

Cambridge Community Board Public Agenda 17 May 2023

Kaipaki Room, Cambridge Service Centre, 23 Wilson Street, Cambridge



Members:

JM Davies-Colley (Chairperson); EJ Badger (Deputy Chair); AJM MacKay; SDC Milner; AD Myers; Councillor MG Montgomerie; Councillor PJ Coles

17 May 2023 06:00 PM

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Who are we?

The Cambridge Community Board is made up of members who were elected onto the board in the local government elections in 2022. The community board is made up of five elected members and two appointed Waipā district councillors.

Chairperson Jo Davies-Colley
Deputy Chair Elise Badger
Members Alana MacKay
 Sue Milner
 Andrew Myers
 Councillor Philip Coles
 Councillor Mike Montgomerie

Contact CBCommunityBoard@waipadc.govt.nz

What do we do?

We are a link between residents in the Cambridge and Maungatautari communities and Waipā District Council. We believe that we are an important step in the process to achieve council’s vision to build connected communities.

We are advocates for and representatives of the Cambridge and Maungatautari communities to ensure council and other agencies have a clear understanding of our local needs and aspirations.

We will consider matters raised by members of our communities.

We will maintain an overview of the services council delivers to its communities and assess the extent to which these services meet our community needs.

We are decisions-makers on issues that are delegated to the community board by council.

We will consider matters referred to the community board by council or council staff including reports relating to the provision of council services within the board’s areas and make submissions or recommendations in response to those matters as appropriate.

Delegated Functions

Aside from statutory functions as set out in the Local Government Act 2002, Cambridge Community Board has also been delegated the following from Waipā District Council:

- Support community activities and, where necessary, allocate funding within the approved Waipā Community Discretionary Fund budget
- Organise our own projects for works or services, or supporting council projects, and allocate appropriate funding within the approved budget
- Organise annual Anzac and Armistice civic events in Cambridge
- Maintain and enhance sister city relationships between Cambridge and Le Quesnoy (France) and Cambridge and Bihoro (Japan)

Vision Statement

“We are friendly and visible representatives working effectively together for the good of our communities”



Te Ōko Horoi

CAMBRIDGE
COMMUNITY BOARD

“working together for the good of our communities”

Who to Contact

We are keen to further develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community. We have allocated portfolios to make it easier for people to contact a community board member who shares the same interest as you.

Arts/Culture	Alana MacKay & Sue Milner
Urban Mobility	Jo Davies-Colley & Andrew Myers
Community Connections	Jo Davies-Colley, Elise Badger, Andrew Myers & Alana MacKay
Special Projects	Elise Badger & Sue Milner
Community Services & Facilities	Alana MacKay & Sue Milner
Mana Whenua	Jo Davies-Colley & Elise Badger



Our Strategic Priorities

- **A new library/community hub**

We champion the opportunity to create a new library/community hub (integrating other community services) to replace our current library.

- **Urban mobility – Shakespeare Street**

We advocate for permanent active mobility safety measures across and through Shakespeare Street to be implemented immediately.

- **A vibrant and people friendly CBD**

We advocate for the Cambridge CBD to be a vibrant, connected and inspired public space with comfortable seating, spaces to rest and spaces to play. We want to see Cambridge be a welcoming town centre that supports active mobility, prioritises people and celebrates its culture and history.

The community board sees the town hall as one of Cambridge’s most significant assets that will become of higher value to Cambridge as upgrades are made.

Meetings, Agendas and Public Forum

We meet every third Wednesday of the month (excluding January & July), and usually meet in the Kaipaki Room of the Waipā District Council Cambridge Service Centre, 23 Wilson Street, Cambridge. The meetings start at 6.00pm.

You can find our agendas here: <https://www.waipadc.govt.nz/our-council/agendas-and-minutes> or you can pick up a copy from any Waipā District Council office or library.

Our meetings are open to the public and they start with opportunity for residents to express an opinion or an idea in the public forum. Please let the governance team know if you want to speak in the public forum (governance.support@waipadc.govt.nz).

Strategic Priority Overview

When considering our strategic priorities, the community board endeavours to ensure they:

- Are community driven, reflected and centred
- Specific
- Are advocated for in partnership with council staff and councillors
- Demonstrate the purpose of the community board as an effective advocate for the needs of its community
- Advocate for Cambridge to continue to be a great town to live in
- Utilise Ahu Ake as a way of connecting with the community and council





To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Apologies**

1 PURPOSE - TAKE

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.

The acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting.



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Disclosure of Members' Interests**

1 PURPOSE - TAKE

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



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Public Forum**

1 PURPOSE - TAKE

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 made to the Governance Team (Governance.Support@waipadc.govt.nz) at least one clear day before the meeting. Requests should outline the matter 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 the 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: 17 May 2023

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The local authority, its committees, subcommittees and any local and community boards must keep minutes of their proceedings. These minutes must be kept in hard or electronic copy, authorised by a Chairperson’s manual or electronic signature once confirmed by resolution at a subsequent meeting. Once authorised the minutes are the *prima facie* evidence of the proceedings they relate to.

The only topic that may be discussed at a subsequent meeting, with respect to the minutes, is their correctness.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board confirms the minutes of the meeting held 19 April 2023, as circulated with the agenda, as a true and correct record of proceedings

2 ATTACHMENT - ĀPITITANGA

Unconfirmed minutes of the Cambridge Community Board meeting 19 April 2023



Cambridge Community Board

Time: 6.00pm

Date: Wednesday 19 April 2023

Location: Kaipaki Room, Cambridge Service Centre, 23 Wilson Street, Cambridge

PRESENT

Chairperson

JM Davies-Colley

Members

EJ Badger (online); AJM MacKay; SDC Milner; AD Myer; PTJ Coles; MG Montgomerie

Chairperson Davies-Colley opened the meeting with a karakia timatanga.

1 APOLOGIES

There were no apologies

2 DISCLOSURE OF MEMBERS' INTERESTS

Board member MacKay declared an interest in Item 10, discretionary fund application from St Andrews Church.

Councillor Coles declared an interest in Item 10, discretionary fund application from Cambridge Safer Community Trust.

Board member Myers declared an interest in Item 10, discretionary fund applications from Cambridge Safer Community Trust and Waikato Rowing Club.

3 PUBLIC FORUM

Discretionary Fund applicants provided information to the discretionary fund applications that was to be discussed later in the agenda. Representatives from Cambridge Safer Community Trust, Cambridge Community House, St Andrews Church, St John Cambridge Area Committee and Ko Wai Au spoke.

4 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held 15 March 2023 were included in the agenda.

RESOLVED

5/23/19

That the Cambridge Community Board confirms the minutes of the meeting held 15 February 2023, as circulated with the agenda, as a true and correct record of proceedings

MacKay/Myers

5 DEPUTATION

Resident Sarah Ulmer discussed a vision developed 10 years ago to link up the 21 kilometres of walking trails around the town belt. She and others in the community were keen to complete the vision with signage throughout Cambridge and Leamington.

She noted that the Te Awa River Ride was planning events to encourage people to use the trail. One of the events planned was a night ride lighting up sections of the trail with festoon lighting to happen over Matariki.

RESOLVED

5/23/20

That the Cambridge Community Board receives the verbal overview from Sarah Ulmer

MacKay/Myers

6 DRAFT PUBLIC PLACES BYLAW ENGAGEMENT

Graham Pollard, Strategic Projects Driver, presented his report and answered feedback about signage for events, approval of signage for the Lake Te Koo Utu park, stock droving, parking restrictions on grass berms and prohibited areas for mobile traders.

RESOLVED

5/23/21

That the Cambridge Community Board receive the report of Graham Pollard, Strategic Projects Driver titled 'Draft Public Places Bylaw engagement' [document number 10994014].

MacKay/Myers

7 APPOINTMENT TO COMMUNITY BOARDS 2.0 PROJECT CONTROL GROUP

The community board appointed the Chairperson and Deputy Chairperson to the Community Boards 2.0 Project Control Group.

RESOLVED

5/23/22

That the Cambridge Community Board

- a) Receives the report of Keryn Phillips, Governance Officer, titled Nominations to Community Boards 2.0 Project Control Group (ECM Number 10992439);*
- b) Appoints the following representatives to the Community Boards 2.0 Project Control Group: Chairperson Davies-Colley and Deputy Chairperson Badger.*

MacKay/Milner

8 CHAIRPERSON'S REPORT

Chairperson Davies-Colley presented her report and brought up a number of topics for discussion.

The future of the pop up edible gardens was discussed and how to manage them. The community board discussed the guardians managing each site independently, but that board member Badger continue to be the point of contact for council staff. Also discussed was access to seedlings and the community board agreed to provide funding for planting.

RESOLVED

5/23/23

That the Cambridge Community Board

- a) Appoints Elise Badger to be a liaison for the Pop Up Edible Gardens with local guardians managing each garden; and*
- b) Budgets up to \$300.00 plus GST for the next planting season; and*
- c) Reviews the pop-up edible gardens in 12 months*

Davies-Colley/MacKay

Chairperson Davies-Colley raised the possibility of participating in the Matariki event suggested earlier in the deputation item. The community board discussed a number of options.

RESOLVED

5/23/24

That the Cambridge Community Board wishes to celebrate the commemoration of Matariki in 2023 and will determine a budget on the 17 May 2023 Community Board meeting.

Davies-Colley/Coles

Chairperson Davies-Colley noted that the community board had put in a submission to the Schedule of Fees and Charges 2023/24, which had not officially been approved by the community board prior to the submission.

RESOLVED

5/23/25

That the CCB retrospectively approves the submission to the Schedule of Fees and Charges 2023/24.

Davies-Colley/Coles

In her report Chairperson Davies-Colley recommended that the community board supports the re-establishment of the Lions Trash'n'Treasure market in the CBD.

RESOLVED

5/23/26

That the Cambridge Community Board supports the re-establishment of the monthly Lions Trash 'n' Treasure market in the Cambridge central business district.

Milner/MacKay

RESOLVED

5/23/27

That the Cambridge Board receives the report of Jo Davies-Colley, Chairperson Cambridge Community Board, titled Chairperson's Report – April 2023 (Document 10994785)

Davies-Colley/MacKay

9 TREASURY REPORT

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

RESOLVED

5/23/28

That the Cambridge Community Board receive the report of Nada Milne, Financial Accountant titled Treasury Report - for the period ended 31 March 2023

Davies-Colley/Coles

The meeting was adjourned at 7.38pm and reconvened at 7.45pm

10 ALLOCATION OF DISCRETIONARY FUNDS FOR APRIL 2023

The community board discussed the 16 applications received and allocated the funding.

RESOLVED

5/23/29

That the Cambridge Community Board

- a) *Receives the report of Keryn Phillips, Governance Officer, titled Discretionary Fund Allocations April 2023 (ECM 10994061);*
- b) *Allocate grants from the Community Discretionary Fund as stated in the following schedule:*

Organisation	Amount Allocated (plus GST)
Brain Injury Waikato Inc	\$1,500.00
Cambridge Chamber of Commerce	\$526.80
Cambridge Community Garden	\$813.92
Cambridge Community House Trust	Nil
Cambridge Cycling Festival Inc	\$1,000.00
Cambridge Repertory Society Inc	\$2,350.00
Cambridge Safer Community Charitable Trust	\$9,000.00

Board member Myers and Councillor Coles did not participate in the discussion or subsequent voting for the Cambridge Safer Community Charitable Trust application.

Citizens Advice Bureau Cambridge Inc	\$660.00
Ko Wai Au Trust	\$2,000.00
Leamington Croquet Club Inc	\$1,500.00
Maungatautari Ecological Island Trust	Nil
St Andrews Church	\$499.00

Board member MacKay did not participate in the discussion or subsequent voting for the St Andrews Church application.

St John Cambridge Area Committee	\$3,855.00
Te Tamawai Trust	Nil
The Rotary Club of Cambridge Charitable Trust	\$1,519.35
Waikato Rowing Club Inc	\$1,500.00

Board member Myers did not participate in the discussion or subsequent voting for the Waikato Rowing Club application.

Badger/Davies-Colley

11 BOARD MEMBERS REPORTS FROM MEETINGS ATTENDED ON BEHALF OF THE CAMBRIDGE COMMUNITY BOARD

Board member MacKay reported that the Cambridge Autumn Festival was a success and the committee were already planning events for next year.

Board member Milner reported that the Cambridge Tree Trust was still busy planting trees.

Councillor Coles reported that Council were currently reviewing the Public Places Bylaw and the Dog Control Policy and Bylaw.

Councillor Montgomerie reported that council was changing some of its CCTV cameras to read number plates automatically and that Waikato Regional Council was electrifying its bus fleet and as such was going to lease locations in Cambridge and Kihikihi for charging stations.

Board member Myers reported that the Cambridge Safer Community Trust had had a strategy meeting and looking to diversify its funding. He reported that he had had continuing dialogue with Mercury Energy re crossing the Karāpiro dam and the Cambridge Connections stakeholder group were looking at options for potential solutions.

12 DATE OF NEXT MEETING

The next Cambridge Community Board meeting is to be held at 6.00pm on Wednesday, 17 May 2023

Chairperson Davies-Colley closed the meeting with a karakia whakamutunga

That being all the business the meeting closed at 8.19pm

CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS

CHAIRPERSON

DATE

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **SH1 Cambridge to Piarere Safety Improvement Plan**
Meeting Date: 17 May 2023

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

An update from the Waka Kotahi project team on detailed design and proposed upcoming construction of the U-turn / turnaround bays and median barriers.

One of these U-turn bays will be at the entranceway of Keeleys Reserve so we would appreciate your feedback on our proposals, which will be outlined in detail at this meeting.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Board receives the information from Waka Kotahi regarding the U-turn bay at the entrance of Keeleys Reserve.

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Manager Community Services
Subject: **Sports Field Lease Model Review Options**
Meeting Date: 17 May 2023

1 PURPOSE - TAKE

The purpose of this report is to provide an update on the Sports Field Lease Model Review and obtain feedback from the Cambridge Community Board (Community Board) on the proposed options.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report provides the Community Board with information on progress to date on the Sports Field Lease Model Review (Lease Model Review) and to seek any feedback on the five options proposed as potential future lease model options.

A review of the sports field leases was funded through the 2021–2031 Long Term Plan. Community Services initiated the review in late 2022 with a report to Council’s Service Delivery Committee (the Committee) on 6 December 2022. The first stage of engagement has now been completed, which included initial engagement with lease holders and other sports field user groups such as regional sports organisations, event organisers, sports groups and schools.

Following the first round of engagement the project team have identified the following five sports field lease model options for further consideration:

- Option 1 – Maintain status quo
- Option 2 – Voluntary opt into Council management
- Option 3 – Urban sports fields managed by Council
- Option 4 – All sports fields managed by Council
- Option 5 – Invest in a different way.

Stage two involves further engagement with lease holders and Cambridge and Te Awamutu Community Boards. As part of this process we are seeking feedback on these options from the Community Board.

Once the engagement is completed, the project team will collate the feedback, analyse and compare the options and make a recommendation to the Committee.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board

- a) *Receives the report of Brad Ward, Manager Community Services titled Sports Field Lease Model Review Options (document number 11006388); and*
- b) *Rank the options in order of preference from 1 through to 5. 1 being the preferred option, and 5 being the least preferred.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Waipā District Council owns seventeen sports parks that are largely entirely leased to fourteen clubs.

Waipā's current sports field lease model utilises the lease holders to manage the development, renewals, maintenance and bookings of the sports fields and ancillary assets and services. Council's role is limited to mowing and maintenance of some visitor infrastructure such as car parks. This lease model is uncommon nationally and is therefore being assessed by Council to understand its advantages and disadvantages.

Due to the evolution of development and management responsibilities to individual clubs through leases, Council previously had a limited understanding of the sports field network. Additionally, Council did not have a sports field network strategy or policy framework to guide decisions in the development and management of these important community assets. Nor did it have a community occupancy policy or guidelines to provide direction on leases for sport fields and associated facilities.

The Central Waikato Sub-Region Sports Field Supply and Demand Assessment 2022 identified an existing and growing shortage of training and playing hours across Waipā's sports field network. In response to this, Council through its 2021-2031 Long Term Plan funded:

- Improvements to the sports field network to increase training and playing hours, and
- A review of the sports field leases.

The purpose of the review of sports field leases was to assess which lease model will deliver a high quality, future proofed sports field network to meet the needs of Waipā's clubs domiciled on Council's sports parks, other sports clubs and event organisers, and the general public who want to undertake informal recreation. Council also want to support volunteers involved in the provision of sport to focus on what they are great at, which is, delivery.

