

# Cambridge Community Board 4 November 2020

Kaipaki Room, Waipa District Council, 23 Wilson Street, Cambridge



S Milner (Chairperson), J Davies-Colley, Councillor E Andree-Wiltens, E Badger, J Goddin, A MacKay, M Montgomerie, Councillor G Webber

04 November 2020 06:00 PM - 09:00 PM

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**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Apologies**  
**Meeting Date:** 4 November 2020

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A member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The Chairperson (or acting chair) must invite apologies at the beginning of each meeting, including apologies for lateness and early departure. The meeting may accept or decline any apologies. Members may be recorded as absent on community board business where their absence is a result of a commitment made on behalf of the community board.

For clarification, the acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).

**Recommendation**

*That the apologies for non-attendance from Board Member Montgomerie be received*



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Disclosure of Members' Interests**  
**Meeting Date:** 4 November 2020

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



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Late Items**  
**Meeting Date:** 4 November 2020

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



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Confirmation of Order of Meeting**  
**Meeting Date:** 4 November 2020

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## **1 RECOMMENDATION**

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*That the order of the meeting be confirmed.*



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Public Forum**  
**Meeting Date:** 4 November 2020

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

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

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



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Minutes of the Previous Meeting**  
**Meeting Date:** 4 November 2020

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## **1 SUMMARY**

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To confirm the minutes of the ordinary meeting held 7 October 2020.

## **2 RECOMMENDATION**

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*That the minutes of the meeting held 7 October 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.*





## Minutes for Cambridge Community Board 7 October 2020

07/10/2020 | 06:00 PM - NZST

### Present

S Milner (Chairperson); E Badger; J Davies-Colley; J Goddin; A MacKay; M Montgomerie; Councillor E Andree-Wiltens; Councillor G Webber

### Attendees

Amber Diprose, Event & Marketing Coordinator  
Charlotte Fitzpatrick, Manager Communication & Engagement  
Tofeeq Ahmed, Reserves Planner  
Anna McElrea, Senior Reserves Planner  
Ken Morris, Group Manager Business Support  
Bev Gatenby  
Gary Knighton, Manager Strategic Relationships  
Keryn Phillips, Governance Officer  
Public

### Apologies

There were no apologies

### Disclosure of Members' Interests

Board Member MacKay declared an interest in Item 8 Lake Te Koo Utu Draft Concept Plan

Chairperson Milner declared an interest in Item 9 Cambridge Town Hall Update

### Late Items

Chairperson Milner noted that a regular item 'Board Members' Reports from Meetings Attended' had been missed from the agenda and that it would be added as a late item as a minor matter and that the meeting may not make resolution, decision or recommendation about the item.

## Confirmation of Order of Meeting

### RESOLVED

5/20/93

*That the order of the meeting be confirmed*

Goddin/Davies-Colley

## Public Forum

There were no speakers for the public forum

## Confirmation of the Minutes of the Previous Meeting

### RESOLVED

5/20/94

*That the minutes of the meeting held 2 September 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.*

Badger/Andree-Wiltens

## Cambridge Town Entrance Signs

Waipā District Council had been approached by the Cambridge i-SITE to replace the 'Welcome to Cambridge' signage at the various entry points into Cambridge.

In 2019 and 2020, the Cambridge i-SITE entered the Keep New Zealand Beautiful awards and won 'most beautiful large town' in 2019. Following this award, the i-SITE requested that new signage capture the 'Keep New Zealand Beautiful' branding and artwork and put forward a concept design to Council and the Cambridge Community Board in early 2020. With the i-SITE entering the awards again in 2020, it has been highlighted that the 'Welcome to Cambridge' signs need to be updated as they are out of date and look tired.

Amber Diprose, Event & Marketing Advisor and Charlotte Fitzpatrick, Manager Communication and Engagement recommended short-term and long-term solutions, estimated costs and answered questions from the community board.

### RESOLVED

5/20/95

*That the Cambridge Community Board*

- a) *Receive the information contained in the report 'Welcome to Town Signage Replacement' (Document 10474452) of Amber Diprose, Event and Marketing Advisor;*
- b) *Approve Council's Communication and Engagement department to investigate further options for this project on the community board's behalf with Council's Transportation team;*

- c) *Resolve to investigate long term town signage and entrance way options with Council staff and stakeholders*

Goddin/MacKay

## **Lake Te Koo Utu Draft Concept Plan**

The purpose of this report was to provide a summary of community feedback on the draft Lake Te Koo Utu Concept Plan (draft plan) and to seek endorsement from the Cambridge Community Board of staff's recommended changes to the draft plan in response to the feedback.

Tofeeq Ahmed, Reserves Planner and Anna McElrea, Senior Reserves Planner highlighted some of the feedback and took questions from the community board.

### **RESOLVED**

5/20/96

*That the Cambridge Community Board*

- a) *Receive the report titled 'Public Feedback and staff recommendation on the Draft Lake Te Koo Utu Concept Plan' from Tofeeq Ahmed, Reserves Planner (Doc ID Set 10468901);*
- b) *Endorse staff recommended changes to the draft Lake Te Koo Utu Concept Plan as set out in appendices 3 and 4 (Doc ID Set 10468901); and*
- c) *Endorse staff recommendation to not progress any further investigations into the option of flushing the lake to improve its water quality.*

Badger/Davies-Colley

## **Cambridge Town Hall Update**

The Cambridge Town Hall Vision Group approached Council seeking a greater involvement in the on-going management of the Cambridge Town Hall. They have a particular focus on redeveloping this important community facility that will seek to maximise its use. This would have to be paired with preserving the significant heritage value of the building and developing a financially sustainable operating model.

Specifically the Vision Group requested that Council consider establishing the Vision Group as a Charitable Trust, similar to the Waipa Community Facility Trust. This would potentially see the new Trust, if established, leasing the building and taking management responsibility for the operational and capital budgets under a Services Agreement with Council.

Ken Morris, Group Manager Business Support and Bev Gatenby, Project Lead presented the concept of establishing a trust and answered questions from the community board.

### **RESOLVED**

5/20/97

*That the Cambridge Community Board receive the information in the report 'Cambridge Town Hall' (document 10477804) by Ken Morris, Deputy Chief Executive / Group Manager Business Support.*

Webber/Goddin

## Water Services Quarterly Report

The purpose of this report was to provide information on the activities pertaining to the Water Services Team's activities for the period from April 2020 to June 2020. This report contained 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.

Martin Mould, Manager Water Services spoke to his report and answered questions from the community board.

### RESOLVED

5/20/98

*That the Cambridge Community Board receive the report titled 'Water Services Quarterly Report' (Document 10386879) of Martin Mould, Manager Water Services.*

Andree-Wiltens/MacKay

## Treasury Report

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

### RESOLVED

5/20/99

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

Goddin/Davies-Colley

## Discretionary Fund Application

An application from the Cambridge Yacht and Motor Boat Club Inc for discretionary funding was received. The organisation requested \$1,426.00 towards the purchase of a kit to convert yacht to be suitable for youth sailors.

The full application including financial information was sent to the Cambridge Community Board separate to the agenda.

### RESOLVED

5/20/100

*That the Cambridge Community Board decline the discretionary fund application from the Cambridge Yacht and Motor Boat Club.*

Webber/Montgomerie

## Pop Up Community Edible Garden Project

At the 2 September 2020 meeting the Cambridge Community Board endorsed the Cambridge Reserve Landscape Working Group's Pop Up Community Edible Garden Project and appointed Board Member Badger to work with Council staff to develop guidelines with council staff about the establishment of a garden.

Appendix 1, included in the agenda, described the project and the work completed to date.

### RESOLVED

5/20/101

*That the Cambridge Community Board*

- a) *Receive the information in Appendix 1 "Pop Up Community Edible Garden Project" (Document 10476831) of Elise Badger, Chairperson of the Cambridge Reserve Landscape Working Group, and*
- b) *Allocate \$100.00 plus GST from uncommitted funds towards the Pop Up Community Edible Garden Project as contingency.*

Goddin/Milner

## Armistice Remembrance Sunday Service

Planning for the 8 November 2020 Armistice Remembrance Sunday Civic Service is well underway with the Working Group meeting to plan the event.

The Cambridge Community Board had previously indicated that the budget for the event in 2020 would be up to \$1,500.00 plus GST and had to approve the budget. A draft budget for the event was attached as Appendix 1 for the Board's approval.

Some costs had been removed or reduced. A grant has been received by the Cambridge Brass Band, which covers the cost of audio equipment. The number of wreaths provided by the Community Board have been reduced from 10 to two and catering costs have also been reduced to provide morning tea only.

### RESOLVED

5/20/102

*That the Cambridge Community Board*

- a) *Receive the report 'Armistice Remembrance Sunday Service' (Document 10477788) of Keryn Phillips, Governance Officer, and*
- b) *Approve payment of up to \$1,500.00 plus GST from uncommitted funds for the following expenses in relation to Armistice Remembrance Sunday Civic Service costs:*
  - a. *Cambridge i-Site, hire of Cambridge Town Hall*
  - b. *Wreaths*
  - c. *Catering*
  - d. *Advertising*
  - e. *Cadet Travel*
  - f. *Any other associated costs*

c) *Return any unused funds to uncommitted funds following the event.*

Badger/Goddin

## **Chairperson's Report**

The Chairperson's Report was included in the agenda.

### **RESOLVED**

5/20/103

*That the Cambridge Community Board received the Chairperson's Report (Document 10477921) of Sue Milner, Chairperson.*

Andree-Wiltens/Badger

### **RESOLVED**

5/20/104

*That the Cambridge Community Board allocate \$200.00 plus GST for the electrical compliance check of the Christmas tree lights by Steen & Morrow (2008) Ltd (Betta Electrical).*

Andree-Wiltens/Badger

### **RESOLVED**

5/20/105

*That the Cambridge Community Board allocate \$200.00 plus GST for refreshments for the Global Walk Celebrating the value of older people from uncommitted funds.*

Andree-Wiltens/Badger

## **Inwards Correspondence**

The Sister Cities New Zealand newsletter for September 2020 and the endorsed C4 Structure Plan were included in the agenda.

### **RESOLVED**

5/20/106

*That the Cambridge Community Board receive the Sister Cities New Zealand Newsletter for September 2020 (Document 10474649) and the C4 Structure Plan (Document 10469501).*

Goddin/Webber

## **Next Meeting**

The next meeting of the Cambridge Community Board will be held Wednesday 4 November 2020 starting at 6.00pm

## **Late Item - Board Members Report from Meetings attended on Behalf of the Cambridge Community Board**

Member MacKay reported that the Cambridge Autumn Festival Trust had recently held its AGM and all existing trustees had been re-elected. Plans were underway for the 19 - 28 March 2021 festival.

Member Montgomerie reported that he attended the Safer Community Charitable Trust meeting and that CCTV was working in Cambridge now.

Member Davies-Colley reported that the Social Services Committee were trying to streamline meetings. Gary Knighton, Manager Strategic Relationships, explained that as part of the Covid-19 Recovery programme, Council was going to employ two Community Development Advisors to work social groups. He also explained that funding was available for Covid-19 Recovery.

Chairperson Milner reported that plans for the Cambridge Museum upgrade were on hold.

That being all the business the meeting closed at 8.32pm



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Tony Quickfall - Manager District Plan and Growth  
**Subject:** **District Plan – Plan Changes Update**  
**Meeting Date:** 4 November 2020

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## **1 SUMMARY**

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This report provides an update on Council’s list of plan changes to the Waipa District Plan that are in our current work programme.

## **2 PLAN CHANGES WORK PROGRAMME**

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### **Changes to the Waipa District Plan**

Staff have identified the need for a number of changes to the Waipa District Plan. These changes broadly seek to update the district plan and improve the efficiency and effectiveness of the plan’s objectives, policies and rules. Some changes may also be needed in the future to implement “National Directions” which are set by the Ministry for the Environment.

Council’s website has been updated with “current plan changes” and “previous plan changes”. This will continue to be updated, and the website is the main source of information and primary communication tool that members of the public can be referred to for the latest updates.

The current plan changes in our work programme are summarised below in Table 1, along with the updated indicative timeframes. “PPC” is a private plan change that has been initiated by an external party, “PC” is a plan change that has been initiated by Council. Timeframes are subject to change.



**Table 1: Current Plan Changes**

PLAN CHANGES	STATUS	ENGAGEMENT	PUBLIC NOTIFICATION (INDICATIVE)
<b>DO NOW</b>			
<b>PC 12</b> Structure plan and residential rezoning of growth cell T2, Te Awamutu (Frontier Road, Pirongia Rd)	Ready for public notification	Ready for public notification	December 2020
<b>PC13</b> Uplifting Deferred Zones, district wide	Ready for public notification	Ready for public notification	December 2020
<b>PC15</b> Permeable Surfaces, district wide	Ready for public notification	Ready for public notification	December 2020
<b>PC16</b> Technical Improvements, district wide	Ready for public notification	Ready for public notification	December 2020
<b>PC18</b> Beekeeping in the Residential Zones, district wide	Ready for public notification	Ready for public notification	December 2020
<b>ND1/20</b> Remove minimum car parking (national direction)	Being prepared	No public consultation	December 2020
<b>PC17</b> Structure plan Alignment in growth cells C8 & C9 (Hautapu Industrial)	Scoping	Public engagement not started.	2021
<b>PC19</b> Industrial Zones Cambridge (Carters Flat, Aotearoa Park, Cook St)	Deferred to mid 2021	Deferred to mid 2021	2021
<b>PC20</b> Papakāinga, district wide	Awaiting scoping	Public engagement not started.	2020/21
<b>PC21</b> Anchor park	Awaiting scoping	Public engagement not started.	2020/21
<b>DO NEXT</b>			
Infill subdivision, district wide	Not started	To be advised	2021
National direction (NPSUD) – housing bottom lines	Not started	No public consultation	2021
National direction (NPSUD) – consequential amendments	Not started	To be advised	2021
Iwi Sites of Significance, district wide	Not started	To be advised	2021
T8 zone extension, Te Awamutu	Not started	To be advised	2021

**ND1/20**

Under the National Policy Statement for Urban development, all Councils have been directed by Government to remove any minimum carparking standards in RMA Plans. The Waipa District Plan contains minimum carparking standards which must be removed “as soon as practicable”. The background to this change is set out in the [NPSUD](#).

The purpose of this change is:

- to promote highest and best use of valuable commercial land that is currently taken up with carparking;
- to incentivise and promote infill;
- and to encourage and promote alternative transport options.

The impact if this change will not be immediate, but over time it is expected that it may increase pressure for on-road parking and some landowners look to build on existing car parks, and new proposals take advantage of shared parking and alternatives to parking. Council transport staff are separately looking at a parking management strategy to plan for the potential impacts of this change.

### 3 CONSULTATION AND ENGAGEMENT

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The plan changes that are to be notified in December will be open for submissions, with the submission period running over the Christmas break.

The only exception is ND1/20, to remove the minimum car parking requirements from the District Plan. Under this directive, all councils are directed to remove minimum carparking requirements without a public consultation process.

### 4 OTHER CONSIDERATIONS

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Staff are closely monitoring other national directions and RMA reform, and any impact this may have on the District Plan changes.

### 5 RECOMMENDATION

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*That the Cambridge Community Board **RECEIVE** the information contained in the report titled ‘District Plan – Plan Changes Update’ (document number 10438405) of Tony Quickfall, Manager District Plan and Growth.*

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Tony Quickfall  
**MANAGER, DISTRICT PLAN AND GROWTH**



Approved by Wayne Allan  
**GROUP MANAGER, DISTRICT GROWTH AND REGULATORY SERVICES**



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Tony Quickfall - Manager District Plan and Growth  
**Subject:** **District Plan – Plan Change 19: Industrial Zones (Carters Flat, Aotearoa Park & Cook Street) Recommendations**  
**Meeting Date:** 4 November 2020

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## **1 SUMMARY**

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This report provides an update on options and recommendations for Plan Change 19 – Industrial Zones (Carters Flat, Aotearoa Park & Cook Street) review.

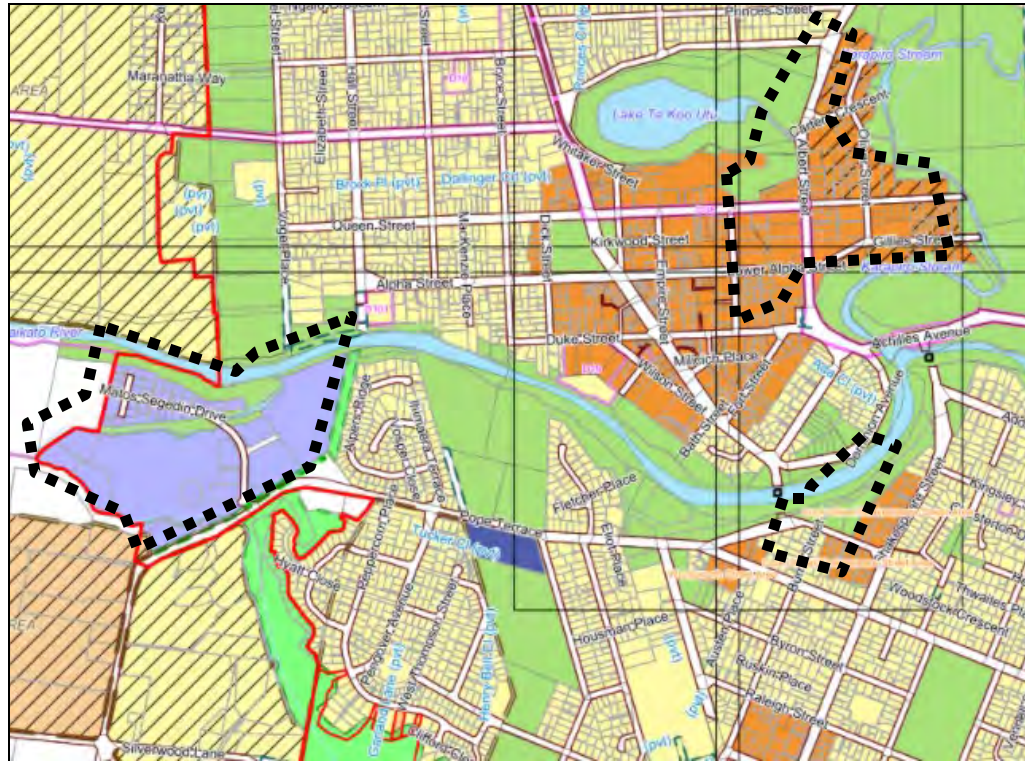
## **2 PLAN CHANGES WORK PROGRAMME**

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### **Background**

PC19 relates to a review of the zoning for the areas of Aotearoa Park (Industrial Zone), the Commercial Zone on the corner of Cook and Shakespeare St, and Carters Flat (refer Figure 1).

The purpose of the review is to identify the most appropriate zone that would give effect to the current and desired future use of each area. A 'desk top' assessment was undertaken looking at the strategic context and background of the zones; existing land uses in each location; a previous issues and options review undertaken for two of the sites; and previous resource and building consents issued at each location. GMD consultants have been engaged to undertake this review.



**Figure 1: Zones reviewed**

### Current Status

GMD have completed their review, and have prepared an Issues and Options report with recommended options. In reviewing these zones, GMD have taken into account:

- the Waipā 2050 Growth Strategy
- the existing zoning
- the existing and nearby land uses
- desk-top assessment of future demand for commercial and industrial land
- the 2019 Cambridge Town Centre Concept Plan
- National Planning Standards
- National Directions (including the National Policy Statement for Urban Development)

Preliminary interviews were undertaken with staff and key landowners, and the intention was to test the options and recommendations more broadly with key stakeholders and the wider public. This engagement was intended to occur in the 2020/21 financial year.

However, a review of all of Council budgets, taking into account the expected impacts of COVID, has meant that engagement and notification of any plan change has been

deferred to the 2021/22 financial year. This is to accommodate some budget adjustments to allow Council to focus on priority projects.

This review is not a priority for Council, and there is no compelling public-good or public-outcome reason to prioritise the review and advance a plan change. For these reasons, the completion of the Issues and options report represents a “hold point” for this plan change. Following the briefing to the Community Board and Strategic Planning and Policy Committee, further work on PC19 will be placed on hold, with the intention being to re-commence wider stakeholder engagement on the options after July 2021.

### 3 SUMMARY OF FINDINGS

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*GMD’s review has found the following:*

#### **Carters Flat deferred Commercial/Deferred Commercial Zone**

It is recommended that the Deferred Commercial Zone of Carter’s Flat be rezoned to Commercial Zone with specific provisions pertaining to the type of commercial and light industrial activity sought for the area (with consideration for urban design). This approach aligns with the strategic direction set out in the Cambridge Town Concept Plan, would enable place-specific provisions to recognise the existing uses and nature of the area, and adopts the zoning and policy approach that is already used in the District Plan.

#### **Corner of Cook St and Shakespeare St Commercial Zone**

No changes are recommended to the Commercial zoning for Cook and Shakespeare Streets in Leamington. The report notes landowner concerns expressed to Waipā District Council that the current zone doesn’t adequately reflect light industrial uses in the area, however in considering alternative options and the drivers for the existing approach, it is recommended that the current zoning is retained.

#### **Aotearoa Park Industrial Zone**

No changes are recommended to the industrial zoning for Aotearoa Park on Matos Segedin Drive as no issues have been identified.

The full options are presented in Appendix 1: Issues and Options paper.

#### 4 RECOMMENDATION

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*That the Cambridge Community Board **RECEIVE** the information contained in the report titled 'District Plan – Plan Change 19 Recommendations' (document number 10469577) of Tony Quickfall, Manager District Plan and Growth.*

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Tony Quickfall  
**MANAGER - DISTRICT PLAN AND GROWTH**



Approved by Wayne Allan  
**GROUP MANAGER - DISTRICT GROWTH AND REGULATORY SERVICES**

## **APPENDIX 1**

Issues and options report (document number 10463372)



# Issues and Options Assessment – Plan Change 19 – Industrial Zones (Carters Flat, Aotearoa Park & Cook Street)

*Prepared by GMD Consultants for Waipā District Council*

**1 September 2020**

*GMD Consultants Ltd*  
Level 5, 127 Alexandra Street  
Hamilton  
3210

## Executive Summary

This report summarises the outcome of an investigation into the issues and options for zoning three discrete areas in Cambridge, being:

- Carter’s Flat,
- the commercial zone on Cook and Shakespeare Streets in Leamington, and
- the industrial area around Matos Segedin Drive.

The purpose of the review was to identify the most appropriate zone that would give effect to the current and desired future use of each area.

A ‘desk top’ assessment was undertaken looking at the strategic context and background of the zones; existing land uses in each location; a previous issues and options review undertaken for two of the sites; and previous resource and building consents issued at each location.

Based on this, it is recommended that the Deferred Commercial Zone of Carter’s Flat be rezoned to Commercial Zone with specific provisions pertaining to the type of commercial and light industrial activity sought for the area. This approach aligns with the strategic direction set out in the Cambridge Town Concept Plan, would enable place-specific provisions to recognise the existing uses and nature of the area, and adopts an approach that is already used in the District Plan.

No changes are recommended to the Commercial zoning for Cook and Shakespeare Streets in Leamington. This report notes landowner concerns expressed to Waipā District Council that the current zone doesn’t adequately reflect light industrial uses in the area, however in considering alternative options and the drivers for the existing approach, it is recommended that the current approach be retained.

No changes are recommended to the industrial zoning for Aotearoa Park on Matos Segedin Drive as no issues have been identified.

To progress the Carter’s Flat option further, engagement with the community and iwi is recommended. Further work to assess the types of commercial and light industrial activities will be needed, alongside a transport and landscaping and urban design assessment setting out requirements specific to this location.

## 1. Introduction

This report summarises the outcome of an investigation into the issues and options for zoning three discrete areas in Cambridge, being Carter’s Flat, the commercial zone on Cook and Shakespeare Streets in Leamington, and the industrial area around Matos Segedin Drive. This report builds on earlier work undertaken for Council in July 2019 investigating two of these sites.

The purpose of the review is to identify the most appropriate zone that will give effect to the current and desired future use of each area.

National planning standards under the Resource Management Act 1991 were introduced in May 2019 to make council plans and policy statements easier to prepare, understand and comply with. All District Plans, including the Waipa District Plan, will need to be updated to reflect the National Planning Standards over the coming years. In undertaking this issues and options assessment, the National Planning Standards have been referred to where a new zone, definition or approach is being considered.

## 2. Area 1 – Carter’s Flat

### 2.1 Background

The extent of the area to be considered at Carter’s Flat is illustrated in Figure 1 below. This area is 25 hectares in total. The Deferred Commercial Zone area denoted by the diagonal lines is about 13.4 hectares.



*Figure 1 – Carter’s Flat, showing extent of area to be reviewed*

Carter’s Flat is located on the south-eastern side of the Cambridge Town Centre. The area has a mixture of commercial and industrial land uses. It is separated from the town centre by the steep hill of Queen Street. This has resulted in Carter’s Flat being an area that is not readily accessible to pedestrians although it still experiences a high level of vehicular traffic.

