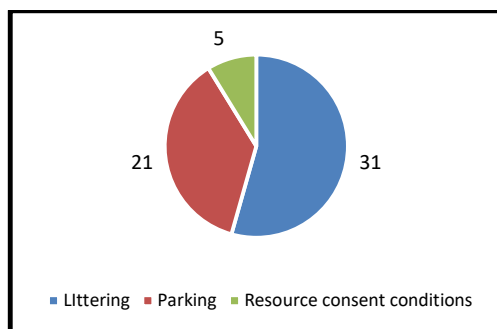
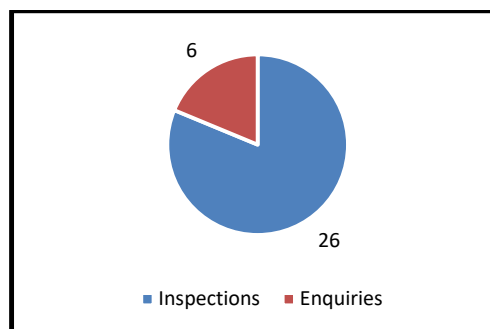


Figure 4: Swimming pool barriers



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

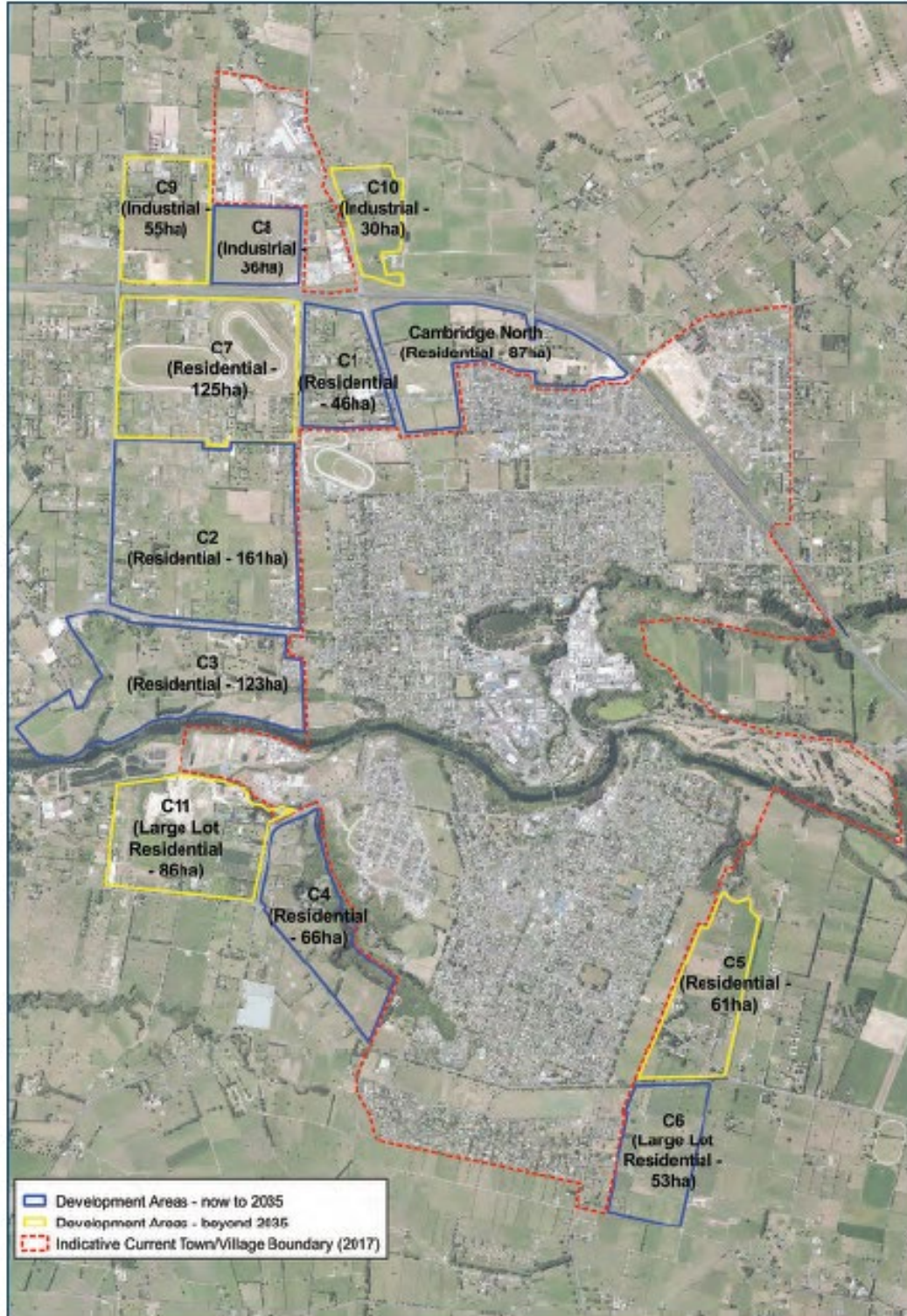
STATUTORY AND POLICY REQUIREMENTS

Legal and regulatory considerations

This has been addressed in the body of the report.

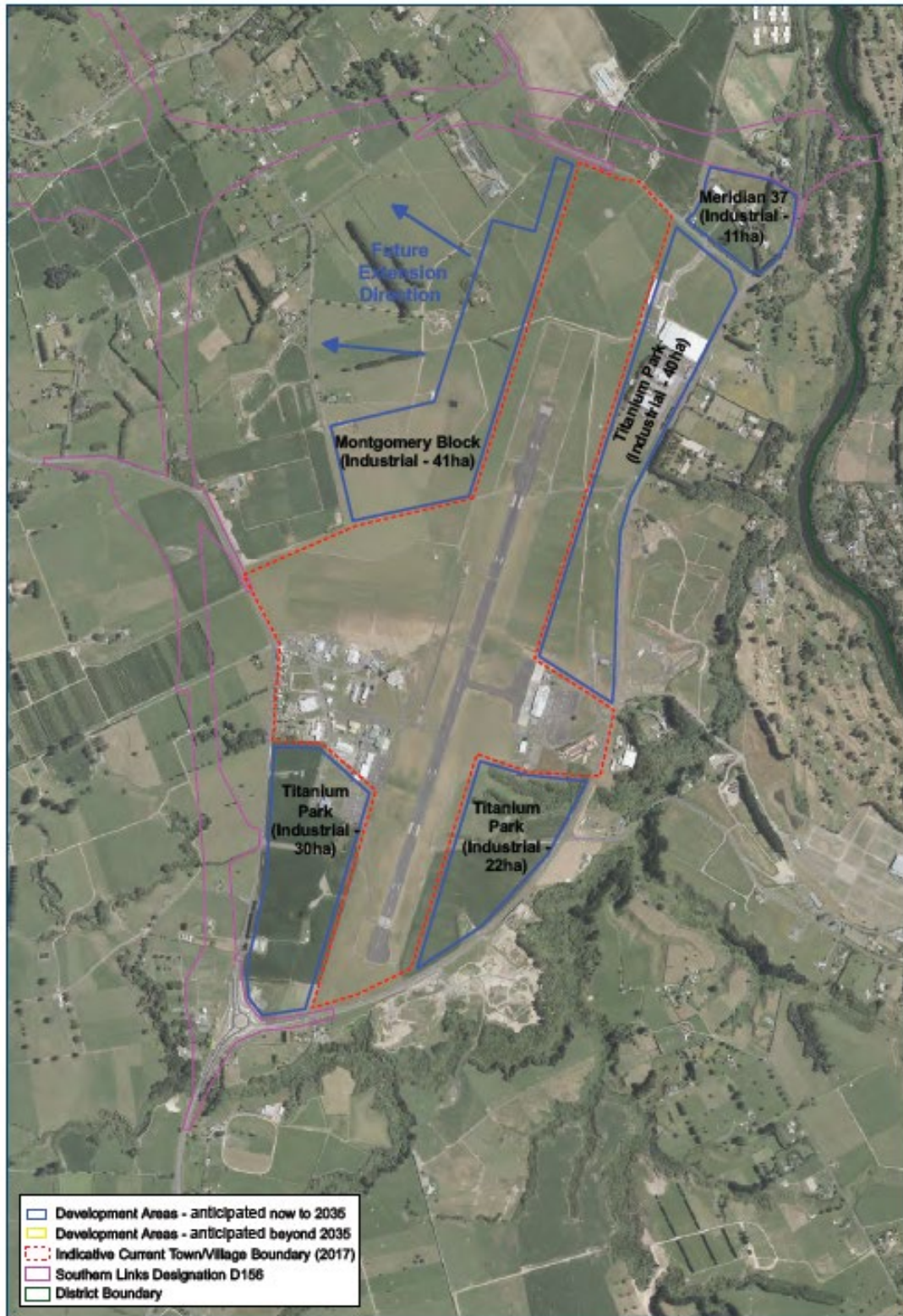
APPENDIX 1: WAIPĀ DISTRICT GROWTH CELLS

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



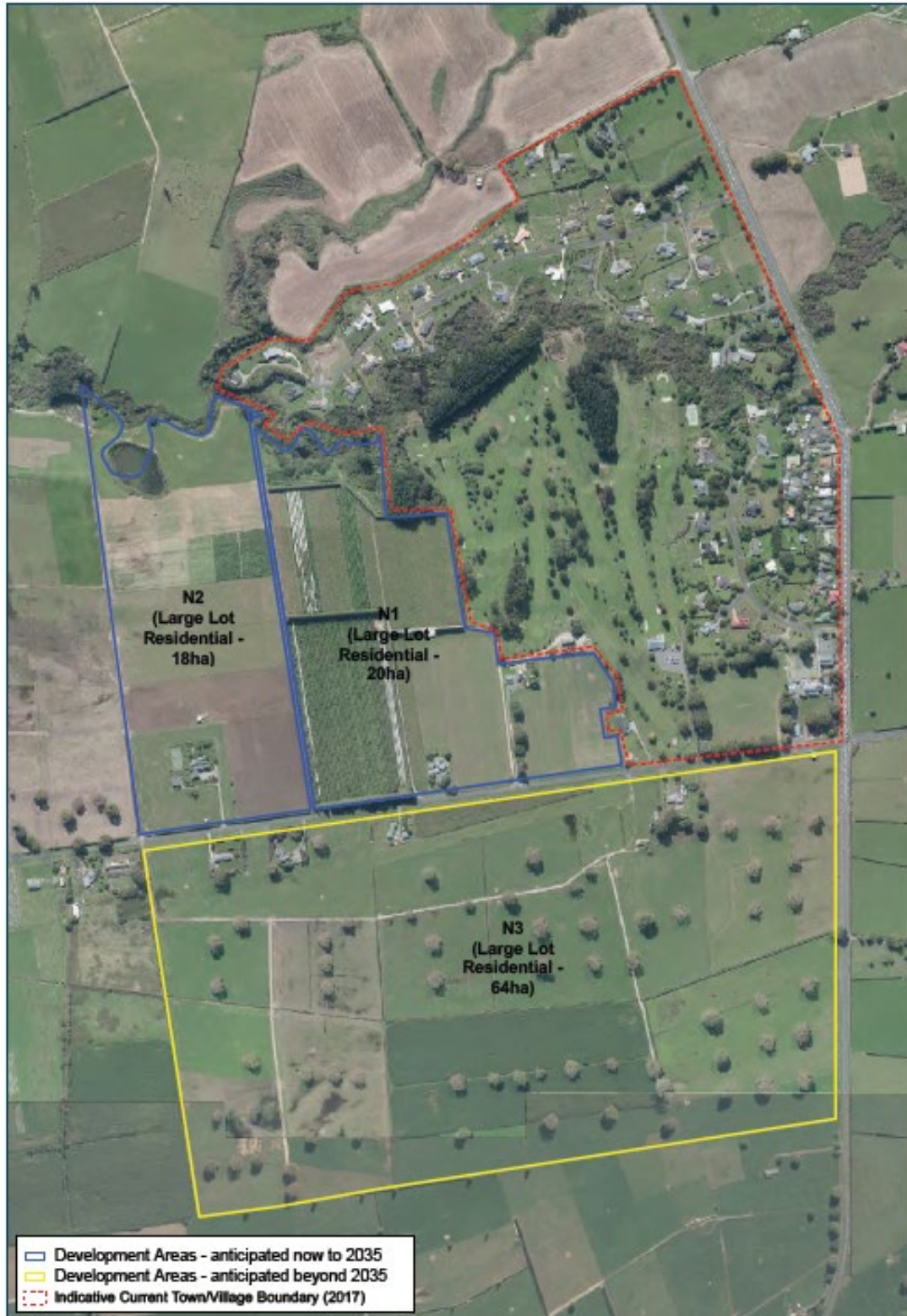
GROWTH CELL	STATUS UPDATE
Titanium Park	Airport business zoned with structure plan. Approximately 45% is developed. Development is currently constrained by limited Council provision of water and waste water services to the entire Airport node.
Meridian 37	Industrial zoned approximately 35% developed.
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