Community Services initiated the review late 2022 with a report to the Committee on 6 December 2022. The project is in the second stage following initial engagement with lease holders and other sports field user groups such as regional sports organisations, event organisers, sports groups and schools.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a medium level of significance.

The project team are undertaking engagement with lease holding clubs and Community Boards to share options and seek feedback due to the level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

In response to the feedback provided by lease holders and other sport field user groups in the early engagement, the project team have identified the following five potential lease model options:

- Option 1 – Maintain status quo
- Option 2 – Voluntary opt into Council management
- Option 3 – Urban sports fields managed by Council
- Option 4 – All sports fields managed by Council
- Option 5 – Invest in a different way.

An explanation of these options is set out in Appendix 1.

Table 1 sets out the advantages and disadvantages of each option

Table 1. Sports field lease model option analysis

Option	Advantages	Disadvantages
<p>Option 1: Maintain Status Quo</p>	<ul style="list-style-type: none"> Majority of lessees happy with current model. Lessees enjoy having control over field allocation Lowest cost option for Council. 	<ul style="list-style-type: none"> Playing platforms not developed and managed to the standard they could be to accommodate greater use and provide better playing conditions Council has no oversight of investment, utilisation, sport field management and health and safety management Reliant on a declining volunteer base Reliant on lessees raising revenue for investment into fields Creates inequity to field provision for clubs/codes who don't have a lease Bookings for clubs without leases and other users are done directly through individual lessees instead of a centralised model Lack of transparency in booking fees and field allocation decisions Different approach to adjoining councils in the Waikato Lack of clarity about council and club roles and responsibilities.
<p>Option 2: Voluntary opt into Council management</p>	<ul style="list-style-type: none"> Lessees preferring to retain management can, while lessees who want to focus on sport delivery are supported to do so Second lowest cost option for Council Only willing clubs would be required to transfer their leases. 	<ul style="list-style-type: none"> Inequitable treatment in terms of Council investment Bookings will be a mix of through Councils and directly through individual lessees Majority of lessees likely to remain responsible for raising revenue for investment into fields Creates inequity to field provision for clubs/codes who don't have a lease Bookings for clubs without leases and other users are done directly through individual lessees instead of a centralised model Lack of transparency in booking fees and field allocation decisions for fields retained in leases Lack of clarity about council and club roles and responsibilities because of range of options

		<ul style="list-style-type: none"> • Difficulty for Council to plan investment and management without certainty of when and where fields are coming in-house.
<p>Option 3: Urban sports fields managed by Council</p>	<ul style="list-style-type: none"> • Responsive to current and growing gap in provision in Te Awamutu and Cambridge • Majority of the network would be under Council management and access would be more equitable for other sports groups • Council required to raise revenue for investment into fields and undertake management reducing the burden on volunteers • Increased transparency in booking fees and field allocation decisions for urban fields • Increased clarity about council and club roles and responsibilities in urban centres • Increased ability for Council to plan investment and management for urban centres. 	<ul style="list-style-type: none"> • Inequitable treatment in terms of Council investment between urban and rural sports fields • Bookings will be a mix of through Councils and directly through individual lessees • Lack of transparency in booking fees and field allocation decisions for rural fields retained in leases • Lack of clarity about council and club roles and responsibilities in rural centres • Lack of Council investment and management in rural sports fields • Frustration from clubs in urban centres who may not want to transfer their leases and are required to do so.
<p>Option 4: All sports fields managed by Council</p>	<ul style="list-style-type: none"> • Responsive to current and growing gap in provision in Te Awamutu and Cambridge • Equitable level of Council investment across all sports fields • Whole network would be under Council management and access would be more equitable for other sports groups • Bookings would be handled through one system • The network would be under Council management and access would be more equitable for other sports groups • Council required to raise revenue for investment into fields and undertake management reducing the burden on volunteers • Increased transparency in booking fees and field allocation decisions for all sports fields • Increased clarity about council and club roles and responsibilities across all sports fields 	<ul style="list-style-type: none"> • Frustration from clubs who may not want to transfer their leases and are required to do so • Most expensive Council investment option.

	<ul style="list-style-type: none"> Increased ability for Council to plan investment and management for all sports fields. 	
<p>Option 5: Invest in a different way (more detail outlined in Appendix 1)</p>	<ul style="list-style-type: none"> Majority of lessees happy with current model. Lessees enjoy having control over field allocation Council has increased oversight of investment, utilisation, field management in terms of fertiliser, water and chemical use and health and safety management Increased clarity about council and club roles and responsibilities. 	<ul style="list-style-type: none"> Playing platforms not developed and managed to the standard they could be to accommodate greater use and provide better playing conditions Reliant on declining volunteer base Reliant on lessees raising revenue for investment into fields Creates inequity to field provision for clubs/codes who don't have a lease Bookings for clubs without leases and other users are done directly through individual lessees instead of a centralised model Lack of transparency in booking fees and field allocation decisions Different approach to adjoining councils in the Waikato.

Staff are seeking feedback on these options from the Cambridge Community Board and lessees before finalising the assessment and making a final recommendation to the Committee.

Any changes to the lease model resulting from this review will not impact clubs until the end of their current lease term, unless a lessee decides to relinquish their lease earlier to realise the new lease model benefits and this is supported by Council. It is envisaged implementation of options 2-5 would be staged.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

The Lease Model Review aligns with Council's vision and community outcomes and the draft Ahu Ake (see table 2).

Table 2. Alignment with Council plans

Plan	Vision/Outcomes/Objectives	Review alignment
Waipā Long Term Plan 2021 – 2031	Vision: Waipā Home of Champions: Building connected communities	The purpose of the Lease Model Review to determine a lease model to deliver a high quality, future proofed sports field network to meet the needs of Waipā aligns to building connected communities for residents to actively and passively recreate.
Waipā Long Term Plan 2021 – 2031	Community outcomes: - Socially resilient - Environmental champions - Economically progressive	The purpose of the Lease Model Review aligns to Council’s community outcomes by ensuring equitable access to sports fields for recreation, improving access to the sports field network, and reducing the need for further land acquisition and development.
DRAFT Ahu Ake, Waipā Community Spatial Plan	Park related priorities; (P1 Increase renewals and level of service in urban locations of high growth, and high deprivation) (P2. Ensure sufficient libraries, parks, pools and sports fields) (P4. Ensure universal access to parks and facilities)	The review process involves two rounds of engagement with lessees to find the best model for equitable access to services and open space for passive and active recreation .

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff consider there are no legal considerations at this stage as the report is only seeking input on the options and not recommending a preferred option. Any changes to the lease model system resulting from this review will not impact clubs until the end of their current lease term, unless a lessee decides to relinquish their lease at an earlier date and this is supported by Council.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The financial implications to change the current lease model are dependent upon the final recommendation. Estimated costs of the options range from no additional budget required, through to an additional operational cost to Council of circa \$650,000.

Total costs will be reported to the Committee once the final recommendation is known. The additional costs are currently not funded and it is proposed the funds are sourced from the 2024-2034 Long Term Plan.

The project team will prepare a series of options to the Committee to decide if or what cost recovery is desired.

Risks - Tūraru

The following significant risks have been identified and will be treated as set out below:

Risk Description	Current Residual Risk Rating	Current Treatments	Target Residual Risk Rating – if different from current rating	Planned Additional Treatments
Lessee frustration about review and recommended changes.	Very High	One on one engagement with lessees	Medium	N/A

Climate Change – Hurihanga Āhuarangi

One of the criterion that the identified options will be assessed against will be environmental sustainability and climate change impact.

8 NEXT ACTIONS

Action	Responsibility	By When
One on one meetings with lessees	Hayley Lee and Brad Ward	Early June 2023
Multi-criteria analysis of options	Hayley Lee	Mid-June
Report recommended option to Service Delivery Committee	Hayley Lee and Brad Ward	18 August 2023

9 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Sports field lease options overview (document number 11006395)



HAYLEY LEE, CONSULTANT, XYST LTD



Reviewed by Brad Ward
MANAGER COMMUNITY SERVICES



Approved by Sally Sheedy
GROUP MANAGER CUSTOMER AND COMMUNICATION SERVICES

APPENDIX 1

Sports field lease options overview (document number 11006395)



APPENDIX 1. SPORTS FIELD LEASE MODEL OPTIONS

In response to feedback provided by lease holders and other sport field user groups such as regional sports organisations, event organisers, sports groups and schools, the project team have proposed the following five sports field lease model options for further consideration:

- Option 1 – Maintain status quo
- Option 2 – Voluntary opt into Council management
- Option 3 – Urban sports fields managed by Council
- Option 4 – All sports fields managed by Council
- Option 5 – Invest in a different way.

Option	Summary	Overview
Option 1 – Maintain Status Quo	<ul style="list-style-type: none"> • Lease model continues as usual • Current Council operational expenditure continues • Development, management, and bookings remains with the clubs. 	<p>Council continues to provide leases to clubs for entire sports parks. Council would continue to complete the 2021-2031 Long Term Plan (LTP) sports field improvement programme and continue a similar level of operational expenditure to continue mowing fields for lessees.</p> <p>Other than for Albert Park and Leamington Domain, lessees would continue to be responsible for delivering and funding all aspects of sports field management and development other than mowing and the sports field upgrades as part of the LTP 2021-2031 sports field improvement programme. Lessees would continue to own and be responsible for flood lights and pay a community occupancy annual rent and all costs associated with water and electricity use.</p> <p>Clubs who don't hold leases, event organisers and other groups wanting to utilise fields would (for the majority of sports parks) continue to directly engage with lessees to book fields on either a casual hire basis or an informal seasonal agreement.</p>
Option 2 – Voluntary opt into Council management	<ul style="list-style-type: none"> • Groups who don't opt-in continue as usual • Council takes over development, management, and bookings of sports fields for groups who opt-in • For the groups that opt-in, seasonal user agreements available as priority and 	<p>Council offers lessees the opportunity to relinquish the sports fields from their leases and move to a building/asset footprint lease only in return for Council taking over delivering and funding all aspects of sports field management (including flood lights). This could occur at the end of the lease term or by mutual agreement prior to the lease ending.</p> <p>Lessees who opt in would be provided with seasonal user agreements negotiated with Council prior to the start of each season. Other clubs would also be able to negotiate seasonal user agreements for these fields. Fields made available to clubs through a seasonal user agreement would be on a preferential but non-exclusive basis for dates between the agreed club season.</p>



	available to other sports groups as secondary.	<p>Where a club is not using a field for a scheduled game or training session, the field is available for casual hire through a Council booking system provided they are in a suitable condition. Club use outside the agreed season is subject to availability of grounds. Outside of formal bookings the fields are available for informal public use. If any costs are relayed to the users, these will be determined through Council's Fees and Charges processes.</p> <p>Lessees who don't opt in continue to be responsible for delivering and funding all aspects of sports field management and development other than mowing and the sports field upgrades as part of the 2021-2031 LTP sports field improvement programme. These lessees continue to own and be responsible for flood lights and pay a community occupancy annual rent and all costs associated with water and electricity use.</p> <p>Clubs who don't hold leases, event organisers and other groups wanting to utilise fields either book directly with Council or continue to book through lessees, depending on how the sports parks are managed.</p>
Option 3 – Urban sports fields managed by Council	<ul style="list-style-type: none"> Development, management, and bookings for specific clubs' transfers to Council management for those in the urban centres (Te Awamutu and Cambridge) Seasonal user agreements available as priority and available to other sports groups as secondary Sports groups in rural centres (Pirongia Sports Park, The Kaipaki Centre and Ōhaupō Memorial) continue as usual. 	<p>For all sports parks based in urban centers, Council only offer building footprint leases to all sports clubs and Council takes over all responsibilities for delivering and funding sports field management and development. This includes all clubs except rural based Pirongia Sports Park, The Kaipaki Centre and Ōhaupō Memorial Park.</p> <p>Clubs are provided with seasonal user agreements negotiated with Council prior to the start of each season. Fields made available to clubs through a seasonal user agreement are on a preferential but non-exclusive basis for dates between the agreed club season. Where a club is not using a field for a scheduled game or training session, the field would be available for casual hire through a Council booking system provided they are in a suitable condition. Club use outside the agreed season is subject to availability of grounds. Outside formal bookings the fields are available for informal public use. If any costs are relayed to the users, these will be determined through Council's Fees and Charges processes.</p> <p>The first stage of this change will be scheduled to occur when the majority of current leases have expired and at a season transition point; potentially towards the end of 2025.</p> <p>For Pirongia Sports Park, The Kaipaki Centre and Ōhaupō Memorial Park, the lessees continue to be responsible for delivering and funding all aspects of sports field management and development other than mowing and the sports field upgrades as part of the 2021-2031 LTP sports field improvement programme. This could be reviewed at the end of their leases or by mutual agreement, after the new model for urban sports fields has been in place.</p>
Option 4 – All sports fields managed by Council	<ul style="list-style-type: none"> Development, management, and bookings for all clubs' transfers to Council management Seasonal user agreements available as priority and 	<p>Council only offers building footprint leases to all sports clubs and take over all responsibilities related to sports field management. Clubs are provided with seasonal user agreements negotiated with Council prior to the start of each season.</p> <p>Fields made available to clubs through a seasonal user agreement are on a preferential but non-exclusive basis for dates between the agreed club season. Where a club is not using a field for a scheduled game or training session, the field is available for casual hire through a Council booking system, provided they are in a</p>



	<p>available to other sports groups as secondary.</p>	<p>suitable condition. Club use outside the agreed season is subject to availability of grounds. Outside of formal bookings the fields are available for informal public use. Any costs relayed to the users would be determined through Council's Fees and Charges processes.</p> <p>The first stage of this change will be scheduled to occur when the majority of current leases have expired and at a season transition point; potentially towards the end of 2025.</p>
<p>Option 5 – Invest in a different way</p>	<ul style="list-style-type: none"> • Lease model continues as usual • Council operational expenditure continues • Development, management, and bookings remains with the clubs • Lease roles between Council and Clubs are clarified • Council investment in FTE to care for funding, network oversight, regular contact with clubs • Council takes over ownership and responsibility of some assets upon agreement with clubs. 	<p>Similar to Option 1 in that, Council continues to complete the 2021-2031 LTP sports field improvement programme and continue a similar level of operational expenditure to continue mowing fields for lessees.</p> <p>However, at the point of lease expiry Council amend the terms of leases to clarify sports field management responsibilities for sports field management between Council and the lease holder to ensure high levels of service are being met.</p> <p>Council would require lease holders to have a specified plan for sports field management and development, including health and safety management plans of any work or assets on or near the fields. These plans are reviewed on an annual basis with the opportunity of financial investment from Council into network upgrades.</p> <p>Council hires a new staff member who is responsible for:</p> <ul style="list-style-type: none"> • maintaining and developing relationships with lessees and other sports field users • supporting lessees to develop and implement their sports field outcomes plans, health and safety policy/plans, monitoring, and reporting sports field utilisation • leading discussions with groups on long-term planning of facility developments e.g., master plans and hosting biannual sports field user forums. <p>Clubs who don't hold leases, event organisers and other groups wanting to utilise fields continue (for the majority of sports parks) to directly engage with lessees to book fields on either a casual hire basis or an informal seasonal agreement.</p>

COMMUNITY BOARD REPORT



INFORMATION ONLY

To: The Chairperson and Members of Cambridge Community Board
From: Strategic Projects Driver
Subject: **Dog Control Policy and Bylaw review**
Meeting Date: 17 May 2023

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The Draft Dog Control Policy and Bylaw is open for public consultation following approval from the Strategic Planning and Policy Committee on 2 May 2023. The Cambridge Community Board is provided with the publicly-available information in Appendix 1, and may choose to provide a submission as part of the public consultation.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board receive the report of Graham Pollard, Strategic Projects Driver, titled '(Dog Control Policy and Bylaw review' (ECM 11006728).

3 COMMENTARY - KŌRERO

The Draft Dog Control Policy and Bylaw were presented to the Strategic Planning and Policy Committee (Committee) on 2 May 2023 to approve public consultation and adopt the Statement of Proposal. The report to the committee is attached as Appendix 1 of this report.

The Committee approved the documents for public consultation (Resolution 02/23/29). The Statement of Proposal was also adopted to include as part of the public consultation, subject to completion of the designed version.

The Cambridge Community Board, under section 52 of the Local Government Act 2002, is required to maintain an overview of services provided by council and may choose to provide a submission to the Draft Dog Control Policy and Bylaw.

Public consultation for the Draft Dog Control Policy and Bylaw closes 16 June 2023.