Within the commercial zoned areas there is a mix of commercial uses including Mitre 10, various warehouse facilities and other smaller commercial operations. West of Albert Street supports mainly commercial activities including Farm Source, an outboard motor store, engineering and supplies, and a bicycle store.

Within the Deferred Commercial Zone the predominant land uses are of a light industrial nature. At the northern end of Oliver Street reside a mix of commercial to light industrial activities including steel fabricators, engineering services and a poultry processing plant. On Oliver Street between Carter’s Crescent and Queen Street is a large wood distribution facility, an ITM, warehousing facilities, retail and various commercial activities. At the Eastern end of Queen Street are concrete yards and an earthworks operation, as well as light industrial warehousing facilities. South of Gillies Street is a mixture of commercial and light industrial activities including a joinery workshop, commercial cyberware manufacturing company and a contractor fencing yard.

The area was zoned General in the previous District Plan, and in the Operative District Plan is partly zoned Commercial and partly Deferred Commercial zone. The Deferred Commercial Zone status in Carter’s Flat allows existing land uses to continue to operate, which are largely of an industrial nature. Parts of the area are subject to a policy overlay of “Cultural Landscape Area Alert – Te Koo Utu”. A review of resource consents from the past

10 years for this location indicates that industrial and commercial activities are being granted resource consent to develop in this area.

In the Operative District Plan, rezoning of land from Deferred Commercial Zone to Commercial has been tied to two key factors, the availability of alternative locations for industrial activity in Cambridge and the completion of the Waikato Expressway Cambridge section. The Waikato Expressway Cambridge section is now complete, and a recent Future Proof Industrial Land Supply study (March 2020) has indicated that Waipā and Cambridge have a good supply of industrial land capacity.

The Industrial Land Supply study indicates the industrial land capacity in Cambridge as a whole over the next 30 years is 205 ha with the majority of this coming from the development in Hautapu and 8.9 ha coming from Aotearoa Park.

The Industrial Land Supply study notes that for the Hautapu strategic industrial node, the Waikato Regional Policy Statement allocates a total of 96ha of industrial land. Vacant industrial land at Hautapu comprises 196.1ha (this excludes 35.4ha in the Bardowie block which is currently under construction). 69.5ha of vacant industrial land in this node is Industrial Zoned land that is available in the short term and medium terms, and the remaining 22.5ha (northern parcel in Bardowie block) together with a further 104.1ha are available in the medium and long term respectively. The study assesses vacant land availability against projected demand to confirm that supply is sufficient to meet demand (which includes a margin above projected demand as required by the National Policy Statement).

Since June 2019 further uptake has occurred with the construction of the APL building within the Bardowie block now well underway. New bulk water and wastewater services are being constructed and will service the area by 2020.

The assumption can be made that there will be sufficient industrial land available within the Cambridge area to service the growing population over the next 30 years.

## 2.2 Strategic context

The Waipa 2050 District Growth Strategy provides the overarching vision for growth within the Waipā District. The Strategy states that by 2050, Cambridge will be home to approximately 30,300 people, an increase in population by approximately 14,200. To cater for this growth approximately 582 hectares (ha) of new residential land, 122ha of industrial land and 27ha of commercial land (including 5ha of retail with the remaining being primarily office space) is required.

The Strategy identifies that the Hautapu Industrial Area (C8 and C9) and growth cell C10 are both considered suitable for industrial development. The Strategy identifies the Hautapu area as a strategic node of approximately 90ha in area to be developed between 2017 and 2061. Based on the structure plan work undertaken, growth cells C8 and C9 are identified as preferred for earlier development over C10, although provision of both provides flexibility to the market and to landowners reflecting their development aspirations. Since the development of the Waipa 2050 Strategy a portion of the C10 structure cell (Bardowie Block) has been developed.

Council is also required under the National Policy Statement on Urban Development Capacity (2016) to have a Future Development Strategy to ensure that there is sufficient development capacity for residential, industrial and commercial land. The Future Proof Growth Strategy 2017 is the 'Future Development Strategy' for the purposes of the NPS-UDC. It identifies Cambridge town centre as the major commercial centre for Cambridge and identifies Hautapu as a strategic industrial node for future industrial land supply.

On 20 August 2020 the National Policy Statement on Urban Development 2020 (NPS-UD) will come into force and replace the National Policy Statement on Urban Development Capacity. The NPS-UD includes requirements for a Future Development Strategy and Housing and Business Development Capacity Assessment (HBA). It requires sufficient development capacity for business land to meet the expected demand for business land in the short, medium and long term. In order to be considered sufficient to meet expected demand, the development capacity must be plan enabled, infrastructure ready, suitable to meet the demands of different business sectors and include a competitiveness margin.

The Cambridge Town Concept Plan 2010 identifies that there is a shortage of large format retail supply in Cambridge. Under section 5.1.4 of the concept plan, Key Strategy 2 suggested providing for a change of land use to large format low foot traffic commercial uses such as suppliers of bulky items, or light industrial commercial mixes, but excluding supermarkets and other heavy foot traffic uses and compatible activities. The area was identified to be located within a high amenity park landscape, with strong connections to Lake Te Ko Utu and the Karapiro Stream valley. It was also indicated this area could provide for community amenities such as a movie theatre, bowling facilities and other recreation activities, and a restaurant and café area overlooking the Karapiro Stream valley and connecting with the Dr Seddon Walkway. Open green routes between Lake Te Ko Utu and the Karapiro Stream valley should be provided.

The Town Concept Plan Refresh 2019 is a supporting document of the Town Concept Plan 2010 to take into account the changes experienced in Cambridge and reidentify the needs of the wider community over the next 30 years. Community Priority Area 14 identifies Carter's Flat as a future commercial area focused on large format retail that supports the town centre.

### 2.3 District Plan provisions

Outlined below is a description of the Commercial, Industrial and Deferred Commercial Zones of the Waipa District Plan, which are the zones that currently impact on Carter's Flat. A short description is included outlining what the zones provide for and where they are located.

#### **Section 6 - Commercial Zone**

The Commercial Zone is located in Te Awamutu and Cambridge and also in Pirongia, Kihikihi and Ōhaupo. The central business districts of Cambridge and Te Awamutu provide the primary retail, office and commercial service areas in the District, supported by a network of local shops and a large format retail centre near Te Awamutu. The Commercial Zones in Kihikihi, Pirongia and Ōhaupo, provide smaller scale services to support the day to day needs of those communities.

These tiers form the commercial hierarchy within the District, which are:

- (a) The District wide primary commercial centres - the central business districts of Cambridge and Te Awamutu.
- (b) The village commercial centres located in Kihikihi, Pirongia and Ōhaupo.
- (c) The neighbourhood centres - located in Leamington, Cambridge North (C1 Structure Plan).
- (d) The large format centre - located on Cambridge Road, Te Awamutu.
- (e) Local shops - existing shops providing a local need within their immediate area.

A variety of activities are promoted within the Commercial Zone. Pedestrian frontages have been identified within the primary commercial centres and village commercial centres to reinforce the pedestrian focus and

vibrancy of these areas. Larger scale commercial activities including those that are vehicle orientated are encouraged within the Commercial Zone outside of the pedestrian frontage areas.

Outside of the identified pedestrian frontage, the Commercial Zone encourages a range of larger scale retail activities, commercial service and vehicular orientated activities, where the activity does not impact on the role and function of the identified pedestrian frontages. Permitted activities include a range of commercial and retail activities, residential above ground level, supermarkets, as well as trade suppliers, yard based facilities and Building Improvement Centres.

Section 6.1.8 states that: *“The Carters Flat location is currently zoned Industrial, adjoins the central business district of Cambridge, and has a range of industrial and commercial activities located within it. The area is identified as a Deferred Commercial Zone in the Plan. It is intended that this area be developed for commercial activities that are vehicle oriented, provided that alternative locations for industrial development are provided within Cambridge and the Cambridge Bypass is constructed. It is intended that Carters Flat will be rezoned to the Commercial Zone once these matters have been addressed.”*

### **Section 14 – Deferred Zone**

The Deferred Zone is located throughout the District for areas that have been identified as being suitable for conversion from the current land use to a new land use. In Deferred Zones, the Plan notes that it is critical that current land use practices do not conflict with the intended future land use, including its ability to be adequately serviced. In most cases, the provisions of the Rural Zone apply, except for the Deferred Commercial Zone at Carter’s Flat, where the current land use is industrial.

Section 14 of the Waipa District Plan includes policies that identify that land subject to deferred zoning can only accommodate land uses which do not compromise the ability for the area’s natural and physical resources to be used for the purpose of the deferred zoning. The policies set up a framework requiring structure plans for new growth areas, and set out the process for rezoning to occur, either by way of a plan change or Council resolution.

The activity status tables identify that activities occurring in the Deferred Commercial Zone in Carter’s Flat are permitted, controlled, restricted discretionary or non-complying activities dependent upon the activity status as set out in the Industrial Zone. The rules also specify that structure plans for an entire Deferred Zone area as shown in the Planning maps become discretionary activities. Structure Plans that only cover part of a Deferred Zone become non-complying.

Rule 14.4.1.10 sets out the preconditions for uplifting a Deferred Zone. This rule states that if the deferred status of the zone were to be uplifted, the following steps would apply:

*(a) The precondition that no amendments are required to the District Plan objectives, policies, or rule framework has been met; and*

*(b) A structure plan, has been approved:*

*(i) By way of a change to the Waipa District Plan; or*

*(ii) For the whole of the Deferred Zone area in accordance with a resource consent granted under Rule 14.4.1.4(b), or*

*(iii) For part of the Deferred Zone area in accordance with a resource consent granted under Rule 14.4.1.5(e) identified in the Planning Maps; and*

*(c) The Development Infrastructure required to service the Deferred Zone area is either in place, or Council is satisfied that there is a solution to deliver the necessary infrastructure; and*

*(d) n/a*

*(e) Council has made a formal Council resolution to remove the Deferred Zone, and to allow development to proceed in accordance with the resolved new zone(s); and*

*(f) n/a*

*(g) Structure plans for Deferred Zones can be initiated and prepared by Council, a landowner / developer, or a combination thereof.*

*After the resolution is made by Council, the full provisions of the relevant zone(s) and district wide provisions shall apply.*

### **Section 7 – Industrial Zone**

The Industrial Zone in Waipā District is mainly located within the two towns of Te Awamutu and Cambridge. In Cambridge there is industrial zoned land located at Hautapu / Bardowie and Matos Segedin Drive. Carter’s Flat has a large portion zoned Deferred Commercial Zone, which is managed currently through the Industrial Zone rules as directed by the Section 14 – Deferred Zone rules.

The Plan states that it is important that Industrial Zoned land is retained for industrial activities. In this Plan, most retail and commercial service activities are anticipated to occur within the Commercial Zone of the District; in order to support existing businesses, and the continued vibrancy of the existing commercial centres. However, it is anticipated that some retail activities, such as yard based suppliers, could locate within the Industrial Zone, as it is not practical, nor an efficient use of land for such industries to locate within the Commercial Zone.

#### **2.4 Problem definition / issue**

The Town Concept Plan Refresh 2019 and the Cambridge Community Board have expressed a desire to uplift the deferred status at Carter’s Flat. The purpose of undertaking this issues and options report is to identify the most appropriate zone to give effect to future aspirations in this locality.

Waipa 2050 indicates that to cater for anticipated population growth in Cambridge of up to 30,300 people by 2050, 27ha of commercial land (including 5ha of retail with the remaining being primarily office space) will be required. The Strategy states that there is demand for additional commercial land within Cambridge. Potential capacity to provide for this demand includes in and around the existing town centre, Leamington, and also within the growth cells C1, and C2/C3.

Carter’s Flat has been identified as an appropriate area for commercial growth since release of the Cambridge Town Concept Plan 2010, although the exact mix of activities has never been fully assessed. The District Plan reinforces this expectation through the current zoning approach. The Town Concept Plan Refresh 2019 mentions large format retail to support the town centre.

Currently consents are being approved in the Carter’s Flat area for activities that include a mix of commercial and light industrial activities. The land ownership pattern indicates that the lots are owned by a mix of landowners with no one company owning a significant portion.

A question in developing Carter’s Flat further is the relationship with and impact on Cambridge Town Centre. Strategic documents clearly set out a desire for Cambridge Town Centre to be a key commercial centre with a



pedestrian focussed vibrant central area. Carter's Flat is in close proximity to the centre of Cambridge and is physically separated by the topography of the land, with a steep rise separating the township from Carter's Flat. Queen Street and Albert Street are identified as a Major Arterial Road that creates a barrier between the township and Carter's Flat.

The Future Proof Industrial Land Study illustrates there is sufficient land capacity for industrial activities in Cambridge. There is a question, however, about whether there is a need for some light industrial activities to remain in closer proximity to the town centre in order to serve the town's needs. Examples include vehicle repair and servicing. There is also a question over willingness of industrial activities to move.

## 2.5 Options considered

A number of zoning options have been considered below for Carter's Flat. These have been identified in discussion with Council staff, based on a review of the background information and strategic context, and through reviewing the National Planning Standards.

### Option 1 – Do nothing

The Deferred Zone objectives, policies and activity statuses allow industrial activities in this area where these would not preclude future transition to a commercial zone. Retaining this zoning would mean that industrial uses would continue to predominate in the area.

The benefits of this approach are:

- This approach is a good holding pattern until the timing is right to rezone the area.

The costs of this approach are:

- This approach is not in alignment with the long-term strategic direction to change the zoning of this area away from Industrial when certain conditions are met.
- It is understood that this approach is not supported by the Community Board, which has indicated a desire to uplift the Deferred Zoning status.
- The existing holding pattern directs activities located in the Deferred Commercial Zone towards the Industrial Zone rules, with additional considerations being the appropriateness when considered in light of future rezoning, and with higher activity status for industrial activities that would otherwise be discretionary activities. As such, this places a higher test on industrial activities until such time as the area is rezoned.
- Industrial activities will continue to operate and expand in this area, until such time as the Operative District Plan provisions change.

### Option 2 – Uplift of Deferred Status via change to the Plan or resource consent to become Commercial Zone

To uplift the deferred status of the zone would result in the area becoming commercially zoned based on the existing provisions in the plan. It would require a structure plan as a precondition to use these provisions that has been approved by way of a plan change or resource consent.

The benefits of this approach are:

- Uplifting the deferred status would allow it to operate and contribute to the commercial nature of a town centre as currently set out in the Plan.
- It would enable a range of commercial and retail activities, as well as some residential activity, community activities, and some trade and yard based activities.

- It would be broadly consistent with the strategic direction set out for this area.

The costs of this approach are:

- This approach wouldn't enable place-based provisions to be included in the Plan that recognise the nature of the area or manage any potential effects on Cambridge Town Centre, as use of Rule 14.4.1.10 relies upon no changes being made to the provisions of the plan.
- This approach wouldn't recognise and provide for light industrial activities currently operating in this area, thereby adding financial costs to those businesses.
- There are financial and resourcing costs to Council and the community to prepare a structure plan and uplift of deferred zone process in accordance with Rule 14.1.4.10.
- This approach would have unknown impacts on the existing town centre that need to be better understood to confirm this as a viable option.
- A risk with this approach is that Rule 14.4.1.10 may be removed by way of Plan Change 13 and this option may no longer be available.

### **Option 2a – Plan Change to Commercial Zone**

This approach would result in the area becoming commercially zoned based on the existing provisions in the Plan. It would use a plan change approach to achieve this, rather than using the uplift provisions in the plan.

The benefits of this approach are:

- This approach would allow the area to operate and contribute to the commercial nature of a town centre as currently set out in the Plan.
- It would enable a range of commercial and retail activities, as well as some residential activity, community activities, and some trade and yard-based activities.
- It would be broadly consistent with the strategic direction set out for this area.

The costs of this approach are:

- This approach wouldn't enable place-based provisions to be included in the Plan that recognise the nature of the area or manage any potential effects on Cambridge Town Centre.
- This approach wouldn't recognise and provide for light industrial activities currently operating in this area, thereby adding financial costs to those businesses.
- There are financial and resourcing costs to Council and the community to undertake a plan change process.
- This approach would have unknown impacts on the existing town centre that need to be better understood to confirm this as a viable option.

### **Option 3 – Change to commercial zone with specific rules pertaining to the type of commercial activity sought for Carter's Flat**

This approach would follow a similar approach to that currently used for the Commercial Zone in Leamington around Cook Street / Shakespeare Street and Wordsworth Street. This recognises the area as a Commercial Zone but includes specific provisions that recognise the unique characteristics of the locality, potentially including light industrial activities.

The benefits of this approach are:

- This would use an approach that is already in the Plan so is already understood.

- It would enable place-based provisions specific to Carter’s Flat to be included in the plan.
- This approach would support the existing strategic direction for Carter’s Flat to become a Commercial Zone that is complementary to the town centre, but more focussed on larger format retail or supporting commercial activities.
- This approach could enable the development of provisions to provide for light industry, if appropriate. This takes a conservative approach to industrial land supply by continuing to enable industrial activities within a Carter’s Flat commercial zone.
- This approach aligns with the National Planning Standards ‘specific controls’ approach.
- This option does not preclude a precinct approach being used later on if this approach is adopted through the National Planning Standard updates to the Waipa District Plan.

The costs of this approach are:

- This approach would require further work to clarify the appropriate type and form of activities to support the town centre.
- There are financial and resourcing costs to Council and the community to undertake a plan change process.
- There may be a financial cost to light industrial businesses operating in this area or seeking to locate in this area, as the assumption will be a move towards Commercial Activities.

#### **Option 4 – Plan Change to re-zone Carter’s Flat from deferred Commercial Zone to Light Industrial Zone**

The Operative District Plan does not include a Light Industrial Zone, however, it is included in the National Planning Standards, and any change to the District Plan should be in keeping with these standards where possible.

The purpose statement in the National Planning Standards of the Light Industrial Zone is: *“Areas used predominantly for a range of industrial activities, and associated activities, with adverse effects (such as noise, odour, dust, fumes and smoke) that are reasonable to residential activities sensitive to these effects.”*

The benefits of this approach are:

- The types of activities currently operating in this area are consistent with activities that would be found in a Light Industrial Zone.
- Carter’s Flat would remain as a location for light industrial premises to locate in close proximity to central Cambridge.
- When considering the type and scale of activities permitted in this zone, it could also include activities found in Commercial Zones, including large format retail activities.

The costs of this approach are:

- It is understood that the Cambridge Community Board support uplifting the deferred status and change to commercial zoning, not light industrial zoning. Communication and engagement would be needed with this group to understand perspectives and share knowledge.
- There are financial and resourcing costs to Council and the community to undertake a plan change process.
- A light industrial zone would not support the long term strategic direction for this area.

### **Option 5 – Plan Change to a Mixed Use Zone**

A mixed use concept design for Carter’s Flat has been provided privately to Council. The description in the National Planning Standards for the Mixed Use Zone is:

*“Areas used predominantly for a compatible mixture of residential, commercial, light industrial, recreational and/or community activities.”*

The benefit of a plan change to mixed use (based on the National Planning standards) is that:

- It would cater for some of the existing mix of activities that are currently present, being commercial, residential and light industrial, and explicitly enable a wider range of activities beyond what is currently located in the zone, being residential and community activities.
- It would enable existing light industrial uses to remain in the area in close proximity to central Cambridge.

The costs and risks of the plan change are:

- This would introduce a whole new zone into the District Plan and may necessitate the need to consider other zones being rezoned as mixed use.
- This approach does not fully align with the strategic direction for Cambridge and may necessitate the need to re-evaluate the strategic direction.
- The potential impact on the town centre would need to be assessed to ensure that the mix of uses does not undermine the pedestrian focus and vibrancy sought for the centre of Cambridge.
- Connections to central Cambridge would need to be assessed to ensure the physical barrier between the two areas does not result in transport issues.
- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process.
- Risk – would need to manage the types and format of activities to enable the desired mix of uses.

### **Option 6 – Plan change to a Large Format Retail Zone**

The purpose statement in the National Planning Standards of the Large Format Retail Zone is: *Areas used predominantly for commercial activities which require large floor or yard areas.*

The benefits of this approach are:

- It would clearly set out an expectation that the area is to be used for commercial activities which require large floor or yard areas.
- It recognises aspects of the direction in strategic documents for this area to provide support to Cambridge town centre through provision of large format retail.

The costs of this approach are:

- This approach does not provide for the current mix of activities present in the area.
- This would introduce a whole new zone into the District Plan and may necessitate the need to consider other zones being rezoned as large format retail.
- A similar outcome could be achieved using the existing commercial zone, with specific rules catering to the size of commercial activities.
- This approach would require further work to clarify the appropriate type and form of activities to support the town centre.

- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process.

### **Option 7 – Plan change to Commercial Zone with a precinct for Carter’s Flat**

The National Planning Standards provides for precincts, which can provide *additional place-based provisions which may modify or refine aspects of the policy approach or outcomes anticipated in the underlying zone(s)*.

Using this approach would mean that the existing commercial zone provisions could be used as the underlying zone, with place-based modifications to the provisions for the Carter’s Flat area to address specific vision for the area.

The benefit of this approach is:

- This would align with a National Policy Standard approach.
- It recognises the direction in strategic documents for this area to provide support to Cambridge town centre through a Commercial zone that supports the town.
- It would enable place-based provisions specific to Carter’s Flat to be included in the plan.

The costs and risks of a plan change to create a precinct are:

- This would introduce a whole new approach for managing activities in the commercial zone into the District Plan and may necessitate the need to consider other areas being considered as a precinct.
- This approach would require further work to clarify the appropriate type and form of activities to support the town centre.
- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process.
- There is a risk that introducing a precinct ahead of the plan change process to bring the District Plan in line with the National Planning Standards could result in this site being an outlier or different to other precincts, requiring further changes.

## **2.6 Discussion and recommendation**

Option 3 is recommended to rezone the Deferred Commercial Zone to Commercial Zone with specific provisions pertaining to the type of activities sought in Carter’s Flat, likely to be a mix of large format commercial and light industrial, to align with the strategic direction set out in the Cambridge Town Concept Plan.

To progress this option, further work will be required. As a starting point engagement with the community and iwi, and the following studies will likely be needed:

- An assessment of the types of commercial and light industrial activities needed to be provided for in this zone so that they will service the community and not undermine the centres hierarchy.
- A transport assessment setting out requirements that would be specific to this location.
- A landscaping and urban design assessment setting out requirements that would be specific to this location.

It is noted that this recommendation is based upon the Operative Waipa District Plan provisions. If a plan change is required to give effect to the intensification components of the National Policy Statement on Urban Development it would be worth considering the development of a plan change arising from this report alongside that process.

If Council intends to adopt a precinct approach when the District Plan is updated in line with National Planning Standards, then Option 3 would facilitate and not preclude that occurring. As an alternative Option 7 could be proceeded with instead of Option 3 at this point in time.

Lastly, if there is a preference to progress a mixed use zone for Carter's Flat, then it is recommended that the strategic vision for the area be reassessed now and the community engaged to seek buy in and revise the strategic framework for this area ahead of zoning options being considered further.

### 3. Area 2 – Shakespeare Street / Cook Street

#### 3.1 Background

The Leamington area is located in a block of land bounded by Shakespeare Street, Cook Street, Wordsworth Street and Burns Street, as illustrated in Figure 2. This area is just over 4 hectares in size.



*Figure 2 – Leamington Commercial Zone showing extent of area to be reviewed*

The previous Waipa District Plan zoned this area of Leamington as General. During the District Plan review, the Proposed Plan was notified with this area zoned as Industrial as there was no longer a general zone or equivalent. During the submission and hearing process residents raised concerns about the zoning, as it was felt industrial was inappropriate in this location.

At the time Waipā District Council staff investigated this issue in detail. They compared uses between the General Zone, Commercial Zone and Industrial Zone and noted a key concern was that if the area was zoned commercial with the full range of permitted activities there was potential for adverse effects to be created on the role and function of the town centre and the Leamington Neighbourhood Centre. Property Economics were employed to look at the range of retail activities appropriate for this area that would not undermine the centres hierarchy established in the Plan. Property Economics also noted offices were not appropriate in this location. As a result, the area was rezoned to Commercial through the hearings and decisions process with specific provisions incorporated to identify the appropriate mix of uses in this location that limited retail and offices. At the same time just over 2 hectares on Wordsworth Street was also rezoned and included with the specific Cook Street / Shakespeare Street provisions.

In making a decision the Committee noted that while a number of the existing businesses in this area are industrial, this area is not the main future location for industry. The Committee decided to change to a Commercial Zone for the Shakespeare / Cook Street area that provides for a range of activities, but enabled

retail effects on the Leamington town centre and Cambridge town centre to be assessed as part of a resource consent application.