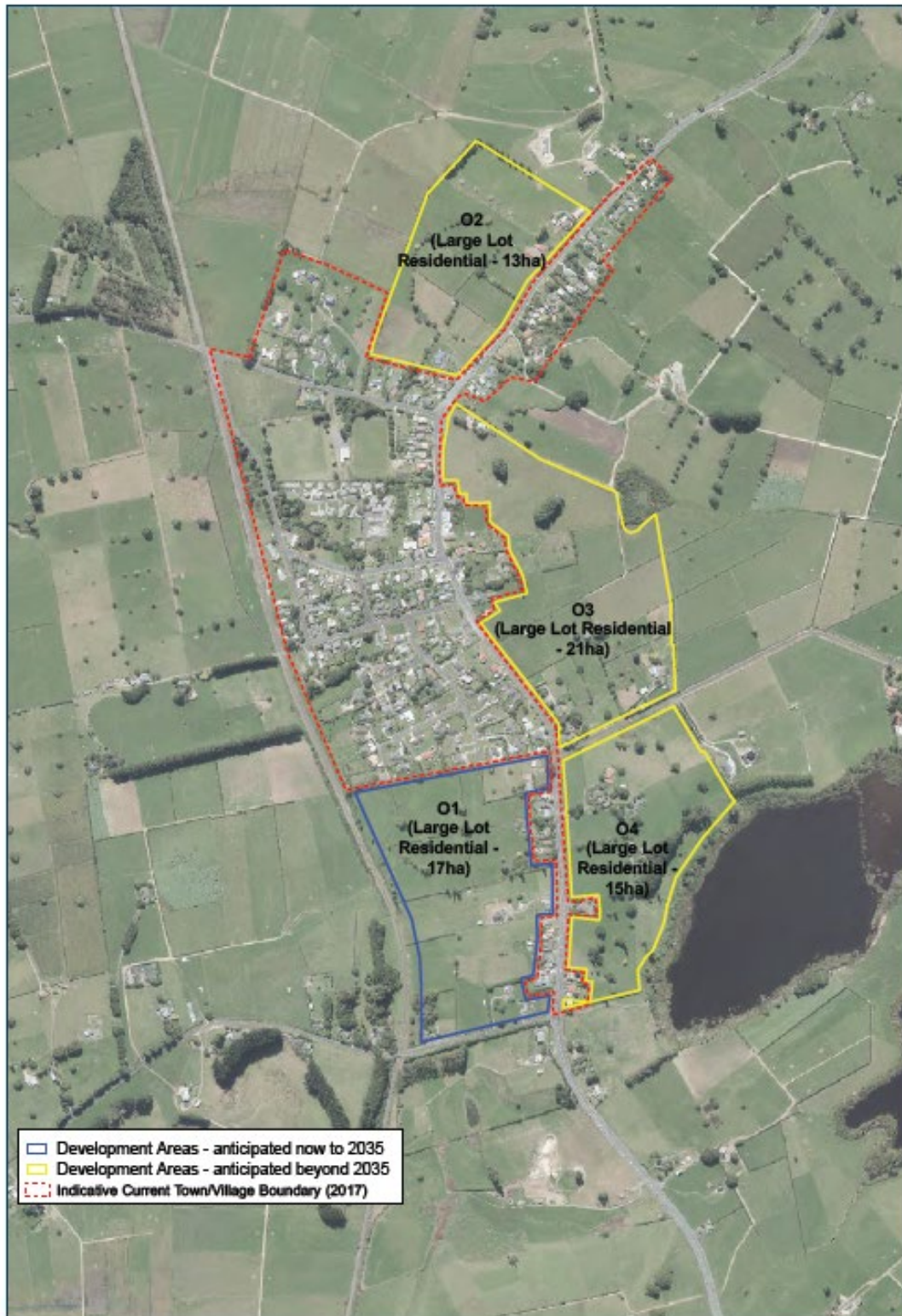
GROWTH CELL	STATUS UPDATE
K1	Zoned deferred large lot residential. Although there is no structure plan for this cell, it is approximately 40% developed. This cell is earmarked for current development
K2	Zoned deferred large lot residential. This cell is earmarked for development post 2035

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



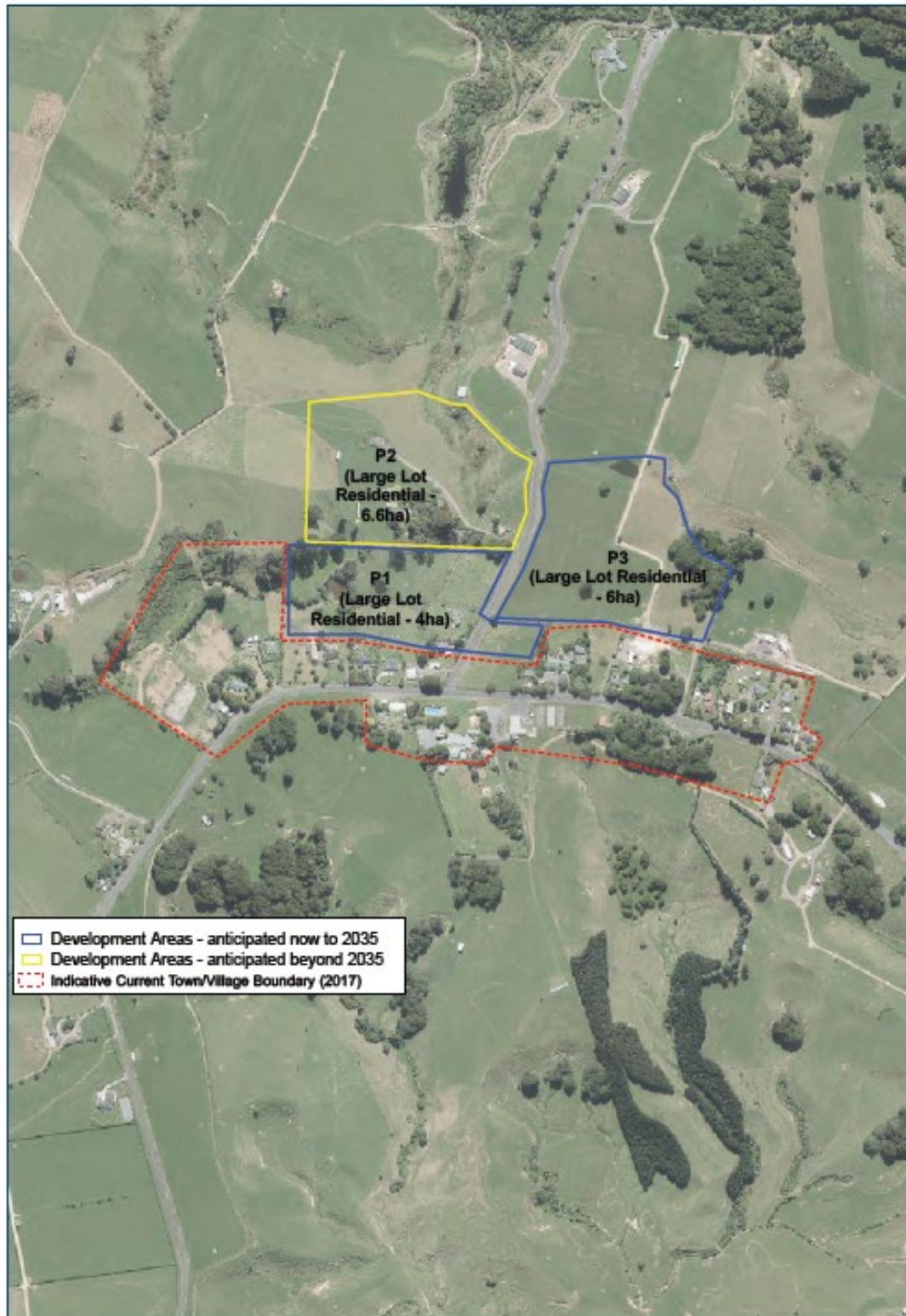
GROWTH CELL	STATUS UPDATE
O1	This cell is zoned large lot residential with a structure plan and is approximately 85% developed.
O2	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
O3	Zoned deferred large lot residential, this cell is earmarked for development post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