4 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Draft Dog Control Policy and Bylaw Review Report to the Strategic Planning & Policy Committee, 2 May 2023



GRAHAM POLLARD
STRATEGIC PROJECTS DRIVER

Reviewed by Melissa Russo
MANAGER STRATEGY

Approved by Wayne Allan
GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES

APPENDIX 1

Dog Control Policy and Bylaw Review report to the Strategic Planning & Policy Committee, 2 May 2023 (ECM 10994695)

COMMITTEE REPORT



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

From: Strategic Projects Driver

Subject: **Waipā District Council's Draft Dog Control Policy and Bylaw For Consultation**

Meeting Date: 2 May 2023

1 PURPOSE - TAKE

The purpose of this report is to approve the Waipā District Council draft Dog Control Policy (Policy), the draft Dog Control Bylaw (Bylaw) and the Statement of Proposal for public consultation in May and June 2023.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Waipā District Council's Dog Control Policy 2015 and Dog Control Bylaw 2015 have been reviewed under the terms of the Local Government Act 2002 and the Dog Control Act 1996. The resulting draft Policy and draft Bylaw are now ready for public consultation, and a Statement of Proposal has been prepared accordingly.

A relatively small number of substantive amendments have been made to the Policy and the Bylaw; the most significant changes are made to Schedule 1 (dog prohibited areas) and Schedule 2 (dog exercise areas).

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Strategic Planning and Policy Committee

- a) **RECEIVES** the report of Graham Pollard, Strategic Projects Driver, titled 'Waipā District Council's Draft Dog Control Policy and Bylaw For Consultation' (document number 10994695);
- b) **AGREES** that, after having regard to the following matters under section 10(4) of the Dog Control Act 1996, the draft Dog Control Policy (document number 10739543) meets the requirements of section 10 of the Dog Control Act 1996:
 - i) The need to minimise danger, distress, and nuisance to the community generally; and

- ii) *The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and*
 - iii) *The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear or attack or intimidation by dogs; and*
 - iv) *The exercise and recreational needs of dogs and their owners.*
- c) **AGREES** that the Draft Dog Control Bylaw (document number 10993097) meets the requirements of section 155 of the Local Government Act 2002 in the context of a reconsideration of the matters in section 10(4) of the Dog Control Act 2002, in that the bylaw:
- i) *is the most appropriate way of addressing the perceived problems;*
 - ii) *subject to the outcome of the consultation process, is the most appropriate form of bylaw; and*
 - iii) *does not give rise to any implications under, and is not inconsistent with, the New Zealand Bill of Rights Act 1990.*
- d) **ADOPTS** the Draft Dog Control Bylaw (document number 10993097) and Draft Dog Control Policy (document number 10739543) for public consultation in accordance with the special consultative procedure, as set out in sections 83 and 86 of the Local Government Act 2002, and in accordance with the requirements of sections 10(1), 10AA and 20(1) of the Dog Control Act 1996;
- e) **ADOPTS** the draft Statement of Proposal (document number 10972088) for public consultation between 12 May and 16 June 2023;
- f) **APPROVES** for notice of the Draft Dog Control Policy to be provided to every person who is a registered dog owner, in accordance with section 10(2) of the Dog Control Act 1996;
- g) **DELEGATES** to the Group Manager District Growth and Regulatory Services authority to make any final minor amendments to the Statement of Proposal before issue, and the completion of appendices to that Statement of Proposal, being maps showing individual 'dog prohibited' and 'dog exercise' sites.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

The Dog Control Act 1996 (DCA) gives councils the power to control some local dog-related matters through a dog control policy. A dog control bylaw then allows aspects of the policy to be enforced. The DCA requires:

- a) Councils to have a dog control policy (section 10(1))
- b) Councils to have a dog control bylaw (section 10(6));
- c) The bylaw to give effect to the policy (section 10(6));
- d) The review of the bylaw and policy to be undertaken together (section 10(AA)).

Under section 20(4) of the DCA, the bylaw must be made using the processes set out in the Local Government Act 2002 (LGA), and may be made to address a range of matters set out in the DCA.

The LGA requires bylaws to be reviewed every five years after being made, and at least every 10 years thereafter. The Dog Control Bylaw review is on track to comply with this requirement.

The DCA requires the territorial authority to review the bylaw by making the determinations required by Section 155 of the LGA in the context of a reconsideration of the matters in Section 10(4) of the DCA. Those matters are as follows:

- a) The need to minimise danger, distress, and nuisance to the community generally; and
- b) The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and
- c) The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear or attack or intimidation by dogs; and
- d) The exercise and recreational needs of dogs and their owners.

These matters must also be had regard to in developing the Dog Control Policy.

Section 155 of the Local Government Act 2002 requires that before commencing the process for making (or reviewing) a bylaw, it must determine whether a bylaw is the most appropriate way of addressing the perceived problem. The Strategic Planning Committee determined this was the case for the Dog Control Bylaw at its meeting on 7 February 2023.

The review process has resulted in the bylaw and policy being rewritten, rather than reissued with amendments. This is because of the number of changes and because this makes it easier to read and understand. Through the review process the whole of the bylaw and policy have each been reformatted to bring them up to Council's new standard bylaw format, and clauses have been reorganised under headings for better flow and clarity, as well as removing duplication from other legislative requirements, and unnecessary clauses and definitions.

The substantive changes to the draft Policy and draft Bylaw relate to:

- Dog access to dog prohibited areas while they are being used as civil defence shelters.
- Prohibition of exercising dogs from motor vehicles and requirements for tethering dogs on the back of utes/trailers.
- The insertion of a review process for certain neutering decisions.
- Revised accommodation standards for dogs.

- The limit on the number of dogs able to be taken to an exercise area (and, in the policy, a recommendation for the number to be off-leash at any one time).

The main changes are to Schedules 1 and 2 of both the Policy and the Bylaw:

- Schedule 1 – dog prohibited areas (by ward)
- Schedule 2 – dog exercise areas (by ward)

A large part of the Kakepuku maunga is managed by the Department of Conservation (DoC). Dogs are not permitted there without a permit issued by DoC. Council manages the remaining (lower) part of the maunga, where up until now, dogs have been permitted on-leash. It is recommended that dogs only be allowed on-leash up to the water tanks area; beyond this, dogs would be prohibited without a DoC permit. The alternative options are to prohibit dogs altogether, or have a DoC-style permit system across the entire maunga.

This change is proposed because of long-standing concerns from mana whenua over sacred sites and urupā (burials) on the maunga. This was a main driver for the review.

The draft Statement of Proposal highlights all these changes.

Section 155 of the Local Government Act 2002 specifies that if a bylaw is the most appropriate way of addressing a problem, a council must then decide whether the bylaw is the most appropriate form of bylaw, and whether or not the bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA). Staff have reviewed the draft Dog Control Bylaw and have determined that it is the most appropriate form of bylaw, subject to the outcome of the consultation process, and that it does not give rise to implications under the NZBORA and is not inconsistent with that Act.

Consultation

Council undertook valuable early engagement with the community in 2022. This yielded approximately 300 responses, most of which related to dog exercise and dog prohibited areas rather than the Policy or Bylaw themselves. The main sites of concern were:

- Lake Te Koo Utu
- Kakepuku maunga
- Te Awamutu Memorial Park
- Kihikihi Domain

Noting Council will not please everyone, many of the comments made as a result of that engagement are reflected in the draft Policy and Bylaw and Statement of Proposal.

Section 156 of the Local Government Act 2002 requires that the special consultative procedure must be used when a local authority proposes making, amending or revoking a bylaw.

A minimum one-month consultation period is required for this Bylaw in accordance with section 83 of the Local Government Act 2002. Consultation will run for five weeks from 12 May 2023 to 16 June 2023. This is timed to coincide with Council's regular newsletter to all registered dog owners (May) and the sending of dog registration invoices (June).

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter(s) in this report have a high level of significance. As required by both the LGA and DCA, the outcome of the review of the bylaw and policy must be subject to public consultation in accordance with the special consultative procedure.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> No further staff or other Council resources need be committed to this project 	<ul style="list-style-type: none"> Unable to meet legislative requirements unless the project re-starts by 2025 Contrary to Strategic Planning and Policy Committee resolution on 7 February 2023
Option 2: Approve draft documents	<ul style="list-style-type: none"> Enables documents to be completed for consultation without further work 	<ul style="list-style-type: none"> N/A
Option 3: Amend draft documents	<ul style="list-style-type: none"> Documents for consultation more accurately reflect the Committee's wishes 	<ul style="list-style-type: none"> Further staff resource is required to complete amendments

The recommended option is Option 2 as the draft documents reflect the feedback received from the community on these matters in 2022.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

The draft Policy and Bylaw are consistent with Council's community outcome to be 'Socially resilient - Waipā is a great place to live, work, play and invest; we invest in hauora (health and wellbeing); Waipā provides a high quality of life for current and future generations.'

By providing enforceable rules for dog control and dog exercise, the draft Policy and the draft Bylaw aim to manage dogs for dog owners and non-owners.

The draft Policy and Bylaw align with two strategic priorities: creating vibrant communities; and effectively planning and providing for growing communities.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that this review of the draft Policy and Bylaw, and options 2 and 3 above, complies with the requirements of the Local Government Act 2002 and the Dog Control Act 1996.

In reviewing the current bylaw and proposing a new replacement bylaw, the Council is required to consider whether or not the bylaw gives rise to any implications under the NZBORA. Section 155(3) of the Act states that no bylaw may be made which is inconsistent with the NZBORA. Staff confirm that the Draft Dog Control Bylaw does not give rise to any implications under the NZBORA.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total costs to complete this review are budgeted for in the 2022/23 current year forecast when the costs will be incurred.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

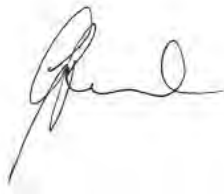
There have been previous requests from the Te Kopua Marae Trustees to prohibit dogs on Kakepuku maunga; the Iwi Consultative Committee and the Strategic Policy and Planning Committee have previously passed resolutions aimed to progress this particular matter. This review of both the Policy and Bylaw is an opportunity to resolve the question of dogs on the Kakepuku maunga for the foreseeable future.

8 NEXT ACTIONS

Action	Responsibility	By When
Public consultation	Strategy, Communications, Animal Control	12 May to 16 June 2023
Hearing and consideration of submissions	SP&P	1-8 August 2023
Adoption of final Policy and Bylaw	Council	29 August 2023

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Draft Dog Control Policy
2	Draft Dog Control Bylaw
3	Draft Statement of Proposal for the draft Dog Control Policy and Bylaw



Prepared by: Graham Pollard
STRATEGIC PROJECTS DRIVER



Reviewed by: Karl Tutty
MANAGER COMPLIANCE



Reviewed by Diana Aquilina
LEGAL COUNSEL



Reviewed by Melissa Russo
MANAGER STRATEGY



Approved by: Kirsty Downey
GROUP MANAGER STRATEGY



Approved by: Wayne Allan
**GROUP MANAGER DISTRICT GROWTH &
REGULATORY SERVICES**

APPENDIX 1

Draft Dog Control Policy (*document number 10739543*)



Dog Control Policy

20xx

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Waipā District Council

Dog Control Policy 2023

1. Purpose and Scope

- 1.1. The Dog Control Act 1996 requires every territorial authority to adopt a policy on dog control matters and to develop a bylaw to give effect to its policy.
- 1.2. The purpose of the Waipā District Council's Dog Control Policy is to outline how the requirements of the Dog Control Act 1996 will be met. It balances regulatory controls to allow for the recreational needs of dogs and their owners, with appropriate controls to minimise the danger, distress or nuisance that may be caused by dogs.
- 1.3. This policy is also designed as an educational tool to help encourage and facilitate good dog behaviour and good dog ownership.
- 1.4. This policy should be read in conjunction with the Waipā District Dog Control Bylaw 2023 and the Dog Control Act 1996.

2. Definitions

- 2.1. For the purposes of this Policy the following definitions apply:

Term	Definition
Act	means the Dog Control Act 1996.
Civil Defence Shelter	means an area used by a Civil Defence Emergency Management Group (as defined in the Civil Defence Emergency Management Act 2002) as temporary communal shelter for the public while a state of emergency is in force in that area, in accordance with the Civil Defence Emergency Management Act 2002.
Control or Controlled	in relation to a dog, means that the owner is able to obtain an immediate and desired response from the dog.
Council	means Waipā District Council, and where the context requires includes any Council officer with delegation to exercise the relevant function.
Dangerous Dog	means a dog classified as dangerous pursuant to section 31 of the Dog Control Act 1996.
Disability Assist Dog	means a dog certified by one of the following organisations as being a dog trained to assist (or as being a dog training to assist) a person with a disability:

Term	Definition
	(a) Assistance Dogs New Zealand (b) Hearing Dogs for Deaf People in New Zealand (c) K9 Medical Detection New Zealand (d) K9 Search Medical Detection (e) Mobility Assistance Dogs Trust (f) New Zealand Epilepsy Assist Dogs Trust (g) Perfect Partners Assistance Dogs Trust (g) Royal New Zealand Foundation of the Blind Incorporated (f) Any other organisation specified by Order of Council under Section 78D of the Dog Control Act 1996.
District	means the district of Waipā District Council.
Dog	means any entire or neutered dog.
Dog Exercise Area	means a public place specified in Schedule 2 to this Policy where a dog may be exercised off a leash but under control.
Dog Prohibited Area	means a public place specified in Schedule 1 to this Policy where dogs are prohibited.
Dog Ranger	has the same meaning as set out in Section 2 of the Act.
Dwelling	means a separately occupied household unit used in whole or in part for human habitation, and includes: (a) any building, tent, vehicle or other structure, whether permanent or temporary, and whether attached to the soil or not; and (b) any land associated with the dwelling.
Hunting Dog	means any dog used for hunting game.
In season	means the oestrus or heat cycle of any bitch.
Infringement Offence	has the same meaning as set out in Section 2 of the Act.
Menacing dog	means a dog classified as menacing pursuant to section 33A of the Act.
Motor Vehicle	has the same meaning as set out in Section 2 of the Land Transport Act 1998

Term	Definition
Muzzle	means a basket type or similar muzzle that allows panting and drinking when fitted on a dog.
Occupier	in respect to land or dwelling, means the owner, or person residing at the address with the authority of the owner.
Owner	in respect to a dog, has the same meaning as set out in Section 2 of the Dog Control Act 1996.
Premises	premises means any land, dwelling, storehouse, warehouse, shop, cellar, yard, building, or part of the same, or enclosed space separately occupied. All lands, buildings, and places adjoining each other and occupied together are deemed to be the same premises.
Public Place	has the same meaning as specified in section 2 of the Dog Control Act 1996.
Urban Area	means land located outside the rural zone as specified in the operative Waipā District Plan.
Working Dog	has the same meaning as set out in Section 2 of the Dog Control Act 1996, and includes a disability assist dog.

3. Guiding Principles

- 3.1. This policy is written pursuant to section 10 of the Dog Control Act 1996. Council, in adopting this policy, had regard to:
- a) the need to minimise danger, distress, and nuisance to the community generally; and
 - b) the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and
 - c) the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs; and
 - d) the exercise and recreational needs of dogs and their owners.

4. Education

- 4.1. Council places importance on assisting dog owners to meet their obligations. Council will have available at all times a range of information material that is free of charge. All new dog owners, or owners new to the District, will be provided with an

information/registration pack or links to relevant online information. Dog owners subject to enforcement action will be provided with relevant advice, and educational material.

5. Dog Prohibited Areas

- 5.1. The areas specified in Schedule 1 are Dog Prohibited Areas under the Dog Control Bylaw XXXX. The owner of any dog must not allow that dog to enter any Dog Prohibited Area (with the exception of a working dogs, while working).
- 5.2. Under the Bylaw, the Council may grant consent, on request by any person or organisation, to allow the entry of dogs on to any Dog Prohibited Area, for example for a special event, subject to any conditions imposed. Requests must be made in writing at least six weeks prior to the requirement/event.
- 5.3. The prohibitions do not apply to a Dog Prohibited Area while it is being used as a Civil Defence Shelter.

6. Leash Requirements

- 6.1. Dogs must be controlled on a leash in all public places within the District, other than in a Dog Exercise Area. This restriction does not apply to disability assist dogs and other working dogs that are there for the purpose of working – see definition of “working dog” above.
- 6.2. The Council may grant approval, on request by any person or organisation, to allow dogs to be off-leash in public places in certain cases, for example for a special event, subject to any conditions imposed. Requests must be made in writing at least six weeks prior to the requirement/event.
- 6.3. A person cannot walk a dog on a leash from a motor vehicle.
- 6.4. Dogs must be controlled on a leash while on a private property, unless the owner or occupier agrees otherwise.