The current activities in the Leamington commercial zone are varied, including panel beaters, garages and automotive repair premises, as well as some food and liquor retail, a café, a childcare centre, a veterinary practice, and some residential housing off Cook Street. This results in a mix of light industrial and commercial activities, with some residential near to the reserve.

### 3.2 Strategic context

The Waipa 2050 District Growth Strategy provides the overarching vision for growth within the Waipā District. The Strategy states that by 2050, Cambridge will be home to approximately 30,300 people, an increase in population by approximately 14,200. To cater for this growth approximately 582 hectares (ha) of new residential land, 122ha of industrial land and 27ha of commercial land (including 5ha of retail with the remaining being primarily office space) is required. The Strategy recognises that there is demand for additional commercial land within Cambridge. Potential capacity to provide for this demand includes in and around the existing town centre, Leamington, and also within the growth cells C1, and C2/C3.

The Cambridge Town Concept Plan 2010 identifies this area as being part of the Leamington Character Area. The Cambridge Town Concept Plan 2019 Refresh identifies a key challenge for this part of Leamington is that it is a traffic through-route. The opportunity identified is to introduce traffic calming and transport choice, including active modes in this area. Recommended Action 14 is to provide for a continual multi-modal corridor along Victoria Street from Hautapu to the south end of Leamington and through the town centre. These documents do not elaborate on the land uses envisaged in this area.

The Waipa District Plan sets out in Section 1 Strategic Policy Framework objectives and policies for the settlement pattern of the District. Of relevance to the site in Leamington is the following policy 1.3.1.2:

*“To provide for a consolidated settlement pattern by ensuring that new urban activities are focused within the urban limits of the towns of the District and in particular: .....*

*(f) Developments within the Commercial Zone and Industrial Zone that increase the type and range of employment opportunities within the District and reduce the level of commuting traffic into Hamilton will be supported.”*

### 3.3 District Plan provisions

The Operative Waipa District Plan includes in Section 6 – Commercial Zone, specific policies and rules for the Commercial Zone at Cook Street/Shakespeare Street/ Wordsworth Street. This includes the commercial area to the west of this study area on Wordsworth Street.

Policy 6.3.1.6 enables activities in the Cook Street/Shakespeare Street/Wordsworth Street Commercial Zone, where they do not affect the function of the primary commercial centres or the neighbourhood centres.

Policy 6.3.2.5 outlines that residential activities and residential based visitor accommodation are enabled where they adjoin reserves along the Waikato river and meet certain criteria around access and Crime Prevention Through Environmental Design (CPTED) principles. Policy 6.3.2.6 provides for activities, buildings and fencing on this zone and adjoining the reserve along the Waikato River, where the activity or building design and layout results in improved public interface with the River and meets the principles of CPTED.

The Commercial Zone activity status table has a column of rules specific to this area that differ from the rest of the Commercial zoned land in the district.



Permitted activities include places of assembly, education facilities, visitor accommodation, service stations, wholesale shops, trade suppliers and yard-based facilities. Any activity not listed as a permitted activity in the area identified in the Shakespeare Street/Cook Street/Wordsworth Street area identified on the Planning Maps, except for listed prohibited activities, become discretionary activities. This would likely include retail and light industrial activities.

Assessment criteria for discretionary activities in this zone include effects on the retail hierarchy of the District, access to the River for sites adjoining the reserve and site layout and design issues, particularly in relation to adjoining residential activities.

### 3.4 Problem definition / issue

It is understood that there was an issue raised to council regarding the appropriateness of the zoning. One proposal was for a resource consent in 2018 to erect a workshop and storage shed for an industrial activity in the Commercial Zone and to dispense with fencing rule. This required consent as a discretionary activity. Written approvals from neighbours were provided with the application and it was approved on a non-notified basis. The issue raised by this landowner was that this current Commercial Zone does not cater to a range of activities that exist in this area and this results in inefficiencies for new developments and onerous resource consents for changing land use. It is understood there has also been other landowner interest in the suitability of the zoning.

The purpose of investigating the suitability of the zone is to identify the most appropriate zone for the activities that occur in this locality.

Analysis of the limited number of resource consents and pre-application meeting notes that have been lodged in the past 10 years, indicate that activities not provided for as a permitted activity are being approved and the objective and policy framework is enabling a range of both commercial and light industrial activities to occur. Some activities have also required consent for failing to meet standards around parking and landscaping.

Cook Street and Shakespeare Streets are busy thoroughfares classified as major and minor arterials, and the area has limited on-street parking and pedestrian infrastructure. There are numerous vehicle crossings fronting both Cook Street and Shakespeare Street.

The Future Proof Industrial Land Supply Study (March 2020) did not identify the Cook Street/Shakespeare Street/ Wordsworth Street area as having any industrial land supply identified or allocated as the area is zoned as commercial.

### 3.5 Options considered

#### **Option 1 - Do Nothing**

This approach would retain the Commercial zoning as set out in the Operative District Plan.

The District Plan policy direction for this area is to enable activities that do not affect the function of the primary commercial centres or neighbourhood centres, and to enable larger scale retail activities, commercial service and vehicular oriented activities. Policies specific to this locality also enable residential activities at ground level near the reserve.

Based on the existing rule structure in the Plan this approach would require new retail, cafes and light industrial activities to apply for resource consent as a discretionary activity. Conversely, a range of commercial and residential activities are provided for as permitted activities, such as places of assembly, education, visitor

accommodation, service stations, wholesale shops, yard-based facilities, dwellings above ground level and dwellings at ground level where they do not directly adjoin the Waikato River.

The benefits of this approach are:

- The rule structure allows for a mix of activities in this zone and does not default to non-complying if an activity is not listed in the activity table. This infers that a range of activities are appropriate subject to resource consent and assessment against the policy direction in the plan.
- Discretionary activity status enables consideration of effects on neighbouring uses.
- This approach seems to have been working and activities have been approved under the more permissive discretionary activity status without difficulty.

The costs of this approach are:

- The policy framework doesn't directly support light industrial activities. This approach may discourage new activities that require consent from locating in this area, and over time may encourage light industrial activities to locate elsewhere.
- Adds additional financial and resourcing costs to activities that require consent.

### **Option 2 – Minor amendment to existing Commercial Zone**

This approach would retain the existing District Plan framework for managing activities in this area, with amendments to policies and rules to clarify that light industrial activities are appropriate in this location subject to consent, whether as a discretionary activity or restricted discretionary activity.

While the National Planning Standards do include a light industrial zone, they do not include a light industrial zone definition. As such this approach would require creation of a new definition as enabled in the National Planning Standards. The Hamilton City District Plan includes a definition of light industrial which could be used or modified.<sup>1</sup>

The benefits of this approach are:

- It would retain the existing approach which appears from resource consents and building consents to be largely working, whilst better recognising the concerns raised by the submitter about light industrial activities in the zone.
- It would better recognise existing activities and enable a mix of residential, commercial and light industrial activities, unique to this location within Leamington.
- This approach would only require limited changes to the District Plan.
- This approach could be easily transferred to conform with the National Planning Standards via a precinct type approach when the District Plan is updated as a whole to conform with the National Planning Standards.

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<sup>1</sup> Hamilton District Plan's definition of light industry is: Means manufacturing, warehouse, bulk storage, service and repair activities which do not involve the use of heavy machinery, are carried out indoors and are unlikely to give rise to significant adverse effects beyond the site and are generally of a small scale. They include printing works, furniture manufacture, car repairs, light engineering, tradesmen's depots and the like.

The costs and risks of this approach are:

- This would require introducing a new definition into the district plan for light industrial.
- This approach may require consideration of whether changes are required to other zones to accommodate light industrial activity.
- This approach would still require light industrial activities to obtain resource consent.
- The National Planning Standards do not currently include a definition for light industry, although they do include a light industrial zone. There is a risk to including a new definition.
- This approach would have some financial and resourcing costs to Council and the community to undertake a plan change process.
- This approach could also have an impact on the Wordsworth Street commercial area.

### **Option 3 – Plan Change to light industrial**

The purpose statement in the National Planning Standards of the Light Industrial Zone is: *“Areas used predominantly for a range of industrial activities, and associated activities, with adverse effects (such as noise, odour, dust, fumes and smoke) that are reasonable to residential activities sensitive to these effects.”*

The benefit of a plan change to light industrial zoning (based on the National Planning Standards) is that:

- The light industrial activities currently operating in this area would be consistent with activities that would be found in a Light Industrial Zone.
- It would enable existing light industrial activities that occur in this area.

The costs and risks of a plan change to Light Industrial are:

- This would introduce a whole new zone and definition for light industrial activities into the District Plan and may necessitate the need to consider other zones to be re-zoned from Industrial to Light Industrial.
- The area is not currently used solely for light industrial activities with activities such as veterinary practices, cafes, retail, residential and child-based care also included within the mix of activities.
- The interface with the surrounding residential activities would still need to be managed.
- There is a risk of lack of support in the community for a light industrial zone change given the previous opposition to an industrial zone during the District Plan review.
- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process that involves a new zone.
- This approach could also have an impact on the Wordsworth Street commercial area.

### **Option 4 – Plan Change to Industrial**

The Heavy Industrial Zone within the National Planning Standards is not considered to be appropriate for this area due to the size and potential adverse effects on the adjoining residential areas. Further, residents opposed the use of an Industrial Zone in this locality during the District Plan review.

### **Option 5 - Plan Change to mixed use**

The description in the National Planning Standards for the Mixed Use Zone is:

*“Areas used predominantly for a compatible mixture of residential, commercial, light industrial, recreational and/or community activities.”*

The benefit of a plan change to mixed use (based on the National Planning standards) is that:

- It would cater for the mix of activities that are currently present – commercial, residential and light industrial.

The costs and risks of the plan change are:

- This would introduce a whole new zone into the District Plan and may necessitate the need to consider other zones being rezoned as mixed use.
- The interface with the surrounding residential activities and the centres hierarchy would still need to be managed.
- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process.
- Risk – would need to manage the types and format of activities to enable the desired mix of uses.
- This approach could also have an impact on the Wordsworth Street commercial area.

### **Option 6 – Include a precinct**

The National Planning Standards provides for precincts, which can provide additional place-based provisions which may modify or refine aspects of the policy approach or outcomes anticipated in the underlying zone(s).

The rules in the Commercial Zone currently include specific policies and rules for the Leamington area that differentiate it from commercial zoned rules in the rest of the District Plan. This acts very much like a precinct approach. If a precinct were used the policies and rules could potentially be modified to accommodate light industrial zones as well.

The benefit of a plan change to create a precinct are:

- This would update the Leamington provisions to be in line with a National Policy Standard approach.

The costs and risks of a plan change to create a precinct are:

- This would introduce a whole new approach into the District Plan and may necessitate the need to consider other areas being considered as a precinct.
- The interface with the surrounding residential activities would still need to be managed.
- There are financial and resourcing costs to Council and the community to undertake and participate in a plan change process.
- A precinct approach would not achieve an outcome considerably different than the existing approach.
- There is a risk that introducing a precinct ahead of the plan change process to bring the District Plan in line with the National Planning Standards could result in this site being an outlier or different to other precincts, requiring further changes.

### **3.6 Recommendation**

Based on this desk-top assessment and review of all available information including previous reports, it is recommended that Option 1 (no change) is proceeded with as the preferred option for engagement with landowners as the next step. Option 2 (minor amendments to existing zone), should also be consulted on for landowner feedback. However, this study has not indicated any significant issues with the zoning or spatial distribution of land use activities that could be considered to meet the statutory requirements under section 32 of the Resource Management Act to justify a change in zone. Landowner and public feedback will help inform the final recommended option presented back to the Committee.

As an alternative, if it was decided to proceed with a precinct approach for Carter's Flat, then it might be appropriate to reformat the existing provisions for Cook Street and Shakespeare Street into a precinct approach.

## 4. Area 3 – Aotearoa Park

### 4.1 Background

Aotearoa Park is located on Matos Segedin Drive on the outskirts of Leamington, Cambridge. It is adjacent to the Cambridge Wastewater Treatment Plant and beside the Waikato river.



Land uses within this area are industrial in nature and include storage facilities, yard-based activities, car wreckers, manufacturing, doggy day-care, landscape suppliers, aggregate companies, the animal pound and waste transfer station.

To the west of the industrial area is rural zoned land that is designated (D91) for the Cambridge Wastewater Treatment Plant for the treatment and disposal of sewage, liquid wastes and sludge. To the south west is rural zoned land that is currently used as a sand quarry. To the south of the Industrial zoned area are deferred residential and deferred large lot zones, and to the south and east are deferred reserve zone and residential zoned land. To the north is reserve zone and the Waikato River.

### 4.2 District Plan provisions

The previous District Plan zoned this area Industrial and that zoning has been retained in the Operative Waipa District Plan.

### 4.3 Issues

Plan Change 5 to the Waipa District Plan rezoned all of the growth cells identified in the Waipa 2050 Growth Strategy zoned as Rural to Deferred Zoning and introduced changes for release of deferred zones. During this process Aotearoa Park Development Ltd submitted concerns about potential reverse sensitivity effects arising from the proposed Deferred Large Lot Residential zone to the south west of the industrial zoned land and

impacting on the existing Industrial Zone. The resolution of this problem was to create a rural zone buffer between the Industrial Zone and Deferred Large Lot zone.

GMD were asked to investigate whether there were any issues that needed to be addressed with the zoning in this area. Having spoken to Revital Group, Aotearoa Park and Council staff in relation to the Council assets including the Cambridge Wastewater Treatment Plant, and having looked at resource consents for the area, no issues have been identified with the current zone provisions which seem to adequately provide for envisaged existing and future activities.

In the future there are a couple of matters that could arise, but these are at the early stages of being investigated.

Waipā District Council staff advise that a business case is being prepared for the Cambridge Wastewater Treatment Plant expansion. This is likely to be complete by March or April 2021, but it is too early to determine what may arise from that process.

The dog pound, which is currently located within this industrial area, has raised the question about whether it could expand into the Wastewater Treatment Plant designation area. From a land availability perspective Council has confirmed that this could be achieved. Waipā District Council staff advised this was an early conversation and nothing has been confirmed in relation to this possibility.

The Future Proof Industrial Land Supply Study identified that as of June 2019 Aotearoa Park has 8.9 ha of available land over the short, medium and long term, comprising 30 years.

#### 4.4 Options considered

##### **Option 1 - Do Nothing**

This approach would retain the Industrial zoning as set out in the Operative District Plan.

##### **Option 2 – Modify the zoning boundary for the dog pound**

This approach would relocate the boundary slightly to accommodate any future dog pound expansion into the wastewater treatment plant designation area. Given the possibility of extending the dog pound is still in the early stages of discussion and relocation of the zone boundary may not be the best solution to manage any extension, it is considered too early in the process to consider this option further at this stage.

#### 4.5 Recommendation

In consultation with Council staff and landowners in the area, and having reviewed existing land uses, and resource and building consents, no issues have been identified in this area. There is potential that the dog pound may wish to expand into the Wastewater Treatment Plant designation area at some point in the future. There is also a business case underway for the Cambridge Wastewater Treatment Plant expansion. It is recommended that the outcome of the Business Case and discussions around the dog pound expansion are progressed further to determine if there are any issues that need to be addressed.

It is therefore recommended that Option 1 – Do Nothing is appropriate in this area.

## 5. Conclusion

This report summarises the outcome of an investigation into the issues and options for zoning three discrete areas in Cambridge, being Carter’s Flat, the commercial zone on Cook and Shakespeare Streets in Leamington, and the industrial area around Matos Segedin Drive.

In conclusion, this report recommends that:

1. Option 3 to rezone the Deferred Commercial area of Carter’s Flat to Commercial Zone, with specific rules pertaining to the type of commercial and light industrial activity sought for Carter’s Flat, is investigated further.
2. No changes are required to the District Plan for Area 2 – Cook and Shakespeare Streets, Leamington.
3. No changes are required to the District Plan for Area 3 – Aotearoa Park.



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Quarterly Reports**  
**Meeting Date:** 4 November 2020

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## **1 SUMMARY**

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

## **2 RECOMMENDATION**

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*That the Cambridge Community Board receive the reports titled 'Quarterly District Growth Report' (Document 10469435) of Wayne Allan, Group Manager District Growth and Regulatory Services and 'Civil Defence Emergency Management Quarterly Report' (Document 10470811) of David Simes, Emergency Management Operations Manager.*





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

**From:** Group Manager District Growth and Regulatory Services

**Subject:** **QUARTERLY DISTRICT GROWTH REPORT**

**Meeting Date:** Tuesday, 3 November 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 10469435) of Wayne Allan, Group Manager District Growth and Regulatory Services.*

### 3 NATIONAL & REGIONAL LEGISLATION, REGULATIONS, PLANNING AND POLICY

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During this quarter the Council has reviewed one submission in respect of the following:

Organisation	Document	Due Date	Status	Document #
Ministry for the Environment	Removal of hard-to-recycle plastics from the environment	4 Nov 2020	Complete	10465250

The draft submission was discussed and supported at Council's Service Delivery Committee meeting on 15 September 2020. The submission has since been checked and finalised and will be lodged with the Ministry for the Environment before the deadline on 4 November 2020.

### 4 SUB-REGIONAL STRATEGIC PLANNING INITIATIVES

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#### Hamilton Waikato Metropolitan Spatial Plan

A summary of the draft Hamilton Waikato Metropolitan Spatial Plan (HW-MSP) was included in a Cabinet paper that was considered by Cabinet on 10 August 2020. Cabinet agreed support for finalisation of draft HW-MSP provided the plan remained consistent with the government's strategic priorities.

The final draft HW-MSP was endorsed by the Future Proof Implementation Committee (FPIC) on 10 September 2020. It will be consulted on as part of the Future Proof Strategy Phase 2 public consultation process in 2021.

#### Sub-Regional Three Waters Study

A detailed business case (DBC) for the Southern Metro Wastewater is now underway. The technical work to support the strategic and economic case will be applicable to the full Metro area (both North and South areas).

While the Southern area detailed business case is progressing, staff are working on potential funding options and terms of reference for a similar business case for the Northern Metro Wastewater. Ideally, the view is that this work should proceed in parallel or close succession with the Southern Metro Wastewater detailed business case.

#### Housing Preference Study

The final report of the Housing Preference Study has been completed and provided to the members of the Future Proof Technical Implementation Group for review. Preliminary comment is that Maori and Pacific people were under represented in the

survey carried out as the basis for the study. Consideration is being given to linking the work to that being done for the Regional Housing Initiative by Lale Ieremia.

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

Following a meeting between the Future Proof partner councils, Market Economics together with government representatives of Ministry for the Environment and Ministry for Housing and Urban Development, a revised project scope was prepared. This revised project scope was endorsed by Future Proof Chief Executives Advisory Group on 1 September 2020.

The consultants expect to have a draft final report completed by the year end.

## 5 DISTRICT LEVEL STRATEGIC PLANNING

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### Ngāhinapōuri Village Concept Plan

On 1 September, Council's Strategic Planning and Policy Committee approved the draft Ngāhinapōuri Village Concept Plan for public engagement. Subsequent meetings with key landowners and community group resulted in exploration of a sixth intersection option to include in public engagement. The project team are currently working with Waka Kotahi New Zealand Transport Agency, the Ministry of Education, key landowners and the Ngāhinapōuri Community Group to produce 'Option 6', with the aim of bringing 'Option 6' back to elected members for approval to include it for public engagement in November 2020.

### Pirongia Village Concept Plan Refresh

On 29 September, Council adopted the Pirongia Village Concept Plan Refresh document. The Refresh was based on a community-led approach, with mana whenua recognised as having partnership status. The Refresh outlines an action plan to achieve objectives over a 50 year period.

### C4 Structure Plan

On 29 September, Council endorsed the C4 Structure Plan. The structure plan was based on technical reports and feedback received from landowners, key stakeholders and mana whenua. It will provide for 500-600 residential homes.

### 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. In C1, there are on-going enquiries around development opportunities. Council is commencing land purchase for the construction of critical stormwater and transportation assets. A

resource consent application for Stage 1 development (subdivision and land use) is expected shortly.

In C2, discussions continue with the Ministry of Education on the new primary school site. Discussions also continue with developers regarding respective development agreements. Detailed design of key stormwater, roading, water and wastewater infrastructure to service the developments is progressing along with associated land purchase negotiations. A subdivision consent has been issued to create key infrastructure lots.

In C3, site work is underway for the staged development of the Chartwell Properties Ltd land.

## 6 DISTRICT PLANNING DEVELOPMENT AND IMPLEMENTATION

### District Plan

#### ***National Planning Standards***

Implementing the National Planning Standards remains deferred to enable staff to focus on the list of plan changes that need progressing.

***e-Plan:*** The E-Plan has been tendered. The next steps are presentations from tenderers on their E-Plan platforms. We expect to award a tender before the end of December 2020. It is a statutory requirement to have the District Plan in an E-Plan format by 2024.



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

#### ***National Directions & RMA Reform***

A programme is in place for implementing the National Policy Statement for Urban Development. The mandatory plan changes to remove minimum car parking requirements from the district plan will be notified in December. There is no consultation process.

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 and Council's work programme.

Government enacted the Resource Management Amendment Act 2020 which came into effect in July 2020. Staff have reviewed the implementations, and Financial Contributions under chapter 18 of the District Plan, are now able to be used. We have started assessing resource consent applications for financial contributions.

Overall, we remain “response ready” to national directions, and will adjust our work programme if and as required. Unless advised otherwise, staff will apply a “do minimum” approach in responding to any national direction. “Do minimum” will ensure that Council meets any statutory obligations, while minimising any resourcing and budget impacts.

### **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 October 2020)**

PLAN CHANGES	STATUS	ENGAGEMENT	NOTIFICATION (INDICATIVE)
<b>DO NOW</b>			
<b>PPC 12</b> Structure plan and rezoning of growth cell T2	Lodged with council	Awaiting notification	December 2020
<b>PC13</b> Uplifting Deferred Zones	Plan change has been prepared	Awaiting notification	December 2020
<b>PC15</b> Permeable surfaces	Plan change has been prepared	Iwi engagement during October	December 2020
<b>PC16</b> Technical improvements	Plan change has been prepared	Iwi engagement during October	December 2020
<b>PC17</b> Structure plan Alignment in growth cells C8 & C9	Scoping	Public engagement not started.	2021
<b>PC18</b> Beekeeping in the Residential Zone	Plan change has been prepared	Stakeholder and Iwi engagement during October	December 2020
<b>PC19</b> Industrial Zones (Carters Flat, Aotearoa Park, Cook St)	Issues and Options paper finalised	Public engagement not started.	Second half of 2021
<b>PC20</b> Papakāinga	Awaiting scoping	Public engagement not started.	2021
<b>PC21</b> Anchor Park	Awaiting scoping	Public engagement not started.	2021
<b>ND1/20</b> remove minimum car parking	Being Prepared	Not applicable	December 2020

PLAN CHANGES	STATUS	ENGAGEMENT	NOTIFICATION (INDICATIVE)
<b>Do next</b>			
NPSUD Infill subdivision and consequential changes	Not started	2021	2021
NPSUD housing bottom lines	Not started	Not applicable (no consultation)	2021
Iwi Sites of Significance	Not started	2021	2021
T8 zone extension	Not started	2021	2021

### Infrastructure Development

Development activity continues to show an increased emphasis on construction and growth in Cambridge, Te Awamutu, and around the District. Applications, pre-app meetings and enquiries remain at a level higher than pre-lockdown.

**Airport:** Ossie James Drive extension is currently underway, and John Spencer Way has had footpath construction held up with negotiations with Waka Kotahi (NZTA) but looks like a resolution will unfold allowing the finalisation of Stage 2 there.

**C2:** Main designs for the receiving infrastructure are 95% complete although design has been paused until the land acquisition agreement is finalised. This has meant the private development has also been put on hold, but there seems to be many requests from adjacent land owners wanting to also develop once the main infrastructure is constructed.

**C3:** Road construction started last week in the Chartwell Properties Ltd development and looks to complete the connection to Cambridge Road before Christmas. This is to allow a staged approach in which the childcare facility is able to be operational early next year. The terminal wastewater pump station designs initial review has come up with a few items for the design team to work through but no major red flags are foreseen. The main designs for the road and stormwater infrastructure in St Peters School land are partially complete although design has been paused until St Peters School development plans are finalised.

**C10 (BIL):** The BIL terminal wastewater pump station has now been commissioned meaning the developer's temporary arrangement is no longer required. This is a big milestone and has taken a long time to finalise. It relied on the completion of multiple council contracts run simultaneously to achieve the desired outcome.

**C8/9:** The masterplan is virtually complete and the initial stages of upgrading lower Hannon Road are about to be tendered.

**Cambridge North;** The main stormwater discharge pipe from the western catchment is being tendered following extensive consent negotiations with Regional Council and

Fonterra. Significant development in this catchment is being planned but is reliant on further land acquisition and construction of stormwater swales along Laurent Road.

**T1:** With the first 2 stages now completed and signed off, the developer is underway with the design phase of the next 3 stages. The developer has asked for initial feedback regarding retaining walls and looks to have a set of plans for review to then start construction late this year.