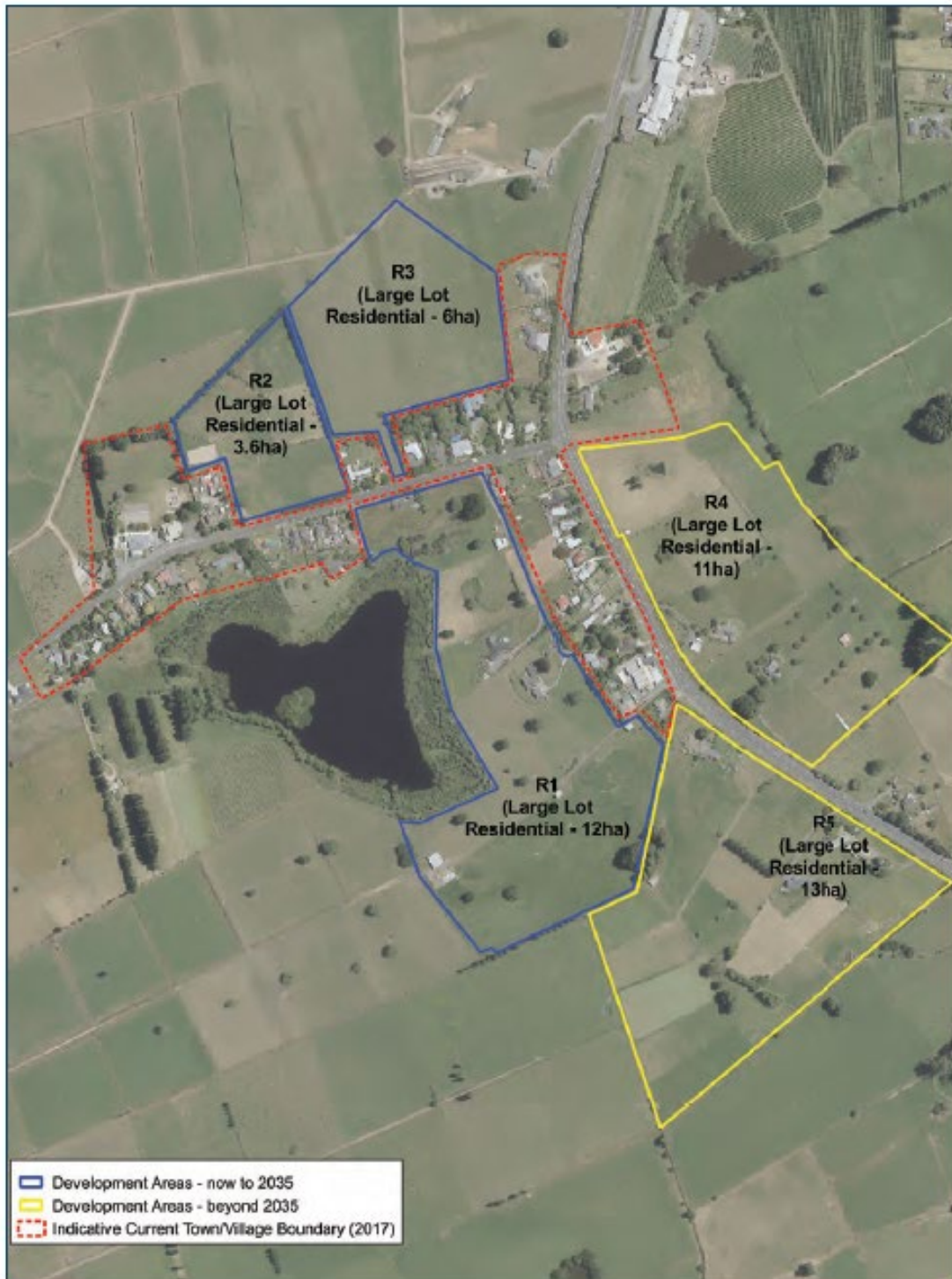


PUKEATUA GROWTH CELLS



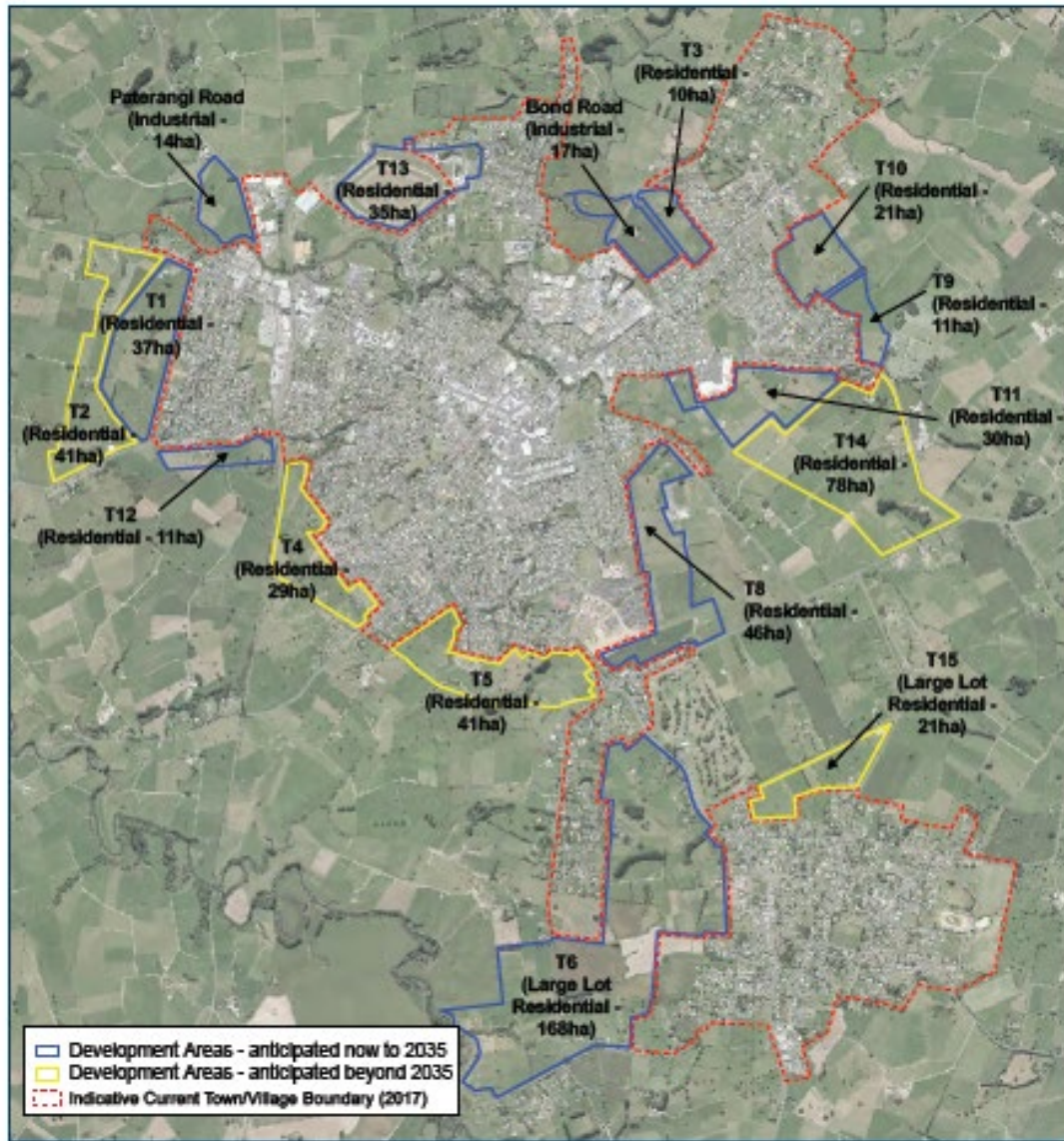
GROWTH CELL	STATUS UPDATE
P1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
P2	Zoned deferred large lot residential, this cell is earmarked for development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

RUKUHIYA 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.

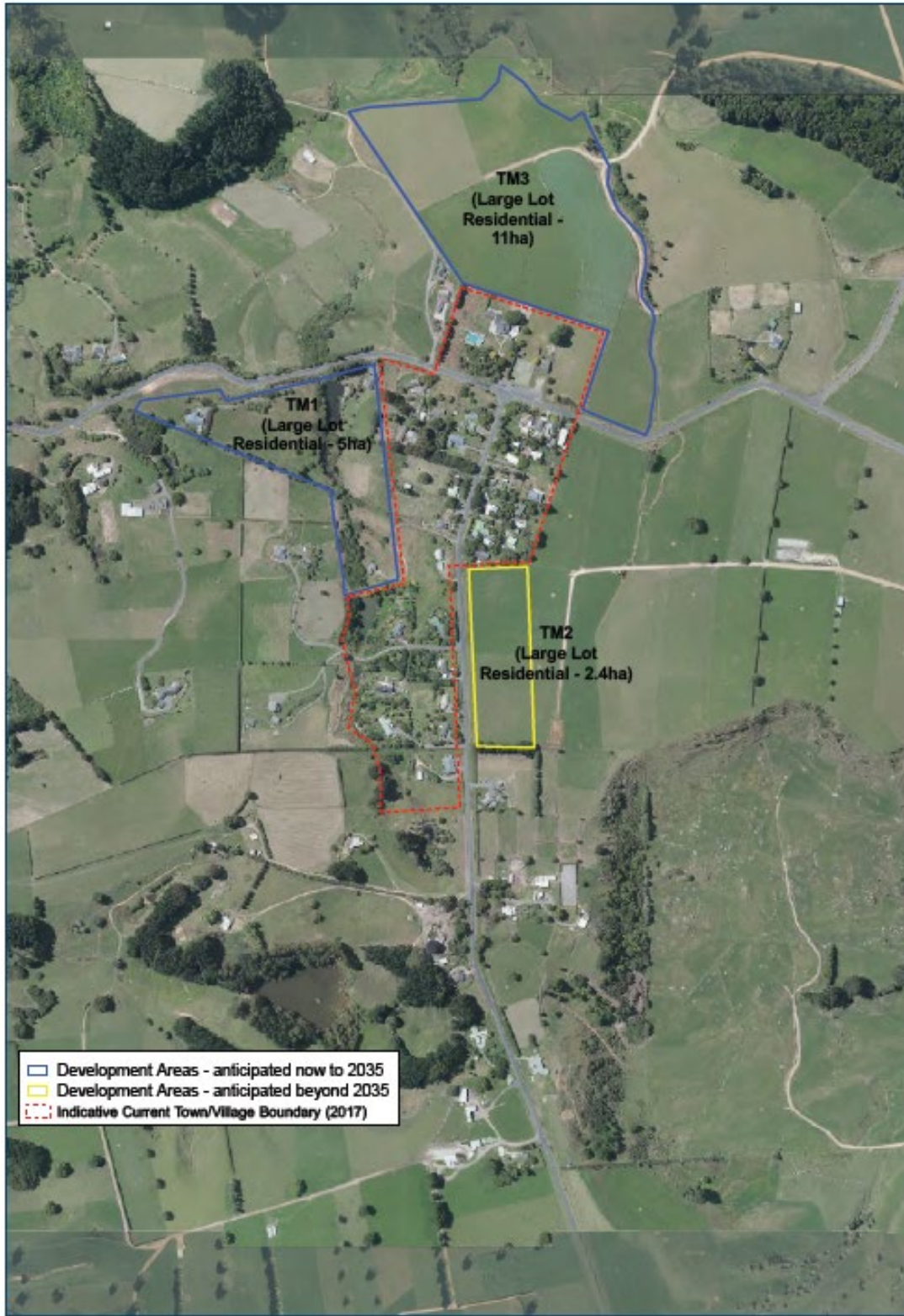
TE AWAMUTU AND KHIKIHI GROWTH CELLS



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.

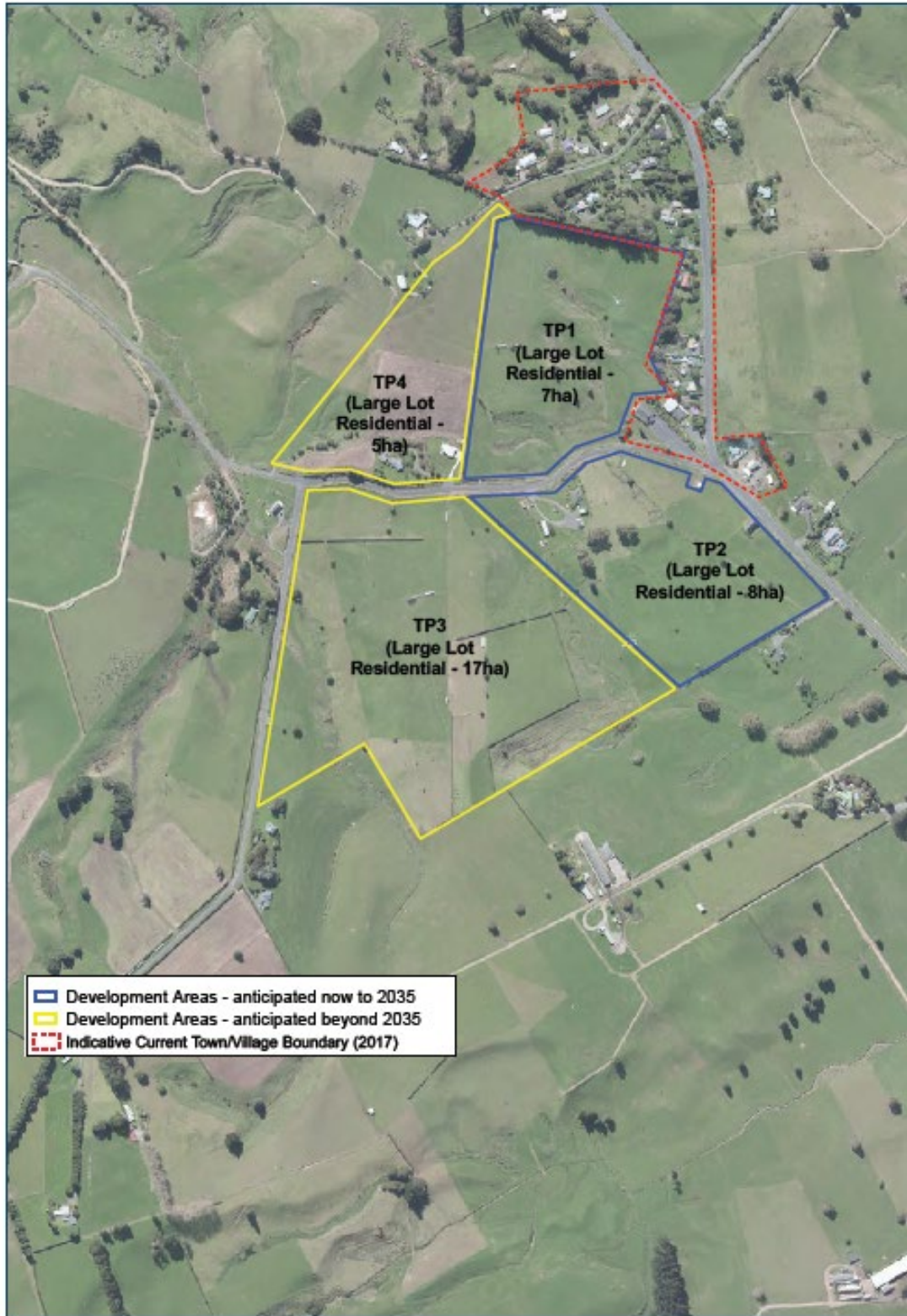
GROWTH CELL	STATUS UPDATE
Bond Road	Zoned for industrial development, a development plan has been prepared and this growth cell is being developed currently. Approximately 70% has been developed of the northern portion.
Paterangi Road	Zoned deferred industrial.

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



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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 underneath.

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

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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.



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19 May 2020

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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

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STRATEGIC PLANNING AND POLICY COMMITTEE REPORT



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.

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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.

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- 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:

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- 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:

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- 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 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.

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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 Strategic Planning and Policy Committee

From: GM Strategy and Community Services

Subject: **WAIPA DISTRICT COUNCIL COMMUNITY RECOVERY FUND**

Meeting Date: 4 August 2020

1 EXECUTIVE SUMMARY

Waipa District Council has been considering how the organisation should best meet the needs of communities to assist the recovery from COVID-19. A range of government funding has been released to assist the nation's recovery. Local government needs to make decisions about how best to support this recovery at a local level, ensuring that central government funding is well utilised and then invest strategically in areas where there is less saturation of central government funding.