7. Dog exercise areas

- 7.1. The areas specified in Schedule 2 are Dog Exercise Areas. These are public places within the District where dogs may be exercised off a leash but under control. Council supports on-going development of Dog Exercise Areas, in particular signage and bins.
- 7.2. No person may, without Council approval, take more than 4 dogs into a Dog Exercise Area at the same time. For the purpose of maintaining control, we recommend that any one owner does not have more than 2 dogs off leash in a Dog Exercise Area at any one time.

8. Children's playgrounds

- 8.1. All children's playgrounds in public places, and any area within 5 meters of any unfenced children's playground, are included as Dog Prohibited Areas in Schedule 1.
- 8.2. All children's playgrounds located within a designated Dog Exercise Area will be fenced, and the fenced area prohibited to dogs.

9. Limit on number of dogs to be kept

- 9.1. No person may, without Council approval, keep 3 or more dogs over the age of 3 months on premises in the urban area for more than 14 consecutive days.
- 9.2. In addition, no person may, without Council approval, keep 6 or more dogs over the age of 3 months of age on premises outside the urban area for more than 14 consecutive days.
- 9.3. These requirements apply regardless of whether the dogs at the premises have the same owner. They do not apply where a person has a resource consent for keeping more dogs on their premises.
- 9.4. Approvals will only be issued where there is sufficient justification to do so and Council is satisfied no nuisance will arise. Permits will be reviewed every three (3) years or where circumstances change. Owners will be required to comply with all other policies.

10. Fouling

- 10.1. Dog owners must clean up after their dogs immediately if the dog fouls in a public area, or on any private property aside from the property where the dog resides.

11. Dog faeces bins

- 11.1. Dog exercise areas will be provided, where possible, with sufficient litter bins to allow owners to immediately collect and dispose of dog faeces. Other locations will be considered where demand or other factors justify a bin.
- 11.2. Bins will be located at Council's discretion, but will not be located on private property or any place not accessible for cleaning, emptying and/or maintaining.
- 11.3. No person may damage or otherwise interfere with, including removing the contents of, any dog faeces bin, without the authority of Council or a Delegated Officer.

12. Nuisances

- 12.1. The owner of a dog is required to take all practicable steps to prevent the dog from being or becoming a nuisance (e.g. by its persistent barking, howling or whining).

- 12.2. Barking or howling of a dog is likely to be considered a nuisance when barking is consistent for more than 15 minutes, on more than two occasions per day, for a period of more than five consecutive days OR more than 30 minutes total sporadic barking or howling on any day, for a period of more than five consecutive days.
- 12.3. The owner of a bitch in season must contain that dog within a private property in an area which prevents the dog's escape and entry by other dogs into the area, or within a vehicle or cage (when being transported) to minimise providing an attraction to other dogs.
- 12.4. Dogs with an infectious disease must be confined to the owner's premises at all times.
- 12.5. No person may intentionally tease, annoy or provoke a dog in a manner that may cause distress to the dog, or that may lead to aggression or a nuisance.
- 12.6. The owner of a dog that is on an open deck or open trailer of a motor vehicle in a public place must ensure the dog is secured by a tethered cage, or by a leash that is of sufficient length, to prevent the dog from reaching beyond the deck or trailer but still enables the dog to stand and lie down in a natural position. This requirement does not apply to a working dog while working.
- 12.7. An owner of a dog must take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person.

13. Confinement and control of dogs

- 13.1. Dogs must not be at large in any public place or private way.
- 13.2. Dogs that regularly escape from their premises cause a range of issues. Council may require an owner to neuter a dog that has not been kept under control in compliance with the Bylaw in a public place on two or more occasions in a 12 month period.
- 13.3. An owner may object to a notice to neuter by written notice to Council within 14 days of being given notice to neuter.

14. Menacing dogs and dangerous dogs

- 14.1. Council requires mandatory neutering of dogs classified as menacing in accordance with the provisions of the Act. This prevents breeding and there is evidence that neutering reduces a dogs desire to roam, and may reduce possible aggression.
- 14.2. If a dog has been classified as a menacing dog in another district, where it was not required to be neutered, but moves to the Waipā District, it will be a requirement for the dog to be neutered once residing in the Waipā District.
- 14.3. Menacing dogs are also required to wear a muzzle in public. "Gentle Leaders", "Halti's" and other similar accessories are not considered to be muzzles under this Policy.

- 14.4. Dogs classified as dangerous in accordance with the Act are also required to be neutered, have fencing requirements applied, and must wear a muzzle in public, in accordance with section 32 of the Act.

15. Neutering of dogs

- 15.1. Council encourages neutering of dogs with the view that this will reduce the number of unwanted dogs being bred and impounded, reduce the number of wandering dogs and dog offences.
- 15.2. Discounted registration fees are available for urban dogs that have been neutered, and all dogs rehomed from Council pounds must be neutered at the time of or immediately following rehoming, although exceptions may be permitted by Council.
- 15.3. Council may be able to advise on the availability of any reduced cost neutering of dogs that may not otherwise be neutered, via local charity programmes.
- 15.4. Dogs being rehomed from a Waipā District Council pound, may also be eligible for reduced cost neutering.

16. Unclaimed impounded dogs

- 16.1. Where an impounded dog has not been claimed by its owner within the statutory seven day period following a written notice being sent to the owner, or if an impounded dog has been surrendered, Council may dispose of the dog in a manner that it considers appropriate within the constraints of the law.
- 16.2. Where dogs cannot be re-homed, and destruction is the only practicable option, then dogs will generally be euthanised by a qualified veterinarian. In these cases, euthanasia will be undertaken as soon as practicable, and on an individual basis rather than a number of dogs at one time.
- 16.3. This Policy does not preclude Council from administering an alternative humane method of destruction in circumstances where administering an injection is not practicable. In these cases, the dog will be suitably restrained, and health and safety considerations complied with at all times.

17. Rehoming dogs

- 17.1. Council will give priority to re-homing unclaimed or unwanted dogs where circumstances are appropriate to do so. Where a decision has been made to rehome an unclaimed pound dog, the dog may be held for an extended period in the pound, or placed into foster care. Dogs available for rehoming will be held in Council pounds only where there is sufficient capacity and where operational budgets can support this.

- 17.2. Any unclaimed pound dog that is not classified but is a breed or type listed in Schedule 4 (Menacing dogs) of the Act will not be rehomed, except where approval is given by Council.
- 17.3. Any rehomed dog will be required to be registered and micro-chipped prior to adoption, at a reduced cost to the new owner. Neutering and vaccination will also be required at the time of adoption at the new owner's expense, or within an agreed time-frame following adoption, unless an exception is granted by Council. Owners will be responsible for the costs and management of any ongoing medical conditions, even if unknown at the time of adoption.
- 17.4. Any dog rehomed will have a trial period of two weeks for the new owner to assess the dog for suitability within the home environment. If the dog is returned during this time, the registration and micro-chip fee will be refunded. All other costs must be covered by the owner, unless rehomed to another owner.
- 17.5. No animal will be released from the pound into the ownership of any person or organisation for use in a scientific procedure or manipulation for research, testing or teaching purposes, as defined by the Animal Welfare Act 1999.

18. Offences, penalties and impounding

- 18.1. The Act allows for a range of enforcement measures for breaches under the Act at the discretion of Council. Enforcement measures include prosecution, infringement notices, classification of the dog as dangerous or menacing, and the impounding of dogs.
- 18.2. Minor offences which have been the result of a genuine oversight or mistake may be treated as a "warning only" on the first occasion. Depending on the circumstances of each case, all other offences are likely to result in other penalties. However, each case will be treated on its merits.
- 18.3. A rating system, which takes a number of factors into consideration, is applied to more serious offences, e.g. dog bites/attacks, to ensure consistency in approach.
- 18.4. Council will consider undertaking a prosecution of owners and seek destruction of dogs responsible for serious attacks or repeated incidents, particularly if a dog is already classified as dangerous or menacing.

19. Probationary and disqualified dog owners

- 19.1. The Act provides the ability for Council to classify certain dog owners as probationary (section 21) or to disqualify certain dog owners from owning dogs (section 25).
- 19.2. Classification as a probationary owner means the person is unable to own any dog (except for dogs already registered by that person at the time of the offence) for a two year period following the classification. They may also be required to undertake, at his

or her own expense, a dog owner education programme and/or dog obedience course approved by Council pursuant to section 23A of the Act.

- 19.3. Disqualification means the person cannot own any dog for up to a five year period following the disqualification. For attack offences that result in conviction, or for repeat offences involving failure to control, the disqualification period applied will generally be for five years. Other offences will generally have the disqualification applied for a lesser period unless a Council delegated officer considers that disqualification is not warranted.

20. Accommodation standards

20.1. The owner of a dog must:

- a) ensure that the dog has access at all times to an area (a lying area) that:
 - i) is large enough to allow the dog to stand up, turn around, and lie down in a natural position;
 - ii) is raised off the ground;
 - iii) is fully shaded;
 - iv) is dry;
 - v) is ventilated; and
 - vi) provides the dog with protection from extremes of heat and cold.
- b) ensure that the dog has access at all times to clean water;
- c) ensure that the dog has access at all times to an area in which to urinate and defecate away from its lying area; and
- d) ensure that faeces or urine do not accumulate in any area in which the dog is kept.

21. Fees and charges Registration of dogs is required by owners of all dogs over three months of age.

21.2. Council approves a schedule of fees and charges each year by resolution in relation to the registration of dogs, and also impounding charges for both dogs and stock.

21.3. Council's current policy is to cover operational costs through both fees and charges and general rates, which helps to keep registration fees at a reasonable level. All owners pay registration fees (except those with disability assist dogs and initial registration fees for rehomed dogs from the pound or by any charity approved by the ACTL), and owners subject to enforcement action are expected to cover costs of impounding and sustenance fees, where applicable.

21.4. Discounts off registration fees are available to urban dog owners and owners of disability assist dogs who meet certain criteria, such discounts and criteria to be set by Council as part of reviewing and approving the annual fees and charges. Initial

registration for dogs rehomed from the pound or any charity approved by the ACTL are also free.

- 21.5. Subject to the Act, fees and charges should be paid in full unless exceptional circumstances can be shown, to be determined by the Delegated Officer.
- 21.6. Any donations Council receives towards dogs will be used to aid its rehoming activities including any required veterinary treatment.

22. Co-operation with other agencies

- 22.1. Council will work with NZ Police, the Ministry for Primary Industries, and the Society for Prevention of Cruelty to Animals, and other agencies working with animals to achieve the objects of the Dog Control Act 1996 and the Animal Welfare Act 1999.

23. Application and Review

- 23.1. The Policy will be reviewed as required to meet the needs of the organisation and best practice.

DATE OF COUNCIL RESOLUTION:

DATE POLICY TAKES EFFECT:

SCHEDULE ONE: DOG PROHIBITED AREAS

WARD	LOCATION
Cambridge	<ul style="list-style-type: none"> - Cambridge Swimming Pool Williamson Street - Cambridge Cemetery (Hautapu) Hannon Road - John Kerkof Park Cambridge Soccer Grounds, Vogel Street (excludes town belt pedestrian circuit track corridor) - Cambridge Athletic and Harrier Club grounds, Vogel Street (excludes town belt pedestrian circuit track corridor which is dog on lead) - Cambridge Rugby Sub-Union grounds, Taylor Street - Leamington Sports ground, Carlyle Street (playing fields only but includes perimeter) - Karapiro Gully, Gillies Street
Te Awamutu-Kihikihi	<ul style="list-style-type: none"> - Te Awamutu Rose Gardens Gorst Avenue - Te Awamutu Events Centre Selwyn Lane - Albert Park, Albert Park Drive - Kihikihi Cemetery Oliver Street - Jean Gatton Reserve Church Street, Kihikihi - Kihikihi Domain – Rugby and Cricket fields only
Pirongia-Kakepuku	<ul style="list-style-type: none"> - Pirongia Rugby Football Club Kane Street - Pirongia Cemetery Oak Lane - Mātakitaki reserve Franklin Street Pirongia - Paterangi Cemetery Cnr Sing and Paterangi Roads - Ōhau pō Memorial Park, all sports fields, Forkert Road - Peat lake reserves at Rotopiko, Ruatuna, Rotomanuka - Kakepuku Scenic Reserve, Kakepuku Road (beyond the water tanks)
Maungatautari	<ul style="list-style-type: none"> - Mighty River Domain (Karapiro Domain) – excludes that part of Te Awa River Ride within the Maungatautari Road corridor (Te Awa River Ride is “dog on leash”) and excludes the Gate 3 dog exercise area when not in use for events. - Pukerimu Cemetery, Kaipaki Road, Cambridge - Maungatautari Scenic Reserve, Pukeatua
District Wide	<ul style="list-style-type: none"> - Within any fenced public playground or play area, or within 5m of any unfenced public playground or play area - Reserves where animals are being grazed - All Department of Conservation Reserves unless a permit has been obtained from the Department

SCHEDULE TWO: DOG EXERCISE AREAS

WARD	LOCATION
Cambridge	<ul style="list-style-type: none"> - McKinnon Park, Taylor Street - Gasworks Site, Alpha Street, (east of cycleway only) - Bryan (Blackie) Mayo Reserve, from Thornton Road to Watkins Road - Walkway between Bryan Mayo Reserve and Thornton Road - Settlers Track to Riverside Park, Dominion Avenue (Settlers track on leash) - Te Kō Utu Park , Albert Street (lake area) between 8 pm and 8 am - Camellia Path, Lake Te Kō Utu between 8 pm and 8 am - Gil Lumb Park, Pope Terrace - Polo grounds at Lamb Street (except when in use for Polo) - Shelley Street dog park. Shelley Street, Cambridge - Tree Trust Walkway, Addison Street to Leamington Cemetery (excluding grazing area) - The dog exercise area Wordsworth Street east (excluding sports fields but including perimeter) - The Oak Arboretum – Swayne Road - Green belt Vogel Place (south of Payne Park) - “The Oval” Cambridge Park, Pengover Street between 8.00pm and 8.00am - McLean Street Reserve (corner MacLean and Thornton Road) - Former Cambridge MotoCross Track Lamb Street
Te Awamutu-Kihikihi	<ul style="list-style-type: none"> - Colgan Park, Colgan Street - Centennial Park, Rewi Street - Eileen Montefiore Park, Factory Road (excluding the walkway to Factory Road) - Turere Park, Turere Lane - Rear area of Sculpture Park, accessed off Albert Park and Domain Drive - North of Memorial Park through to Racecourse Road between 8 pm and 8 am - Leslie Street Reserve, Leslie Street (Kihikihi) - Ash Grove, Chatsfield Drive - Te Rahu Road Reserve, 246 Te Rahu Road - Rosehill Reserve, Laird Place - Te Awamutu Stadium Grass embankments (not sports field), Fairview Road to Armstrong Avenue, Grass embankments (when not in use for sports events) - Mahana Lane Reserve, Mahana Lane - Pekerau Reserve (off Cambridge/Pekerau/Bygrave/Glen Eagles)

WARD	LOCATION
	<ul style="list-style-type: none"> - Kihikihi Domain, Oliver Street – Excluding Rugby and Cricket fields (except when exclusive use is required for events or site bookings)
Pirongia-Kakepuku	<ul style="list-style-type: none"> - Lake Ngaroto Bank Road (note: walkway around the lake is dog on leash) - Former Pirongia Landfill Kane Street, Pirongia - Pirongia Esplanade, Franklin Street/Crozier Street, Pirongia (excluding the walkway) - Acacia Reserve, Airport Road - Ōhaupō Memorial Park, lower reserve, Forkert Road (excluding sports fields)
Maungatautari	<ul style="list-style-type: none"> - Mighty River Domain – Gate 3 grassed carpark (when not in use for events. Owners should check with Domain Management) - Waipuke Park, Enclosed off-leash area, Mangatautari Road - Waipuke Park, foreshore area between 8.00pm and 8.00am

APPENDIX 2

Draft Dog Control Bylaw (*document number 10993097*)

DOG CONTROL BYLAW 20xx

Consultation draft - May 2023

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This bylaw is made by Waipā District Council under the powers given to it by the Local Government Act 2002 and the Dog Control Act 1996.

PART 1

Preliminary Provisions

1. TITLE, APPLICATION AND COMMENCEMENT

- 1.1 This Bylaw is the Dog Control Bylaw 20xx.
- 1.2 This Bylaw applies to the district of Waipā District Council.
- 1.3 This Bylaw comes into force on xxxxxx 20xx.
- 1.4 The Waipā District Council Dog Control Bylaw 2015 is revoked and replaced by this Bylaw.