**T2:** DE has provided commentary on the plan change, subdivision and earthworks consent of the Sanderson/Kotare developments section of T2. We are awaiting the Sanderson retirement village portion to be submitted.

**T8** is in progress, with designs for infrastructure accepted now with a bit of detailing for the stormwater pond still required. Construction is in progress in relation to the acquired land use and subdivision consent.

**T9** Thorncombe Stage 2, 224c is completed. Infrastructure, including the new road Wetere Drive, is vested to Council with a standard defect liability period with the developer.

### **Other Areas**

The proposed vesting of the private way in Hannon Road for industrial sites will not be pursued as the developer has chosen not to proceed with that option.

Lakewood Townhouse subdivision consent is received, and this involves works in the park which has a separate condition in the consent. The latest consent application is in progress for the titling of individual units.

Transland compact housing in Swayne Road has acquired subdivision consent for the development. An amendment is applied to make the project 4 stages.

22 Williamson St, Cambridge, has acquired a subdivision consent for their compact housing.

The reserve along Freedom Village under a Development Agreement is in process for handing over. This includes the walkway/cycleway and the swale.

### **Resource Consents**

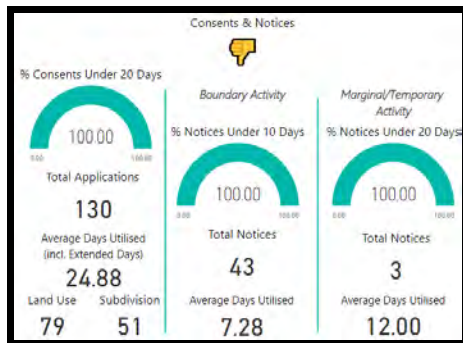
Below is a summary of consents that were approved during the quarter (July to September). This covers all consent applications during this period. The list of major applications is attached (Appendix 2).

The number of resource consents completed during this quarter has increased. There were 79 landuse consents (55 last quarter) and 51 subdivision consents (38 last quarter). All resource consents were processed within statutory time-frames.

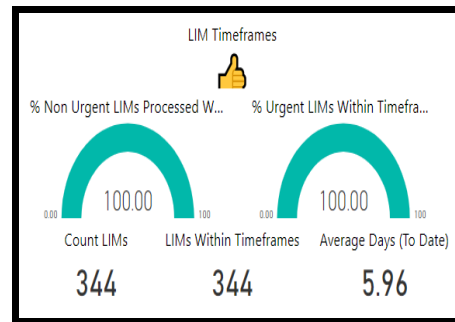
Deemed Permitted Boundary applications also saw an increase with 43 being processed, compared to 26 in the previous quarter. Refer to Figure 1 below.

A substantial increase in the number of LIMS was seen with 344 completed compared to 152 from the previous quarter. All LIMS were processed within statutory timeframes. Refer to Figure 2 below.

**Figure 1: Resource Contents July - September 2020**



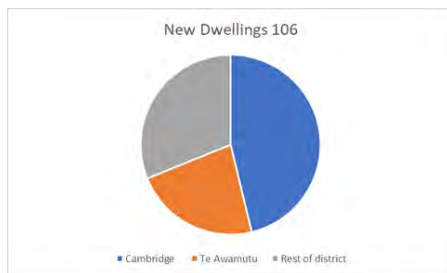
**Figure 2: LIMS July - September 2020**



### Building Compliance

Building consents post lockdown have shown an increased emphasis on construction in the Waipā district. Consent numbers are showing a steady increase in building applications being submitted compared to previous years. The new applications are a mix of commercial and residential with a slight increase in commercial work from a comparison with the 2019 quarter.

**Figure 3: New dwellings by location**



**Figure 4: Code Compliance Certificates**



### Building consents lodged to Council

There were 491 building consents lodged to Council with a total value of \$117,080,000. The results indicate a positive outlook post-Covid-19 lockdown. When compared to the same period in 2019 this is an increase of 59 building consents submitted.



Figure 5: Building consent applications 2019

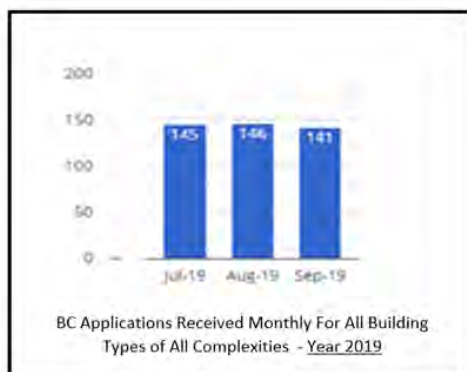


Figure 6: Building consent applications 2020



### Building Consents issued

There were 342 building consents issued with a total value of \$94,039,191. This included 106 new dwellings. When compared to the same period in 2019 this is an increase of 20 building consents issued.

The significant building consents issued in the quarter are:

- John Spencer Way Titanium Park Rukuhia Hamilton, New office, workshop and sales development.
- 437 Luck At Last Road Maungatautari Cambridge, Pukekura 11 Block - New Dwelling With Attached Garage.
- 353 Raynes Road Hamilton, Stage 2 - New commercial plastic moulding warehouse and offices.
- 87 Hautapu Road Cambridge, Lot 2 - Erect 10 Industrial Units for Commercial Use.
- 1866 Cambridge Road Cambridge, Construct attached Serviced Cottages Apartments as part of an Aged care Facility connected to end of an existing link Bridge constructed under a separate Building Consent.

## 7 MONITORING AND ENFORCEMENT

### Monitoring and Enforcement

In total Council's Enforcement team responded to and dealt with 149 complaints concerning Resource Consent conditions and breaches of the District Plan Rules. 29 swimming pool barrier inspections were undertaken during the quarter.

Complaints were amenity values, the use of shipping containers, home occupations, setback distances and secondary dwellings. All complaints were responded to within four days.

138 complaints were received regarding Bylaw breaches including 32 littering jobs and 102 parking complaints. The parking complaints covered the normal issues of obstruction, grass berms and HT parking in town.

Figure 3: Complaints of regulation breach

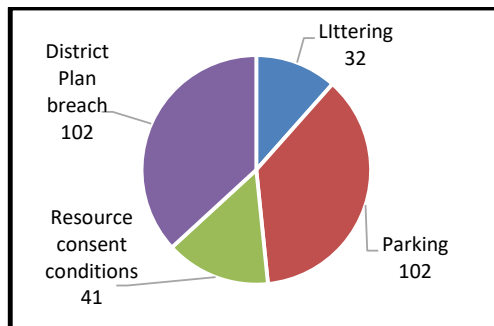
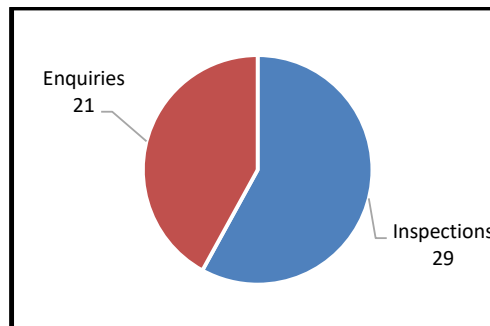


Figure 4: Swimming pool barriers



### Animal Control

The total number of calls to the animal control team during this quarter is comparable with the same quarter last year. The volume of admin type calls received during the first and last quarter each year always increases due to the dog re-registration process which runs from May to August.

In terms of types of complaints (i.e. non-admin) received, barking complaints doubled compared to the last quarter, and increased from the same period last year. We expected the increase in barking issues with the end of COVID-19 lockdown (during which barking complaints dramatically decreased) and a return to the workplace for many dog owners.

Rushing complaints (i.e. where a dog “rushes at” a person, animal or vehicle in a public place) increased compared to the same quarter last year, but numbers are still relatively in line with previous years. Most occurred in close proximity to the dog’s property, with a few happening in other public areas like dog parks etc. Rushing incidents tend to be more common in spring and summer time when more people are out in public.

There were five dog bite incidents on people. Two of these were in a public place (footpath), and one was on private property (where the dog resides). The other two were ‘dog vs dog’ incidents in a public place where an owner was inadvertently bitten during the event. Following these attacks, one dog was seized, remained unclaimed and was subsequently euthanised. One was classified menacing, one is in the process of being signed over to Council, and with one the owner received education and made property changes. One attack wasn’t able to be verified.

Overall most complaint types are on a par with last year’s figures.

The total number of dogs recorded on our database continues to climb, and is now sitting around 8,839.

The re-registration process from May to August ran relatively smoothly, and the re-registration rate has been very similar to previous years with the percentage of dogs not yet re-registered for the current year at 5%. Staff are currently following up the unregistered dogs and issuing infringement fines where necessary.

The number of infringement notices issued for failing to register in this quarter is higher than in previous years. This is mostly due to support from a contractor employed to alleviate the high work-load of Te Awamutu staff following the resignation of a staff member after an extended period of sick leave. Due to the contractor's status work on complaints management has been restricted to low-level issues only, including the investigation of unregistered dogs, resulting in more infringement notices being issued than would usually be the norm.

The total number of menacing dogs has increased a little, mostly under Section **33C** of the Dog Control Act which requires classification of certain breeds/types. Dogs classified under Section **33A** of the Act have had concerning behaviours observed or reported, but most of the increases under this Section are dogs that have recently transferred to Waipa having been classified in other districts prior.

Numbers of impounded dogs are still fairly low compared to previous years, with the exception of last year when we had lower numbers than usual primarily due to staff returning wandering dogs home during the COVID-19 Levels 4 and 3 rather than impounding them. There will be increased monitoring of the entire district so this may impact on dogs observed wandering and subsequently impounded.

Ten dogs were rehomed from the 17 that were never claimed by their owner during this quarter. Local charity, Pound Hounds Rescue Charitable Trust currently rehomes or assists with rehoming most of our unclaimed dogs that are suitable for rehoming.

We are investigating options to place security cameras at our two pounds following theft issues (of impounded dogs) in recent months. A dog that has previously been stolen from both of our pounds came back into our care recently, and we utilised pound facilities at a neighbouring Council to ensure her security on this occasion. The owner made contact with us, but failed to follow due process to claim her back.

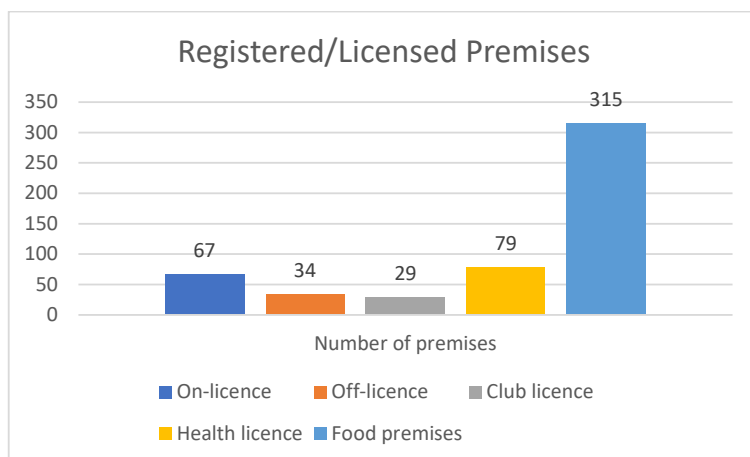
### Environmental Health

The number of registered food premises continues to grow (294 in last quarter) while the number of premises licensed for alcohol and health registrations remains on-par with previous quarters.

The increase in National Programme numbers reflects the last of premises moving from the old reporting regime to align with the current reporting system.

There appears to be a reduction in the number of on-licences compared to last quarter (previously 75). This is due to two premises surrendering or not renewing licenses after the lock down, some old inactive licences expiring, and a reporting error that saw a

small number of licences that had been renewed being counted twice. This has now been resolved.



The number of visits to food operators and licensed premises has increased compared to last quarter which is attributed to the easing of COVID restrictions allowing for more site visits. A total of 5 food complaints were received which related to cleanliness, cross contamination of food etc. No significant issues were identified on investigation and or during auditing/ inspecting food premises.

The number of noise and smoke complaints reduced compared to the previous quarter while nuisance complaints increased by 11. Noise directions (written or verbal) issued to stop excessive/loud noise increased by 14 and none of the directions resulted in equipment seizure.

No hearings were conducted by the District Licensing Committee and total of 110 applications were processed and approved. An application for a new bottle store has been received for 451 Alexandra Street, Te Awamutu which is currently being processed and has attracted opposition from Police and the Medical Officer of Health, and 15 objections from the public.

JAS-ANZ conducted an assessment in July on behalf of Ministry of Primary Industries to review Waipā District Council's Quality Management System, and the requirements to be a Recognised Agency to conduct verification services under the *Food Act 2014*. A review is generally conducted on resourcing, reporting requirements, processes, managing complaints/ conflicts, quality of reports, training provided to verifiers etc. It is pleasing to note that no non-conformance was identified.

Wayne Allan

**GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES**

## **8 SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL**

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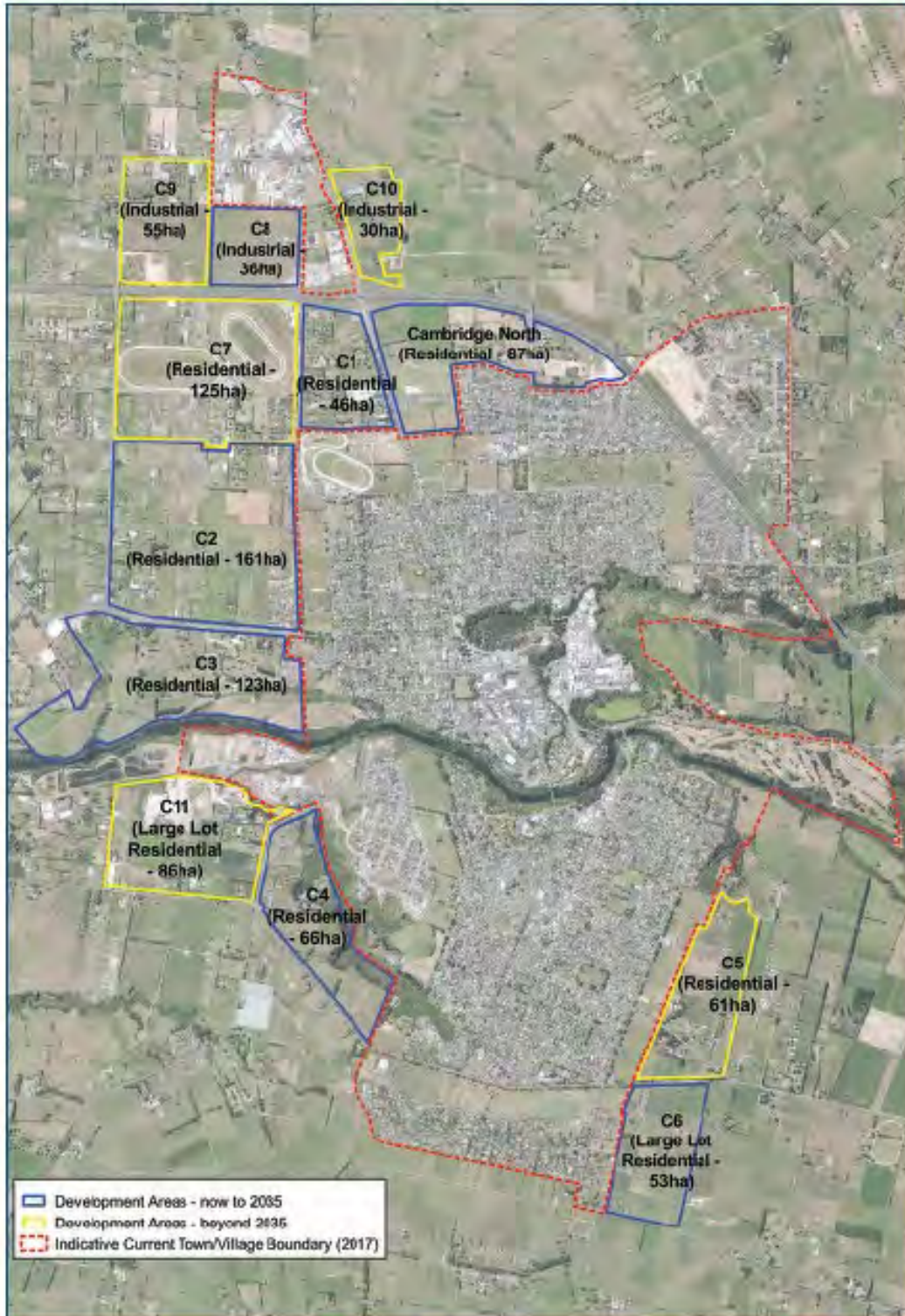
### **STATUTORY AND POLICY REQUIREMENTS**

#### **Legal and regulatory considerations**

This has been addressed in the body of the report.

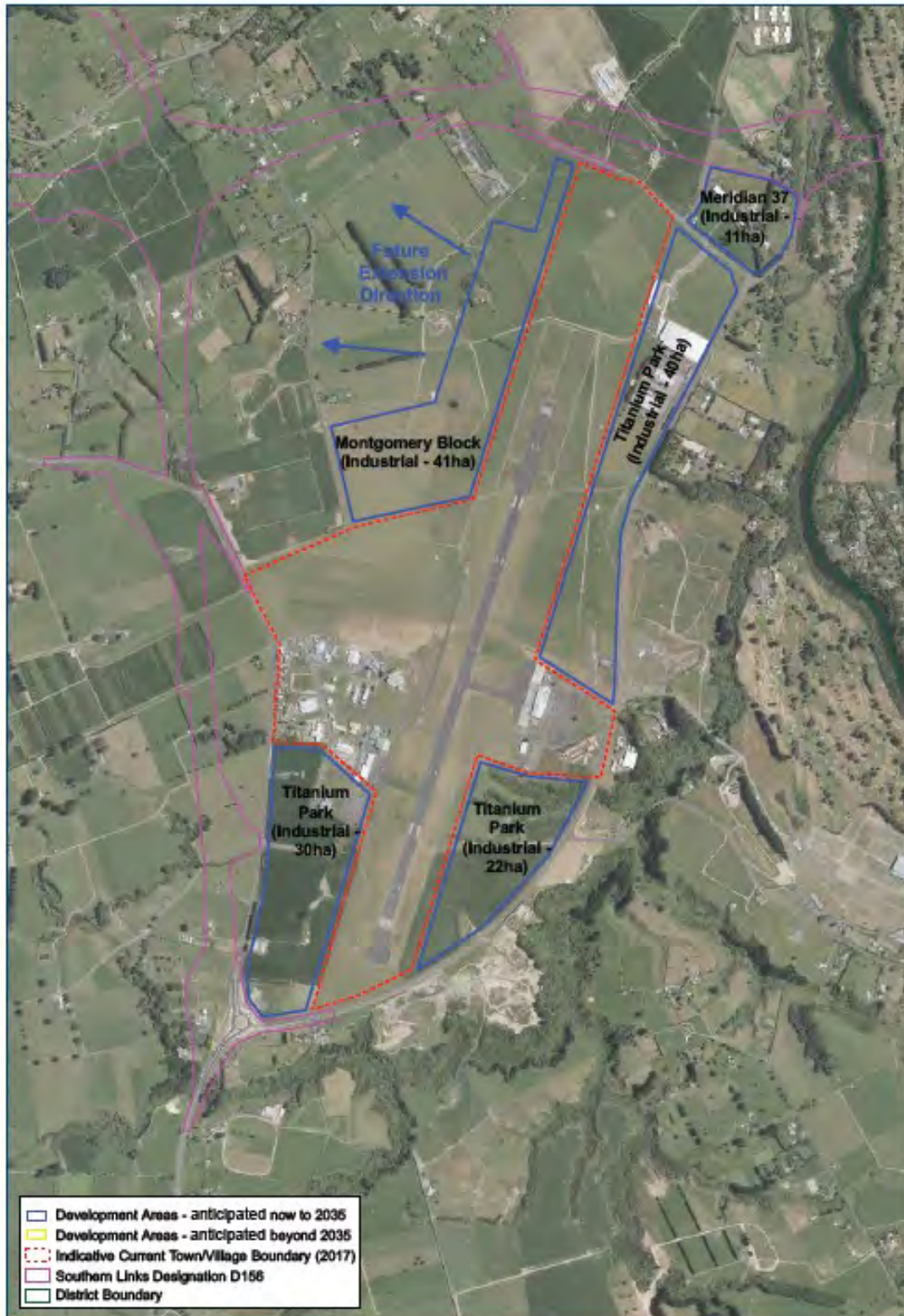
# APPENDIX 1: WAIPĀ DISTRICT GROWTH CELLS

## 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 95% is developed.
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



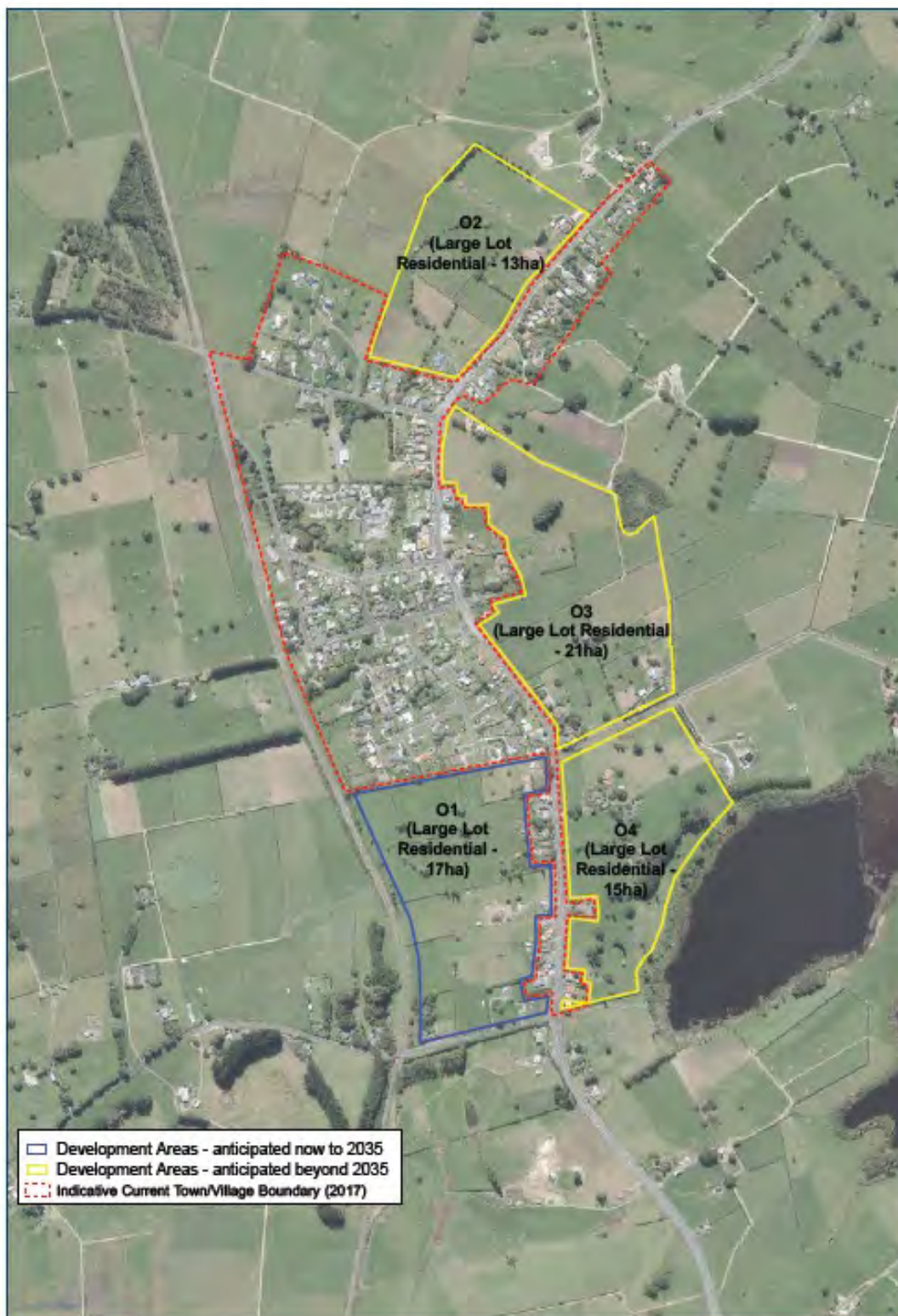
GROWTH CELL	STATUS UPDATE
K1	Zoned deferred large lot residential. Although there is no structure plan for this cell, it is approximately 40% developed. This cell is earmarked for current development
K2	Zoned deferred large lot residential. This cell is earmarked for development post 2035

### NGAHINAPOURI GROWTH CELLS



GROWTH CELL	STATUS UPDATE
N1	Zoned large lot residential. There is developer led structure plan for this cell and development is proceeding with the first stage well underway.
N2	Zoned deferred large lot residential, this cell is earmarked for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status. Development of a structure plan is underway.
N3	Zoned deferred large lot residential. This cell is earmarked for development after 2035 however a structure plan is underway.