While Waipa is somewhat protected by its reliance on the primary sector, there is still expected to be an impact on GDP and unemployment is expected to rise. Māori will be disproportionately affected by this, with Māori unemployment within the region expected to rise significantly in the next 12 months.

Social services within the District are already stretched and data suggests that the wave of redundancies has yet to come. There are concerns amongst this sector about how they will manage, given the pressure on philanthropic funding sources and the potential increase in the need for their services.

Waipa District Council staff have considered the data on the impact of COVID-19 and information from a range of stakeholders have informed a position on recovery initiatives. Council has approved a \$795,000 recovery package from the Arbitrage Fund.

Dr Bev Gatenby was contracted to develop a proposal for a contestable fund to support the District to recover from Covid-19 in collaboration with other philanthropic funders. As per her recommendations, this report proposes that \$400,000 is allocated to the Waipa District Council Community Recovery Fund. It proposes these funds are administered by a Working Group that reflects the makeup of our significant stakeholders in the Recovery space.

In addition to this, staff are looking at opportunities to work in partnership with iwi and others to maximise the use of central government funding for Waipa District.

The following appendices accompany this report:

- Appendix 1 – Waipa DC Community Recovery Fund Report
- Appendix 2 – Waipa Recovery Fund Criteria and Guidelines

2 RECOMMENDATION

That

- a) *The report titled ‘Waipa District Council Community Recovery Fund’ (document number 10441754) of Debbie Lascelles, Group Manager Strategy and Community Services, be received;*
- b) *The Strategic Planning and Policy committee amends part (e) of Resolution E2/20/10 of the Strategic Planning and Policy Committee on 16 June 2020 by amending the quantum of the contestable COVID-19 Recovery Fund from \$448,100 to \$400,000 and approves the remaining \$49,000 (out of the total \$795,000 recovery fund) be allocated to support marketing of the District, with expenditure for marketing initiatives to be approved by the Group Manager, Strategy & Community Services in consultation with the Chair of Strategic Planning & Policy Committee and the Deputy Mayor;*
- c) *Pursuant to Clause 30, schedule 7 of the Local Government Act (2002), the Strategic Planning and Policy Committee appoint a Waipa District Council Community Recovery Working Group;*
 - (i) *Membership of the Working Group shall consist of 2 Councillors (Chair of the Strategic Planning & Policy Committee and Deputy Mayor), Waipa District Council Iwi Liaison Advisor Shane Te Ruki, 1 Manager of a regional philanthropic fund, 2 community sector leaders and 2 iwi leaders.*
- d) *Pursuant to Clause 32, schedule 7 of the Local Government Act 2002, the Strategic Planning and Policy committee delegate authority to;*
 - (i) *the Mayor for final approval of the appointment of individuals, which are a manager of a regional philanthropic fund, 2 community sector leaders and 2 iwi leaders on the Waipā District Council Community Recovery Working Group;*
 - (ii) *the Waipa District Council Community Recovery Working Group to assess funding applications made to the Waipa District Council Community Recovery Fund and allocate funding as per the criteria set out in appendix 2.*

3 BACKGROUND

Recovery from COVID-19

In December 2019, the first cases of COVID-19 start to emerge in Wuhan, China. By 7 January 2020, Chinese authorities identify a new type of Coronavirus and by 30 January, the World Health Organisation (WHO) declares the outbreak to be a “public health emergency of international concern”. On the 11 February, WHO names the disease COVID-19.

In New Zealand (NZ), a period of lockdown from 25 March – 14 May 2020 eradicated community transmission of the virus but had a significant impact on New Zealand’s economy. International borders were closed on 19 March to anyone who is not a NZ citizen or permanent resident and remain closed for the foreseeable future. As of 26 July 2020, there have been a total of 16,196,503 cases of COVID-19 globally, with 5,636,215 active cases and 648,327 deaths (representing 6% of all cases). As the pandemic continues to spread through overseas countries, there are growing concerns about the impact of the global economy on NZ.

On 20 May 2020, a Council workshop highlighted the impact of COVID-19 on Waipā District highlighted how recovery efforts are being led nationally, regionally and locally and proposed a number of recovery initiatives.

The workshop highlighted the responsibilities of local government to lead recovery locally and the definition of recovery:

“Recovery means the coordinated efforts and processes used to bring about the immediate, medium and long-term holistic regeneration and enhancement of a community following an emergency. The recovery process is about supporting people to rebuild their lives and restore their emotional, social, economic and physical wellbeing” (CDEM Act, 2002).

Key principles were identified that should guide the recovery approach. To summarise, Waipa District Council needs to be aware of the following:

- Recovery must support the cultural, emotional & physical well-being of individuals & communities, minimise the consequences of COVID-19 and take opportunities to regenerate communities in ways that build resilience
- A regional approach will deliver the best outcome for all the region’s districts, people and communities
- Collective action will be required to achieve the best outcome – no person or agency can achieve that by themselves
- Iwi must be recognised as recovery partners & a major part of the economy, society & culture of the Waikato

- Solutions should be designed by Māori for Māori
- Decisions should be evidence based.

Initial strategic priorities identified by staff at Waipa District Council to guide the start-up of local recovery efforts are:

- Partnering with iwi
- Build better: green infrastructure projects
- Supporting the visitor economy
- Supporting employment and training
- Supporting the capability of the social sector.

A range of recovery initiatives that were already underway across the organisation were highlighted. Funding for the following recovery initiatives were proposed:

1. The employment of Community Advisors
2. Increases to the District Promotions and Community Events Funds
3. The establishment of a contestable COVID-19 Recovery Fund.

At this workshop, Councillors directed staff to work collaboratively with local and regional funders in the development of a contestable fund.

At an extraordinary Strategic Planning & Policy Committee held on 16 June 2020, the Committee were presented a \$795,000 recovery package. It resolved:

That

- a) *The report titled 'Covid-19 Recovery' (document number 10406840) of Debbie Lascelles, Group Manager Strategy and Community Services, be received;*
- b) *The Strategic Planning and Policy Committee approve a Recovery Package of \$795000 from the Arbitrage Fund;*
- c) *The Strategic Planning and Policy Committee direct staff to undertake further work on the proposal to fund from the Recovery Package in b) the employment of two Community Advisors on a fixed term for 18 months at a maximum cost of \$258000 (\$172600 has been included in the Revised Draft Annual Plan 2020/21 and the remainder of this cost to best included in the first year of the 2021 to 2031 Long Term Plan). Such work to include more detail on how these positions will work in our organisation, reporting and KPI's.*
- d) *The Strategic Planning and Policy Committee approve funding from the Recovery Package in b) for a \$50000 increase to the District Promotions Fund for 2020/21, \$20000 additional funds for the Community Events Fund for 2020/21 and \$18000 funding for the Cambridge Community House Trust (to be determined as per recommendation (b) of the report titled "Revised Draft Annual Plan 2020/21");*

- e) *The Strategic Planning and Policy Committee direct staff to develop criteria, process and quantum for a contestable Covid-19 Recovery Fund utilising the remaining \$448100 of the Recovery Fund, to be presented to the Strategic Planning and Policy Committee on 4 August 2020.*

4 DISCUSSION

Scope of the proposed Recovery Fund

Dr Bev Gatenby was contracted to assist Waipa District Council with the development of a contestable recovery fund. Dr Gatenby's considerable experience, expertise and networks within the philanthropic sector enabled a collaborative approach in the development of this fund and this puts Waipa District Council in a position to leverage relationships with other funders on an ongoing basis. Her report *Waipa DC Community Recovery Fund Report* (The Report) is attached in appendix one.

The following funders were consulted with to assist in the development of the recommendations in Dr Gatenby's report:

- Waikato Community Funders Group
- DV Bryant Trust
- Len Reynolds Charitable Trust
- Perry Foundation
- Trust Waikato
- Momentum Waikato Community Foundation
- Waikato Tainui
- Ohaupo Ngahinapouri Lions
- Cambridge Lions
- Te Awamutu Rotary
- Cambridge Rotary
- Te Awamutu Lions
- Mt Pirongia Lions
- Kihikihi Lions

It was very well received that Waipa District Council was joining the Waikato Community Funders Group and should be noted that these relationships will be of significant benefit to the District going forward.

In addition to discussion with funders, conversations with significant stakeholders about needs within the District, data collected by the Salvation Army and a review of central government funding informed the recommendations about the purpose and scope of the proposed Community Recovery Fund.

A significant finding of Dr Gatenby's report is that central government funding for the social sector is unlikely to completely address the need. COVID-19 is likely to exacerbate an already identified funding gap in this sector and the smaller, grass roots organisations who are doing much of the crisis response are either not eligible for government funding or lack the capacity to write significant funding proposals. It is this gap that the proposed Waipa District Council Community Recovery Fund aims to mitigate.

It should be noted that the Government has provided significant economic development funding. The Regional Business Partners Scheme is being rolled out in Waipa District via Te Waka, who have provided this service throughout lockdown and will recommence visits to the District in late August. This enables small and medium sized businesses to access advisory support in the areas of employee relations, health and wellness, business continuity planning, finance and cashflow management, marketing, and digital enhancement strategy. Waipa District Council have a service level agreement with Te Waka and along with neighbouring Councils, provide financial support for their ongoing operation.

In addition, \$600m of central government funding will be allocated via the Provincial Growth Fund. This fund can potentially be utilised by Waipa District Council to fund green projects in partnership with iwi that generate employment options for local people. Early conversations with the Provincial Development Unit about this have been optimistic.

Based on the background information outlined in The Report, it is proposed that an appropriate purpose of the Waipa Community Recovery Fund is to support projects, programmes and services provided by not-for-profit community groups which aim to assist local communities, families and whanau to recover from the impacts of COVID-19.

Process and Criteria

The Report proposes that the Fund be allocated in two rounds. The first round is open to all community groups, ensuring an accessible and transparent process. The second round is by invite only and draws on knowledge garnered in the first round and the considerable work that will have been progressed by the Community Advisors. This second round allows the Community Recovery Fund Working Group to invest money strategically where it is most needed in the community and enables the Community Advisors to work collaboratively with community organisations to progress their recovery outcomes. Proposed timings for the allocation of each round is detailed in The Report. Proposed criteria to be advertised within the community for round one is attached in appendix 2.

Proposed Community Recovery Fund Working Group

The Report proposes a mixture of Councillors (2), staff (1), and external experts from the philanthropic, community and iwi sectors form the membership of the Community Recovery Working Group. They would have staff support from the Community Advisors to assess applications. This is to ensure that a robust knowledge of the sectors that the applications are coming from informs the decision making of the Group. A collaborative approach to the allocation of these funds is in line with the following principles of recovery:

- Collective action will be required to achieve the best outcome – no person or agency can achieve that by themselves.
- Iwi must be recognised as recovery partners & a major part of the economy, society & culture of the Waikato.

Outcomes of the Working Group will be reported back to the Strategic Planning & Policy Committee.

Other contestable funds provided by Waipa District Council

Waipa District Council makes available other funding for communities via the following contestable funds:

- Community Discretionary Fund (administered through Cambridge Community Board, Te Awamutu Community Board, Pirongia Ward Committee)
- District Promotions Fund
- Community Event Fund
- Heritage Fund
- Waste Minimisation Fund
- Creative Communities Fund (Administered via Council on behalf of Creative NZ)

The District Promotions and Community Events Funds have been increased for the 20/21 year with the view to supporting the recovery of the visitor economy. The criteria of these funds have been updated to reflect this focus. Likewise, the Community Discretionary Fund administered by the Community Boards and Ohaupo/ Pirongia Ward Committee have been updated to reflect the priority to fund projects that contribute to recovery efforts.

All contestable funds and funding provided to external groups are currently under review to determine in the coming few weeks how the quantum of funding across all Waipa District Council's budgets is best spent and how these funds will contribute to recovery in the 21-31 Long Term Plan budget.

Marketing Funding

It is proposed that the remaining \$49,000 be utilised within the organisation for marketing initiatives identified by staff as important for promotion of the District. It was identified in the 20 May Council workshop that there was a need to invest in refreshed marketing for the Home of Champions Brand, to assist with attracting people to the District. Staff have met with Hamilton Waikato Tourism to improve collaboration in this area and leverage the central government investment into the tourism industry. This allows staff some additional funding to contribute to initiatives in this space. To ensure Councillors continue to have oversight of this spend but at the same retain the ability to make quick decisions when opportunities present, it is proposed that spend in this area is approved by the Group Manager Strategy and Community Services, in consultation with the two Councillors on the Community Recovery Working Group.