2 PURPOSE

- 2.1 The purpose of this Bylaw is to:
 - a) prohibit dogs, whether under control or not, from specified public places;
 - b) require dogs to be controlled on a leash in specified public places;
 - c) regulate and control dogs in any other public place;
 - d) designate specified areas as dog exercise areas;
 - e) prescribing minimum standards for the accommodation of dogs;
 - f) limit the number of dogs that may be kept on any land or premises;
 - g) require the owner of any dog that fouls in a public place or on land or premises other than that occupied by the owner to immediately remove the faeces;
 - h) require any bitch in season to be confined but adequately exercised;
 - i) provide for the impounding of dogs that are found at large in breach of the bylaw; and
 - j) require the owner of any dog which has not been kept under control on more than one occasion to cause that dog to be neutered.

3 INTERPRETATION

- 3.1 In this Bylaw, unless the context otherwise requires:

Term	Definition
Act	means the Dog Control Act 1996.
Approved or approval	means a written approval, permit or consent provided by Council, including any authorised officer of Council.
Civil Defence Shelter	means an area used by a Civil Defence Emergency Management Group (as defined in the Civil Defence Emergency Management Act 2002) as temporary communal shelter for the public while a state of emergency is in force in that area, in accordance with the Civil Defence Emergency Management Act 2002.

Term	Definition
Control or Controlled	in relation to a dog, means that the owner is able to obtain an immediate and desired response from the dog.
Council	means Waipā District Council
District	means the district of the Council.
Dog Exercise Area	means a public place specified in Schedule 2 to this Bylaw where a dog may be exercised off a leash but under control.
Dog Prohibited Area	means a public place specified in Schedule 1 to this Bylaw where dogs are prohibited.
Dwelling	means a separately occupied household unit used in whole or in part for human habitation, and includes: <ul style="list-style-type: none"> a) any building, tent, vehicle or other structure, whether permanent or temporary, and whether attached to the soil or not; and b) any land associated with the dwelling.
Hunting dog	means any dog used for hunting game.
In season	means the oestrus or heat cycle of any bitch.
Licensed game hunter	means a person who has lawful authority to hunt for game or pests in a public place.
Motor vehicle	has the same meaning as specified in the Land Transport Act 1998.
Muzzle	means a basket type or similar muzzle that allows panting and drinking when fitted on a dog.
Nuisance	means anything which is offensive or likely to be injurious to health.
Premises	premises means any land, dwelling, storehouse, warehouse, shop, cellar, yard, building, or part of the same, or enclosed space separately occupied. All lands, buildings, and places adjoining each other and occupied together are deemed to be the same premises.
Urban area	means land located outside the rural zone as specified in the operative Waipā District Plan.

- 3.2 To avoid doubt, compliance with this Bylaw does not remove the need to comply with all other enactments.
- 3.3 Unless the context requires another meaning, a term of expression that is defined in the Act and used in this Bylaw, but not defined, has the meaning given by the Act.
- 3.4 Any guidance notes and attachments are for information purposes, do not form part of this Bylaw, and may be made, amended and revoked without formality.

- 3.5 To avoid doubt, the Legislation Act 2019 applies to this Bylaw.
- 3.6 To avoid doubt, reference to “include” and “including” in this Bylaw means without limitation.

Guidance note:

The Dog Control Act 1996 includes the following definition of Owner which also applies to this Bylaw:

in relation to any dog, means every person who:

- a) owns the dog;*
- b) has the dog in his or her possession, whether the dog is at large or in confinement, otherwise than for a period not exceeding 72 hours for the purpose of preventing the dog causing injury, damage, or distress, or for the sole purpose of restoring a lost dog to its owners; or*
- c) the parent or guardian of a person under the age of 16 years who*
 - i) is the owner of the dog pursuant to paragraph a) or paragraph b) and;*
 - ii) is a member of the parent or guardian's household living with and dependent on the parent or guardian;*

but does not include any person who has seized or taken custody of the dog under the Dog Control Act, or the Animal Welfare Act 1999, or the National Parks Act 19080 or the Te Urewera Act 2014 or the Conservation Act 1987 or any order made under the Act or the Animal Welfare Act 1999.

PART 2

DOG RESTRICTIONS

4 DOG PROHIBITED AREAS

- 4.1. The owner of a dog must ensure that the dog does not enter or remain in any Dog Prohibited Area, except with Council approval.
- 4.2. Clause 4.1 does not apply to:
- a) any working dog entering or remaining in the Dog Prohibited Area for the purpose of working; or
 - b) a Dog Prohibited Area while it is being used as a Civil Defence Shelter.

5 DOGS ON A LEASH

- 5.1. The owner of a dog must ensure that the dog is controlled on a leash when in any public place.
- 5.2. Clause 5.1 does not apply to:
- a) a dog within a Dog Exercise Area;
 - b) a working dog entering or remaining in the public place for the purpose of working; or

- c) a hunting dog who has been unleashed for the immediate purpose of locating or retrieving game and is under the control of a licensed game hunter.

5.3 In any proceedings for any offence for breach of clause 5.1, the onus will fall on the owner of the dog to demonstrate that clause 5.2(c) applies in any case, by demonstrating that the licensed game hunter was legally entitled to be in that public place for the purpose of hunting, and that the dog was under the control of the licensed game hunter at the applicable time.

5.4 The owner of a dog must ensure that the dog is on a leash when on private property, except where the property owner or occupier agrees that the dog may be unleashed.

5.5 A person in a motor vehicle may not control a dog on a leash, where the dog is not also in that motor vehicle.

6 DOG EXERCISE AREAS

6.1 The owner of a dog in a Dog Exercise Area must keep the dog under control at all times.

6.2 No person may, without Council approval, take more than 4 dogs into a Dog Exercise Area at the same time.

6.3 The owner of a dog must not control their dog in a Dog Exercise Area from a motor vehicle.

Guidance Note:

Dogs can be kept under control in a Dog Exercise Area by use of a leash, voice command, hand signal, whistle or other effective means that results in the immediate direct control of the dog.

Access for dogs in public places can be controlled by other legislation.

Dog owners will need to check to see if the area where they intend to take their dog is also controlled by such other legislation. For example, the following areas which are governed by legislation:

- Conservation Act 1987 – “controlled dog areas” and “open dog areas”, through the Department of Conservation
- National Parks Act 1980 – “national park”.

7 LIMIT ON NUMBER OF DOGS TO BE KEPT

7.1 No person may, without Council approval, keep 3 or more dogs over the age of 3 months on premises within the urban area at any one time for more than 14 consecutive days.

7.2 No person may, without Council approval, keep 6 or more dogs over the age of 3 months on premises outside the urban area at any one time for more than 14 consecutive days.

7.3 Clauses 7.1 and 7.2 apply whether or not the dogs on the premises have the same owner.

7.4 Clauses 7.1 and 7.2 do not apply to any person who has a resource consent permitting

the activity.

8 FOULING

- 8.1 The owner of a dog must immediately remove any dog faeces produced by that dog in a public place or on land not owned or occupied by the owner.
- 8.2 No person may damage or otherwise interfere with, or remove the contents of, any dog faeces bin in a public place, without Council approval.

9 NUISANCES

- 9.1 The owner of a bitch in season must:
 - a) keep the dog continuously confined in an area which prevents the dog's escape and the entry by other dogs in to the area, including by:
 - i) when on a private property, keeping the dog confined within that property; and
 - ii) when in a public place, keeping the dog confined within a vehicle or cage; and
 - b) ensure that the dog receives adequate exercise when on private property.
- 9.2 The owner of a dog must take all practicable steps to prevent the dog from being or becoming a nuisance to any person, including by persistent barking, howling or whining.
- 9.3 The owner of a dog with an infectious disease must confine that dog to the owner's premises at all times.
- 9.4 No person may intentionally tease, annoy, or provoke any dog, including through a fence or gate from a public place or private property, in a manner that may cause the dog to become distressed, aggressive, unmanageable or a nuisance.
- 9.5 The owner of a dog that is on an open deck or open trailer of a motor vehicle in a public place must ensure the dog is secured by a tethered cage, or by a leash that is of sufficient length to prevent the dog from reaching beyond the deck or trailer but still enable the dog to stand and lie down in a natural position. This requirement does not apply to a working dog while working.
- 9.6 The owner of a dog must take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person by aggressive behaviour in a public place or on private property, including by aggressive barking or aggressive rushing at the property fence or boundary.

10 CONFINEMENT AND CONTROL OF DOGS

- 10.1 The owner of a dog must ensure that the dog is not at large in any public place or right of way and is securely confined to the owner's premises at all times, except where it is under the control of a responsible person in compliance with this Bylaw.

11 REQUIREMENT TO NEUTER UNCONTROLLED DOG

- 11.1 The Council may, by written notice to the owner, require a dog to be neutered where in the reasonable opinion of Council, the owner of that dog has breached clause 10.1 of this Bylaw on two or more occasions in any 12 month period, whether or not the owner of the dog has been convicted of an offence against section 53 of the Act.
- 11.2 The owner of a dog required to be neutered under clause 11.1 may, within 14 days of receipt of the notice, object to the requirement by way of written notice to Council. The owner has the right to be heard in support of their objection.
- 11.3 The Council when considering an objection under clause 11.2, may uphold or rescind the requirement to neuter the dog, and must give written notice to the owner of its decision and reasons for it.
- 11.4 The owner of a dog required to be neutered under clause 11.1, must:
- a) if required by Council, within one month after receipt of the notice issued under clause 11.1, or, where the owner has objected, the notice issued under clause 11.3, produce to Council a certificate issued by a veterinarian certifying:
 - i) that the dog is or has been neutered; or
 - ii) that for reasons that are specified in the certificate, the dog will not be in a fit condition to be neutered before the date specified in the certificate; and
 - b) if a certificate under clause 11.4(a)(ii) is produced to the Council, produce to the Council, within one month after the date specified in that certificate, a further certificate under clause 11.4(a)(i).

12 ACCOMMODATION STANDARDS

- 12.1 The owner of a dog must:
- a) Ensure that the dog has access at all times to an area (a lying area) that:
 - i) is large enough to allow the dog to stand up, turn around, and lie down in a natural position;
 - ii) is fully shaded;
 - iii) is dry;
 - iv) is ventilated; and
 - v) provides the dog with protection from extremes of heat and cold; and
 - b) ensure that the dog has access at all times to clean water;
 - c) ensure that the dog has access at all times to an area in which to urinate and defecate away from its lying area; and
 - d) ensure that faeces or urine do not accumulate in any area in which the dog is kept.

13 IMPOUNDING

- 13.1 Any dog control officer, dog ranger or police officer may impound any dog found at large in breach of this Bylaw whether or not that dog is wearing a collar, and has the proper registration label or disk attached, or is microchipped.
- 13.2 Where a dog has been impounded under clause 13.1, the provisions of sections 69 and 69A of the Act shall apply with any necessary alterations or modifications as if those provisions were incorporated in this Bylaw.

PART 3

Approvals, Enforcement and Transitional Provisions

14 APPROVALS

- 14.1 Any person wishing to obtain Council approval for the purposes of this Bylaw must make a written application to Council in the form specified by Council, accompanied by the relevant fee.
- 14.2 On receipt of an application made under clause 14.1, Council may grant the approval, refuse the approval, or request further information.
- 14.3 Any approval granted under clause 14.2 may be subject to any conditions imposed by Council.
- 14.4 A person granted an approval with conditions imposed under clause 14.3 must comply with those conditions.
- 14.5 Council may revoke, modify or cancel any Council approval granted under this Bylaw if:
- a) any conditions of the approval are not complied with;
 - b) there is a material change in circumstances which requires the approval to be revoked or modified; or
 - c) the information provided to Council in support of the approval application is found to be incorrect or misleading.

15 BREACHES

- 15.1 A person who fails to comply with this Bylaw commits a breach of this Bylaw and commits an offence under the Act.

Guidance Note:

Every person who fails to comply with this Bylaw commits an infringement offence under Schedule 1 of the Act and may be served with an infringement notice and be liable to pay an infringement fee.

Every person who fails to comply with this Bylaw commits an offence under section 20(5) of the Act and is liable on conviction to the penalty described by section 242(4) of the Local Government Act 2002.

16 TRANSITIONAL PROVISIONS

16.1 Any approval which originated under or was continued by Waipa District Council Dog Control Bylaw 2015 revoked in clause 1.4 that is continuing at the commencement of this Bylaw, continues to have full force and effect for the purposes of this Bylaw, but is subject to the application of any relevant clauses in this Bylaw.

16.2 The resolutions of the Council made or continued under the Waipa District Council Dog Control Bylaw 2015 revoked under clause 1.4 continue to have full force and effect for the purposes of this Bylaw as if they were resolutions made under this Bylaw. These resolutions are subject to the application of any relevant clauses in this Bylaw.

16.3 The revocation of the Waipa District Council Dog Control Bylaw 2015 under clause 1.4 does not prevent any legal proceedings, criminal or civil, being taken to enforce that Bylaw and such proceedings continue to be dealt with and completed as if the Bylaw had not been revoked.

16.4 Any application for an approval made under the Waipa District Council Dog Control Bylaw 2015 revoked under clause 1.4 for which an approval has not been granted at the time of this Bylaw coming into force, is deemed to be an application made under clause 14.

The foregoing Bylaw was made by the **WAIPA DISTRICT COUNCIL** by Special Consultative Procedure and confirmed at a meeting of Council held on the X. This Bylaw becomes operative on X.

IN WITNESS WHEREOF the Common Seal of the **WAIPA DISTRICT COUNCIL** was hereunto affixed pursuant to a resolution of Council passed on XX in the presence of:

.....Mayor

.....Chief Executive

SCHEDULE ONE: DOG PROHIBITED AREAS

WARD	
Cambridge	<ul style="list-style-type: none"> - Cambridge Swimming Pool Williamson Street - Cambridge Cemetery (Hautapu) Hannon Road - John Kerkof Park Cambridge Soccer Grounds, Vogel Street (excludes town belt pedestrian circuit track corridor) - Cambridge Athletic and Harrier Club grounds, Vogel Street (excludes town belt pedestrian circuit track corridor which is dog on lead) - Cambridge Rugby Sub-Union grounds, Taylor Street - Leamington Sports ground, Carlyle Street (playing fields only but includes perimeter) - Karapiro Gully, Gillies Street
Te Awamutu-Kihikihi	<ul style="list-style-type: none"> - Te Awamutu Rose Gardens Gorst Avenue - Te Awamutu Events Centre Selwyn Lane - Albert Park, Albert Park Drive - Kihikihi Cemetery Oliver Street - Jean Gatton Reserve Church Street, Kihikihi - Kihikihi Domain – Rugby and Cricket fields only.
Pirongia-Kakepuku	<ul style="list-style-type: none"> - Pirongia Rugby Football Club Kane Street - Pirongia Cemetery Oak Lane - Matakītaki reserve Franklin Street Pirongia - Paterangi Cemetery Cnr Sing and Paterangi Roads - Ōhaupo Memorial Park, all sports fields, Forkert Road - Peat lake reserves at Rotopiko, Ruatuna, Rotomanuka, - Kakepuku Scenic Reserve, Kakepuku Road (beyond the water tanks)
Maungatautari	<ul style="list-style-type: none"> - Mighty River Domain (Karapiro Domain) – excludes that part of Te Awa River Ride within the Maungatautari Road corridor (Te Awa River Ride is “dog on leash”) and excludes the Gate 3 dog exercise area when not in use for events. - Pukerimu Cemetery, Kaipaki Road, Cambridge - Maungatautari Scenic Reserve, Pukeatua
District Wide	<ul style="list-style-type: none"> - Within any fenced public playground or play area, or within 5m of any unfenced public playground or play area - Reserves where animals are being grazed - All Department of Conservation Reserves unless a permit has been obtained from the Department

SCHEDULE TWO: DOG EXERCISE AREAS

WARD	LOCATION
Cambridge	<ul style="list-style-type: none"> - McKinnon Park, Taylor Street - Gasworks Site, Alpha Street, (east of cycleway only) - Bryan (Blackie) Mayo Reserve, from Thornton Road to Watkins Road - Walkway between Bryan Mayo Reserve and Thornton Road - Riverside Park, Dominion Avenue (Settlers track on leash) - Te Kō Utu Park , Albert Street (lake area) between 8 pm and 8 am - Camellia Path, Lake Te Kō Utu between 8 pm and 8 am - Gil Lumb Park, Pope Terrace - Polo grounds at Lamb Street (except when in use for Polo) - Shelley Street dog park. Shelley Street, Cambridge - Tree Trust Walkway, Addison Street to Leamington Cemetery (excluding grazing area) - The dog exercise area Wordsworth Street east (excluding sports fields but including perimeter) - The Oak Arboretum – Swayne Road - Green belt Vogel Place (south of Payne Park) - “The Oval” Cambridge Park, Pengover Street between 8.00pm and 8.00am - MacLean Street Reserve (corner MacLean and Thornton Road) - Former Cambridge MotoCross Track Lamb Street
Te Awamutu-Kihikihi	<ul style="list-style-type: none"> - Colgan Park, Colgan Street - Centennial Park, Rewi Street - Eileen Montefiore Park, Factory Road (excluding the walkway to Factory Road) - Turere Park, Turere Lane - Rear area of Sculpture Park, accessed off Albert Park and Domain Drive - North of Memorial Park through to Racecourse Road between 8 pm and 8 am - Leslie Street Reserve, Leslie Street (Kihikihi) - Ash Grove, Chatsfield Drive - Te Rahu Road Reserve, 246 Te Rahu Road - Rosehill Reserve, Laird Place - Te Awamutu Stadium Grass embankments (not sports field) Fairview Road to Armstrong Avenue, Grass embankments (when not in use for sports events) - Kihikihi Domain, Oliver Street – Excluding Rugby and Cricket fields (except when exclusive use is required for events or site bookings) - Mahana Lane Reserve, Mahana Lane

WARD	LOCATION
	<ul style="list-style-type: none"> - Pekerau Reserve (off Cambridge/Pekerau/Bygrave/Glen Eagles)
Pirongia-Kakepuku	<ul style="list-style-type: none"> - Lake Ngaroto Bank Road (note: walkway around the lake is dog on leash) - Former Pirongia Landfill Kane Street, Pirongia - Pirongia Esplanade reserve, Franklin Street/Crozier Street, Pirongia (excluding the walkway) - Acacia Reserve, Airport Road - Ohaupo Memorial Park, lower reserve, Forkert Road (excluding sports fields)
Maungatautari	<ul style="list-style-type: none"> - Mighty River Domain – Gate 3 grassed carpark (when not in use for events. Owners should check with Domain Management) - Waipuke Park, Enclosed off-leash area, Mangatautari road - Waipuke Park, foreshore area between 8.00pm and 8.00am

APPENDIX 3

Draft Statement of Proposal for the draft Dog Control Policy and Bylaw
(*document number 10972088*)

[cover page]

Paws a while...