### OHAUPŌ GROWTH CELLS



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

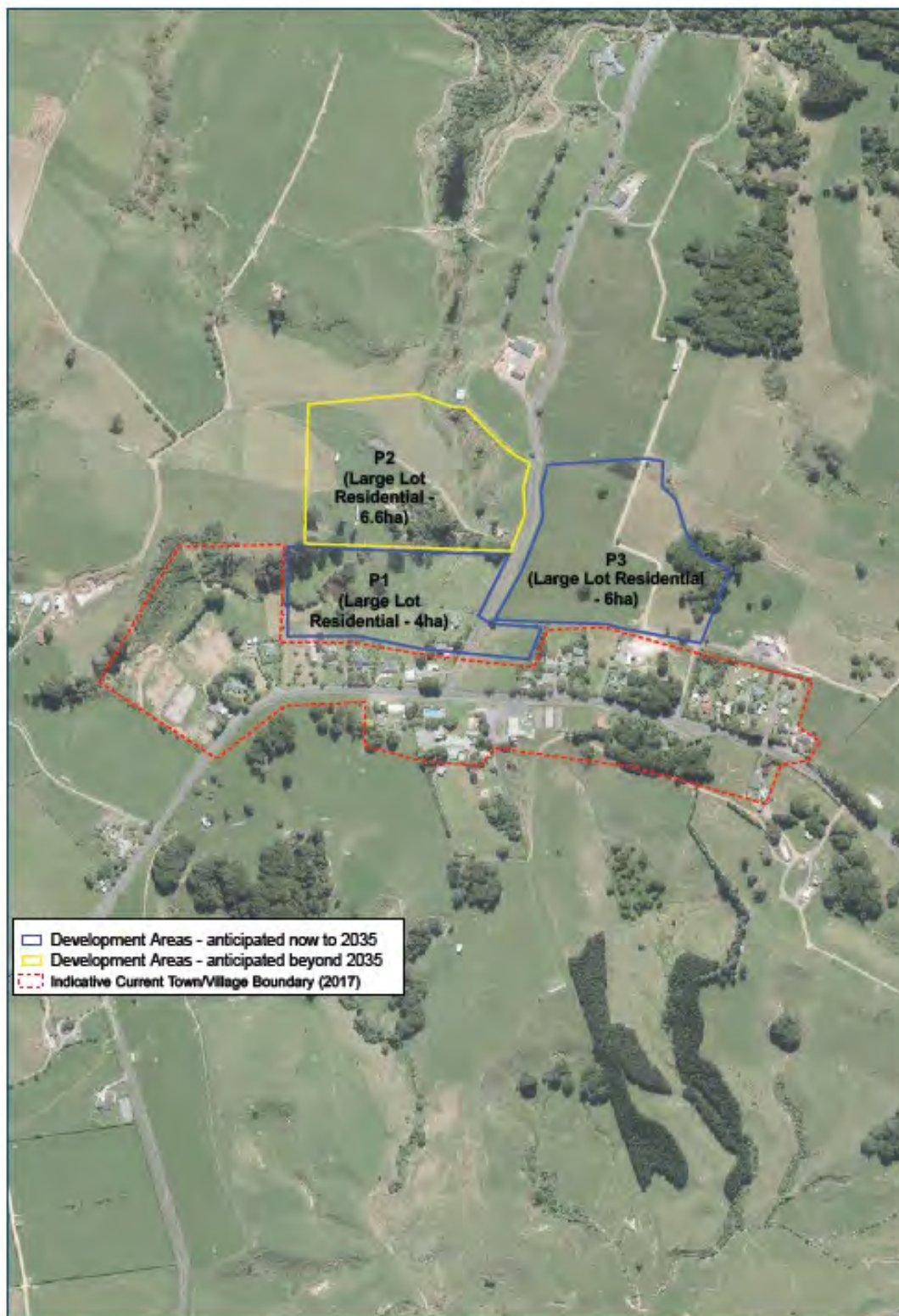
## PIRONGIA

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





### PUKEATUA GROWTH CELLS



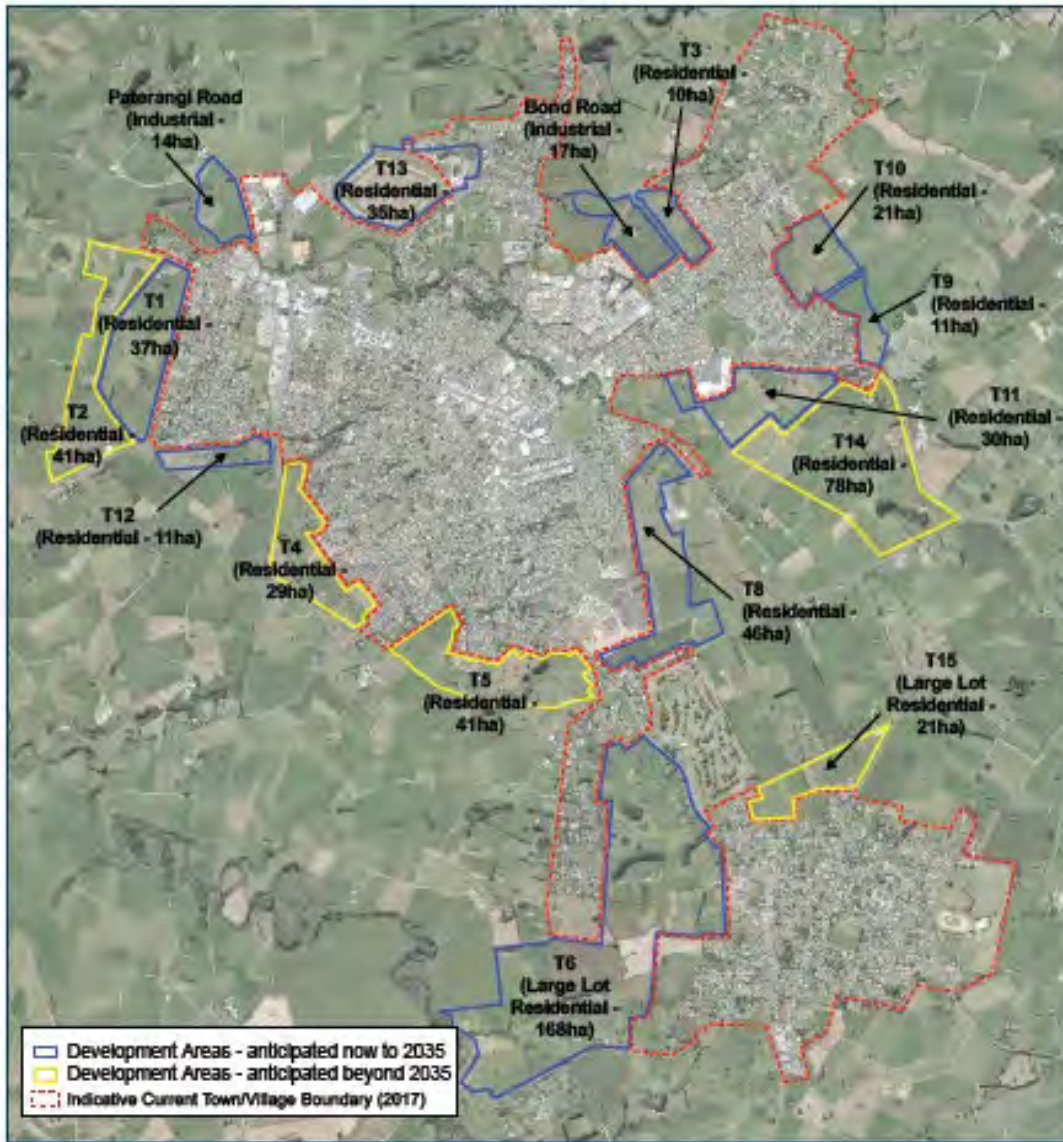
GROWTH CELL	STATUS UPDATE
P1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
P2	Zoned deferred large lot residential, this cell is earmarked for development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

### RUKUHIA GROWTH CELLS



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

TE AWAMUTU AND KIHIKIHI 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 development 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.

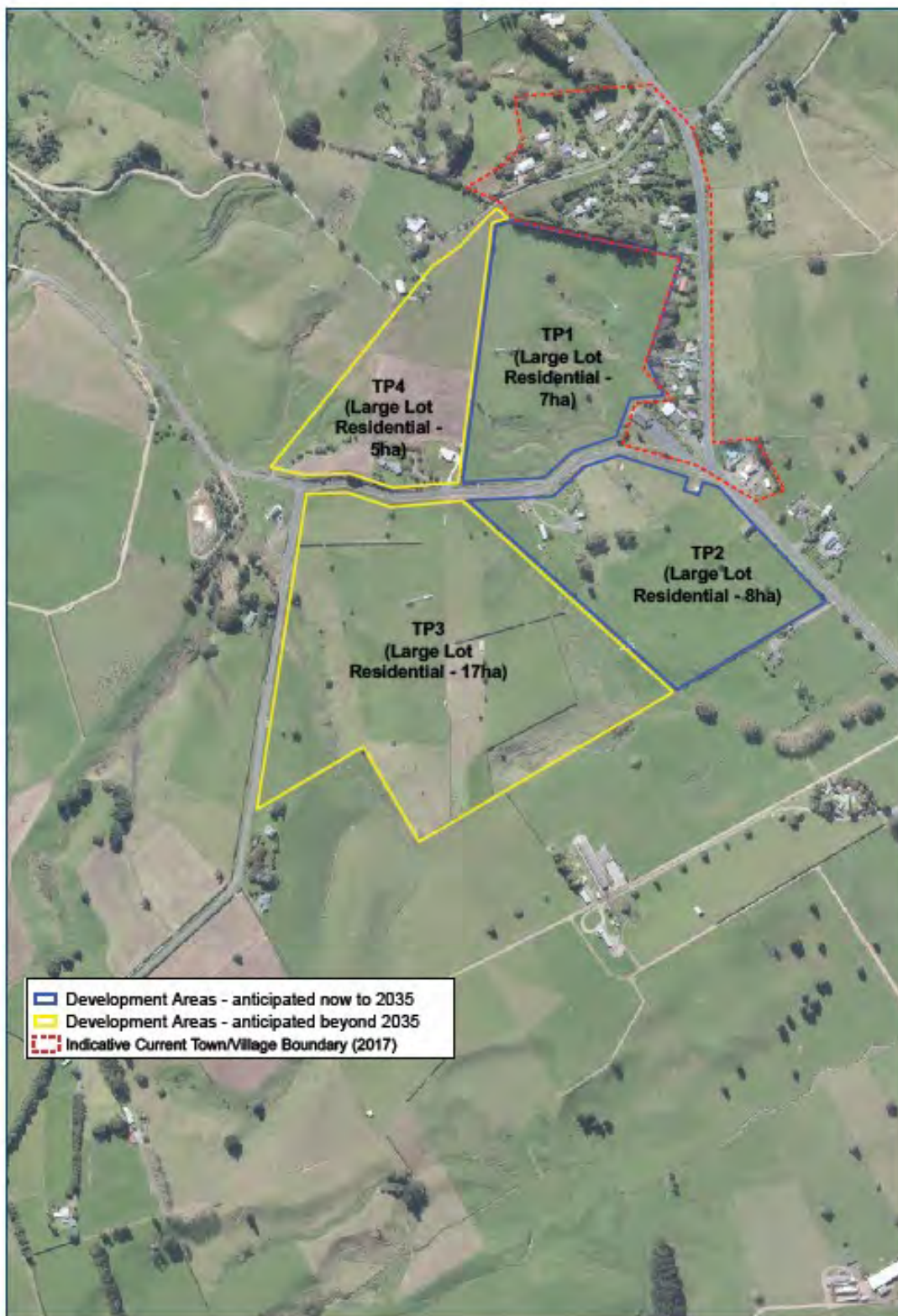
### TE MIRO GROWTH CELLS





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. Application to be determined by Regulatory Committee hearing.	Quentin Budd & Andrew Macfarlane (BBO)
LU/0154/20	BBC technologies	35 Lochiel Road, Hamilton	Construct, operate, use and maintain rural based industrial activity	Limited notification decision made. Submission period is 24 September – 22 October 2020.	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)

Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0108/20	Shaw's Property Holdings Limited	928 Kaipaki Road, Cambridge	Establish and operate a sand quarry	Limited notification decision made. Submission period ended 28 September 2020. Application to be determined by Regulatory Committee hearing	Hayley Thomas
LU/0145/20	Festival One	209 Whitehall Road, Karapiro	Establish temporary event (Christian music festival) in the Rural zone	Publicly notified. Eleven submissions received, ten in opposition and one in support. Hearing date is 2 November 2020	Hayley Thomas

Approved					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0182/20	2Degrees Networks Limited	Thornton Road Reserve, Cambridge	Establish and operate telecommunication facility	Approved 19 August 2020	Quentin Budd
SP/0019/20	Amber Views Limited	McClure Street, Pirongia	Subdivision in Large Lot Residential zone for 115 lots	Approved 15 July 2020	Kimberley Richards

### APPENDIX 3: BUILDING CONSENTS ISSUED

JULY 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Commercial - Industrial	\$2,438,800	4			\$35,000	1			\$895,000	1	\$3,368,800	6
Dwelling	\$8,466,838	17			\$1,510,000	3	\$3,740,265	6	\$4,151,194	11	\$17,748,297	37
Garage	\$35,000	1			\$117,000	2	\$136,933	3	\$55,000	2	\$343,933	8
Implement Shed	\$156,250	2	\$49,000	2	\$116,000	2	\$431,636	7			\$752,886	13
Re-Sited Dwelling	\$20,000	1	\$120,000	2	\$50,000	1			\$120,000	4	\$310,000	8
Alterations and Additions	\$650,000	5	\$642,000	3	\$92,200	2	\$607,000	5	\$44,600	2	\$2,035,800	17
Pool	\$192,000	4	\$95,000	1	\$93,220	2					\$380,220	7
Retaining Wall									\$38,000	1	\$38,000	1
Solid Fuel Heater	\$19,500	5	\$19,000	4	\$5,000	1	\$18,000	5	\$4,000	1	\$65,500	16
Transportable Dwelling	\$551,257	3					\$283,000	1			\$834,257	4
Deck/Pergola	\$6,500	1	\$56,000	1					\$28,500	2	\$91,000	4
Plumbing/Drainage	\$30,500	4			\$10,000	1	\$1,000	1			\$41,500	6
<b>Grand Total</b>	<b>\$12,566,645</b>	<b>47</b>	<b>\$981,000</b>	<b>13</b>	<b>\$2,028,420</b>	<b>15</b>	<b>\$5,217,834</b>	<b>28</b>	<b>\$5,336,294</b>	<b>24</b>	<b>\$26,130,193</b>	<b>127</b>

AUGUST 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Dwelling	\$5,480,276	10	\$558,000	1	\$2,505,247	3	\$1,187,046	3	\$2,543,076	5	\$12,273,645	22
Alterations and Additions	\$460,000	6	\$338,000	1			\$59,000	2	\$530,000	6	\$1,387,000	15
Commercial - Industrial	\$1,570,000	3	\$25,000	1			\$901,000	3	\$1,265,000	1	\$3,761,000	8
Pool	\$223,000	4	\$43,100	1	\$50,000	1	\$49,200	1			\$365,300	7
Re-Sited Dwelling							\$100,000	1	\$30,000	1	\$130,000	2
Solid Fuel Heater	\$8,750	2	\$7,000	1	\$4,500	1	\$17,525	4	\$11,500	2	\$49,275	10
Transportable Dwelling	\$110,000	1					\$398,000	2			\$508,000	3
Implement Shed	\$48,000	1					\$34,452	1			\$82,452	2
Garage	\$40,000	1	\$40,000	1	\$28,000	1					\$108,000	3
Garden Shed							\$52,000	1			\$52,000	1
Plumbing/Drainage	\$10,000	1					\$13,903	1			\$23,903	2
Fence	\$1,500	1									\$1,500	1
Carport	\$15,546	1									\$15,546	1
<b>Grand Total</b>	<b>\$7,967,072</b>	<b>31</b>	<b>\$1,011,100</b>	<b>6</b>	<b>\$2,587,747</b>	<b>6</b>	<b>\$2,812,126</b>	<b>19</b>	<b>\$4,379,576</b>	<b>15</b>	<b>\$18,757,621</b>	<b>77</b>

SEPTEMBER 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Plumbing/Drainage	\$4,700	2							\$8,000	1	\$12,700	3
Dwelling	\$11,553,725	22	\$1,739,764	4	\$985,000	2	\$5,500,371	10	\$4,378,967	9	\$24,157,827	47
Detached Habitable Building									\$150,000	1	\$150,000	1
Commercial - Industrial	\$290,000	2			\$220,000	1	\$17,360,000	7	\$350,000	2	\$18,220,000	12
Implement Shed			\$164,420	2	\$159,480	2	\$144,511	3	\$116,000	2	\$584,411	9
Solid Fuel Heater	\$8,800	1	\$7,000	1	\$8,500	1	\$5,000	1	\$11,000	3	\$40,300	7
Alterations and Additions	\$692,725	7	\$39,700	1	\$140,000	3	\$280,000	2	\$329,500	3	\$1,481,925	16
Pool	\$396,800	8			\$58,000	1	\$132,100	2	\$60,000	1	\$646,900	12
Transportable Dwelling	\$1,535,879	8					\$870,000	4			\$2,405,879	12
Garage	\$98,912	4	\$95,659	1	\$58,000	1	\$152,874	3	\$56,000	2	\$461,445	11
Retaining Wall	\$5,500	1									\$5,500	1
Deck/Pergola					\$50,000	1					\$50,000	1
Re-Sited Dwelling							\$185,000	1			\$185,000	1
<b>Grand Total</b>	<b>\$14,587,041</b>	<b>55</b>	<b>\$2,046,543</b>	<b>9</b>	<b>\$1,678,980</b>	<b>12</b>	<b>\$24,629,856</b>	<b>33</b>	<b>\$5,459,467</b>	<b>24</b>	<b>\$48,401,887</b>	<b>133</b>



### APPENDIX 3: APPLICATIONS DETERMINED BY THE DISTRICT LICENSING COMMITTEE

APPLICANT NAME	ASSOCIATED PREMISES (TRADING NAME)	LICENCE TYPE
WAIPA WORKINGMENS CLUB INCORPORATED	WAIPA WORKINGMENS CLUB	CLUB RENEWAL
TE AWAMUTU SQUASH RACKETS CLUB INCORPORATED	TE AWAMUTU SQUASH CLUB	CLUB RENEWAL
CAMBRIDGE COSMOPOLITAN CLUB INC	CAMBRIDGE COSMOPOLITAN CLUB	CLUB RENEWAL
CENTRAL BOWLING CLUB CAMBRIDGE INCORPORATED	CENTRAL BOWLING CLUB	CLUB RENEWAL
BRIGHT RICHARD ELDON	GROUP ONE TURF BAR	MANAGER RENEWAL
TAPLIN EMMA JANE	PARK ROAD SPORTS CLUB	MANAGER RENEWAL
DHILLON PRITPAL	THE BOTTLE-O TE AWAMUTU	MANAGER RENEWAL
SONYA PAYNTER	CLUBHOUSE CAFÉ AND BAR	MANAGER RENEWAL
STEWART-MCCURDY KAYLA MARIE	FRESH CHOICE LEAMINGTON	MANAGER RENEWAL
SINGH JAGMEET	THE MASONIC HOTEL	MANAGER RENEWAL
MCHUGH HELEN JANE	FRESH CHOICE LEAMINGTON	MANAGER RENEWAL
HARPREET SINGH	HIDDEN LAKES	MANAGER RENEWAL
PADMA WATI	THE COFFEE CLUB	MANAGER RENEWAL
MORGAN REYNOLDS	GOOD UNION	MANAGER RENEWAL
RAJBIR SINGH	MASONIC HOTEL	MANAGER RENEWAL
DELWYN DANIELS	PRINCE ALBERT	MANAGER RENEWAL
RAKESH THANKUR	ONYX	MANAGER RENEWAL
CAMERON PEACOCK	CAMBRIDGE NEW WORLD	MANAGER RENEWAL
SINGH GURBINDER	THE BOTTLE-O TE AWAMUTU	MANAGERS RENEWAL
VASUDEVA YOGESH	REDOUBT BAR & EATERY	MANAGERS RENEWAL

APPLICANT NAME	ASSOCIATED PREMISES (TRADING NAME)	LICENCE TYPE
SHEEHAN DONNA LOUISE	CAMBRIDGE COSMOPOLITAN CLUB	MANAGERS RENEWAL
MEEKE GWENDA MAREE	TE AWAMUTU GOLF CLUB	MANAGERS RENEWAL
KUMAR VARINDER	BIG BARREL	MANAGERS RENEWAL
SHEEHAN EMMA LOUISE	CAMBRIDGE COSMOPOLITAN CLUB	MANAGERS RENEWAL
BERTAUT MICHAEL PAUL	LEAMINGTON RUGBY SPORTS CLUB	MANAGERS RENEWAL
RATAI TYSON HAKI	GOOD UNION	MANAGERS RENEWAL
SWAN OWEN	THE WOOLSHED	MANAGERS RENEWAL
SCOTT ARDEENA MURRELL	ST KILDA CAFE AND BISTRO	MANAGERS RENEWAL
RAPANA DEBRA-JEAN	MATANGI HILLCREST SPORTS CLUB	MANAGERS RENEWAL
AUJLA MAJOR SINGH	THE BOTTLE O TE AWAMUTU	MANAGERS RENEWAL
KELLY MARK PETER JOSEPH	WAIPA WORKINGMEN'S CLUB	MANAGERS RENEWAL
SINGH VARINDER PAL	PIRONGIA FOUR SQUARE	MANAGERS RENEWAL
BURTON KAYNE KENNET	PROPELLER AIRPORT CAFÉ	MANAGERS RENEWAL
FRANCISCUS BROEKMANS	CENTRAL BOWLING CLUB	MANAGERS RENEWAL
ANNANDALE SONIA	FRESH CHOICE TE AWAMUTU	MANAGERS RENEWAL
KING NATALEAH	FIRKIN SPORTS BAR	MANAGERS RENEWAL
GARRETT MICHELLE BREANNAN	LEAMINGTON SQUASH CLUB	MANAGERS RENEWAL
GEMMA METCALF	PROPELLA CAFÉ	MANAGERS RENEWAL
EDMEADES CHRISTINE ROBYN	THE OLDE CREAMERY CAFE	MANAGERS RENEWAL
SINGH RAJINDER	PIRONGIA FOUR SQUARE	MANAGERS RENEWAL
DASS SATENDRA	COFFEE CLUB CAMBRIDGE	MANAGERS RENEWAL
MELINA JANE BLEVANS	GROUP ONE TURF BAR	MANAGERS RENEWAL

APPLICANT NAME	ASSOCIATED PREMISES (TRADING NAME)	LICENCE TYPE
BRENDA BRIGHT	GROUP ONE TURF BAR	MANAGERS RENEWAL
SINGH SUKHWINDER	THE FIRKIN SPORTS BAR	MANAGERS RENEWAL
NORTHCOTT NEVILLE ALBERT	PIRONGIA BOWLING CLUB	MANAGERS RENEWAL
FOWKES ADELE KATHRYN	FRESH CHOICE TE AWAMUTU	MANAGERS RENEWAL
DEBBIE MARIE YOUNG	NEW WORLD CAMBRIDGE	MANAGERS RENEWAL
FRANCESCA ELIZABETH FARNUM	ST KILDA CAFÉ	MANAGERS RENEWAL
MEGAN MUNRO	FRESH CHOICE LEAMINGON	MANAGERS RENEWAL
SEAGER DAVID ALAN	TE AWAMUTU SQUASH CLUB INCORPORATED	MANAGERS RENEWAL
MEARS GEOFFREY NORMAN	CAMBRIDGE GOLF CLUB	MANAGERS RENEWAL
PARK ANDREW CRAIG	NGAHINAPOURI GOLF CLUB	MANAGERS RENEWAL
PRASAD SAMBHAV SREENIVAS	MERCHANTS LIQUOR STORE	MANAGERS RENEWAL
SINGH SUKHDEEP	NARROWS LANDING	MANAGERS RENEWAL
ORANGE STEPHEN JOHN	LEAMINGTON RUGBY SPORTS CLUB	MANAGERS RENEWAL
GRAINGER CAROLYNE	TE AWAMUTU AFC	NEW MANAGERS
JASKARAN SINGH TAK	BLACKBULL LIQUOR	NEW MANAGERS
SINMON ROSS SINGERS	CAMBRIDGE NEW WORLD	NEW MANAGERS
RAMONA RONGANUI	PRINCE ALBERT	NEW MANAGERS
JAMES JOSHUA ALFRED	FRESH CHOICE TE AWAMUTU	NEW MANAGERS
RANGIHAEATA SHAAMIKA	SUPER LIQUOR TE AWAMUTU	NEW MANAGERS
LATU DAVID BRUCE KERKHAM	JET PARK HOTEL	NEW MANAGERS
ALDRIDGE RACHAEL ERIN	WAIPA WORKINGMAN'S CLUB	NEW MANAGERS
KUMAR AKSHAY	PONY BAR & PROVISIONS	NEW MANAGERS