Financial considerations

The Strategic Policy and Planning Committee has approved a package of recovery initiatives from the Arbitrage Fund of \$795,000. Funding recovery from the Arbitrage Fund means that there is no impact on rates.

Total costs of the initiatives are detailed in the table below:

Initiative	Cost
Employment of Community Advisors, 18 months	\$258,000
Increase to District Promotions Fund	\$50,000
Increase to Community Events Fund	\$20,000
Cambridge Community House IT Recovery grant	\$18,000
Proposed Community Recovery Fund	\$400,000
Proposed seed funding for staff initiatives	\$49,000
Total package	\$795,000

Risks

There is a risk that a second wave of the pandemic disrupts community events, services and programmes further. Staff suggest that if this situation arises, unspent money from the District Promotions, Community Events, and Community Recovery Funds are either used to support a further COVID-19 crisis response or rolled over into a subsequent year, with a determination on this made by the Strategic Policy & Planning Committee.

The proposed timing for round one of the Community Recovery Fund does not allow much time to publicise this to community groups with the risk that applications in this round are low. Trust Waikato have a substantial database of their existing grant recipients that they are willing to share with us. Letters advertising the grant will be sent to all those in Waipa District on this database and the fund will be promoted to all stakeholders that have been identified and collaborated with to date on recovery initiatives. This is in addition to the standard communications methods used within the organisation.

There is an additional risk that when the fund ceases, after the two rounds are complete and projects have been delivered, that the impacts of COVID-19 continue to worsen and there is a significant ongoing funding gap for community organisations. The review of our current funding commitments will identify possible areas that funds can be redistributed from in the event of required a further prioritisation on recovery.

Consultation and engagement

A significant number of stakeholders within Waipa and beyond have been consulted with to inform data and recommendations on the recovery package in general and for the purposes of this report. This work is ongoing, and the implementation of recovery initiatives, including the assessment and allocation of grants is proposed as a collaborative approach that involves iwi, philanthropic and community sectors within the Waipa District.



Debbie Lascelles

GROUP MANAGER STRATEGY AND COMMUNITY SERVICE

Appendix 1

Waipa DC Community Recovery Fund Report

Report to: Debbie Lascelles, Group Manager Strategy and Community Services, and Garry Dyet, CEO, Waipa District Council

From: Bev Gatenby, Consultant

24 July 2020

Waipa Community Recovery Fund: Process and Criteria

A. Background

As New Zealand moves into recovery following our nation's response to Covid19, Waipa District Council is developing and implementing its Recovery Plan.

Part of the Waipa Recovery Plan is to provide a Community Recovery Fund of approximately \$400k in the 2020-2021 year, which is to be available for community-based social wellbeing initiatives addressing the recovery needs of communities. Such initiatives may also address economic, cultural and environmental wellbeing.

This report recommends criteria, priorities and process for the Waipa Community Recovery Fund.

B. Link with community development

Council has already approved the appointment of two Community Advisors as part of the Recovery Plan. These positions will be very helpful in ensuring the Community Recovery Fund is effective. The process recommended in this paper includes the Community Advisors assisting with identifying community needs, sharing information about the Community Recovery Fund, encouraging appropriate applications and working with community groups.

Working with communities on the Waipa Community Recovery Fund will also give the Community Advisors a headstart in building community credibility for other aspects of their work.

C. Other Recovery Funding

1. Waipa District Council

Waipa District Council currently has several grant funds in place to support community projects and activities:

- Community Discretionary Fund (administered through Cambridge Community Board, Te Awamutu Community Board, Ohaupo/Pirongia Ward Committee)
- District Promotions Fund
- Community Event Fund
- Creative Communities Fund
- Heritage Fund
- Waste Minimisation Fund

Acknowledging the significant impact on communities of the response to the Covid19 pandemic, Council has provided additional funding to the District Promotions and Community Event funds and prioritised recovery activities. The priorities of discretionary grants allocated by the Community Boards now also take into account recovery for communities.

2. Government

Government has provided a wide range of fiscal supports both during Level 4, some of which are now closed, and through Budget 2020. Appendix 1 (p.12) shows a recent summary of central government funding for recovery. The Unite Against Covid-19 Government website also has information about government funds community groups can apply for: see <https://Covid19.govt.nz/community/funding/>

For a useful summary of the range of government supports in the social sector see the Technical Report provided by JB Were at <https://www.jbwere.co.nz/media/t0mjhvbb/jbwere-nz-for-purpose-covid-19-bulletin-revised-30-05-2020.pdf>. In their preamble to the Technical Report, JB Were note that the additional assistance provided to community based social wellbeing groups is unlikely to address the need:

The Coronavirus (COVID-19) poses a unique and unpredictable risk for the New Zealand economy and society as a whole, with the New Zealand for-purpose sector at one of the fault lines in navigating this challenge.

The 'Rebuilding Together' Budget 2020 focusses on maintaining critical support for existing public services and supporting key infrastructure investments. Many of the new initiatives are focused on jobs and training.

For the for-purpose sector the Budget provided some emergency relief in additional funding for disability support services, for family and violence services, and for community food providers. Additional funds were set aside for non-government organisations (NGO) working with Māori, Pacific, new migrant and former refugee communities. There are also new opportunities in social procurement for eligible community organisations.

However, there is concern as to whether this is enough to support community-led recovery and development. Particularly in light of the social sector funding gap that was independently identified last year to be \$630 million annually (refer Philanthropy NZ co-authored [letter](#) to Government of 1 May 2020, and Social Service Provider Aotearoa [follow up](#)). This gap already was threatening the sustainability and effectiveness of our NGO social services and COVID-19 stresses the urgency to address this. The amount of fiscal stimulus announced in Budget 2020 is large and is rightly in support of the economy through this significant period of disruption. Around \$20 billion of the Budget package still remains unallocated and the opportunity remains for the Government to provide more targeted relief in supporting the structural and capability issues of the NGO and Iwi/Māori social service sector.

(<https://www.jbwere.co.nz/latest-insights/philanthropy/jbwere-nz-for-purpose-covid-19-technical-bulletin/> accessed 15 July 2020)

A comment made several times while I was speaking with various community people about the Waipa Community Recovery Fund is that much of the government funding for social wellbeing is going to organisations which already have significant government contracts and the capacity to write significant proposals for funding. In contrast, much of the crisis support has come from smaller, on-the-ground community-led groups and collaborations, many of whom have not been eligible for government funding.

Recently announced government support includes packages specifically targeted for the sports sector (Sport Support by Sport New Zealand) and creative sector (Arts Emergency Response and Recovery Support by the Ministry for Culture and Heritage, Creative NZ and others).

In the economic development sphere, the Provincial Growth Fund (PGF) has been repurposed to support regional economies as they recover from Covid19, including \$600m to be allocated. The refocused PGF has three clear objectives:

- Jobs – investments must create immediate redeployment and new employment opportunities and income growth. This adjusted criteria will see investments in skills programmes, sectors and infrastructure which will support regional economies as they change in the wake of COVID-19.
- Timelines – projects will need to be contracted and underway as soon as possible. The special Resource Management powers made available during the recovery will be used to ensure projects can progress quickly.
- Visibility – PGF projects need to be visible and active to give people in regions confidence that our social and economic recovery is underway.

(<https://www.growregions.govt.nz/about-us/news-and-announcements/pgf-reset-helps-regional-economies/> accessed 24 July 2020)

A further strong focus of central government's recovery funding has been in the provision of funding packages for the creation of new jobs in the environmental sector. Comments from several iwi organisations has been that they struggle to submit applications for environmental job creation programmes suggested within the timeframes and criteria set for the funds.

Government has also provided significant economic development funding, for example, through the Regional Business Partners Network:

More support is rolling out for small and medium enterprises (SMEs) from the COVID Response and Recovery Fund, to help them adapt and innovate to deal with the impact of the virus.

The Ministers for Economic Development and Small Business have announced a further \$40 million for the Regional Business Partners (RBP) Network, on top of \$15 million invested since March.

"The Regional Business Partners scheme has been hugely successful since the first COVID-related cash injection of \$15m. The new support will keep up that momentum," Mr Twyford said.

"More than 6,200 businesses have benefitted from free advice. Another 4,600 have registered to take part. Support for firms with up to 100 staff is delivered via vouchers for professional advisory services worth up to \$5,000.

"Regional Business Partners connect firms to expert advice at no cost to the business. Advice covers topics like business strategy, finance and cash flow, continuity planning, HR and employment relations, digital services, marketing, and health and wellness for owners and staff.

(<https://www.beehive.govt.nz/release/more-support-rolls-out-smes> accessed 24 July 2020)

A further \$10m has been provided through the Tourism Transitions Programme for advice for small and medium tourism businesses affected by Covid19.

In this region, Waipa District Council has worked with Te Waka as part of the Regional Business Support Service and Network established during Level 4, and now an ongoing commitment to direct to business support.

One way Community Advisors can add value to their work and relationships with community organisations is to ensure they are aware of the latest developments in government (and other) funding so that they can ensure community groups and other organisations are aware of the funding they may apply for.

3. Philanthropic funding

At the start of the level 4 response, several leading philanthropic funders came together as the Waikato Community Funders Group to respond to immediate needs of communities and community organisations providing essential services. The group included Hamilton City Council, Trust Waikato, WEL Energy Trust, D V Bryant Trust, Len Reynolds Charitable Trust, Gallagher Foundation, Brian Perry Foundation, Braemar Charitable Trust, Department of Internal Affairs and Waikato Regional Council. Funding was targeted for not-for-profit organisations working with at-risk people and impacted by Covid19 with increased request and demand on services. The total funding available was about \$3.2m (much of it available in Hamilton or the WEL Energy Trust area).

Although their funding pools remained separate, all applications were submitted through Trust Waikato and the funders talked daily and thus were able to provide a rapid response to funding requests. Between them, they helped ensure community groups providing essential services were able to meet needs quickly.

The Waikato Funders Group has not yet agreed on its next steps but expects to continue to be active and responsive. Hamilton City Council moved into phase 2 in June with considerable funds still available from its initial \$1m commitment and are continuing to support not-for-profit organisations impacted by Covid19 with increased request and demand on services or reduced ability due to restrictions that have been in place during the Covid19 alert levels 1-4.

Waipa Group Manager Strategy and Community Services Debbie Lascelles also attended a Waikato Funders' Network meeting to speak about the proposed Waipa DC Community Recovery Fund and seek feedback and interest from other funders in a potential collaboration for Waipa. There is an invitation for Waipa District Council to become part of the Waikato Community Funders' Group as it moves into a new collaboration phase, which will help ensure a range of funders support what is needed in Waipa.

What we do not yet know is the impact of the expected economic downturn on the future grants budgets of many philanthropic funders. The impact is expected to be felt by those with funds largely in financial assets, those invested in property and commercial assets, and those funded by gaming machines. It may be that grant budgets are significantly impacted for several years.

I spoke with the following funders about their plans for supporting recovery in local communities.

- D V Bryant Trust (CEO Raewyn Kirkman)

D V Bryant Trust allocated \$100k to crisis response and in mid-June still had \$26k remaining. A new allocation of about \$75k has been made for recovery initiatives. The Bryant Trust operates across the greater Waikato.

- Len Reynolds Charitable Trust (CEO Melissa Gibson)

Len Reynolds Charitable Trust does not have an open application process but meets with groups and then recommends funding. The Trust has a limited budget for the entire region and tends to focus on grassroots organisations not funded by government and with limited access to other funding.

- Perry Foundation (Manager Jenn Palmer)

Perry Foundation is focussed on its own projects.

- Trust Waikato (CEO Dennis Turton)

Trust Waikato has been extensively involved in the collaborative funding group and committed all of its \$1m budget quickly, as needed. The Trust is still considering what its next strategy will be and is very open to conversations with other funders about how to jointly support communities.

- Momentum Waikato Community Foundation (CEO Kelvyn Eglinton)

Momentum is considering establishing a longer-term regional resilience fund with a social investment/social impact focus: that is a capital fund invested to provide social and financial returns. This thinking is in its early days still. A conversation with Momentum may be useful if Waipa were interested in social investment models for affordable housing.

- Waikato Tainui (Marae Tukere, General Manager, Wellbeing and Development)

Waikato Tainui grants are made to marae and tribal members. Marae have been provided additional dividends this year because of Covid19. Tribal members are able to apply for a range of grants, including kaumātua grants and various education grants.