Let's talk about dogs!

This document outlines some proposed changes to our Dog Control Policy and Dog Control Bylaw.

It's important we hear from you – dog-owner or not – *before* decisions are made.

We need your feedback by 5pm, Friday June 16.

Woof! (Translation: thanks!)

May 2023

[logo]

0800 WAIPADC (0800 924 723)

www.waipadc.govt.nz

This Statement of Proposal has been prepared in accordance with Sections 83, 86 and 156 of the Local Government Act 2002, and sections 10, 10AA of the Dog Control Act 1996.

Background

Here in Waipā, we love dogs! There are around 10,000 dogs registered in our district and as Waipā's population grows, so will our dog population.

Being a dog owner comes with obligations – to your dog, to your neighbours and to the wider community.

Council also has obligations, including ensuring the policies and rules we have in place for dogs are fit-for-purpose, keep our community safe and ensure Waipā dogs are well cared for.

On that basis, we're now formally reviewing our Dog Control Policy and related Bylaw around dog control and we're proposing some changes.

We'd love your input before decisions are made.

"If you think dogs can't count, try putting three dog biscuits in your pocket and then give him only two of them." - Phil Pastoret

What we've already heard

Last year, we asked people what they might want from a revised Dog Control Policy and Dog Control Bylaw. We got a great response with lots of suggestions about exercise areas, dog parks and more. Much of that feedback has been taken into account and is reflected in the proposals here.

For example:

- we're proposing to increase the number of formal dog exercise areas,
- we're suggesting some changes to where and when dogs can (and can't) be exercised off-leash,
- plus, we want to tidy up some rules so that we're consistent with other legislation including the Animal Welfare Act 1999.

We've given special consideration to areas we received a lot of comment about. They include:

Lake Te Koo Utu

We had a lot of feedback about dogs at this popular lake in Cambridge. Feedback was evenly split about whether dogs should be allowed at the lake on or off-leash ... or even be allowed at all. We're proposing that dogs can be exercised off-leash at the lake but only between 8pm and 8am only (noting there are five new exercise areas proposed for Cambridge), and on leash the rest of the time. There's no suggestion (from us) that dogs should be banned from Lake Te Koo Utu.

Kihikihi Domain

Kihikihi Domain is a popular dog-walking spot and feedback last year reflects this. We're not proposing to prohibit dogs from the Domain, but we are proposing dogs not be allowed on sports fields (for the health, safety and hygiene of players) or in parts of the Domain when events are taking place.

Te Awamutu War Memorial Park (north of the Mangaohoi Stream)

Feedback was evenly split between dogs being allowed on or off-leash at War Memorial Park. We're proposing to allow dogs to be exercised off-leash between 8pm and 8am only, leaving the rest of the day for on-leash exercise. This would apply to the area north of the War Memorial Park through to the Racecourse Road northern part of the park only.

More proposals are detailed in this document. Have a read, it's paw-some!

"The world would be a nicer place if everyone had the ability to love as unconditionally as a dog." -
M.K.Clinton

Dog exercise areas

We're proposing some changes to where and when dogs across the district can be exercised. In summary, we're proposing:

- five new exercise areas in Cambridge
- one new exercise area in Te Awamutu/Kihikihi
- two new exercise areas in Maungatautari.

In some instances, we're suggesting a mixture of on and off-leash times or areas. There's a lot of detail involved, so we suggest you look at the maps on our website at waipadc.govt.nz/dogsreview

Remember, irrespective of where dogs are in Waipā, dog owners must keep them under control, at all times.

In Cambridge:

We're proposing new exercise areas at:

Where	Address	On or off leash
The Oak Arboretum	Swayne Road	Off-leash
Green Belt	Vogel Place, south of Payne Park	Off-leash
The Oval, Cambridge Park	Pengover Street	On-leash 8am-8pm Off-leash 8pm-8am ONLY
Macleay St Reserve	Corner Macleay Street /Thornton Road	Off-leash
Former motocross track	Lamb Street	Off-leash

We're proposing changes to existing rules at:

Where	Address	Change
Lake Te Koo Utu Park (currently off-leash)	Albert St	On-leash 8am-8pm Off-leash 8pm-8am ONLY
Camellia Path (currently off-leash)	Lake Te Koo Utu	On leash 8am-8pm Off-leash 8pm-8am ONLY
Riverside Park	Dominion Ave	Off-leash (noting Settler's Track to remain on-leash)

We're proposing no changes to existing rules at:

Exercise area	Address	Current status (no change proposed)
McKinnon Park	Taylor Street	Off-leash (unless/until developed)
Gasworks Site	Alpha Street	Off-leash (east of cycleway only)
Bryan (Blackie) Mayo Reserve	Thorton Road to Watkins Road	Off-leash
Gil Lumb Park	Pope Terrace	Off-leash
Polo grounds	Lamb Street	Off-leash (except when in use for polo; then on-leash only)
Shelley Street Dog Park	Shelley Street	Off-leash
Tree Trust Walkway	Addison Street to Leamington Cemetery (excluding the grazing area)	Off-leash
Dog exercise area	Wordsworth Street east	Off-leash
Walkway	Between Bryan Mayo Reserve and Thornton Road	Off-leash

In Te Awamutu/Kihikihi

We're proposing a new off-leash exercise area:

Where	Address	On or off leash
Pekarau Reserve	Off Bygrave Place	Off-leash

We're proposing changes to existing rules at:

Where	Address	Change
North of War Memorial Park (currently off-leash)	Through to Racecourse Road	On-leash 8am to 8pm Off-leash 8pm to 8am ONLY
Kihikihi domain	Oliver Street	Off leash, but excludes the rugby and cricket fields
Centennial Park	Rewi Street	Off-leash (but amended to exclude the skate and recreation area)

We're proposing no changes to existing rules at:

Exercise area	Address	Current status (no change proposed)
Eileen Montefiore Park	Factory Road (excluding the walkway to Factory Road)	Off-leash
Turere Park	Turere Lane	Off-leash
Sculpture Park	Rear area, accessed off Albert Park/Domain Drive	Off-leash
Leslie St Reserve	Leslie Street	Off-leash
Ash Grove	Chatsfield Drive	Off-leash
Te Rahu Road Reserve	Te Rahu Road	Off-leash
Rosehill Reserve	Laird Place	Off-leash
Te Awamutu Stadium	Fairview Road to Armstrong Avenue	Off-leash (when not in use for sports events)
Mahana Lane Reserve	Mahana Lane	Off-leash
Colgan Park (previously known as Anchor Park)	Colgan Street	Off-leash

In Pirongia-Kakepuku

We're proposing to relocate an off-leash exercise area:

Where	Address	On or off leash
Relocating the Ōhaupō Memorial Park off-leash area from the Number Two field to the lower reserve	Forkert Road	Off-leash

We are proposing changes to:

Pirongia Esplanade / Franklin Road Reserve	Franklin Street, Pirongia	Off-leash, with the exception of the walkway which is dog on leash
Kahikatea Park	Great Collins Street/Selwyn Cres	On-leash. This site is being removed from the schedule due to its previous development as a destination playground.

We're proposing no changes to existing rules at:

Exercise area	Address	Current status (no change proposed)
Lake Ngā Roto	Bank Road	Off-leash (Noting the walkway around the lake is on-leash)
Former Pirongia landfill site	Kane Street	Off-leash
Acacia Reserve	Airport Road	Off-leash

In Maungatautari

We're proposing new exercise areas:

Where	Address	On or off leash
Waipuke Park	Maungatautari Road	Off-leash (in enclosed off-leash area ONLY)
Waipuke Park foreshore area	Maungatautari Road	Off-leash 8pm-8am ONLY On-leash 8am-8pm

In Kakepuku maunga

A large part of the Kakepuku maunga is managed by the Department of Conservation (DoC). Dogs are not permitted there without a permit issued by DoC.

Council manages the remaining (lower) part of the maunga, where up until now, dogs have been permitted on-leash. We're proposing to change that.

Option 1: We're proposing dogs only be allowed up to the water tanks area, and that they must be on a leash. Beyond this, dogs would be prohibited without a DoC permit.

We're proposing this change because of long-standing concerns from mana whenua over sacred sites and urupā (burials) on the maunga. This was a main driver for the review. There have also been concerns expressed over public safety and the potential impacts on pest control (including the danger posed to dogs by poison).

There are two other options that we have considered.

Option 2: We could prohibit dogs completely from the maunga.

Option 3: We could allow dogs by permit only (as per the DoC requirement).

If you have a view on this, please comment on the submission form.

What do you think about our proposed changes to dog exercise areas? Tell us on the feedback form or online at waipadc.govt.nz/dogsreview

"Dogs are such agreeable friends. They ask no questions, they make no criticisms." - George Elliot

Prohibited areas (places where dogs aren't allowed)

Dogs just don't belong in some places. We're proposing some parts of our district continue to be no-go areas for dogs because of concerns around public safety or for ecological or cultural reasons.

We don't think dogs should be allowed in:

- any fenced public playground or play area, or within five metres of any unfenced public playground or play area
- reserves where animals are being grazed
- all Department of Conservation reserves, unless a permit has been obtained from the Department itself.

We're also proposing some changes to dog prohibited areas across our district.

In Cambridge

We're proposing the following changes:

1. That dogs are not allowed in the Karāpiro Gully in Gillies Street
2. That dogs *are* allowed in Victoria Square, but they must be on-leash

We're proposing no other changes. We suggest dogs should remain prohibited from:

- Cambridge Swimming Pool Williamson Street
- Cambridge Cemetery (Hautapu), Hannon Road
- John Kerkhof Park Cambridge Soccer Grounds, Vogel Street (excludes town belt pedestrian circuit track corridor which is proposed to be an on-leash area)
- Cambridge Athletic and Harrier Club grounds, Vogel Street (excludes town belt pedestrian circuit track corridor which is proposed to be an on-leash are)

- Cambridge Rugby Sub-Union grounds, Taylor Street
- Leamington Sports ground, Carlyle Street (playing fields only)

Te Awamutu /Kihikihi

We're proposing that dogs no longer be allowed at:

- Kihikihi Domain – Rugby and Cricket fields only.

We're proposing no other changes but suggest dogs should continue to be prohibited from:

- Te Awamutu Rose Gardens, Gorst Avenue, Te Awamutu
- Te Awamutu Events Centre, Selwyn Lane, Te Awamutu
- Albert Park, Albert Park Drive, Te Awamutu
- Kihikihi Cemetery, Oliver Street, Kihikihi
- Jean Gatton Reserve Church Street, Kihikihi

Pirongia – Kakepuku

We're proposing that dogs no longer be allowed at:

1. Mātakitaki Reserve, Franklin Street, Pirongia
2. Peat lake reserves at Rotopiko, Ruatuna and Rotomanuka
3. Kakepuku Scenic Reserve, Kakepuku Road (beyond the water tanks)

We're proposing that dogs be prohibited from all sports fields at Ōhaupō Memorial Park (instead of just the upper field only as is currently the case).

We're proposing dogs should continue to be prohibited from:

- Pirongia Rugby Football Club grounds, Kane Street
- Pirongia Cemetery, Oak Lane
- Paterangi Cemetery, corner Sing and Paterangi Roads

Maungatautari ward

We're proposing dogs should continue to be prohibited from:

- Mighty River Domain (Karāpiro Domain) - excluding the Te Awa River Ride (on-leash only) and the Gate 3 dog exercise area (off-leash)

- Pukerimu Cemetery, Kaipaki Road, Cambridge
- Maungatautari Scenic Reserve, Pukeatua

What do you think about our proposed changes to prohibited areas? Tell us on the feedback form or online at waipadc.govt.nz/dogsreview

"If I could be half the person my dog is, I'd be
twice the human I am."- Charles Yu

Other proposals

In reviewing our Dog Control Policy and Dog Control Bylaw, we also want to tidy up some other dog-related issues. We're proposing that:

1. Dogs will be allowed in Civil Defence shelters (rugby clubs or halls for example) during a state of emergency.
2. People should not be able to drive their vehicles in a public place and have their dog running beside that vehicle. This is because the dog is not under control ...and we have obligations to the wider community that all dogs be under control, at all times.
3. Dogs travelling on the back of trucks, trailers or utes must be caged / tethered / tied to the vehicle. This is for their safety, and the safety of others.
4. If Council issues a notice requiring someone to get their dog neutered due to the dog not being under control on two or more occasions, the dog owner should have the ability to appeal that decision. Currently, this isn't the case and we don't think that's fair.
5. Waipā dogs should all have shelter that reflects what is already required in the Code of Welfare for Dogs. (For example, kennels should be off the ground).
6. One person can walk a maximum of four dogs at a time in Waipā in a dog exercise area, and of those four dogs, we recommend that only two should be off-leash at any one time. Four dogs are a lot to handle and for the safety of others, we think this is a reasonable requirement.
7. We have changed how we define urban properties for the purpose of dog registration fees and for the requirements of permits (for the number of dogs that can be kept). This is now based on district plan zoning to make it easier to administer and for people to understand.
8. Our policy now sets out what we consider to be "persistent" dog barking to help people understand what we consider this to be for enforcement purposes.

What do you think about these proposals? Tell us on the feedback form or online at waipad.c.govt.nz/dogsreview

"Be the person your dog thinks you are." – C.J. Fri

Legislative requirements

The Dog Control Act 1996 (DCA) requires Council to have a dog control policy. It must also have a dog control bylaw to give effect to that policy. The current policy and bylaw were last reviewed in 2015. Under the Local Government Act 2002 (LGA), the bylaw is due to be reviewed at least every 10 years. The policy must be reviewed at the same time. Given these legal requirements, there is no reasonably practicable alternative other than to review the current policy and bylaw.

The DCA requires us to review our bylaw by making the determinations required by section 155 of the LGA in the context of a reconsideration of the matters in section 10(4) of the DCA. Those matters are as follows:

- The need to minimise danger, distress, and nuisance to the community generally; and
- The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and
- The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear or attack or intimidation by dogs; and
- The exercise and recreational needs of dogs and their owners.

Section 155 of the LGA requires that before commencing the process for making (or reviewing) a bylaw, we must determine whether a bylaw is the most appropriate way of addressing the perceived problem. The Strategic Planning and Policy Committee determined this was the case for the Dog Control Bylaw at its meeting on 7 February 2023

Section 155 of the LGA also requires that if a bylaw is the most appropriate way of addressing a problem, we must then decide whether the bylaw is the most appropriate form of bylaw, and whether or not the bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA). We have reviewed the draft Dog Control Bylaw and have determined that it is the most appropriate form of bylaw, subject to the outcome of the consultation process, and that it does not give rise to implications under the NZBORA and is not inconsistent with that Act.

Over to you!

This document outlines what we're proposing but we want to know what you think before any decisions are made!

We need your feedback by **5pm, Friday 16 June**.