APPLICANT NAME	ASSOCIATED PREMISES (TRADING NAME)	LICENCE TYPE
WALWORTH CAITLIN	LIQUORLAND CAMBRIDGE	NEW MANAGERS
RICH TIFFANY BRONWYN	FIVE STAGS LEAMINGTON	NEW MANAGERS
GLOVER ANGEL VANESSA-FAY	STABLES ON ALPHA	NEW MANAGERS
WAYNE TREVOR PETERSON	CAMBRIDGE RACQUETS CLUB	NEW MANAGERS
JACOBS WAYNE DAVID	PIRONGIA PINES	NEW MANAGERS
NAYAK -MASUM HIMANSHUBHAI	THE BOATSHED	NEW MANAGERS
SANGHERA JAGDEEP SINGH	BLACK BULL LIQUOR	NEW MANAGERS
PAUL AMRINDER	COUNTDOWN TE AWAMUTU	NEW MANAGERS
TURNER CHRISTOPHER ANDREW	HIDDEN LAKE HOTEL	NEW MANAGERS
RAWIRI - HILARY NICOLE WHAKAMURA	HAUTAPU RUGBY AND SPORTS CLUB	NEW MANAGERS
MAHUTONGA JESIKAH	THE OVAL SPORTS BAR	NEW MANAGERS
VINCENT PAUL MCDONALD	COUNTDOWN CAMBRIDGE	NEW MANAGERS
NICKALLS SANDRA KAY	SANCTUARY LODGE MAUNGATAUTARI	NEW MANAGERS
SHUTE RHONDA HELEN	TE AWAMUTU RUGBY SPORTS	NEW MANAGERS
SINGH GURPARTAP	THE OVAL SPORTS BAR	NEW MANAGERS
JUETT NICHOLAS JOHN	HENLEY HOTEL	NEW MANAGERS
KERRY BISHOP	ONYX	NEW MANAGERS
KENNEDY BROOKLYN JEAN MARIE	THE ALEXANDRA HOTEL	NEW MANAGERS
HOLLAND	GRACE MRY- ANNE	NEW MANAGERS
KAUR SIMARJEET	ONYX CAMBRIDGE	NEW MANAGERS
HOCKLY KARLY RITA	CAMBRIDGE RACEWAY	NEW MANAGERS
ALISON JEFFCOT	CLUBHOUSE CAFÉ AND BAR	NEW MANAGERS

APPLICANT NAME	ASSOCIATED PREMISES (TRADING NAME)	LICENCE TYPE
INDIA TODAY 2015 LIMITED	KOI- SPICE, CRAFT & WHISKEY LOUNGE	NEW ON LICENCE
SANCTUARY LODGE MAUNGATAUTARI LIMITED	SANCTUARY LODGE MAUNGATAUTARI	NEW ON LICENCE
TAYLOR STREET LIMITED	THE CLUBHOUSE CAFE & BAR	OFF LICENCE
THE MERCHANT COLLAB LIMITED	MERCHANTS LIQUOR TE AWAMUTU	OFF RENEWAL
CAMBRIDGE COSMOPOLITAN CLUB INC	CAMBRIDGE COSMOPOLITAN CLUB	OFF RENEWAL
THY MERCHANTS LTD	SHAKESPEARE LIQUOR	OFF RENEWAL
TAYLOR STREET LIMITED	THE CLUBHOUSE CAFE & BAR	ON LICENCE
GILL KEVIN COLIN	OASIS HIDEAWAY	ON RENEWAL
PERSIMMON TREE CAFE LIMITED	PERSIMMON TREE CAFE	ON RENEWAL
FERGUS ROSE LIMITED	BOAT SHED CAFÉ	ON RENEWAL
THAI PUTARURU LIMITED	THAI CAMBRIDGE	ON RENEWAL
CAMBRIDGE GOLF CLUB INCORPORATED	CAMBRIDGE GOLF CLUB	SPECIAL LICENCE
TE AWAMUTU LIGHT OPERATIC SOCIETY INCORPORATED	WOOLSHED THEATRE (MUSICAL PRODUCTIONS)	SPECIAL LICENCE
TE AWAMUTU RUGBY SPORTS AND RECREATION CLUB INCORPORATED	TE AWAMUTU RUGBY SPORTS CLUB (FUNERAL BEV KAY)	SPECIAL LICENCE
ROTARY CLUB OF CAMBRIDGE INCORPORATED	CAMBRIDGE HIGH SCHOOL	SPECIAL LICENCE
PIRONGIA BOWLING CLUB INCORPORATED	PIRONGIA BOWLING CLUB (FUNERAL RECEPTION FOR GREG RUSCOE)	SPECIAL LICENCE
OWEN BRYDEN SWAN	THE WOOLSHED (MANDYS BIRTHDAY)	SPECIAL LICENCE
CORRIE AND HER LIMITED	THE BIKERY	SPECIAL LICENCE
CAMBRIDGE REPERTORY SOCIETY INCORPORATED	GAS LIGHT THEATRE	SPECIAL LICENCE
WAIPA WORKINGMENS CLUB INCORPORATED	WAIPA WORKINGMENS CLUB (PATERANGI SCHOOL QUIZ NIGHT)	SPECIAL LICENCE
BEGIN DISTILLING LIMITED	MOTORHOME SHOW	SPECIAL LICENCE
TE AWAMUTU GOLF CLUB INCORPORATED	TE AWAMUTU GOLF CLUB (OPEN COUNTRY SHAREHOLDERS MEETINGS)	SPECIAL LICENCE
TIRAU LIMITED	MOTORHOME SHOW	SPECIAL LICENCE
SANCTUARY LODGE MAUNGATAUTARI LIMITED	OUT IN THE STYX	TEMP AUTH

## APPENDIX 4: QUARTERLY STATISTICS

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
<b>Resource consents</b>					
Number of complaints	41				41
Number of compliance investigations	41				41
Number of breaches detected	7				7
Number of abatement notices issued	0				0
Number of infringement notices issued	0				0
Number of warning letters issued	7				7
<b>District Plan</b>					
Number of complaints	102				102
Number of compliance investigations	102				102
Number of breaches detected	14				14
Number of abatement notices issued	0				0
Number of infringement notices issued	0				0
Number of warning letters issued	14				14
<b>Bylaw – vehicle parking</b>					
Parking complaints	102				102
Infringement tickets	36				36
Warning letters	19				19
<b>Bylaw – illegal dumping</b>					
Dumping complaints	32				32
Infringement notices	0				0
Warning letters	0				0
<b>Bylaw – trees overhanging footpath</b>					
Tree complaints	5				5
Warning letters	2				2
<b>Bylaw – long grass (fire hazard)</b>					
Long grass complaints	0				0
Warning letters	0				0
<b>Resource Management Act / Bylaw - signs</b>					
Illegal signs removed	0				0

## QUARTERLY STATISTICS

		1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
<b>Noise</b>						
Excessive noise complaints	Total (all wards)	168				168
	CB/Maungatautari	85				85
	TA/Kakepuku	74				74
	Pirongia	9				9
Unreasonable noise complaints		27				27
Abatement notices issued		0				0
Infringement notices issued		0				0
Written noise directives issued		35				35
Verbal noise directives issued		37				37
Stereo equipment seizures		0				0
<b>Bylaw – fire and smoke</b>						
Fire and smoke complaints		30				30
<b>Bylaw – other nuisance complaints</b>						
Nuisance complaints		17				17
<b>Animal control</b>						
Total complaints and requests for service		1110				1110
Aggression complaints		18				18
Attack or bite on animal		18				18
Attack or bite on child		0				0
Attack or bite on adult		5				5
Barking		126				126
Breach of bylaw	Dog off lead	4				4
	Fouling in public place	1				1
	Dog in prohibited area	0				0
	Multi dogs on property	0				0
	Aggression at boundary	1				1
Bin or sign requests / maintenance		8				8
Rushing in public		16				16
Dog worrying stock		0				0
General info / admin		606				606
Lost / found dog notifications		63				63
Welfare		12				12
Unregistered		9				9
Wandering		200				200
Stock on roads / trespassing		22				22
Stock - other (eg Welfare of stock)		1				1

Report to Strategic Planning &amp; Policy Committee – 3 November 2020

## QUARTERLY DISTRICT GROWTH REPORT

## QUARTERLY STATISTICS

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
<b>Animal control – Dogs (* Registration process commences in May)</b>					
Registered (total)	8427				0
Un-registered (total)	412				0
Impounded	58				58
Re-homed <sup>1</sup>	10				10
Claimed <sup>1</sup>	41				41
Euthanased <sup>1</sup>	5				5
Stolen / escaped	1				1
In pound / foster care at end of quarter	1				0
Menacing dog classification (total)	130				N/A
Dangerous dog classification (total)	5				N/A
Infringement notices issued	34				34
<b>Food and health premises</b>					
Food / premises complaints	5				5
Registered food control plans (total)	239				N/A
Registered national programs (total)	76				N/A
Outstanding food and health premises registrations / inspection fees (total)	12				N/A
Food Act audits	44				44
Non-compliances	0				0
Infringements	0				0
Improvement/other notices	0				0
Registered health premises	79				79
Health premises inspections	1				1
<b>Alcohol licensing</b>					
Licensed Premises Complaints	2				2
Premises visits (excluding CPO)	20				20
Controlled purchase operations (CPO) <sup>2</sup>					
- Premises visited	0				0
- Premises with breaches detected (selling alcohol to minors)	0				0
Check food availability operation <sup>3</sup>					
- Premises visited	0				0
- Premises with breaches detected	0				0

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

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

<sup>3</sup> 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	67				N/A
Number of current off-licences	34				N/A
Number of current club licenses	29				N/A

## APPENDIX 5: YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20	2020/21
<b>Resource consents</b>					
Number of complaints	63	121	120	97	41
Number of compliance investigations	104	171	160	140	41
Number of breaches detected	9	35	51	31	7
Number of abatement notices issued	1	2	0	0	0
Number of infringement notices issued	0	0	0	0	0
Number of warning letters issued	9	33	51	22	7
<b>District Plan</b>					
Number of complaints	250	319	376	348	102
Number of compliance investigations	195	319	376	348	102
Number of breaches detected	50	44	122	92	14
Number of abatement notices issued	0	4	2	1	0
Number of infringement notices issued	0	0	0	0	0
Number of warning letters issued	50	40	32	70	14
<b>Bylaw – vehicle parking</b>					
Parking complaints	285	368	347	244	102
Infringement tickets	96	291	173	90	36
Warning letters	101	211	181	80	19
<b>Bylaw – illegal dumping</b>					
Dumping complaints	134	120	112	241	32
Infringement notices	2	4	2	2	0
Warning letters	1	0	0	0	0
<b>Bylaw – trees overhanging footpath</b>					
Tree complaints	58	33	24	71	5
Warning letters	33	14	23	60	2
<b>Bylaw – long grass (fire hazard)</b>					
Long grass complaints	27	56	3	32	0
Warning letters	25	23	2	32	0
<b>Resource Management Act / Bylaw - signs</b>					
Illegal signs removed	9	0	0	0	0

## YEAR ON YEAR STATISTICS

		2016/17	2017/18	2018/19	2019/20	2020/21
<b>Noise</b>						
Excessive noise complaints	Total (all wards)	888	928	789	753	168
	CB/Maingatautari	459	478	364	330	85
	TA/Kakepuku	379	415	375	362	74
	Pirongia	52	35	53	61	9
Unreasonable noise complaints		77	92	56	89	27
Abatement notices issued		0	0	0	0	0
Infringement notices issued		0	0	0	0	0
Written noise directives issued		39	20	73	119	35
Verbal noise directives issued		192	109	67	111	37
Stereo equipment seizures		0	1	4	4	0
<b>Bylaw – fire and smoke</b>						
Fire and smoke complaints		157	83	90	72	30
<b>Bylaw – other nuisance complaints</b>						
Nuisance complaints		63	104	72	83	17
<b>Animal control</b>						
Total complaints and requests for service		4837	5009	4295	3733	1110
Aggression complaints		91	91	64	48	18
Attack or bite on animal		46	85	59	57	18
Attack or bite on child				2	2	0
Attack or bite on adult				14	29	5
Barking		80	546	476	392	126
Breach of bylaw	Dog off lead	37	15	11	15	4
	Fouling in public place	11	8	3	3	1
	Dog in prohibited area	8	3	2	2	0
	Multi dogs on property	3	8	6	2	0
	Aggression at boundary					1
Bin or sign requests / maintenance		12	24	18	21	8
Rushing in public		10	38	47	37	16
Dog worrying stock		48	13	5	9	0
General info / admin		2556	2514	2038	1912	606
Lost / found dog notifications		307	354	321	249	63
Welfare		27	48	37	41	12

## YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20	2020/21
Unregistered	71	57	48	38	9
Wandering	1049	1080	989	767	200
Stock on roads / trespassing	134	161	124	124	22
Other (e.g. classified dogs)	0	1	5	5	1
<b>Animal control – Dogs</b>					
Registered (total)	4837	8229	8561	8529	8427
Un-registered (total)	-	76	135	190	412
Impounded	440	477	466	290	58
Re-homed <sup>4</sup>	32	28	35	15	10
Claimed <sup>4</sup>	342	359	389	224	41
Euthanized <sup>4</sup>	45	53	35	25	5
Stolen / escaped	2	0	1	6	1
In pound / foster care at end of year	15	4	4	1	1
Menacing dog classification (total)	95	113	118	118	130
Dangerous dog classification (total)	5	6	8	5	5
Infringement notices issued	133	148	121	71	34
<b>Food and health premises</b>					
Food / premises complaints	34	19	15	24	5
Registered food control plans (total)			241	242	239
Registered national programs (total)	118	264	54	52	76
Outstanding food and health premises registrations / inspection fees (total)	0	12	9	1	12
Food Act audits	177	91	224	151	44
Non-compliances	Not recorded separately.	Not recorded separately.	7	0	0
Infringements	Not recorded separately.	Not recorded separately.	2	1	0
Improvement notices	Not recorded separately.	Not recorded separately.	3	8	0
Registered health premises	261	74 <sup>5</sup>	80	81	79
Health premises inspections	39	6	15	16	1
<b>Alcohol licensing</b>					
Licensed premises complaints					2

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

<sup>5</sup> 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	2020/21
Premises visits (excluding CPO)					20
<b>Controlled purchase operations (CPO)<sup>6</sup></b>					
- premises visited	20	18	16	13	0
- premises with breaches detected (selling alcohol to minors)	1	0	3	4	0
<b>Food availability operators</b>					
- Premises visited	0	0	0	0	0
- Premises with breaches detected	0	0	0	0	0
Number of current on-licences	62	63	66	74	67
Number of current off-licences	31	31	32	32	34
Number of current club licenses	29	29	31	31	29

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

## **APPENDIX 6: SUBMISSION SUBMITTED ON BEHALF OF COUNCIL**

- Ministry for the Environment – Removal of hard-to-recycle plastics from the environment (document number 10465250)

# Submission

Reducing the impact of plastic on our environment – moving away from hard-to-recycle and single-use items

November 2020

## **Reducing the impact of plastic on our environment – moving away from hard-to-recycle and single-use items**

**By: Waipa District Council Submission**

**Deadline: 4 November 2020**

### ***Introduction***

Waipa District Council (Council) welcomes the opportunity to provide comment on the Ministry for the Environment’s consultation document titled ‘Reducing the impact of plastic on our environment – moving away from hard-to-recycle and single-use items’.

Our Council is active in the waste minimisation space with a full programme of engagement, education and opportunities for our residents, businesses and community groups. Waipa District Council appreciates the relationship with the Ministry and the waste levy funding that allows this work to occur on the ground, in our communities.

We provide a recycling service to over 21,000 homes, both urban and rural across our district. That includes a 140L wheelie bin for glass that is collected monthly and a 240L bin for co-mingled mixed recycling (plastics #1,2 & 5, tins, cans, paper and cardboard) that is collected every two weeks.

The information below was shared with elected members and discussed at the Service Delivery Committee meeting on Tuesday 15 September, where it was resolved to support the submission.

Please contact me if you wish to clarify or discuss any aspect of our submission.

Nga mihi na - warm wishes,  
Sally Fraser

***Sally Fraser* Waste Minimisation Officer** **WAIPA DISTRICT COUNCIL**

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**Question 1**

**Do you agree with the description in this document of the problems with hard-to-recycle plastic packaging and single-use plastic items? If not, why?**

The Council agrees that lightweight plastics that escape from the waste management service can go end up in an environment far from source. We are conscious of our large rivers being a possible conduit for plastics that our residents have purchased, used and disposed of, ending up in the sea.

Our recycling contractor works hard to access markets. Having more onshore opportunities would be beneficial to our contract costs and be beneficial to our ratepayers.

Like all Councils, Waipa District Council and our contractor have felt the effects of changing export markets. We anticipate that the Basel Convention for Transboundary Movements of Hazardous Waste will only make exporting lower grade plastics harder. In June 2020 the decision was made to stop collecting plastics #3,4,6 and 7 and inform our community that viable markets for these products were no longer available. Waipa District Council has been educating our community on how to identify these plastics and which products are commonly packaged in these plastics, as well as how to avoid using them (behaviour change project). The Waipa Waste Minimisation Officer initiated preparation of a recent video series showing people easy tips for avoiding plastics 3,4, 6 and 7 that was funded by, and co-delivered with, WasteMINZ.

References to examples on our website educating about the change to plastics we can recycle, and videos are here:

<https://www.waipadc.govt.nz/our-services/rubbish-and-recycling/recycling/know-your-plastics>  
<https://www.waipadc.govt.nz/our-services/rubbish-and-recycling/recycling/plastics-1-2-5-faqs>

The recent WasteMINZ audit of rubbish and recycling showed that there are more plastics with no plastic type number on them at all (8.3% in rubbish and recycling by weight) than hard to recycle plastics 3 and 6 combined (2.7% in rubbish and recycling by weight). This shows that the manufacturing, food and beverage and importing industries have further work to do on clearly marking all plastic products so that the community and the resource recover sector can readily identify which items can and can't be recycled.

Furthermore simply leaving the decision on which plastics to use up to the market to decide, has contributed to the current problem of un-wanted plastics in the environment, as manufacturers are not responsible for the end of life disposal of their products. The issue of disposal mostly falls to local councils as does the associated costs. In addition to the phasing out of plastics #3 and #6 we would encourage the Government to look closely at #4 and #7 in the future and at compulsory labelling (plastic number, clear directions on what to do with it, e.g. remove sleeve, and the size of any labelling to allow readability by most in our community).

We agree oxo-degradable products need to be included in the phase out. Micro-plastics are a growing environmental health concern for both terrestrial and aquatic environments. They are difficult to remediate due to their minute size once broken down in the environment. It is important to prevent more oxo-degradable products being unintendedly created during this proposed phase out.

**Question 2**

**Have we identified the correct objectives? If not, why?**

Yes, the main objective supports the Council's work in recycling our ratepayers' recycling materials. The secondary objectives will also help contractors at the Recycling Materials Recovery Facility to sort faster as they will not be needing to identify PVC from PET. Removing PVC will minimise contamination in our PET bales.

Not having to communicate the message about what plastics can and can't be recycled would, over time, save

the Council time and money that can be better used working on dirtier recycling contamination (fabric, soft plastics, rubbish etc) and waste reduction messaging.

**Question 3**

**Do you agree that these are the correct options to consider? If not, why?**

Yes, the Council agrees that looking at what is occurring overseas and what is currently working best is a good place to start and the options outlined cover a broad range of economic, policy, voluntary and target led triggers for change.

**Question 4**

**Have we identified the right criteria (including weightings) for evaluating options to shift away from PVC and polystyrene packaging, oxo-degradable plastics and some single-use items? If not, why?**

We the Council agrees with the identified criteria and weighting.

**Question 5**

**Do you agree with our assessment of the options, and our decision to take forward only one option (a mandatory phase-out)? If not, why?**

Yes, the Council agrees that the mandatory phase-out delivers the most certainty on the elimination (or significant reduction) in the use of PVC and polystyrene packaging, oxo-degradable plastics, and single-use item from the supermarket shelves and our recycling system.

**Question 6**

**Do you agree with the proposed phase-out of PVC and polystyrene packaging as set out in two stages (by 2023 and by 2025)? If not, why?**

The sooner the better would suit the Council, but do appreciate the complexities of the manufacturing and distribution process. We suggest further work by the Ministry with the manufacturing and food and beverage industries to understand their re-tooling and product testing timelines needed to ensure that they can comply with these time frames. It was suggested in a recent WasteMINZ webinar with Plastics NZ and Square 1 that it is valuable to test product shelf life in real time, for example, one year, rather than try to accelerate it artificially. That type of food safety testing is important but does add time. Plus, allowing time for the change-over and using up of existing stocks of bulk purchase items, for example sushi trays held by individual shops. Perhaps an import and manufacture ban could come into effect earlier and allowing a further 12 Months to use up existing stocks is a way to handle this.

**Question 7**

**Have we identified the right packaging items that would be covered by a phase-out of PVC and polystyrene packaging? If not, what would you include or leave out, and why?**

Yes, the Council supports the identification of PVC items and the polystyrene items and the two stage phase out. The Council believes further work with producers and transporters of cool products is needed when considering expanded polystyrene bins.

We agree a clear differentiation between single use PVC and long use items needs to be clear. PVC piping and guttering is not an issue; that is a valuable item with a long life.

**Question 8**

**Do you think we should include all PVC and hard polystyrene packaging in stage 2 of the phase-out (e.g., not just food and beverage and EPS packaging)? Please explain your answer.**

The Council would like the Ministry to consider including display packaging which makes up a large part of PVC packaging and often included in recycling creating unwitting contamination. For example, toy display boxes, toothbrush and smoke detector packaging.

**Question 9**

**What would be the likely costs or benefits of phasing out all PVC and polystyrene packaging (hard polystyrene and EPS) by 2025?**

The Council does not have the background knowledge to comment on this matter.

**Question 10**

**Do you believe there are practical alternatives to replace hard-to-recycle packaging (PVC, polystyrene and EPS)? If not, why?**

The Council agrees that consideration to food shelf life is important. It is well-known that New Zealanders waste a lot of food, and with that food waste all the associated packaging and the embedded resources used in growing and getting the food to market. Balancing those wasted resources with finding viable packaging alternatives is important.

The Council believes that the issue with expanded polystyrene packaging is that disposal problem is left with the consumer. Despite the EPS industry saying they are working hard to collect it back, without an easily accessible way to get this waste back to the producers, the EPS packaging waste problem is left with the individual consumer households across New Zealand. If the industry was able to develop a system where the same courier/supplier company that delivers a product with EPS packaging (whiteware, TV etc) is also able to take the delivery box, packaging and old item away (if needed) that could be worth an exemption, especially if the box and packaging were reused. Consumers are likely to accept seeing a somewhat less perfect hard polystyrene casing and know that the product inside is still new.

With the right timeframes indicated and support for R&D for replacements, many environmentally suitable solutions are possible. The main issue with the ongoing use of EPS is that it so cheap to make that manufacturers not currently costing in the end of life disposal of the products, do not face sufficient incentives or requirements to work towards acceptable alternative. The Council believes the proposed phase out is key to kick start the innovative search and move to acceptable alternatives.

There are a number of global manufacturers that have already successfully moved away from the use of any non-recyclable plastic packaging for white ware and electronic products and have a whole of life product perspective to provide other manufacturers with environmentally good practice alternatives to follow.

**Question 11**

**Do you agree with a mandatory phase-out of all oxo-degradable plastics by January 2023? If not, why?**

The Council agrees to the mandatory phase out of all oxo-degradable plastics. We cannot, however, comment on

the time frame as the list of all products has not been formed, and the work with those stakeholders to understand the time needed for businesses to adjust has not been done.

**Question 12**

**If you manufacture, import or sell oxo-degradable plastics, which items would a phaseout affect? Are there practical alternatives for these items? Please provide details.**

Not applicable to the Council.

**Question 13**

**Have we identified the right costs and benefits of a mandatory phase-out of the targeted plastics? If not, why not? Please provide evidence to support your answer.**

The Council can only comment on the assessment of costs and benefits of a mandatory phase-out of the targeted plastics to the Council. One benefit would be simpler messaging. If these products are no longer coming through our recycling system, the Council will not have to try to educate householders as to which products can and can't be recycled and what to do with them. The Ministry's stated benefit of "cost saving from diverting materials from landfill" is negligible, as the volumes of these plastics already so low currently. With plastics being light, they are not a costly contamination stream for us. The anticipated benefit is rather the improved efficiency for the recycling centres sorting process as there will be less items to remove.