- Lions and Rotary Clubs (Ohaupo Ngahinapouri Lions, Cambridge Lions, Te Awamutu Rotary, Cambridge Rotary, Te Awamutu Lions, Mt Pirongia Lions, Kihikihi Lions)

Lions and Rotary Clubs often act as local fundraisers and grantmakers. Clubs in the District distribute between \$3k and upward of \$200k (Cambridge Lions) each year primarily to local projects and individuals. Most have found their fundraising has been impacted somewhat by the pandemic response, with usual fundraising activities not able to go ahead or being postponed. While some had reserves in place which they used for granting, others had cancelled grant rounds. I asked the Club leaders about requests for assistance from their communities and most indicated that they were experiencing lower numbers of requests. Some were expecting that community needs would increase over forthcoming months, particularly as wage subsidies end.

D. Community needs

The Salvation Army has provided a Covid19 Social Impact Dashboard, with the most recent report issued in late April. (See Appendix 2, p.13.)

In preparing this Report, I have spoken with the following people to hear their perspectives on community needs during recovery and ways a Recovery Fund might be most effective.

Vanessa Eparaima, Chair, Raukawa Charitable Trust
Poto Davies, Ngāti Koroki Kahukura
Kane Rangitonga, Manager, Kainga Aroha, Te Awamutu
Harriet Dixon, General Manager, Cambridge Community House
Bella Takiari-Brame, Acting CEO, Maniapoto Māori Trust Board
Shane Te Ruki, Iwi Liaison Advisor, Waipa DC

These people had been extensively involved in supporting families and whānau during Level 4 of the pandemic response and since, and are aware of grassroots community needs. Funders spoken to (see above) also shared themes coming through in funding applications. Many of their comments echo the Salvation Army findings.

They identified the following concerns, needs and opportunities:

- Many families and whānau have used any financial reserves they had in place.
- Those families and whānau whose financial position just enabled them to live week to week or fortnight to fortnight are now struggling financially. This will probably get worse.
- There is significantly increased demand for financial management and budgeting services, including from people who have never had to engage with these services before.
- There is a growing need for support and advocacy for those accessing Work and Income for the first time.
- Service providers are very concerned for families when the wage subsidies end near Christmas.
- People are very concerned about ongoing employment or re-employment given the deterioration in the economy.
- The income level for many older people has not changed but practical support is often needed to access supplies and health support.
- Many young people do not have a means of transport, which is particularly difficult for those living rurally. With additional financial stress, this can make accessing employment, health services and so on, very difficult.
- The re-establishment of call centres may be required from time to time.
- Resources to keep warm in winter are needed.

- There are people who still feel the effects of isolation, some of whom are anxious about returning to normal life. Iwi have supported communities by providing things such as daily online karakia and weekly catch-up calls.
- Many of those struggling with addictions are more acutely unwell than previously.
- Family and whānau stress has increased, showing up in increased abuse and violence, anxiety and depression.
- There are increased concerns about inadequate and affordable housing. At 10 July 2020, there were 84 people registered on the Public Housing Waitlist for Waipa, equating to 97 adults and 88 children. Of the 84, 52 are in Te Awamutu, 27 in Cambridge, and the others spread between Ohaupo, Te Miro and Ngahinapouri. This is an increase of over 25% since the end of October 2019.
- Support is needed for people experiencing redundancy (life planning, sourcing employment, CV writing and interview skills, re-training, re-employment, mental health, financial management).
- Digital access in rural areas can be substandard seriously impacting on people's ability to participate in communities, including accessing local government facilities.
- Many marae have been providing food and other supplies.
- People are wanting to develop and participate in community gardens, including at marae, schools, and other community facilities.
- There is renewed interest in learning cooking skills, foraging for kai, hunting, growing and preserving food.
- There is strong interest in offering or extending programmes combining employment, job creation and environmental benefits.
- There is a need for regular consistently gathered data about community needs to guide service provision.
- Some community groups are likely to need increased capacity, including more staff and IT development to be able to meet needs.
- Some organisations have been approached to apply for significant government funding for recovery and resilience programmes, including employment programmes, but do not have the immediate capacity available to put together the extensive applications required by some government agencies within a short timeframe.

E. Proposed purpose of Waipa Community Recovery Fund

The proposed purpose of the Waipa Community Recovery Fund is to support projects, programmes and services provided by not-for-profit community groups which aim to assist local communities, families and whānau recover from the impacts of Covid19.

F. Recommended process

1. Grants process

There are three main ways grants are made in general.

- Applications are invited widely and any eligible organisation can apply. The advantages of this method are that organisations may perceive the fund to be accessible and transparent, and applications may be received from a wide variety of organisations which the funder is not necessarily familiar with. The funder receives all applications at once and is able to compare them with each other.
- Staff members talk with key community organisations, assess community needs and invite a few strategic applications in line with the fund criteria and priorities. The advantages of this method are that the funder decides on the strategy and makes grants directly related to that strategy to organisations it has a relationship with this enabling very targeted granting.
- Hybrid versions of the two above methods.

For the Waipa Community Recovery Fund, I recommend a mixture of methods as follows.

The Waipa Community Recovery Fund would have two rounds, each with half the budget available to allocate, with some flexibility around that budget depending on the quality and quantity of applications in Round 1.

In Round 1, the Fund is advertised widely and any eligible organisation is able to apply in a contestable process. The range and focus of applications will provide information on the needs of communities and the ways community organisations are responding.

For Round 2, the Waipa DC Community Advisors spend several months building relationships in communities to identify significant needs, encourage appropriate responses, coordinate collaborative responses where appropriate and identify the most strategic uses of the remaining Recovery Fund budget. They would invite a small number of organisations to make applications in Round 2.

The process for application and accountability should be as straightforward and accessible as possible. For example, those organisations applying which are registered charities should not have to provide their financial statements nor annual reports as those are available on the Charities Register.

2. Eligibility and criteria

The services, projects or programmes for which funding is sought must be provided in Waipa District.

Initiatives allocated funding will show a contribution to social wellbeing and may also show contributions to economic, cultural and environmental wellbeing.

Not for profit, community-based entities are eligible to apply, including:

- Charitable trusts
- Incorporated societies
- Limited liability companies with charitable registration
- Māori Reservations
- Māori Trust Boards

Small community groups that are not a legal entity may apply under the umbrella of a larger eligible entity.

Grants are not made to individuals nor for-profit organisations.

The Fund is not available to support business as usual nor operating deficits from prior to Covid19.

Grants are more likely to be allocated where community groups are able to show

- evidence of the community need
- a clear link to recovery
- a sound project plan and budget
- capacity to undertake the proposed initiative.

Information about the needs identified above will be used to guide the allocation of grants.

3. Schedule

The timeline for the Community Recovery Fund would look like this:

4 th August 2020 Council meeting	Criteria and process for Recovery Fund considered
By 31 August	Operational details finalised and information resources prepared Round 1 advertised widely Community Recovery Fund Working Group established
1-30 September	Round 1 open for application Community Advisors coming on staff and assisting with queries
By 31 October	Grant decisions made, communicated and paid out
November to March 2021	Community Advisors identify and meet with key community people and organisations and develop invitation list for applications for Round 2
By 31 March	Round 2 applications received
April	Grant decisions made, communicated and paid out.
June	Report to Council

4. Waipa Community Recovery Fund Working Group

I recommend a working group be formed to assess allocations and allocate grants. The recommended membership is

- 2 Councillors, including the Chair of the Strategy, Policy and Planning Committee
- Waipa DC Iwi Liaison Advisor
- 1 manager of a regional philanthropic fund (I recommend the Trust Waikato CEO)
- 2 community sector leaders (eg. General Manager of Cambridge Community House)
- 2 iwi leaders

I have recommended a philanthropic fund manager be invited on to the working group to assist with activating joint funding responses to Waipa community needs.

I have recommended community sector and iwi leaders to ensure on the ground knowledge of community needs and organisations. If a working group member's organisation was applying, a conflict of interest would be declared and the member would not take part in that decision.

The Waipa DC Community Advisors would support the working group, including assessing the grant applications and providing recommendations to the working group for Round 1. For Round 2, the Community Advisors would work closely with community organisations identified as key to Waipa wellbeing during the recovery to invite applications for particularly strategic projects.

G. Final comment

Offering a Community Recovery Fund as part of Council's Recovery Plan will assist significantly in strengthening community responses and community resilience to ensure all communities in Waipa recover well.

It will also assist Council in building stronger relationships with communities and working collaboratively with community organisations.



Appendix 1: Summary of government investment as at 20 July 2020

Government COVID-19 recovery investment into communities	
<p>Environment</p> <p>Environmental jobs - DoC, MfE, MPI</p> <p>\$433m - new jobs in regional environmental projects</p> <p>\$200m - DoC Jobs for Nature Fund</p> <p>\$154m - new jobs enhancing biodiversity on public and private land</p> <p>\$315m - biosecurity initiatives including:</p> <p>\$148m - DoC pest control and advancing Predator Free New Zealand</p> <p>\$27m - MPI wallaby control</p> <p>\$40m - LINZ pest and weed control in rivers on Crown land.</p> <p>\$100m - wilding pines control</p>	<p>Housing and infrastructure</p> <p>Housing - HUD, TPK</p> <p>\$40m - bespoke outcomes for Māori housing, guided by MAHI</p> <p>\$5b - over 5 years through Kainga Ora for community and transitional housing providers (8000 houses)</p> <p>\$570m - income related rent subsidy</p> <p>\$56m - boost to insulation and heating programme</p> <p>Infrastructure - Mot, MfE, HUD, MSD, MoH, MBIE</p> <p>\$3b for</p> <p>\$708m - transport</p> <p>\$670m - community and social development</p> <p>\$464m - housing and urban development</p> <p>\$12b for NZ Upgrade</p> <p>\$6.8b - transport (\$1.1b rail, \$5.3b roads)</p> <p>\$396m - child, maternal and mental health facilities</p> <p>\$300m - regional capital projects</p> <p>\$7BC - investment in 3 waters infrastructure</p>
<p>Business support</p> <p>Ongoing access to initial support - MBIE</p> <p>\$4b - business support scheme extension</p> <p>\$10.7b - wage subsidy scheme - \$3.2B extension</p> <p>\$6.25b - business finance guarantee scheme</p> <p>\$5.2b - small business cash flow scheme</p> <p>\$3m - Business Connect platform</p> <p>\$2.3m - business.govt.nz</p> <p>\$25m - business consultancy support</p> <p>Support and develop tourism industry - MBIE, DIA</p> <p>\$400m - initial sector support</p> <p>Tourism Transitions Programme, Strategic Tourism Assets Protection Programme, Tourism Recovery Ministers Group, New Zealand Futures Tourism Taskforce.</p> <p>Business growth - MBIE</p> <p>\$9.7m - Better for Business programme</p> <p>\$216m - to revitalise the international business sector</p> <p>\$10m - incentives and grants to encourage e-commerce,</p> <p>\$12.5m - progress trans-Tasman e-invoicing regime</p> <p>\$11.4m - grow aighech</p> <p>\$6.5m - help develop Māori economy</p>	<p>People and communities</p> <p>Culture and heritage infrastructure - MCH, TPK</p> <p>\$31.8m - Ngā Taonga Sound & Vision for digital preservation</p> <p>\$60m - demand for the New Zealand Screen Production Grant Scheme</p> <p>\$6m - Heritage New Zealand Pouhere Taonga cost pressures</p> <p>\$25m - support Pacific media</p> <p>\$3.5m - support Māori media.</p> <p>Cultural capital - MCH</p> <p>\$20m - mātauranga Māori initiatives (2Y)</p> <p>\$2.4m - to Te Matatini (2Y)</p> <p>\$12m - Pasifika festivals (3Y)</p> <p>\$10m - establish a New Zealand Fale Malae and Crafts Institute (Rotorua) (2Y)</p> <p>Whānau ora - TPK</p> <p>\$136m - support Māori and Pasifika whānau (2Y)</p> <p>Social support packages - MSD, TPK</p> <p>\$11.2m - Māori organisations' capability</p> <p>\$800m - Winter Energy payment</p> <p>\$7.6m - assisting foreign nationals</p> <p>\$210m - support caregivers caring for children (4Y)</p> <p>\$43.3m - services for disabled people (4Y)</p> <p>\$183m - family violence services</p> <p>\$2m - foodbanks (4Y)</p> <p>\$19.8m - rural support services (4Y)</p>
<p>\$12b+ Infrastructure investment</p>	<p>Training and employment</p> <p>Funding for research and development - MBIE</p> <p>\$401m - package research, science and innovation (4Y) \$196M - crown research institutes</p> <p>\$150m - short term R&D loans</p> <p>\$33m - expand impact of Vision Mātauranga</p> <p>\$12m - Nationally Significant Collections and Databases</p> <p>Workforce capability - MoE, TPK</p> <p>\$334.1m - additional tertiary education enrolments</p> <p>\$320m - targeted training and apprenticeship fund</p> <p>\$22.7m - support employment through cadetships (3Y)</p> <p>\$412m - retain apprentices</p> <p>\$20m - student hardship fund</p> <p>\$16m - Adult and Community Education</p> <p>\$6.1m - code of pastoral care for tertiary students</p> <p>\$20.2m - childcare for essential workers</p> <p>\$36.4m - student access online learning</p> <p>Te Reo access - TPK</p> <p>\$200m - Māori learners</p> <p>\$100m - Kohanga Reo and revitalise Te Reo Māori</p> <p>Access to employment - MSD</p> <p>\$12.5m - to assist disabled people into employment (2Y)</p>
<p>\$244.7m Business growth</p> <p>\$400m Support and develop tourism</p>	<p>20 July 2020</p>