Submission forms and copies of this Statement of Proposal are available:

- Online at waipadc.govt.nz/dogsreview
- Hard copies from Council offices and libraries

Our draft Dog Control Policy and the draft Dog Control Bylaw are attached to this Statement of Proposal. This documents summarises most of the changes proposed but we recommend you read the documents in full.

You can make a submission by:

- visiting waipadc.govt.nz/dogsreview and completing the online form
- downloading the form, completing and returning it to a Council office at 101 Bank Street, Te Awamutu and 23 Wilson Street, Cambridge, or
- by emailing submissions@waipadc.govt.nz. Subject: Dog control policy and bylaw review – submission.
- posting it to: FREEPOST 167662 (no stamp necessary)

Waipā District Council
Attn: Dogs Review
(Strategy)
Private Bag 2402
TE AWAMUTU 3840

All of the feedback will be collated and presented to the Mayor and Councillors (the decision- makers) for their consideration in August.

You are most welcome to have your say in person as part of this process. Let us know if you want to do this when you complete the submission form and then we'll be in touch to arrange the details closer to the time.

If you have any further queries or would like further copies of the draft Policy or Bylaw, please contact Council on 0800 (WAIPADC) 924 723 or call into an office.

Paws a while...

Let's talk about dogs!

Submission form

	<h2>Draft Dog Control Bylaw and Draft Dog Control Policy Submission Form</h2>
	<p>To: Waipa District Council, Private Bag 2402, Te Awamutu 3840</p> <p>Phone: 0800 924 723 Fax: 07 872 0033 Web: www.waipadc.govt.nz Email: submissions@waipadc.govt.nz</p>

SUBMISSIONS CLOSE: 5pm, Friday 16 June 2023

Full name: _____

Organisation: (if applicable) _____

Address: _____

Email: _____

Phone: _____

<i>For office use only:</i>
Submission No.

Dog exercise areas

Do you support the proposed changes to the dog exercise areas?

- Yes
 No
 In part

Are there any comments you would like to make?

Prohibited areas

Do you support the proposals around prohibited dog areas?

- Yes
 No
 In part

Are there any comments you would like to make?

Takepuku maunga

Of the three options below, which do you support most? (tick one)

- Option 1 (Council’s proposed option):** That dogs only be allowed up to the water tanks area, and must be on a leash. Beyond this, dogs would be prohibited without a DoC permit.
- Option 2:** Allow dogs by permit only (as per the DoC requirement).
- Option 3:** Prohibit dogs completely from the maunga.

Are there any comments you would like to make?

Other proposals

Do you support the Other Proposals we’ve outlined on page 10?

- Yes
- No
- In part

Comments

I’d like to present my views to Council in person at a public meeting:

- Yes
- No

If you selected yes, we will be in touch with you to confirm this.

I have attached additional information: Yes No

Privacy Statement: Your personal information will be used for the purpose of the engagement process, including informing you of the outcome of the consultation. All submissions (including names and contact details) may be provided in full to elected members and Council officers for this purpose. Submissions (including names but not contact details) may be made available to the public at our office and on our website.

All information collected will be held by Waipā District Council, 101 Bank Street, Te Awamutu with submitters having the right to access, and request correction to, their personal information. You can read our full privacy statement at waipadc.govt.nz/privacy-statement.

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Chairperson's Report**
Meeting Date: 17 May 2023

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The Chairperson's Report is attached as Appendix 1.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Board receives the report of Jo Davies-Colley, Chairperson Cambridge Community Board, titled Chairperson's Report – May 2023 (Document 11010082).

3 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Chairperson's Report

APPENDIX 1

Chairperson's Report (Document 11010082)

Chairperson's Report – May 2023

The Cambridge Community Board is pleased that library fines for overdue books have been approved for removal from the fees and charges schedule. We know that this initiative will remove barriers for the community engaging with our local libraries and we are pleased that the proposed removal of fines is across adults, teens and children's books. It is also great to see that Council meeting room charges have remained the same and we support the continued discounted rate for non-profit organisations.

Our focus now lies with advocating for a new library and community hub. We continue to work closely with the Community Services staff in how best to proceed with our engagement. Regardless of the plan ahead, we will continue to strongly advocate for a new facility that we believe is necessary for our growing community. As a board we are committed to reflecting the wants and needs of the community back to Council and engaging closely with our community wherever we can.

Our upcoming rural tour is another opportunity we have taken to connect with our rural community. The halls are booked and we have connected with the local community through Facebook, the newspaper, local schools and the Antenno app. We hope to see as many people as possible and are looking forward to connecting with them in their community. We are grateful to have the support of Councillors and council staff as well as the Mayor and Deputy Mayor.

We will be encouraging the Cambridge community to give feedback on the upcoming Dog Policy and Bylaw Review. We anticipate this will be an issue that many in the community will feel strongly about and it is our hope that many will submit so Council gets a good picture on how the community feels about the proposed changes. The Community Board will also submit feedback.

We are connecting with Community Services staff around the proposed refresh of the town belt signs. We believe the signs need to be more cohesive and distinct, and must clearly connect the town belt paths for walkers and cyclists. It is our intent to add this to our Long Term Plan submission, with the hope it is provided for early in the plan. This links in strongly with our strategic priority of advocating for the CBD to be a vibrant, connected and people-friendly space.

Our Matariki plans are underway and we continue to discuss and workshop them. We plan to meet with mana whenua with a view to discussing their aspirations, how we partner to enhance our existing relationships and grow a greater cultural awareness within the community around the celebration of Matariki.

COMMUNITY BOARD REPORT



INFORMATION ONLY

To: The Chairperson and Members of Cambridge Community Board
From: Financial Accountant
Subject: **Treasury Report for the period ended 30 April 2023**
Meeting Date: 17 May 2023

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

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

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board receive the report of Nada Milne, Financial Accountant titled Treasury Report - for the period ended 30 April 2023.

3 COMMENTARY - KŌRERO

3.1 Discretionary Grants – funds of \$4,403.43 have been committed from the prior year, with \$1,190.00 having been paid to date. Funds of \$55,702.38 have been committed from the current year with \$24,983.59 being paid to date. There is a balance of \$7,905.76 in uncommitted funds.

3.2 The balances in accounts set up from the Discretionary Grants allocation total \$33,932.22

Sister Cities

The Sister City Reserve Balance Report for the period ended 30 April 2023, there has been \$8,115.00 committed from the current year with \$916.54 paid to date. Funds of \$500.00 have been committed from the prior year with \$221.31 paid.

NADA MILNE
FINANCIAL ACCOUNTANT

Reviewed by Jolanda Hechter
MANAGER FINANCE

CAMBRIDGE COMMUNITY BOARD
DISCRETIONARY GRANTS

Balance as at 1 July 2022	18,411.57	
2022/23 Allocation from Council	49,600.00	
		68,011.57
Revenue	-	-
Less Committed Projects	60,105.81	60,105.81
Uncommitted funds		<u>7,905.76</u>
Summary of Uncommitted Funds		
Annual Grants		<u>7,905.76</u>
		<u>7,905.76</u>

CAMBRIDGE COMMUNITY BOARD

Summary of Committed Funds

Current Year Commitments	Committed	Expenditure	Balance
Commitments 2022/23	55,702.38	24,983.59	30,718.79
Current Year Commitments Total	55,702.38	24,983.59	30,718.79
Prior Year Commitments	Committed	Expenditure	Balance
Prior Year Commitments	4,403.43	1,190.00	3,213.43
Prior Year Commitments Total	4,403.43	1,190.00	3,213.43
Total Commitments	60,105.81	26,173.59	33,932.22

Commitments 2022/23	Resolution No	Committed	Expenditure	Balance
Cambridge Community Christmas Trees	5/55/58	823.84	823.84	-
Discretionary Grants	5/22/68	21,550.00	21,550.00	-
ANZAC Day 2023 Services	5/23/15	5,207.77	1,513.05	3,694.72
Cambridge Christmas Tree Lights	5/23/16	1,096.70	1,096.70	-
Pop Up Edible Garden	5/23/23	300.00	-	300.00
Brain Injury Waikato Inc	5/23/29	1,500.00	-	1,500.00
Cambridge Chamber of Commerce	5/23/29	526.80	-	526.80
Cambridge Community Garden	5/23/29	813.92	-	813.92
Cambridge Cycling Festival Inc	5/23/29	1,000.00	-	1,000.00
Cambridge Repertory Society Inc	5/23/29	2,350.00	-	2,350.00
Cambridge Safer Community Charitable Trust	5/23/29	9,000.00	-	9,000.00
Citizens Advice Bureau Cambridge Inc	5/23/29	660.00	-	660.00
Ko Wai Au Trust	5/23/29	2,000.00	-	2,000.00
Leamington Croquet Club Inc	5/23/29	1,500.00	-	1,500.00
St Andrews Church	5/23/29	499.00	-	499.00
St John Cambridge Area Committee	5/23/29	3,855.00	-	3,855.00
The Rotary Club of Cambridge Charitable Trust	5/23/29	1,519.35	-	1,519.35
Waikato Rowing Club Inc	5/23/29	1,500.00	-	1,500.00
Total		55,702.38	24,983.59	30,718.79

Prior Year Commitments

	Resolution No	Committed	Expenditure	Balance
Cambridge Community Pop Up Garden	5/20/85 - Sep 20	60.00	-	60.00
Cambridge Town Hall & Clock Tower Lights	5/20/101	686.96	-	686.96
St John Cambridge	5/20/123	1,000.00	-	1,000.00
Anzac Day 2022	5/21/10	2,620.87	1,190.00	1,430.87
CB Book Exchange	5/20/85	-	-	-
Pop Up Community Edible Garden Project	5/21/35	35.60	-	35.60
		4,403.43	1,190.00	3,213.43

Returned to Uncommitted:

CB Book Exchange	5/22/89	1,379.50
Cambridge Community Christmas Trees	5/22/58	976.16

Sister Cities Reserve Balance Report

For the Period Ended 30 April 2023

Balance Carried Forward	19,710.27	
Funding Budget for 2022/23	<u>-</u>	
		19,710.27
Returned to Uncommitted:	6,285.87	
		<u>25,996.14</u>

Commitments 2022/23	Resolution No	Committed	Expenditure	Balance
Conferences - Sister City Accommodation	5/22/70	800.00	-	800.00
Sister City - Registration	5/22/70	2,000.00	-	2,000.00
Annual Sister Cities Membership	5/22/70	600.00	-	600.00
Annual Website Domain Name	5/22/70	35.00	35.00	-
Annual Website Fees	5/22/70	180.00	180.00	-
Community Engagement	5/22/70	1,000.00	-	1,000.00
Bihoro Sister City Relationship Engagement	5/22/70	500.00	-	500.00
Le Quesnoy Sister City Relationship Engagement	5/22/70	500.00	-	500.00
Armistice Civic Service	5/22/70	2,000.00	341.15	1,658.85
Bihoro 25 year anniversary	5/22/71	500.00	360.39	139.61
		<u>8,115.00</u>	<u>916.54</u>	<u>7,198.46</u>

Prior Year Commitments	Resolution No	Committed	Expenditure	Balance
Le Quesnoy Sister City Bastille Day 2022 event	5/22/48	500.00	221.31	278.69
		<u>500.00</u>	<u>221.31</u>	<u>278.69</u>

Summary of Uncommitted Funds

Funds Available	<u>17,881.14</u>
	<u>17,881.14</u>

Returned to Uncommitted	Resolution No	Committed
Conferences - Sister City Accommodation	5/21/71	800.00
Sister City - Registration	5/21/71	2,000.00
Discretionary Expenses - Community Engagement	5/21/71	1,000.00
Relationship Engagement - Le Quesnoy Sister City	5/21/71	247.09
Armistice Civic Service	5/21/71	2,000.00
Kaz Design Bastille Day signage	5/22/48	2.08
Discretionary Expenses - Bastille Day 2021	5/21/59 - May 21	236.70

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Discretionary Fund Allocation May 2023**
Meeting Date: 17 May 2023

1 PURPOSE - TAKE

The purpose of this report is to allocate grants to a discretionary fund application.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Waipā District Council has delegated the Cambridge Community Board the authority to allocate discretionary funding, within the approved budget, providing that any decision to allocate any of those funds must be made in accordance with the requirements of section 10 of the Local Government Act 2002 to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

Under the delegation, the Cambridge Community Board receives a limited amount of discretionary funds from Council each year, which it may choose to allocate towards community groups or organisations within the Cambridge and Maungatautari Wards of Waipā district in accordance with the provisions of the delegation.

The committee has received an application requesting funding for \$10,000.00. Discretionary fund applications, that clearly demonstrate an urgent requirement of funds, may be considered outside of the funding rounds

The confidential financial records of discretionary fund applicants, which have been supplied as part of the application process, are included in Appendix 2. This is a confidential attachment to this report.

Public Excluded Attachment	Grounds for excluding the public
Item 10, Appendix 2 – Confidential financial records of discretionary fund requests	To protect information which is subject to an obligation of confidence where the making available of the information would be likely to: <ol style="list-style-type: none"> i. prejudice the supply of similar information, or information from the same source, where it is in the public interest that such information should continue to be supplied; or ii. would be likely otherwise to damage the public interest (s 7(2)(c)).

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board

- a) *Receives the report of Keryn Phillips, Governance Officer, titled Discretionary Fund Allocation May 2023 (ECM 11010133);*
- b) *Allocate a grant of \$_____ plus GST to the Cambridge Bowling Club from its discretionary fund.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Waipā District Council has delegated the Cambridge Community Board the authority to allocate discretionary funding, within the approved budget, providing that any decision to allocate any of those funds must be made in accordance with the requirements of section 10 of the Local Government Act 2002 to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

The application received was outside of its normal funding rounds. The Cambridge Community Board has \$7,905.76 in its uncommitted funds to allocate funding from.

Application Criteria

- Only not-for-profit groups, clubs or organisations can apply for funding and must be providing a local community or welfare service for the benefit of the wider Waipā community, i.e. not a private club or business.
- Applicants must complete the entire application form and specify the local services, facilities and benefits being provided to the community. The application must clearly state the purpose of the funding required and, if successful, how the funds will be used.
- Applications will not be considered for expenses or events that have already happened (retrospective).
- Financial assistance will not be available from more than one source of council funding for the same purpose (event or activity) within council’s financial year

starting 1 July.

- Incomplete or non-compliant applications will not be considered.
- All local community projects will be considered. Funding assistance will be prioritised and allocated firstly to one-off projects/fundraising events. Ongoing/annual operational costs will be given a lower priority.
- Applicants may apply for discretionary funding for the same purpose from more than one community board or committee (Cambridge Community Board, Te Awamutu Community Board and/or Pirongia Ward Committee allocate discretionary fund for Waipā District Council).
- Applicants must attach a copy of the budget they are seeking funding for (this may include quotes for equipment, works or services).
- Funds not uplifted within 12 months from the allocation date will lapse. After 12 months, the applicant will have to reapply for funding.
- An Accountability Form will need to be completed following the completion of the project for which the funding was used. This form is required to be returned to Council certifying that the funds were spent on the purpose as stated in the application. Failure to return this form will jeopardise any future funding your organisation applies for.
- Any unspent funds must be returned to council.

Application Received

On application has been received from the Cambridge Bowling Club requesting \$10,000.00.

The application is included in Appendix 1. Appendix 2 contains the confidential financial information required as part of the application process.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> ▪ No staff or other Council resources required 	<ul style="list-style-type: none"> ▪ The organisation may not be able to continue with its project

<p>Option 2: Allocate some funding to the application</p>	<ul style="list-style-type: none"> ▪ The organisation allocated funding may be able to continue with its project 	<ul style="list-style-type: none"> ▪ There are no disadvantages
--	---	--

The recommended option is Option 2. The reason for this is that there is limited funding available.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council’s Vision and Strategic Priorities

The Cambridge Community Board Discretionary Funding meets the Waipā District Council’s strategic priority to be connected with its community and meets the socially responsible outcome by ensuring sectors of its community are encouraged to increase their profiles and continue with projects that ensure their continuance.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the Option 2 complies with Council’s legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total costs to complete the allocations of discretionary funding is up to \$7,905.76. The allocation of discretionary grants is currently funded and will be sourced from the committee’s uncommitted funds and will not have an impact on rates.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

8 NEXT ACTIONS

Action	Responsibility	By When
Allocate discretionary funding	Community Board	May 2023
Inform applicant if funding was allocated to their application	Governance	May 2023

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Discretionary Fund Application for May 2023
2	Confidential financial records of discretionary fund application



Keryn Phillips
GOVERNANCE OFFICER



Jo Gread
MANAGER GOVERNANCE

APPENDIX 1

Discretionary Fund Application for May 2023 (ECM 11002720)

Application Form for Community Discretionary Fund

Select the board(s) and/or committee you are applying to:

- Te Awamutu-Kihikihi Community Board** (Te Awamutu-Kihikihi/Kakepuku Subdivisons)
- Cambridge Community Board** (Cambridge/Maungatautari Subdivisions – includes Karāpiro & Kaipaki)
- Pirongia Ward Committee** (includes Pirongia, Ōhaupō, Ngāhinapōuri, Koromatua & Rukuhia)

About Your Group/Organisation

Full Legal Name <i>(as on the bank account)</i> : Cambridge Bowling Club (Inc)	
Common Use Name <i>(if different)</i> :	
Phone: XXXXXXXXXX	Email: info@cambridgebowlingclub.nz
Website: Cambridge Bowling Club	
Postal Address: 37 Thornton Road Cambridge	

Is your organisation (please tick where relevant):

- Charitable Trust Charities Commission Registration No.: CCA5029
- Incorporated Society
- Other
- GST Registered GST Number:010-090-210.....