In regard to the seven smaller plastic items, it is likely that there would be some decrease in litter cost implications. It would also simplify the Council's recycling communication messaging by not needing to specifically mention that households can't recycle plastic straws etc.

**Question 14**

**How likely is it that phasing out the targeted plastics will have greater costs or benefits than those discussed here? Please provide details to explain your answer.**

Please refer to the answer for Question 13 regarding simplification on recycling messaging. Further to this, if the Ministry adopts the standardisation of recycling items based on the recommendations of the Ministry commissioned WasteMINZ report it recently released. The recommended standardisation would allow for a national level promotion of simple recycling messages and free local councils to focus on other communication rather than constantly reminding people of what can and can't be recycled locally. In Waipa we have a lot of people moving from other regions and districts with different waste recycling regimes. Consequently we get a lot of items that can be recycled in other areas but which aren't in Waipa. For example, liquid paperboard (cartons). A lot of Councils are already familiar with most of the standardised items and it would be good if the Ministry could stipulate a standard. A nationally applicable standard would compel the small changes needed for country-wide consistency regarding recycling items and lead to less unnecessary contamination of recyclable waste and simpler messaging using national platforms (e.g. TV and radio).

**Question 15**

**What would help to make it easier for you and your family, or your business/organisation to move away from hard-to-recycle plastic packaging and use higher value materials or reusable/refillable alternatives?**

The Council believes that simply providing guidance regarding the wish to move away from hard-to-recycle plastic packaging and leaving the market to resolve the environmental issues is not satisfactory. The global environmental problems associated with disposed plastic waste are such that the Council considers it imperative that there is national level regulation and standardisation in the use of hard-to-recycle plastics in packaging.

Perhaps product stewardship legislation could help to at least financially incentivise the best choices? Furthermore, it is suggested that there is mandatory national labelling to make it clear that some items are “Not recyclable – this is rubbish”.

**Question 16**

**What do you think about the proposed mandatory phase-out of some single-use plastic items (see table 7)? Please specify any items you would leave out or add and explain why.**

The Council totally supports providing for exemptions to allow access to plastic straws for disabled persons and for medical purposes.

It would be excellent if national level communication was done on the best alternative option if these are to be phased out. For example, really challenging the need for a straw/stirrer at all. There are still lots of resources used to create bamboo/cardboard straws and wooden single use stirrers and they will become single use waste items. It is only recently that people have been using these items. A policy change would create the chance to change how New Zealanders think about items they “need”. Anything that can move people away from wanting things they do not need, should be pursued and have some resource assigned to it to make it happen. This stance aligns with the waste hierarchy and supports overall sustainability, not just waste minimisation.

Options for produce bags: The Council would not like to see synthetic fabrics excluded from the options here. Synthetic fabrics create very strong, durable and light weight bags and they are less expensive than the natural fibres mentioned. We think having options that are not cost prohibitive is key in getting the support of all of our community. If one reusable produce bag costs more than the fruit they plan to put into it, that could restrict some people making the change in a timely manner. Getting a full life cycle assessment done on all these options would be useful, before the public promotion of alternatives so people will know if they buy a hemp bag they will have to use it X times before its overall life impact is less than a single use plastic produce bag.

**Question 17**

**Do the proposed definitions in table 7 make sense? If not, what would you change?**

Yes, the Council believes the definitions make sense.

**Question 18**

**What would be an appropriate phase-out period for single-use items? Please consider the impact of a shorter timeframe, versus a longer timeframe, and provide details where possible. a) 12 months? b) 18 months? c) 2 years? d) 3 years? e) Other? If you think some items may need different timeframes, please specify.**

The Council suggests further consultation with manufactures and those who rely on these items to inform this question.

**Question 19**

**What options could we consider for reducing the use of single-use coffee cups (with any type of plastic lining) and wet wipes that contain plastic? You may wish to consider some of the options discussed in this consultation document or suggest other options.**

Coffee cups:

The Council would challenge the notion that “Plastic-free, single-use alternatives are not widely available” in regards to coffee cups? We consider that reusable on the go cups are widely available and quite reasonable in price. It is considered that the issue is driven by a behaviour of supply and convenience that could be changed.

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There is the option of taking a mug from home or work for your take-out or drinking in. If it were a case where everyone knew there was no takeaway coffee cups available at all in New Zealand, they would easily be able to change their expectations and use a reusable vessel for their drink.

Recent research from WasteMINZ showed that many New Zealanders think (and are very confident in their knowledge) that coffee cups can be recycled. This is partially because the industry creating the cups has confusing labelling, for example, promoting and printing on the cup the 3-triangle symbol and that the cup is made from recycled material confuses some consumers that it can be recycled also. None are actively labelling “This needs to be landfilled” or “this can’t be recycled”. It’s imperative these companies and cafes are clear about the end destination for their products. Many lids are compostable, but only if sent to one of the very few commercial composting facilities in New Zealand. This just does not happen in most cases. In our experience, the more compostable plastic lids that are made, (particularly with poor labelling), the more end up in our recycling collections. Most people do not understand the 3-triangle symbol and associated number is a plastic type label only, most people think it means it can be recycled.

The Council wonders if there is an opportunity in this consultation or in your Product Stewardship to compel this change? We wonder if a set fee for all takeaway cup use could possibly be considered? Not just relying on leaders in the industry to step out from their competitors (and risk market share) by using the negative incentive of charging for a disposable coffee cup over and above the reusable or drink in rate. It is suggested that this lever has been shown to be more effective in leading behaviour change than giving a discount to those bringing in a reusable cup.

The disposable coffee cup is acknowledged to be a large issue and any national level solution would need to be well researched. Including disposable coffee cups in this phase out with a longer time frame would ensure that work was done and that is our Council’s recommendation.

In regard to alternatives, the Council supports actions that sit towards the top of the waste hierarchy (e.g. reuse). We support the roll out of a cup-lending programme nationwide. This provision allows ease for the consumer on the go (cups provided, deposit is cheap, can return dirty cups). To be successful and provide the maximum benefit it needs to be the same system country wide, that allows no risk on when the purchaser can redeem their deposit or which café they can use their cup in.

Regarding the cardboard cup alternative: This alternative would create a future recycling contamination issue as the cup would be dirty, and people are already often trying to recycle coffee cups now. If this were to be pursued the labelling would need to be very clear “This is rubbish”.

Regarding collection of compostable cups: This option is not our preference. If this option is considered further by the Ministry, the Council strongly suggests that it should be clear that the cost for this collection should sit with the manufacturer not the consumer householder. If a company chooses to put these products onto the market then it should accept the responsibility for the collection and end of life commercial composting. Even so it should be noted that this option has no guarantee that coffee cups do not remain a common recycling contaminant.

Wipes:

Waipa District Council supports mandating that labels include a clear and obvious ‘do not flush’ message, and information to highlight that the wipes contain plastic with a short lead in time for this change.

Equally support the other ideas outlined:

- public education campaigns to encourage reduction in use and appropriate disposal

- product (NB compulsory product stewardship would be most effective) stewardship approach – for example; in Europe producers will have to cover the cost of waste management, data gathering, and education and awareness associated with wet wipes from 31 December 2024.
- working with industry on a voluntary agreement to shift away from plastic as an ingredient in wet wipes.

**Question 20**

**If you are a business involved with the manufacture, supply, or use of single-use plastic coffee cups or wet wipes (that contain plastic), what would enable you to transition away from plastic based materials in the future?**

Not applicable to Council.

**Question 21**

**What do you consider an appropriate timeframe for working toward a future phase out of plastic lined disposable coffee cups and wet wipes containing plastic?**

The Council does not have enough information to make an informed recommendation.



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# STRATEGIC PLANNING AND POLICY COMMITTEE REPORT



INFORMATION ONLY

**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, 3 November 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, 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 unconfirmed minutes from 7 September 2020.

## 2 RECOMMENDATION

*That the Strategic Planning and Policy Committee **RECEIVE** report 'Civil Defence Emergency Manager Quarterly Report' (document number 10470811) of David Simes, Emergency Management Operations Manager.*

## 3 NATIONAL OVERVIEW

### Tsunami sirens

Due to the Bay of Plenty incident where the alarms were accidentally triggered, Fire and Emergency New Zealand (FENZ) have reviewed the use of sirens and have decided to remove sirens for the purposes of civil defence. The siren at Kawhia will only be used for fires.

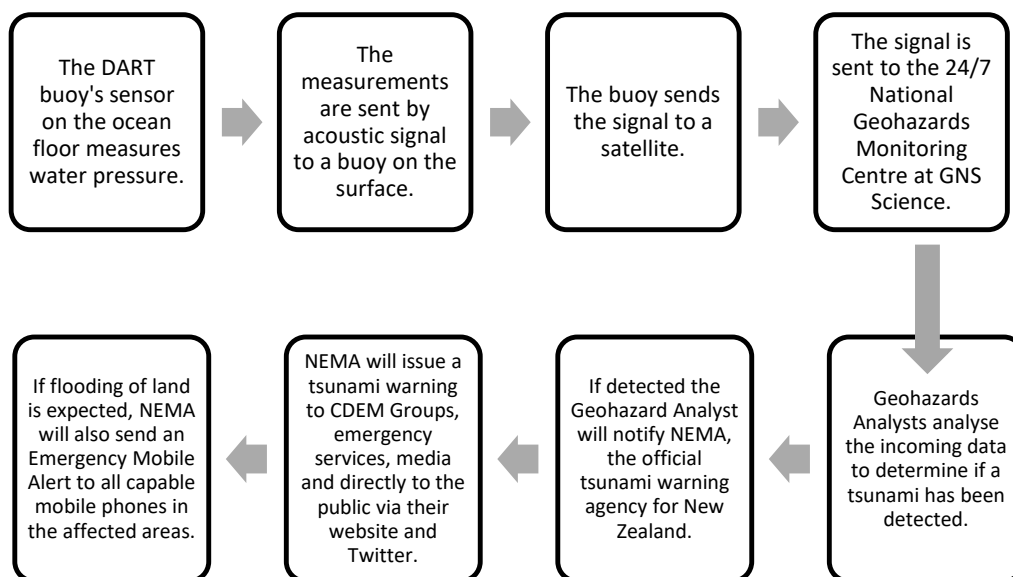
This also affects 19 sirens in the Thames-Coromandel district which have isolated areas without cell phone or WI-FI coverage. The Council's chief executive has requested a phased withdrawal of the sirens with a caveat relating to a firm plan and timeline for a replacement system.

### Tsunami detection buoys

A further five DART (deep-ocean assessment and reporting of tsunami) buoys are being deployed. The DART buoy network will provide ongoing tsunami monitoring and detection information for New Zealand and Pacific countries, including Tokelau, Niue, the Cook Islands, Samoa and Tonga. The network will be completed in 2021, with the last three DART Buoys to be deployed near the New Hebrides Trench to monitor tsunami sources near New Caledonia and the Solomon Islands.

When an event that could trigger a tsunami, such as a large undersea earthquake or undersea volcanic eruption, occurs there are rapid and unusual changes to the water pressure on the sea floor.

#### The DART buoy network in an event



### Wilding pine control

Wilding pines overwhelm our native landscapes, killing native plants and forcing out native animals. Unlike commercial forests, wilding pines are weeds. They are self-seeded, spread aggressively and are not intentionally planted. Once they get established, wilding pines spread quickly and are a significant fire hazard.

As part of the nationwide programme, Waikato was allocated \$1.3 million for nine projects including sites on the Coromandel, at Orakei Korako, Red Hills, Tutukau Forest, Alum lakes/Te Kiri O Hine Kai, and Tauhaura Maunga.

## 4 REGIONAL OVERVIEW

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### Waikato CDEM Group Joint Committee

The latest meeting of the Joint Committee was held on 7 September 2020. The unconfirmed minutes are included as Appendix 1.

#### Strengthening of Maori/iwi relationships

The work undertaken with Maori and Iwi throughout the response was acknowledged. A Regional CDEM Maori Framework was developed to progress the relationship between the Waikato CDEM Group and Maori. The Waikato CDEM Group will continue to look specifically at Maori/Iwi engagement within CDEM.

#### Ensuring the right staff are trained and available across all levels

A resolution was passed at the meeting to recommend to Waikato Regional Council an increase in funding be provided for additional training and development including both emergency management and leadership skills.

A further resolution was passed endorsing a common Key Performance Measure be included in all member Council's Long Term Plan 2021-2031 relating to 'the evaluation of annual exercises as a measure of effectiveness and training delivery'.

#### Planning is undertaken to ensure scalability of operations for long-term sustained responses (structural and staffing) including cross-boundary coordination

A COVID-19 Resurgence Plan has been released by NEMA containing a revised structure including a Regional Leadership Group. The RLG is to include Joint Committee and Coordinating Executive Group members, iwi groups and central Government agencies to provide guidance and support to resurgence planning and response.

Trigger for CDEM leading the operational coordination will be moving to level 3 or 4. Any emergency response to a COVID resurgence is intended to be managed under the COVID Public Health Response Act 2020 and not the CDEM Act.

CDEM Group is working with partners to provide advice to the Ministry of Health or central Govt on the most effective use of the powers within the COVID Public Health Response Act. The Minister of Health has signalled that, currently, any movement restrictions would be regionally based and not a town or city.

## 5 WESTERN WAIKATO SHARED SERVICE

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### CDEM SHARED SERVICE

Negotiations are underway to formalise a joint emergency operating centre EOC during emergency activations. During the COVID-19 event, all three Councils provided staff to the combined EOC (known as Western Waikato EOC) which was recognised as extremely effective. It was also acknowledged events such as flooding would likely affect more than one district.

Staff from the three Councils have received identical training and occasionally perform in simulated exercises as one EOC. A joint EOC would only be activated when triggers have been met, otherwise a local EOC e.g. Ōtorohanga would be established. These trigger points are currently being discussed.

A joint EOC allows for local area knowledge and the ability to draw from each Council's specialists as needed. It also provides the contingency to manage a longer event where a 24/7 staffing resource was required. A further benefit from a joint EOC would be the greater exposure to more events/training/exercises for the EOC Leadership Team.

### REDUCTION

No reduction activities were undertaken during this quarter due to the COVID-19 response consistent with the Alert Levels 2.

### READINESS

Local Controllers and Welfare Managers have been conducting a series of workshops to discuss readiness in regard to a resurgence response for COVID and in particular, the engagement with Iwi partners. There is a desire for Iwi partners to be included within an EOC on the first day and within the first hour. The suitability of establishing EOC's (location) has also been included within these workshops and the benefit to have these located at an alternative space than a Council Chamber has been investigated. The former Kihikihi Memorial Hall space has been established and would be able to be activated easily if required.

Foodbanks were heavily relied upon during the COVID Response and this has been reflected in \$1.8 million dollars being provided by the Ministry of Social Development to foodbanks in the Waikato, including the Western Waikato area. This is to provide support for the next two years as it was determined this service would continue to be required while the area recovers.

Work with our communities continues with Community Response Plans initiated for Pio Pio, Ngāhinapouri, Wharepapa South, Te Pahu and Ōhaupō during this period.

Regular contact with outlying communities, especially those on the west coast continues and enables sharing of information with the Community Response Leaders. Information like adverse weather event alerts and expected storm surges along the coast helps them prepare their communities in regard to securing their properties and belongings in the event of a coastal flood due to a storm and/or a king tide.

Training resumed once the Level 2 restrictions were lifted and we saw staff attending the four hour introductory Foundation course on the role of Civil Defence in an emergency. Staff also attended the Intermediate two-day training which provides greater knowledge into the functions and workings of an EOC. This a requirement for anyone who is likely to be involved in an EOC function.

Advanced training for the Planning and Intelligence functions are currently being tested with roll out before the end of the year depending on the capability of the Group to deliver these. The Advanced courses are in depth training providing the materials and knowledge of how the function will operate and how their role will interact with others in and out of the EOC. Once these courses have been finalised, this will provide greater capability for local and Group staffing for the future.

## RESPONSE

### Adverse weather events

In late September two severe weather systems passed through Western Waikato, which occurred on the 24<sup>th</sup> and 27<sup>th</sup> September. These were predominantly centred in the Waitomo district, being classified respectively as a ‘weather watch’ and ‘weather warning’ by the MetService.

The Waikato Regional Council’s Flood Room was activated on 27 September once river alerts reached Level 2 and Local Civil Defence corresponded by moving to a monitoring activation. While surface flooding was experienced in Awakino, the weather systems moved through quickly, and no significant damage occurred.

## 6 RECOVERY

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### IWI PARTNERSHIP

Discussions have been held and continue to be held with the majority of our iwi partners. Regular reporting to the Iwi Consultative Committee on Recovery has been in place since lock-down. Iwi representatives were invited to assist with interviews for the Community Advisor roles and two appointments to the Waipa Recovery Fund Working Group are in progress.

Waikato Tainui have prepared a resilience plan and have invited local council’s to contribute to this where possible. The Chair and CEO of Maniapoto Maori Trust Board

(MMTB) together with the mayors of Ruapehu, Waipā, Waitomo and Ōtorohanga districts met on 16 October to discuss potential opportunities to partner in recovery activities.

There was a consensus on the need to develop wider relationships in the region, particularly with larger employees and key government agencies to ensure a proactive approach is taken to the recovery. The key areas where the mayors agreed the partnership could focus on initially are skills and employment and health/housing.

The Ministers of Social Development and Maori Development will be invited to a meeting once ministerial portfolios are allocated to assist in developing the partnership. A joint statement will also be released by MMTB and the Mayors.

## **WAIPĀ SPECIFIC RECOVERY ACTIONS**

The recovery programme for COVID-19 is becoming established within the organisation. A Recovery Project Control Group (Recovery PCG) has been established and has the following objectives:

The objectives of the Recovery PCG and its supporting workstreams are as follows:

- To ensure any strategic direction provided by the Elected Members around the Council's overall approach to recovery is effectively and efficiently implemented, monitored and reviewed;
- To co-ordinate and maintain an overview of recovery initiatives/ projects within the organisation and across the District;
- To promote the uptake and implementation of recovery planning, prioritisation and management of recovery priorities within each of the four environment sectors for the organisation and District;
- To provide an organisational response and direction to meeting central government requirements and ensure these are well linked to community outcomes;
- To ensure that the recovery actions are well informed, data-led, consistent with Council's strategic direction and reflect community aspirations and priorities;
- To ensure there is a high level of transparency and collaboration of recovery initiatives, projects and developments across the organisation;
- To ensure robust communication, engagement and leadership on issues for our community on recovery related matters;
- To provide a co-ordinated reporting structure for recovery related matters from sector leads through the PCG to Executive.

Sector leads for the social, economic, built and natural environment have been appointed. Actions plans, risk and issue registers and reporting templates are currently being developed. Recruitment for two Community Advisors who will lead recovery in

partnership with community organisations and iwi is nearly complete. The Community Advisors will report to Manager, Strategic Partnerships.

### Economic environment

Monitoring of economic trends continues via regular updates from Infometrics and Te Waka. A project plan to review the Economic Development Strategy has been endorsed by the Recovery PCG and work has commenced. The Business Development Manager is working with Te Waka to heat map the District's largest employers with a view to setting up a reference group of economic leaders.

A Procurement Strategy that prioritises local suppliers has been completed. The Procurement Advisor has made a number of presentations to local Chambers of Commerce on the Procurement Strategy to build the capability and awareness of local industry. Chambers of Commerce with other business organisations across the Waikato planned a united drive at Labour Weekend to help Waikato people find work, by encouraging their networks of employers and HR companies to feed any and every job that is locally available into the free regional job matching website [www.waikato.nextstep.co.nz](http://www.waikato.nextstep.co.nz). Waipa's vacancies are also being featured on this site. As at 18 October there were 7,000 site visits with 52% from Waikato, 26% from Auckland.

Work is well advanced on the development of the draft 2021-31 LTP. Council adopted a revised 'Vision, Community Outcomes and External Strategic Priorities' at its meeting on 25 August 2020. Leading the recovery of Waipā is identified as one of the External Strategic Priorities and will be a focus of Years 1 to 3 of the 2021-31 LTP.

### Social environment

The first round of the Waipa Recovery Fund is currently open, closing on 30 October and appointments to the Community Recovery Fund Working Group are underway. A representative from social services in Cambridge and another from Te Awamutu will be part of the working group. Presentations have been made to the Cambridge Committee of Social Services about the organisation's recovery plans.

Staff have met with staff from Te Wananga o Aotearoa who are leading a programme under the Mayor's Taskforce for Jobs in South Waikato to place young people into employment with wrap-around care. There are opportunities to extend these programmes into our District.

### Natural environment

Staff are continuing to work on opportunities to put together a programme of employment from green initiatives in partnership with local iwi. An initial meeting with Te Waka and a representative from the Ministry of Social Development suggests that there is funding available from central government if a programme could be developed that provides a sizeable number of job opportunities.



David Simes  
**EMERGENCY MANAGEMENT  
OPERATIONS MANAGER**



Debbie Lascelles  
**RECOVERY MANAGER**

**APPROVED BY**



Wayne Allan  
**GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES**



## 7 SUPPORTING INFORMATION: STATUTORY REQUIREMENTS

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### 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 UNCONFIRMED MINUTES FROM THE MEETING  
HELD ON 7 SEPTEMBER 2020**



## **Waikato Civil Defence and Emergency Management Group Joint Committee**

### **MINUTES**

**Date:** **Monday, 7 September, 2020, 1:00 pm**

**Location:** **Te Puia Room, Genesis Building  
94 Bryce Street  
Hamilton**

**Members Present:** Cr H Vercoe - (Waikato Regional Council)  
Cr A Park (Taupō District Council) - Deputy Chair  
Cr P Buckthought (Hauraki District Council)  
Cr A Williams (Otorohanga District Council)  
Cr T Lee (South Waikato District Council)  
Cr S Christie (Thames - Coromandel District Council)  
Cr N Smith (Waikato District Council) (via Teams – from 2.05 pm)  
Cr L Brown (Waipa District Council)  
Cr A Goddard (Waitomo District Council)

**Others Present:** L Cavers – Chair (Co-Ordinating Executive Group)  
J Snowball – Group Controller  
M Bang – Team Leader (Waikato Group Emergency Management Office)  
S Vowles – NEMA  
L Bartley – Democracy Advisor  
N Hawtin – Democracy Advisor  
J Tetlow – TOA Consulting  
T Thompson-Evans – Waikato Group Po Ārahai

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**1. Apologies**

Apologies were noted from alternates Cr Rimmington (Waikato Regional Council) and Mayor Toby Adams (Hauraki District Council) and Mr Thornton, NZ Police.

**2. Confirmation of Agenda**

WCDEM20/25

**Moved by:** Cr A Park

**Seconded by:** Cr S Christie

**RESOLVED (SECTION A – under delegated authority)**

**THAT the agenda of the meeting of the Waikato Civil Defence and Emergency Management Group, as circulated, be confirmed as the business of the meeting noting that Item 9 Covid-19 Debrief would be considered after item 3.**

**The motion was put and carried**

**4. Confirmation of Minutes - 8 June 2020**

WCDEM20/26

**Moved by:** Cr T Lee

**Seconded by:** Cr L Brown

**RESOLVED (SECTION A – under delegated authority)**

**That the minutes of the Waikato Civil Defence and Emergency Management Joint Committee's meeting dated 8 June 2020 be received and accepted as a true and accurate record.**

**The motion was put and carried**

**5. Joint Committee Terms of Reference**

Chair Vercoe introduced the report. Legislation currently determines who should be appointed to committee. The recommended changes provide for the Joint Committee to appoint individuals to the Committee, non-voting but allows in principle the appointment of externals.