Appendix 2: Salvation Army Covid19 Social Impact Dashboard



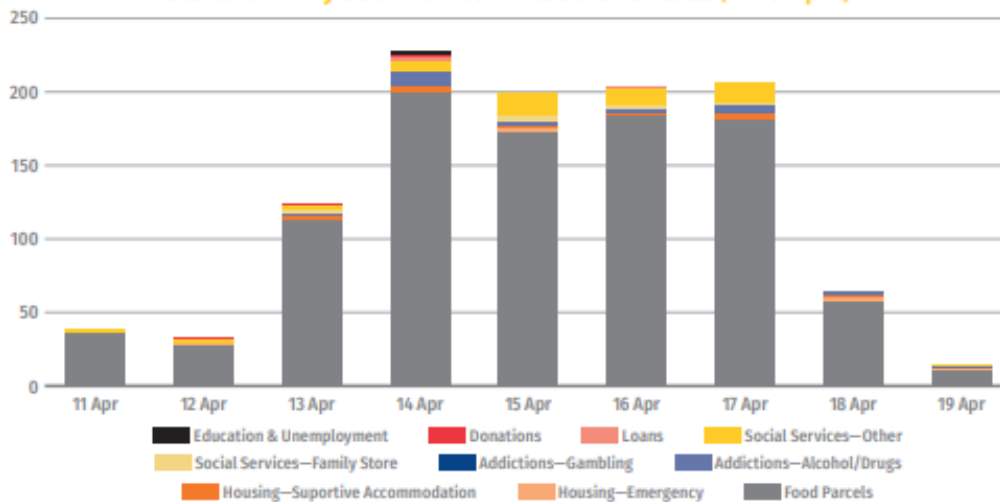
COVID-19 Social Impact Dashboard

24 April 2020

This is our second Salvation Army Covid-19 Social Impact Dashboard that monitors and assesses the social impacts of this pandemic, particularly for the poorest and most vulnerable Kiwis. The results are mixed: on one hand, our Salvation Army 0800 phone number has seen a steady flow of enquiries, mostly for food parcels; at the other extreme, despite these massively trying and uncertain circumstances for many, the generosity of Kiwis has been amazing, with over \$1.7 million donated as at 17 April 2020 to our Foodbank Project, which will go directly towards food parcels. Furthermore, as one of our Tauranga staff commented, the resilience of the elderly being supported by The Salvation Army, the wider community and also neighbourly support during lockdown, has been wonderful to see, and is symbolic of countless other stories of resilience and support.

\$1.7 MILLION
 raised through
The Foodbank Project
 (as at 17 April 2020)
THE Foodbank PROJECT

Salvation Army 0800 Number—Reasons For Calls (11–19 April)



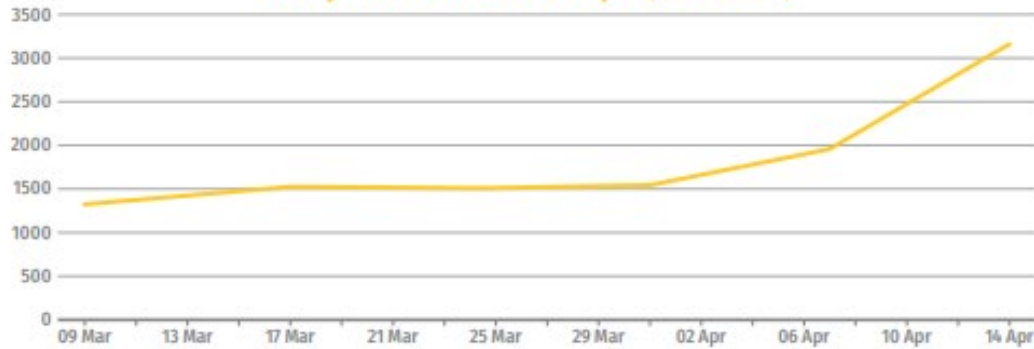
In terms of the five areas of this Dashboard, we have provided updates on **Data**, real stories from our **Frontlines**, and commentary on various government and non-government **Responses**. Additionally, we have provided detailed recommendations and policy ideas in our **Moving Forward** sections, which begin to explore and imagine what kind of society will emerge out from this pandemic. We, essentially, entered

into this pandemic and lockdown with some critical social issues facing our nation. These issues have only been magnified as this lockdown has progressed. Therefore, this could be a time of reimagining, re-casting and developing new and innovative ways and frameworks to address these pressing social issues. Some of our responses include the following.

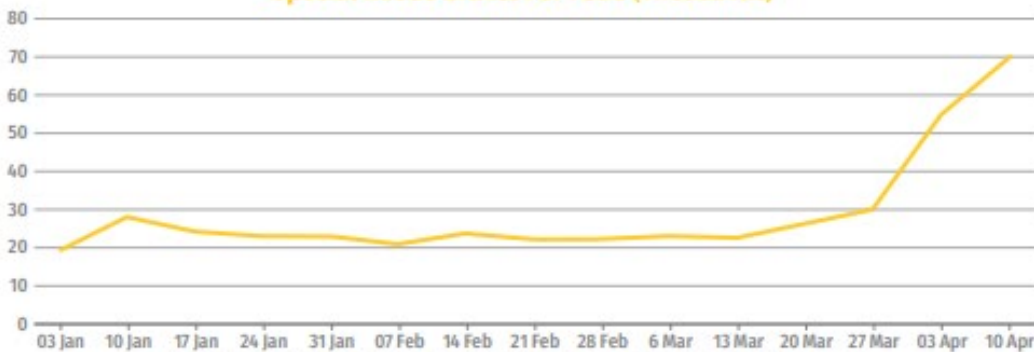
	Short- to Medium-Term	Long-Term
Food Security		New sustainable responses to break the food-poverty cycle
Financial Hardship	Stronger regulation around consumer lending, similar to the UK Covid-19 approach	Significant investment in the Building Financial Capability sector in preparation for the increased financial hardships as the recession looms; discussions around a wealth tax and debt amnesties or forgiveness
Addictions	Increase pathways into residential treatment services	Stronger measures post-lockdown around concentration of pokie machines, reduction in opening hours and number of liquor outlets in poorer communities
Housing	Further assistance for people with rental difficulties	Multi-billion dollar investment to end housing crisis, including focused social housing building programmes, delivering a new progressive home-ownership programme and developing a new public supply of community-owned and long-term rental housing
Income Support and Employment	Extend temporary access to welfare support to migrant workers stranded in NZ without access to most welfare or housing support	Revamp of welfare system, including new supports for new groups of people entering vulnerability; address existing problems in the system; reallocation of employment to sustainable and fairly paid sectors

FOOD SECURITY

Weekly Food Parcels March–April (Provisional)

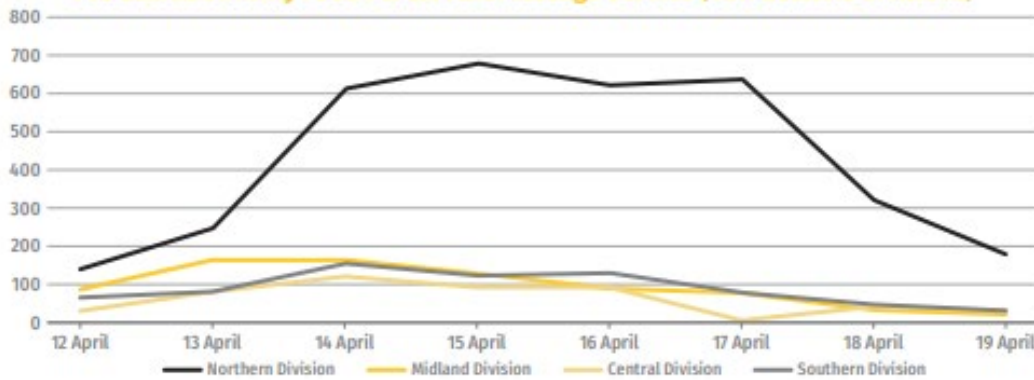


Special Needs Grants For Food (Thousands)



Source: Income Support and Wage Subsidy Weekly Update 17 April, Ministry of Social Development

The Salvation Army Food Parcel Text Message Service (New Zealand Divisions)



Data

Salvation Army food banks are working flat out to keep up with overwhelming demand. A text-service connected to the 0800 number has been inundated with requests for food assistance. Just under 6000 food parcels were distributed in the week to 14 April. This was four times as many food parcels as a month earlier in the week to 17 March. The Auckland and Northern region continued to see the most

demand, but the biggest increase was in Central (lower North Island) region where the 14 April weekly number was a **near ten-fold increase** over the same week in March.

Ministry of Social Development (MSD) paid out just under 70,000 Special Needs Grants for food in the week to 10 April. This is more than three times the weekly average during January and February, of around 23,000. This means around **85,000 additional food-hardship grants** were paid out in the first three weeks of the Level 4 lockdown.

Responses

Government agencies such as MSD and Civil Defence continue to collaborate in supporting and resourcing organisations around the country, in widely differing situations.

From the Front Lines

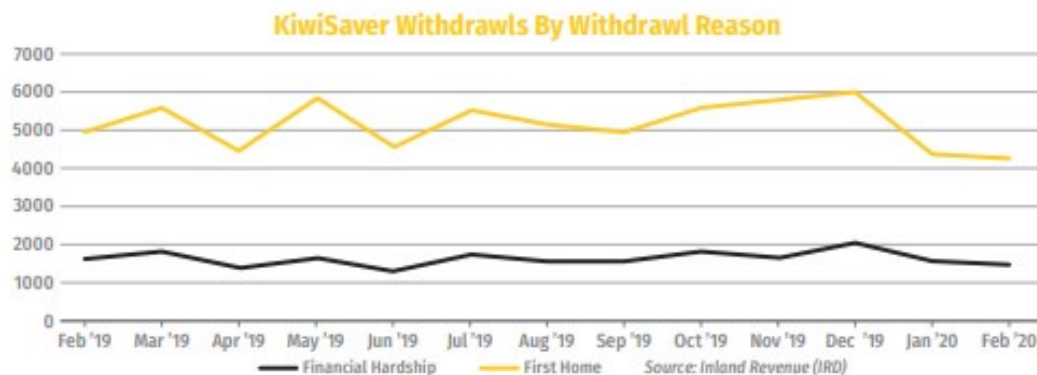
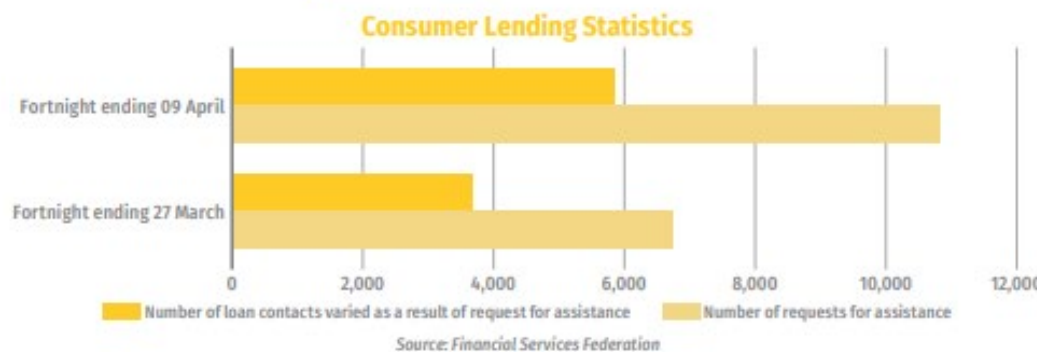
- **Wellington Region** *The volume just keeps increasing. There is a whole group of people who were just managing to get by, who now find they need food assistance.*
- **Northern Region** *We are still very much in emergency mode ... so many of the people coming have not needed help before.*
- **Waikato Region** *When Covid hit, we did a quick scan (via survey/phone call) across the region of about 100 community organisations who provide food/food parcels. Not all responded, but of those who did, 70% were either not able to operate at all, or are operating at a greatly reduced capacity. For many, it was because their volunteers are older.*

Moving Forward

The challenging logistics of providing food in our 'land of plenty', highlights the irrationality of social policy that results in food having to be provided *en masse* via food parcels, even though supermarkets remain open and there is no actual shortage of food in this country. Many of the people The Salvation Army and others are helping right now would not need this help if their income was adequate.