What is your chief source of income (i.e. membership subs, fundraising, entry fees, sponsorship)?
 Membership Subs, Hiring of premises, Entry Bowling Fees, Sponsorship, fundraising.

Attach a copy of your latest **Bank Statement** and complete **Annual Accounts/Financial Statements** (please indicate if accumulated funds are tagged for a specific purpose, e.g. building fund)

List all financial assistance your organisation has received over the last three years from Waipā District Council. Do not rely on your financial statements to answer this question.

Organisation	Purpose	Amount (\$)	Year
Heritage Fund	Painting of club building	\$23,000	2021

What is the activity/service period of your organisation?

All Year

Seasonal Seasonal Period:

How long has your organisation been active in the Waipā district? Since 1898

Where are any facilities used by your organisation located?

37 Thornton Road Cambridge

Are they on private property? Yes No The Heritage building is owned by the club members, and the land is leased to the Waipa council

How many members in your organisation (including volunteers)? 250

What are your group’s main objectives and activities and how do they promote local service or facilities in your community?

The Cambridge Bowling Club main objective is to provide an excellent sporting facility, and to encourage the local Waipa community to come along and use our facility.

We are currently raising funds to replace the no 2 Grandstand Green in May/June this year, we are unable to use it as it has passed its use by date and needs urgent attention.

We are currently inserting Flood lights on the No 1 Green so locals can play in the evenings in our Bowling programme.

Also, our 125TH Celebration’s Committee are working extremely hard towards providing an amazing summer festival of entertainment around the grandstand area in November, December, and January 23/24.

Proposal for Financial Assistance

How much funding assistance are you applying for (GST Exclusive)?

Te Awamutu-Kihikihi Community Board	\$
Cambridge Community Board	\$10k
Pirongia Ward Committee	\$

What is the proposed activity/project that you are applying for funding?

To provide funding for preparation and construction of the ground for the laying of a new Tiger Turf Green that the Clun purchased last year, which is due to be laid in May/June 2023, depending on Weather, and work load.


--

How will your project/activity contribute to the social, economic, environmental and cultural wellbeing of the community?

Competitive Bowling Tournaments, area Bowling Championship Events, Very Popular Business House Bowls, Speed Bowls, School Challenges, Quiz nights every week for 8 months ,Venue Hire, Private Functions.

Our Board is committed to provide an excellent sporting facility to the wider Waipa community and encourage all people from all walks of life to join the amazing and very enjoyable game of Bowls.

We are committed and continue to promote our lovely Heritage facility ,and have a five year plan to enhance and develop the internal area to accommodate the increasing population of Cambridge .

	Attach a copy of the budget for your proposal and any quotes obtained
---	--

Declaration


We, the undersigned, hereby declare that the information supplied here on behalf of our organisation is correct.

We understand that we may be contacted during the day if clarification of information is required.

We understand that the information contained in this application will be included in a publicly available agenda except personal contact details and financial information.

Name of Principal Contact:	
Position: President	
Phone: [REDACTED]	Email: info@cambridgebowlingclub.nz
Signature: 	Date: 24/04/2023

Name of Alternative Contact:	
Position: Don Harris	<i>VICE PRESIDENT</i>

Phone: [REDACTED]	Email: [REDACTED]
Signature: 	Date: 26.04.2023

For information about how Waipā District Council collects, uses and stores personal information, please refer to our Privacy Statement on our website.



27 January 2023

Cambridge Bowling Club
37 Thorndon Rd
Cambridge, 3434

Attention: Peter Hand

Email: [REDACTED]

Dear Peter,

Proposal for the Installation of a Bowling Green Surface

Further to your request for a quotation for the rebuilding of existing surface ready for a new surface at Cambridge Bowling Club, we are pleased submit our report and quotation regarding potential issues relating to this project.



Project Description

The project appears to be a straightforward, which in simple terms involves the uplift and disposal of the old surface, replacement of the top 50mm base to ensure we provide the best possible green surface.



TigerTurf Australia Pty Ltd
14 Latitude Boulevard
Thomastown, Victoria
Australia 3074
Tel +61 3 9464 5052
Fax +61 3 9357 0713
Freephone 1 800 802 570
www.tigerturf.com
ABN : 65 055 247 722

TigerTurf New Zealand Ltd
384 Neilson Street, Onehunga
Auckland 1061, PO Box 28 348
Remuera, Auckland 1541
Tel +64 9 634 4134
Fax +64 9 636 7975
Freephone 0800 804 134
www.tigerturf.com

This project may have several issues which could impact on the pricing of this build. These are:

1. Access for heavy equipment – we have assumed it will be satisfactory for six-wheeler trucks
2. We have based our submission on:
 - New droppers, ditch grass and 1.1m wide path grass
 - the area of the green being 36.8m x 34.5m [= 1270m²].
3. Please note, we have assumed the backing boards will be reusable.

Pricing

To rebuild the base to suit new surface, the following scope of works our price: **\$148,384.29 + GST.**

- Set up H&S requirements and Project Management.
- **Uplift and disposal of existing surface from site**
- Removal & disposal of the droppers, ditch and path grasses.
- Use existing drainage system [**TigerTurf will test and provide feedback when on site after the uplift**]
- Removal & disposal of the existing plinth
- Excavate the top 50mm of base aggregate & dispose
- Supply & install new H5 Treated plinth
- Supply & fit new aluminium grippers for Tigerweave
- Supply and install the appropriate aggregate, compact and laser level.
- Supply and application of TigerBond. This is a base stabilization product which is sprayed onto the finished base layer that penetrates the surface to ensure a firm finish is achieved and facilitates better drainage characteristics. Screed playing surface with minimal regulating sand, tack coat with TigerBond.
- **Supply and install Ditch grass** [Summer Envy XWR] in the ditches.
- **Supply and install new droppers** [Trophy].
- **Supply and lay new Trophy path grass around the perimeter of the green** [approx. 1.1m wide]
- Supply and install Rink markers on all 4 sides of the green
- Freight to site
- Project Management [TigerTurf supply specific project managers for each job]
- Clean site of all surplus TigerTurf materials.
- TigerTurf will re-stretch the green within 6 months at no charge, if the green requires this to increase green speed.

Please note:

- No allowance for building consents – although it is unlikely this will be needed.
- No allowance for excavation of rock or soft spots or contaminated soils.

So Why TigerTurf !!

- 33 years of knowledge & experience in servicing the needs of the New Zealand bowls community.
- The only manufacturer of synthetic turf in the country.
- Dedicated in house bowls project team looking after the project management, civil, installation and maintenance of world class bowls surfaces.
- Staff with collectively over 75 years' worth of experience building bowls bases.
- Competitive pricing
- On-going maintenance programme
- Numerous reference sites from Northland to Bluff.
- All projects backed by TigerTurf's warranties and guarantees. Been here for 32 years servicing the bowls community and looking forward to the next 32 years in delivering world class bowling greens.

References

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

Maintenance

Every synthetic grass surface needs some maintenance to allow it to perform to its optimum in terms of longevity, playability, and aesthetics and to meet warranty conditions. TigerTurf has its own Maintenance programme so please advise if you would like information on this service.

Guarantees

- The synthetic materials are guaranteed for 7 years against significant fading and significant breakdown of the yarn due to ultraviolet degradation.
- TigerTurf NZ Limited guarantees its synthetic installations and workmanship for 24 months.

Timeline

- [Redacted]
- [Redacted]
- [Redacted]

Notes / Assumptions

- No allowance for excavation of rock or soft spots or contaminated soil and /or non-compactable materials or asbestos removal within the construction area. If it is encountered, upon agreement it will be charged as a variation.
- Pricing assumes working within a secure site.
- Pricing assumes very good access for all machinery and tools of the trade directly to site.
- Pricing assumes no interruptions by other contractors working on site.
- Pricing assumes existing drainage is suitable [we will test the drainage after uplift]
- Assumes access for trucks deliveries and removal, of excavated materials.
- Pricing subject to review every three months.
- All care, but no responsibility will be taken for machinery damage to the access point.
- Necessary power and water is available at site.

Thank you again for the opportunity to provide you with this quotation. Please feel free to contact me on [REDACTED] or email me at the following address [REDACTED] should you have any questions. I look forward to speaking with you soon.

Kind regards,

TigerTurf New Zealand Ltd



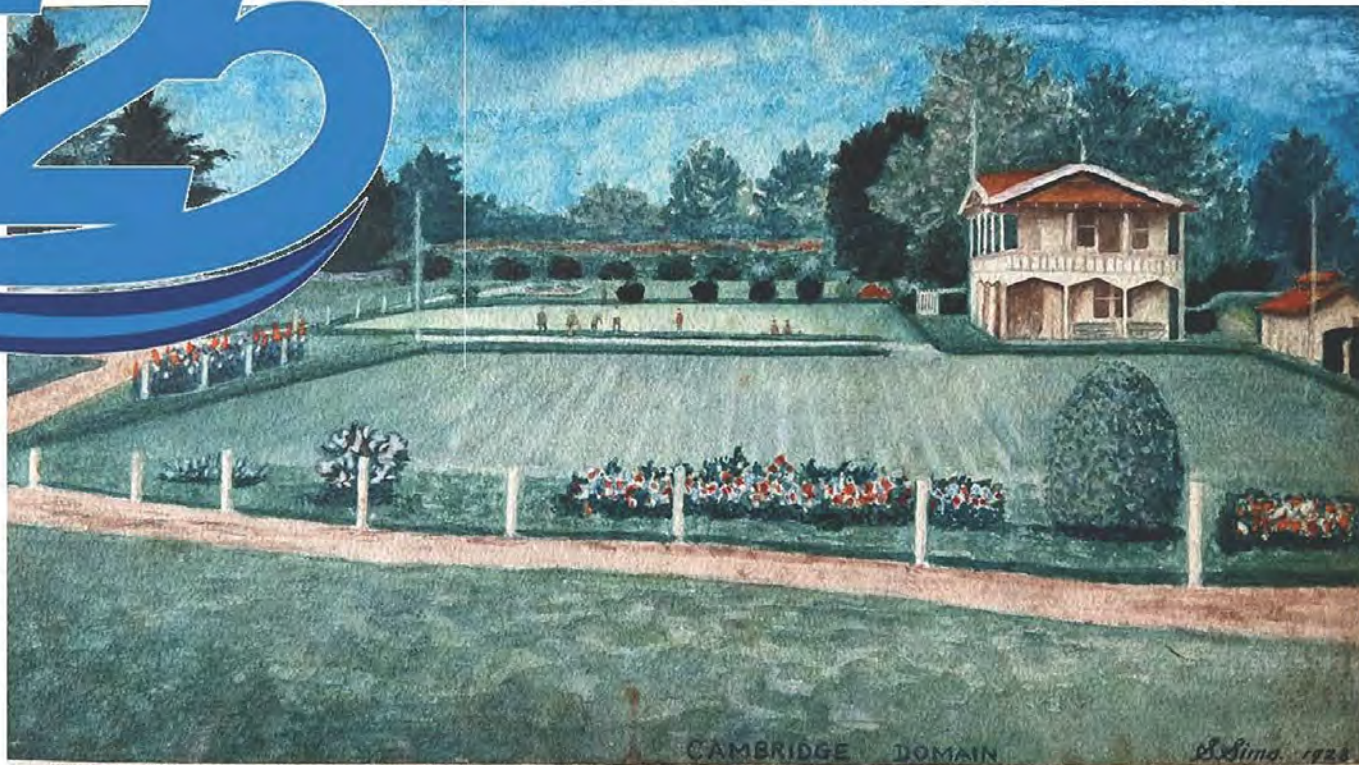
Ross Galloway

Bowls Specialist

TigerTurf New Zealand

[REDACTED]
[REDACTED]
[REDACTED]

 **TigerTurf™**



NOVEMBER 1898—NOVEMBER 2023

We are seeking partners for our iconic 125th Year Celebrations — the “Summer of Celebration”

Sponsorship (large or small) would help with the following:

Tournament Prizes - Commemorative Polo Shirts - Memorabilia - Catering - Stationery - Advertising - etc.

To be part of this special Cambridge event, please contact Don Harris: 021 574 078 or Peter Hand: 021 372 555

APPENDIX 2

Confidential financial records of discretionary fund application

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: Christmas tree budget
Meeting Date: 17 May 2023

1 PURPOSE - TAKE

The purpose of this report is to approve a budget for works completed on behalf of the community board for the Christmas tree in Victoria Square.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The Cambridge Community Board has installed lights on a tree in Victoria Square for a number of years. Contractors donate their time to install and remove the lights every year, however some costs are incurred. The approval of this budget for the 2023 Christmas period will ensure timely payment of charges incurred.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board

- a) *Receives the report of Keryn Phillips. Governance Officer titled Payment of Invoice (ECM 11010051)*
- b) *Approves payment of \$1,500.00 plus GST for installation and repair of the Cambridge Christmas Tree lights from its discretionary fund, with any unspent funds returned to uncommitted.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

For the past three years the Cambridge Community Board has installed Christmas tree lights in a tree on Victoria Park. Steen & Morrow is the approved installers of these lights.

For Christmas 2022 Steen & Morrow installed the lights and had to replace some due to vandalism. An invoice of \$1,096.70 plus GST for the installation and replacement of the vandalised lights was received.

Payment for this invoice couldn't be made until the community board approved the payment at its March meeting. At the time the community board discussed approving a budget to ensure payment is made in a more timely manner.

Staff propose a budget of \$1,500.00 plus GST from the community board's discretionary fund to ensure any unforeseen damages to the lights are covered. Any unspent funds will be returned to the community board's uncommitted accounts for future discretionary spending.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> No further resources required 	<ul style="list-style-type: none"> Local business is not paid for services rendered in time Detrimental to the relationship between the local business and the community board
Option 2: Approve budget	<ul style="list-style-type: none"> Local business is paid for services rendered on time Good relationship between the business and the community board is maintained 	<ul style="list-style-type: none"> There are no disadvantages

The recommended option is Option 2. The reason for this is to ensure that a good relationship continues between the community board and local businesses.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

The establishment of this budget meets council's vision of connected communities.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the option 2 complies with Council's legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total costs to complete this invoice payment is \$1,500.00 plus GST. This will not have an impact on rates.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

8 NEXT ACTIONS

Action	Responsibility	By When
Pay incoming invoices	Governance	When received



KERYN PHILLIPS
GOVERNANCE OFFICER



Jo Gread
MANAGER GOVERNANCE



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**

1 PURPOSE - TAKE

Community board members who have attended meetings on behalf of the Cambridge Community Board may give feedback to the community board. This is a discussion item only and no resolutions can be made from the discussion.



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

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The next Cambridge Community Board meeting is to be held at 6.00pm on Wednesday, 21 June 2023.

COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: Recommendation to Exclude the Public
Meeting Date: 17 May 2023

1 PURPOSE - TAKE

The purpose of this report is to exclude the public from the meeting for the discussion of confidential financial information in the discretionary fund applications.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board removes the public from the following parts of the proceedings of this meeting.

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds for excluding the public, as specified by s 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA), are set out below:

Meeting Item No. & Subject	Reason for excluding the public	Grounds for excluding the public
Item 10, Appendix 2 – Financial records of discretionary fund requests	To protect information which is subject to an obligation of confidence where the making available of the information would be likely to: <ul style="list-style-type: none"> i. prejudice the supply of similar information, or information from the same source, where it is in the public interest that such information should continue to be supplied; or ii. would be likely otherwise to damage the public interest 	LGOIMA s 48(1) s 7(2)(c)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected

by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
<i>10, Appendix 2</i>	<i>Section 7(2)(c)</i>	<i>To protect information which is subject to an obligation of confidence where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, where it is in the public interest that such information should continue to be supplied</i>