WCDEM20/27

**Moved by:** Cr L Brown

**Seconded by:** Cr P Buckthought

**RESOLVED (SECTION A – under delegated authority)**

**1. That the report Change to Waikato Civil Defence Group Terms of Reference (Waikato Civil Defence and Emergency Management, 7 September 2020) be received.**

**2. That the Waikato Civil Defence Emergency Management Group Terms of Reference be amended to express the power to appoint representatives of relevant agencies as subject matter experts to the Group.**

**The motion was put and carried**

## **9. Covid-19 Debrief**

Report presented by Te Pora Thomson-Evans and Jim Tetlow

An overview of the debriefing was provided to members noting:

- Terms of reference for the feedback
- variety of meetings held with partners to gather information
- A distinct feedback process for iwi partners
- Iwi discussions noted their level of involvement / participation in their capacity of their EOC
- There was strong effective leadership at all levels throughout the response
- Existing relationships were strong: The effectiveness of these relationships were most evident within PIM, Welfare and Emergency Services
- Conflict existed between BAU for council staff and redeployment to CDEM
- Observed that non-trained staff were deployed to response, but trained staff were kept back for council and agency BAU
- Need to be prepared for this as COVID will last at least 2 years. Need to work on training more staff to be available
- Fortunate that this event was a slow burner as staff had time to come on board and get trained on the go - if the event had been a rapid on-set event, then there would have been challenges in effectively resourcing the response
- Need to relook at who is trained - need to have a conversation with TLA's about who they are prepared to release and ensure they have training. Not only Council's but also other agencies who stepped up
- Acknowledged that every event will be different and will require different staff
- Way forward is the role-out of the iwi framework developed during the response
  - Māori involvement; clarity of role between all parties
  - Strong leadership; good welfare
- Area for development identified:
  - Staffing of the response at the group level
  - Staffing of BAU/Local Authority IMT verses CDEM response requirements
  - Ability to scale up for long term sustained response – structural and staffing
  - Improved cross-boundary co-ordination with neighbouring CDEM Groups

Outcomes:

- Development of procedures to support the GECC response capability
- Improvement of intelligence gathering
- Application of the planning process across all levels of group
- Unification of response systems across the GECC and local EOC's
- Strengthening the Māori/iwi relationships
- Need to work on ensuring right staff are trained and available.
- Acknowledgment that each event is different and will require different staff

WCDEM20/28

**Moved by:** Cr A Williams

**Seconded by:** Cr T Lee

**RESOLVED (SECTION A – under delegated authority)**

**That the report COVID-19 Regional after-action report (Waikato CDEM Group Joint Committee 7 September 2020) be received**

**The motion was put and carried**

**6. Long Term Plan 2021 - 2031 - Business Case Studies**

The reports were presented by Team Leader, GEMO M Bang

**6.3 Capability Development**

This proposal is to provide additional resource in training and development

The Committee received a strategic outline of this proposal in June and this has now been scoped more fully, including proposed costs.

- The significant change between the outline and this report was that the outline requested additional 2 FTE and the subsequent report requests an increase to 1 FTE, with supporting budget for the provision of specialist training from external providers
- Compared to the strategic outline: The proposal shows an increase of \$50,000 in year 1, but scales down over 5 years. The proposal recommends training fewer staff, but to a higher level.
- Training to include both emergency management and leadership skills.
- Need to ensure the quality of training is higher and that specialties are defined.
- Members also noted that GEMO staffing during the response in accessing staff particularly from WRC was not acceptable. Groups needs to identify sufficient staff and training.

**6.1 Public Warnings and Responder Notifications**

This business proposal is for an investment of up to \$68,000 next financial year to maintain and service the technology solution which will automate and provide public warnings via social media and other web based platforms in a timely manner and to provide effective and consistent systems for notifying staff who are required to attend an event.

- The funds sought will be for the licence fee of the automated software. Capital costs will be met by operational budgets.

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- The System will offer a common subscription which will allow each TLA to utilise.
- It is proposed to negotiate with an existing provider who already supports neighbouring CDEM Groups and National Agencies. (An Intl company with good track record in NZ with a number of other parties).
- Ongoing annual cost.

**6.2 Community Resilience**

This business case relates to community resilience. COVID 19 has highlighted that more of the community is vulnerable than had been identified.

- It had previously been identified to start in year 3, but is now proposed for commencement in year 1.
- Request for \$91,000 (1 additional FTE) to bring Group community engagement capacity up to a level that meets the requirements of CDEM Group Plan, responds to Govt stated intentions in their Emergency Management system reforms and implements National Disaster Resilience Strategy.
- It was noted that in each of the projects, there is a higher first year cost of \$6,000 due to onboarding of new staff.
- Community resilience will bring together all partners in community and also target education via schools/ministry of education.
- Total cost to ratepayer is \$1.91 per ratepayer's = year 1, \$1.71 for years 2-5, \$1.42 for years 6 onwards. Costs based on all project starting in year 1 of the LTP.
- Need to be a service level agreement with TLA's that if the training is provided and paid for, then the staff will need to be released in the event of an incident.

2.05 pm Cr N Smith joined the meeting via Teams

**WCDEM20/29**

**Moved by:** Cr A Park

**Seconded by:** Cr P Buckthought

**RECOMMENDED (SECTION B – for Council approval)**

1. That the three reports LTP – 2021-2031 Business Case – Community resilience (Waikato CDEM Joint Committee – 7 September 2020); Business Case - Capability Development and Business Case - Public Warnings be received, and
2. That the Optimal option for increased investment, contained in business case – CDEM Group community resilience, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.

3. That the Optimal option for increased investment, contained in business case – CDEM Group CDEM Group Capability Development, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.
4. That the Optimal option for increased investment, contained in business case – CDEM Group public warning and responder notification, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.

The motion was put and carried

7. **Long Term Plan - Key Performance Indicators - 1st Quarter**

Report presented by Group Controller J Snowball.

- It was noted that all Council's undertake training and preparedness exercises and therefore it is appropriate that a common KPI's be adopted for measuring the outcomes of the training of the annual exercise.

WCDEM20/30

**Moved by:** Cr L Brown

**Seconded by:** Cr A Goddard

**RESOLVED (SECTION A – under delegated authority)**

**That the report Long Term Plan – Group wide Key Performance Indicators (Waikato CDEM Group Joint Committee 9 September 2020) be received**

**That the CEG decision made 21 August 2020, to have the measure "the evaluation of annual exercises as a measure of effectiveness of training delivery" and KPIs included in Group member LTPs 2021-2031 is endorsed.**

The motion was put and carried

8. **Covid-19 Response Cost Recovery - 1st Quarter**

The report was presented by Group Controller J Snowball.

- It was outlined that the CDEM Group does not maintain a contingency budget for emergencies
- The report identified the need for cost-recovery due to unbudgeted emergency expenses during the COVID Emergency.
- It was noted that it had been determined that the costs incurred during the GECC response provided a regional benefit and therefore were considered to be a group cost that should be met by the group and not split across the region.



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- The costs have in part been offset against GEMO work not undertaken due to emergency and any uncommitted financial reserves have also been offset against the emergency.
- Leaves a balance of \$345,000 and CEG recommends that this be recovered in one year and that it be included in WRC in LTP. Works out at \$1.65 per ratepayer for one year.
- Some welfare related reimbursement has been provided by WRC to external third-party partners. This amounts to a total of \$1.6 million, which is now being claimed back from NEMA. Due diligence has been undertaken to ensure any expenditure meets the reimbursement criteria. There is still a risk is that some of the NEMA claim is determined not to be reimbursable.
- Any financial short-fall between the amount paid to third-party providers by WRC and the amount reimbursed by NEMA, will need to be met by the CDEM Group.

There was discussion around the building of an emergency fund and how that would be implemented and funded and to what level. It was considered that communities may expect CDEM to have an emergency fund that can be drawn on in the event of an emergency without having to incur a further cost each year. It was also discussed whether it was fair and equitable to rate today for tomorrow's problems.

- The COVID debrief has highlighted that we have done very well but there are areas for improvement that will require funding resources.
- Staff believe that WRC would support a reserve so that the amount of financial risk exposure is reduced in future significant emergency events

The joint committee have requested CEG to report back on an appropriate level of reserve for the next LTP process.

WCDEM20/31

**Moved by:** Cr L Brown

**Seconded by:** Cr P Buckthought

**RECOMMENDED (SECTION B – for Council approval)**

1. That the report COVID-19 – Recovery of COVID-19 Response Costs (Waikato CDEM Group Joint Committee 7 September 2020) be received
2. That the joint committee endorses the Group Controller's recommendation, that unbudgeted costs are met by the Group; and;
3. That total unbudgeted costs relating to the Group Emergency Coordination Centre responding to COVID-19 be recovered from a targeted rate in the 2021/22 financial year and that Waikato Civil Defence Emergency Management Joint Committee request WRC to include a targeted rate of \$1.65 per rateable property in the LTP for year 1 to offset debt incurred by COVID and then continue in years 2-3 to build a reserve.

**The motion was put and carried**

**10. Covid-19 Resurgence Planning**

Report presented by Group Controller J Snowball.

An update on the planning from central and local government was presented.

- The update for resurgence planning is that there is a NEMA COVID Resurgence Planning document.
- Origins of content are from a cabinet paper.
- NEMA have provided NEMA/CDEM groups of the relevant parts of the cabinet paper for their sector.
- Within planning document is a new structure for how the emergency is going to be managed:
- Hierarchy of PM/Cabinet on top, national leadership group in middle, with NEMA under central leadership, NEMA allocate down to regions. CDEM sits under NEMA and role is to co-ordinate. CDEM won't be under conventional CEG or Joint Committee structures
- It is the intent of Central Govt that CDEM will be supported by a Regional Leadership Group – To include JC and CEG members, iwi groups, central govt agencies to provide guidance and support to resurgence planning and response.
- For the purposes of providing legal protections of the CDEM Act and clarity: Staff would have preferred to see the wider non-traditional CDEM partners co-opted onto a sub-committee of the Joint Committee.
- Work is ongoing with partner agencies to agree a Regional Leadership Group structure and membership
- Updates will be provided to the members as available.
- Operational planning for a COVID resurgence is underway irrespective that the regional leadership group structure and membership is still under development. Lots of meetings being held with partners at all levels to ensure preparedness based on last lockdown evidence.
- Trigger for CDEM leading the operational coordination will be moving to level 3 or 4.
- Any emergency response to a COVID resurgence is intended to be managed under the COVID Public Health Response Act 2020 and not the CDEM Act.
- CDEM Group is working with partners to provide advice to the Ministry of Health or central Govt on the most effective use of the powers within the COVID Public Health Response Act. The Minister of Health has signalled that, currently, any movement restrictions would be regionally based and not a town or city.

Open Minutes – Waikato Civil Defence and Emergency Management Joint Committee - 7 September 2020

WCDEM20/32

**Moved by:** Cr P Buckthought

**Seconded by:** Cr S Christie

**RESOLVED (SECTION A – under delegated authority)**

**That the report COVID-19 Resurgence planning (Waikato CDEM Group Joint Committee 7 September 2020) be received.**

**The motion was put and carried**

**11. Tsunami Siren Withdrawal - FENZ**

Report presented by Group Controller J Snowball.

There is a proposal by FENZ to remove their legacy sirens for tsunami warnings by end of 2020 calendar year.

Due to BOP incident where the alarms were accidentally set off, FENZ have reviewed the use of sirens and have decided to remove sirens for the purposes of Civil Defence. This will affect 19 sirens in the Thames Coromandel DC area which have isolated areas without cell phone coverage or wifi. It was noted that the Chief Executive of Thames Coromandel District Council has written to NEMA and FENZ challenging the decision and CEG have decided to support this. It is recommending that a phased withdrawal of the sirens based on risk with a caveat that sees a time bound plan from TCDC that is a firm plan and timeline with a replacement system.

WCDEM20/33

**Moved by:** Cr S Christie

**Seconded by:** Cr A Park

**RESOLVED (SECTION A – under delegated authority)**

**That the report “FENZ proposal to withdraw use of sirens” (Waikato CDEM Group Joint Committee 7 September 2020) be received.**

**The motion was put and carried**

**12. CEG Minutes**

CEG Chair L Cavers presented the report as read.

- GIS data agreement template has been adopted
- COVID Debrief - formed a subcommittee - had a meeting this morning to finalise TOR and made changes to business process which have been very beneficial. Review business process from a CDEM point of view - what have we observed, learnt and what could be better implemented.
- Formal plan to be coming back to Joint Committee on how to implement changes - need to put in place learnings very quickly.

Open Minutes – Waikato Civil Defence and Emergency Management Joint Committee - 7 September 2020

WCDEM20/34

**Moved by:** Cr P Buckthought

**Seconded by:** Cr T Lee

**RESOLVED (SECTION A – under delegated authority)**

**That the report Summary Report – CEG Meeting – 21 August 2020 (Waikato Civil Defence Emergency Management Group Joint Committee 7 September 2020) be received.**

**The motion was put and carried**

**13. Group Work Plan**

Report presented by Group Controller J Snowball.

- No significant deliberate progress on the workplan since last meeting due to COVID.

WCDEM20/35

**Moved by:** Cr L Brown

**Seconded by:** Cr A Williams

**RESOLVED (SECTION A – under delegated authority)**

**That the report Group Work Plan – Progress towards completion of priority 1 actions (Waikato Civil Defence Emergency Management Group Joint Committee 7 September 2020) be received.**

**The motion was put and carried**

**14. National Emergency Management Agency Update**

A verbal update was presented by Suzanne Vowles, NEMA

- COVID levels change plus planning for resurgence
- Planning on capability of NEMA
- Review of legislation.
- Tsunami Dart buoys that the Govt has funded have been deployed around NZ coastline and out into Pacific Ocean. They will give warning of what is happening in the ocean.
- Planning is being undertaken in the event that Wellington would need to move to Auckland due to COVID or an emergency.

WCDEM20/36

**Moved by:** Cr S Christie

**Seconded by:** Cr P Buckthought

**RESOLVED (SECTION A – under delegated authority)**

**That the report Update from the National Emergency Management Agency (Waikato CDEM Group Joint Committee 7 September 2020) be received.**

**The motion was put and carried**

**15. Items for Next Meeting**

There were no items requested.

The Chair thanked members for their attendance and also noted his thanks to Group Controller J Snowball as leader of CDEM and highlighted that very positive feedback acknowledged by central government of his capabilities.

**WCDEM20/37**

**Moved by:** Cr H Vercoe

**Seconded by:** Cr A Park

**RESOLVED (SECTION A – under delegated authority)**

That a vote of thanks be extended to Group Controller J Snowball for his exemplary work undertaken throughout the Covid-19 emergency.

**The motion was put and carried**

3.35 pm The meeting closed.



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Inwards Correspondence**  
**Meeting Date:** 4 November 2020

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## **1 INWARDS CORRESPONDENCE**

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Correspondence, included in the agenda, has been received from Diane Sharpe and Mark Hanlon, Rotary Cambridge.

## **2 RECOMMENDATION**

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*That the Cambridge Community Board receive the correspondence from Diane Sharpe (Document 10502005) and Mark Hanlon, Rotary Cambridge (Document 1050546).*

Bryan Hudson  
Roading Manager  
Waipa District Council  
Private Bag  
TeAwamutu

Diane Sharpe



20/10/2020

Re—Extension of Goldsmith Footpath to Thompson St -Leamington

Dear Bryan,

The first correspondence about this matter was on 08/12/2014.  
Further letters were sent to Community Board on 09/02/15  
Another letter was sent to you from the Resident Association of Lauriston Park on 06/07/17 which you replied on 24/07/17 'that the footpath extension should be done within 3 years'

A number of things have taken place since first bringing up this matter.

1. Lauriston Park has grown by 1/3 since the original Resource Consent. Now have 199 Villas and about 250 residents .
2. A Resource Consent has been approved for a care unit and apartments in Thompson street - construction starting this summer.
3. We have undesirable neighbours at 65 Goldsmith St, which the police and Council are fully aware of. Residents in the area are wary at walking past this particular property with cars on the berm and noisy dogs.It has been noted that residents have had to walk on the road to pass this property.
4. Unfortunately pedestrians have to cross from footpath on the eastern side to the footpath on the western side of the road when the footpath ends. They should cross the road at least 30-50 meters before then to be well away from the blind corner ,but that is right outside 65 Goldsmith St.
5. Crossing Goldsmith Rd where the footpath ends , one has to be very alert to vehicles coming fast around the blind corner which is not the best for residents who may be visually or hearing impaired.
6. When the Care Unit is built I can see residents of the Northern part of Lauriston Park would prefer to walk / mobility scooter and visit friends there by the roadside footpath as it will be relatively level compared the footpath inside Lauriston Park which is up and over a hill.

Community Board who I believe prioritise the edition of capital footpaths within Cambridge should be well aware of the need and with your comments three years ago I would expect this to be top of the list for this year.

I presume that getting the Resource consent for The Care Unit, Arvida, they will be having to build the footpath alongside their property on Thompson St and Burns St up to the pedestrian refuge, so the extension of Goldsmith St footpath should be completed by then. Are you able to tell myself and the Residents Committee of Lauriston Park what the timeline for the extension is likely to be.?

Many thanks

Kind regards. Diane Sharpe QSM JP

A handwritten signature in black ink that reads "Diane Sharpe".

Please c.c - to Chair of Cambridge Community Board

**From:** [Mark Hanlon](#)  
**To:** [Keryn Phillips](#)  
**Subject:** External Sender: Update - Rotary Cambridge e-waste Collection and Recycling Service.  
**Date:** Tuesday, 27 October 2020 9:01:06 PM

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**CYBER SECURITY WARNING:** This email is from an external source - be careful of attachments and links. Please follow the Cybersecurity Policy and report suspicious emails to Servicedesk

Attention Sue Milner,  
Chair,  
Cambridge Community Board.

Last year, Rotary Cambridge was the recipient of a Community Board Grant to assist with the establishment of an e-waste collection and recycling service for the Cambridge community. This update is intended to provide the Board with a progress report on the establishment of this service.

#### Collection of e-waste.

Our plans have centred on a concept where we collect from the public rather than the public taking their e-waste to a specific location. There are a number of reasons for this:

- We want to be able to “filter” the items brought to us so we can be sure they are recyclable or reusable.
- We need to be able to charge relatively small amounts to undertake this work because it is not possible to do this for free. This is not a fundraising project for Rotary Cambridge so our charges directly reflect the cost of recycling less the value any materials we are able to recover.
- We want to be able to control the volume of e-waste we are collecting, particularly during the start-up phase.
- We want to avoid a situation where a specific collection location could become a site for “fly tipping”.

Our collection plans have been quite disrupted by the Covid lockdown and related issues. However, we ran our first public collection at Te Miro School in September, and we now have others planned at schools as follows through to the end of this year:

- Kaipaki 31<sup>st</sup> October - confirmed
- Horahora 7<sup>th</sup> November - confirmed
- Rotorangi 21<sup>st</sup> November - pending
- Goodwood 28<sup>th</sup> November - confirmed
- Cambridge High School early December - confirmed

We are using this model of basing each collection at schools to help ensure we can meet the objectives detailed above. For each collection event, we work with the school to promote the event through their own community communications processes. We also offer a class lesson to pupils to introduce the concept and examples of e-waste, talk about its importance and hopefully further stimulate the school community’s interest. It is likely we will continue with this collection model into the new year before we start embarking on broader public collection events.



Storage, handling and processing of e-waste.

A short time after receiving the Community Board Grant, we were fortunate to work with the Council's Property team to locate a much better building for our service than the original one located in Vogel Street. The new premises are a portion of the Council's Arnold Street building and provide a sound basis for us to establish this service. It did however require some rethinking of how we would go about setting up the facility for the handling and processing of e-waste. Consequently, the expenditure we proposed in our Grant application is a little different now, but still directed towards the set up costs of our facility, with the same purpose and objectives. We are using the Cambridge Community Board Grant to cover: Fit out of the Premises (\$700), Health and Safety equipment (\$1350), Tools and Equipment (\$1,200), and \$2,200 towards the cost of Collections and Storage Equipment (total of \$5,450).

The premises are now in use for storing collected products. We have also started processing these items for shipment, further recycling and materials recovery by the partners we have established in the waste industry.

If you have any questions please let me know.

Regards,  
Mark Hanlon,  
Chair,  
Materials Recovery Project,  
Rotary Cambridge.

# CAMBRIDGE COMMUNITY BOARD REPORT



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Manager Finance  
**Subject:** **TREASURY REPORT – CAMBRIDGE COMMUNITY BOARD**  
**Meeting Date:** 04 November 2020

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## 1 BACKGROUND

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

## 2 RECOMMENDATION

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

## 3 COMMENT

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3.1 Discretionary Grants – funds of \$4,725.00 have been committed from the prior year, with \$4,500.00 having been paid to date. Funds of \$34,884.20 have been committed from the current year, with \$12,090.25 having been paid to date. There is a balance of \$20,283.26 in uncommitted funds.

3.2 The balances in accounts set up from the Discretionary Grants allocation total \$23,081.95.

### **Sister Cities**

The Sister City Reserve Balance Report for the period ended 30 September 2020, there has been \$3,448.04 committed from the current year, with \$1,116.96 having been paid to date.

Sarah Davies  
**MANAGER FINANCE**

**CAMBRIDGE COMMUNITY BOARD  
DISCRETIONARY GRANTS**

Balance as at 1 July 2020	9,292.46	
2020/21 Allocation from Council	49,600.00	
		58,892.46
<b>Revenue</b>		
Grant from Lions Club	1,000.00	
		1,000.00
Less Committed Projects	39,609.20	
		39,609.20
<b>Uncommitted funds</b>		<u><u>20,283.26</u></u>
<b>Summary of Uncommitted Funds</b>		
Annual Grants		<u>20,283.26</u>
		<u><u>20,283.26</u></u>

## CAMBRIDGE COMMUNITY BOARD

**Summary of Committed Funds**

<b>Current Year Commitments</b>	<b>Committed</b>	<b>Expenditure</b>	<b>Balance</b>
Commitments 2020/21	34,884.20	12,090.25	22,793.95
<b>Current Year Commitments Total</b>	<b>34,884.20</b>	<b>12,090.25</b>	<b>22,793.95</b>

<b>Prior Year Commitments</b>	<b>Committed</b>	<b>Expenditure</b>	<b>Balance</b>
Prior Year Commitments	4,725.00	4,500.00	225.00
<b>Prior Year Commitments Total</b>	<b>4,725.00</b>	<b>4,500.00</b>	<b>225.00</b>

<b>Total Commitments</b>	<b>39,609.20</b>	<b>16,590.25</b>	<b>23,018.95</b>
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<b>Commitments 2020/21</b>	<b>Resolution No</b>	<b>Committed</b>	<b>Expenditure</b>	<b>Balance</b>
Discretionary Grants	5/20/92	26,737.53	10,090.25	16,647.28
Destination Cambridge	5/20/58 - Jul 20	2,000.00	2,000.00	-
Cambridge Book Exchange	5/20/8/5 - Sep 20	6,146.67	-	6,146.67
<b>Total</b>		<b>34,884.20</b>	<b>12,090.25</b>	<b>22,793.95</b>

<b>Prior Year Commitments</b>	<b>Resolution No</b>	<b>Committed</b>	<b>Expenditure</b>	<b>Balance</b>
Home of Cycling Charitable Trust	5/19/130 - Aug 19	4,000.00	4,000.00	-
New Lives Animal Rescue	5/19/130 - Aug 19	500.00	500.00	-
NZ Memorial Museum Trust	5/19/137 - Sep 19	225.00	-	225.00
		<b>4,725.00</b>	<b>4,500.00</b>	<b>225.00</b>

## Sister Cities Reserve Balance Report

### For the Period ended 30 September 2020

<b>Balance Carried Forward</b>	11,371.25
<b>Funding Budget for 2020/2021</b>	<u>11,460.00</u>
	<u>22,831.25</u>
<b>Less Expenses Paid</b>	
Discretionary Expenses    Le Quesnoy Sculpture Plaque - Res 5/20/76	986.96
Advertising                    Le Quesnoy Website	<u>180.00</u>
	<u>1,166.96</u>
<b>Less Expenditure Committed</b>	
Conferences                    Sister City - Accommodation	800.00
Conferences                    Sister City - Registration	2,000.00
Subscriptions                 Sister City - Membership	600.00
Advertising                    Sister City - Annual Website Domain & Fees	35.00
Discretionary Expenses    Community Engagement	<u>13.04</u>
	<u>3,448.04</u>
<b>Funds still available</b>	<u><u>18,216.25</u></u>

# CAMBRIDGE COMMUNITY BOARD REPORT



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Cambridge Book Exchange Project**  
**Meeting Date:** 4 November 2020

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## 1 SUMMARY

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At the 1 July 2020 meeting Waipa District Council staff provided a report to cover all potential costs to have the Cambridge Book Exchange on Empire Street repaired. The report recommended that the Cambridge Community Board approve a budget of \$6,146.67 plus GST, which included repairs of \$2,560.00 plus GST, transportation of \$450.00 plus GST, painting of \$1,166.67 plus GST, traffic management of \$970.00 plus GST and a contingency sum of \$1,000.00 plus GST.

At the meeting the community board discussed sourcing alternate funding and garnering wider community support for the project. The board decided to defer the acceptance of the quote for two months.

At the 2 September 2020 Cambridge Community Board meeting, the board approved a budget of \$6,146.67 plus GST for repairs to the Cambridge Book Exchange from the Board's discretionary fund.

Later the same month a grant of \$1,000.00 was received from the Lions Club of Cambridge Charitable Trust with the purpose to assist with the costs of the Cambridge Book Exchange project.

For audit purposes, the community board must receive the funding and acknowledge to use of the money granted.

## 2 RECOMMENDATION

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*That the Cambridge Community Board receive the grant of \$1,000.00 from the Lions Club of Cambridge Charitable Trust to assist with the costs of the Cambridge Book Exchange Project.*

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**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Board Members Report from Meetings Attended on Behalf of the Cambridge Community Board**  
**Meeting Date:** 4 November 2020

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

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



**To:** The Chairperson and Members of the Cambridge Community Board  
**From:** Governance  
**Subject:** **Next Meeting**  
**Meeting Date:** 4 November 2020

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