Social agencies will have to respond to huge increases in need over the coming weeks and months that will test the capacity of our organisations and require ongoing Government and charitable support. It calls into question the logic of the social system relying on food-based hardship responses. The opportunity in this crisis is to break out of the cycle of food poverty and create a society where no one goes hungry based on social, economic and welfare responses. We need sustainable, structural and mana-enhancing resolutions.

FINANCIAL HARDSHIP



Data

FinCap Trust reports that their MoneyTalks helpline has entered a more settled phase in the last week. In the week ending 12 April, 350 contacts were made to MoneyTalks. But in the week ending 19 April, there was a slight decrease to 291 contacts. Still, this current volume is more than double the normal number of contacts pre-lockdown. The pending expansion of MoneyTalks as a primary inquiry point on financial hardship issues and connection to local budgeting services, will be crucial in assisting Kiwis facing financial hardship and seeking answers to questions post-lockdown. In terms of consumer

lending, the Financial Services Federation (FSF) has supplied some insightful data about the increases in both the number of requests for assistance and the loan contracts that were varied as a result of those requests and conversations with lenders in the fortnight ending 9 April 2020. This FSF data shows that more people are adjusting their loans due to financial hardship and changes in their circumstances. Also, we have again provided an indication of Kiwi Saver withdrawals by reason up to February 2020, which is the most current data. But we eagerly await the most recent IRD figures so we can determine whether there has been increase in withdrawals for hardship during this lockdown period, despite the recent strong public messaging to access alternative help and not jeopardise their savings for the future.

Responses

There is not enough effective action from Government in terms of financial hardship, particularly around personal loans, car loans, credit cards and payday lenders. These types of debts can, coupled with uncertain economic times, compound and cause increased stress and hardship. Banks and finance companies are responding in various ways to the financial hardship their clients are facing. But the products and responses they are offering are disjointed and are, essentially, a scatter-gun approach to assistance with huge variation. There have been innovative responses, including the recent launch of the 'Covid Loans' from BNZ, through Good Shepherd. From 1 to 16 April, six Covid loan applications have been approved, and this will likely increase as the pandemic continues and more people search for affordable loans. Furthermore, power and gas companies also have diverse, yet strong, responses of assistance for their clients, which is encouraging. However, we are interested in assessing and monitoring what kinds of energy hardship, if any, local families might be facing.

From the Front Lines

- **Financial Mentor (Auckland)** *Obtaining new clients is still difficult during lockdown. Continuing to work with existing clients online, and also conduct research around financial hardship and Covid-19.*
- **Community Finance and Loans (National)** *Promotion of the new Covid loan is crucial to give ethical lending to communities during this period, particularly for those with rent arrears and those unable to pay other bills. Our normal no-interest and low-interest loans are still operating during lockdown. We're trying to increase flexibility with our processes.*

Moving Forward

The Salvation Army is concerned that there are new groups of people and whānau entering financial hardship and vulnerability with this pandemic. This view is reinforced through our various Salvation Army foodbank hubs around the country, who report many receiving food parcels are first-time users of our foodbank services. It is important to imagine and plan for what kind of society we want to emerge from this pandemic. In terms of financial hardship, a key framing goal should be: **financial wellbeing and freedom from financial hardship for all New Zealanders**, as we endure this pandemic and face the coming recession. Debt relief or alleviation is crucial to this.

- In the short- to medium-term, one policy idea to help move towards this goal, is the need for stronger regulation from Government around consumer lending. The current approach is disjointed and too loose. New Zealand should note and follow the comprehensive and active regulatory approach from the Financial Conduct Authority in the United Kingdom around debt relief during this Covid-19 crisis. This strategic approach includes mandating a three-month payment freeze for credit cards and personal loans to all banks and finance companies; mandating that all banks provide customers with an interest-free overdraft of up to 500 pounds for three months; and developing measures around car loans and payday loans. Government should implement similar strong regulation that will be in place for the next three to six months.

- In the long-term, as we wrestle with current and future financial hardship from this pandemic, it is likely that Budget 2020 is being reviewed given this current context. Consequently, we believe this is the best time to boldly and effectively fund the BFC sector, particularly budgeting services and financial mentors themselves, in preparation for the economic and financial climate we will face in the coming months and years. The coming recession will likely have disproportionate impacts on Māori and Pasifika people who have lower income levels than others. We also call for more rigorous debate and discussion around policy innovation, such as a wealth tax, debt amnesties or forgiveness, and innovative income supports for those who lose jobs from this pandemic and recession.

ADDICTIONS

The Salvation Army ASARS Clients (Alcohol/Other Drugs + Gambling)—as at 17 April



Data

Data about the extent of alcohol and other drug use or misuse in New Zealand during the lockdown is very hard to obtain. The same can be said for gambling. However, the number of clients supported by The Salvation Army’s addiction services as of 17 April 2020, was 1388 Alcohol and Another Drug (AOD), 1034 (86 residential and 948 community), and gambling 354 (community). Addiction services are operating below capacity for a variety of reasons, which include significantly reduced referrals, problematic arrangements for referral and admission pathways into residential programmes.

Responses

Negotiating with various District Health Boards (DHBs) in identifying and providing safe pathways into residential AOD treatment—inclusive of a two-week isolation period pre-admission—continues to be problematic. To date, few new clients have been admitted into Salvation Army residential services since the start of the lockdown. However, some centres are now starting to accept clients, with the first clients admitted in mid-April in Wellington, and some other centres later in April or early May. In contrast, as indicated in our earlier report, Corrections Department provision of a prisoner’s 14-day, pre-release segregation period has made for a smooth entry into residential AOD programmes for Corrections clients. Also, obtaining the appropriate Personal Protective Equipment (PPE) from DHBs has also been very problematic, though some of the equipment has now begun to arrive.

From the Front Lines

- Addiction Support Worker (Northland and National)** *Addiction workers are indicating that a significant number of clients in the community are reportedly doing much better under the lockdown. Reduced access to alcohol and other drugs is making it easier to maintain stability, and clients are reporting less use of alcohol or other drugs. Isolation from other people who use alcohol or other drugs, including drug dealers, has also been a stabilising factor. However, workers also report that people are experiencing increased mental health issues, due to significant anxiety around such things as access to food or housing-related matters. In Residential settings where clients are required to stay on, due to the lockdown, beyond their intended graduation date, there is sometimes an increased restlessness.*

- Gambling Harm Support Worker (National)** Clients are reporting that avoiding gambling has become somewhat easier with bars closed, placing limits on the usual ways they had for accessing pokie machines. The limitations of connecting remotely for support and the lower level of temptation has meant that some clients have put ongoing support for their addiction on hold until after the lockdown. Perhaps related is the feedback some have given to workers that they are feeling very tempted by the prospect of gaming venues opening up again post-lockdown. Client referrals are down. This raises the thought that in this crisis, where more immediate needs are of primary focus and there is a strong desire to be with family or friends, treatment for addiction may take a back seat in the short-term.

Moving Forward

The potential economic and other effects of Covid-19 to exacerbate mental health and addictions issues, will mean that a significant increase in the need for addiction support is likely to be required post lockdown. Therefore, there is an urgent need for stronger/more comprehensive investment for both mental health and addiction services that revamps what the previous mental health and addiction reforms proposed. A broader range of addictions and early and varied interventions are urgently needed.

- In the short-term, there is an urgent requirement to both find pathways into residential treatment services for those seeking help, and enable services to operate in a safe and virus-free environment.
- The restricted access to alcohol and gambling opportunities during the lockdown and the beneficial impact experienced by clients receiving addiction support, points to the desirability for some stronger regulatory controls on these activities post-lockdown. Strong measures that significantly reduce the concentration of pokie machines in poorer communities need to be implemented. For alcohol, there is a real need to reduce the hours of purchase in supermarkets and other liquor outlets, to significantly reduce the number of liquor outlets in poorer areas, and to place strong limits on alcohol advertising.

HOUSING

Pre COVID19 Housing Situation in New Zealand

People on the waiting list for a social house	15,235
Households in a transitional housing placement	3048
Housing under construction through Government programmes	3711
Households receiving Accommodation Supplement support payments	312,527
Households in public housing	69,048
Number of Public Housing available in New Zealand	70,738

Source: MSD, HUD, Homes

Salvation Army Social and Transitional Housing during Covid-19

Level of Inquires for placement in transitional housing in April	21
The total national capacity of transitional housing	570
Number of Households in lockdown in transitional housing	430
Number of people in lockdown in transitional housing	1023
Total number of social houses	365
Number of social houses currently occupied	357
Total tenant capacity of social housing	460
Present number of tenants	450
Number of new units on which construction is delayed	68
Number of tenants not able to be housed as a result of COVID-19	45

Source: ASARS and Community Ministries Data

A picture of our Epsom Transitional Housing Community

Total beds available for residents	84
Present beds in use during Covid19 lockdown	49
Requests for accommodation during three weeks of lockdown	93
Daily demand immediately before lockdown	32
Clients who moved out before lockdown because of health concerns consequent on living in a communal environment (or who had concerns about whānau)	14

A picture of our Addington Transitional Housing Community

Total beds available for residents	88
Present beds in use during Covid19 lockdown	56
Requests for accommodation during three weeks of lockdown	120

Source: ASARS Data

Data

New Zealand entering Covid-19 had a significant crisis in the supply and affordability of housing. Covid-19 and its aftermath will deepen this crisis. Loss of employment and income will force some households out of their present housing. Households needing to trade down will increase demand pressure on government programmes of accommodation supplement, transitional housing and social housing. In response to the housing crisis, the Government was constructing 3711 social and affordable houses. The lockdown has delayed their completion. Further, difficulties in supplying the needed social and affordable houses will occur if investment in new developments dries up, building companies collapse, or New Zealand experiences delays in the importation of building componentry. Conversely, continuing recession and the closure of the border is likely to stop immigration completely. Before Covid-19, immigration was a significant driver of housing supply pressure.

Appendix 2

Waipa Recovery Fund Criteria and Guidelines

Waipa Recovery Fund criteria and guidelines

What is the fund for?

The Waipa Recovery Fund is to support projects, programmes and services provided by not-for-profit community groups which aim to assist local communities, families and whānau to recover from the impacts of Covid-19.

Initiatives that are allocated funding will need to demonstrate a contribution to social wellbeing and may also demonstrate contributions to economic, cultural and environmental wellbeing.

The Fund is not available to support business as usual, nor operating deficits from prior to Covid-19.

Grants are more likely to be allocated where community groups are able to show

- evidence of the community need
- a clear link to recovery
- a sound project plan and budget
- capacity to undertake the proposed initiative.

How must applications be made?

- An application form can be accessed online at [insert website] or collected in hard copy from Council offices and Libraries in Te Awamutu and Cambridge.
- Only one application per organisation will be accepted.
- Applications will open on 1 September and will be accepted until no later than 5 pm on Wednesday 30 September.

What won't we fund?

- Business as usual operating costs
- Large capital or construction costs

What must accompany the application?

- Current proof of bank account in the name of the applicant

What other requirements need to be met?

- Funding must be for projects, programmes and services that contribute to recovery from Covid-19.
- The funded activity must take place within the Waipā District.
- Applicants must be a legally constituted community group or organisation or have a legally constituted organisation apply on their behalf.
- All recipients of the Waipa Recovery Fund will provide accountability reports documenting how their activities have contributed to the project outcomes for which their funding was allocated.

[Process flow chart to be inserted with application, allocation and payment process and key dates for each]

STRATEGIC PLANNING AND POLICY COMMITTEE REPORT



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

From: Governance

Subject: **RESOLUTION TO EXCLUDE THE PUBLIC**

Meeting Date: 4 August 2020

1 RECOMMENDATION

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
<i>Confirmation of Public Excluded Minutes</i>	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
<i>12</i>	<i>Section 7(2)(j)</i>	<i>To prevent the disclosure or use of official information for improper gain or advantage.</i>