

# Council

## Open Agenda



Notice is hereby given that an ordinary meeting of Matamata-Piako District Council will be held on:

**Date:** Wednesday 14 June 2017  
**Time:** 9:15am  
**Venue:** Council Chambers  
35 Kenrick Street  
TE AROHA

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### Membership

#### Mayor

Jan Barnes, JP

#### Councillors

Donna Arnold  
Teena Cornes  
Paul Cronin  
Neil Goodger  
Brian Hunter  
Peter Jager

James Sainsbury  
Ash Tanner  
Kevin Tappin  
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**1 Meeting Opening**

**2 Apologies**

At the close of the agenda an apology had been received from Cr Jager..

**3 Leave of absence**

At the close of the agenda no requests for leave of absence had been received.

**4 Urgent Additional Business**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**5 Declaration of interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

**6 Confirmation of minutes**

Minutes, as circulated, of the Ordinary Meeting of Matamata-Piako District Council, held on 10 May 2017

Minutes, as circulated, of the Special Meeting of Matamata-Piako District Council, held on 17 May 2017

- 7      Matters Arising**
- 8      Announcements**
- 9      Notices of Motion**

## Long Term Plan 2018-28 - Project Update

Trim No.: 1888309

### Executive Summary

Council is required to prepare and adopt a Long Term Plan (LTP) under the Local Government Act 2002 (LGA) every three years. This report provides a progress update on the development of the LTP 2018-28.

### Recommendation

That:

1. The information be received.
2. Council endorses the 'Right Debate' consultation on Solid Waste.

### Content

#### Background

Council is required to prepare and adopt a LTP under the LGA. The LTP sets out the activities, budgets, financial strategy and key financial policies of the Council for the next 10 years. The LTP is required to be updated every three years. The last LTP was approved in 2015. The 2018-28 LTP must be adopted by Council by 30 June 2018 for implementation from 1 July 2018.

The LTP is a complex document covering all activities of Council, major strategic documents, financial policies, auditing and a large consultation component with the community. Due to its complexity and interrelationships between parts the timeline may be adjusted throughout the project. The dates for the External Audit process, consultation and adoption however cannot be changed.

Table 1 on the next page provides a high level overview of progress to date and upcoming milestones. The overall project is considered to be on track.

Table 1 – Project Timeline

Description	When	Progress
Demographic/Growth Assumptions	Feb-May 2017	Council has adopted the <i>median</i> growth projections. Major assumptions to be discussed with Audit & Risk Committee in June
Financial Assumptions	Feb-May 2017	<i>Refer below</i>
Community Outcomes Review	Apr-Jun 2017	<i>Refer below</i>
Rates Structure	Apr 2017-Jun 2018	<i>Refer below</i>
Activity Plans (including budgets)	Apr-Sep 2017	<i>Refer below</i>
Right Debate (pre-consultation) if required	Apr-Aug 2017	<i>Refer below</i>
Infrastructure and Financial Strategy	Apr-Oct 2017	On track – First Draft to be discussed with Council in July.
Asset Management Plans	Feb-Oct 2017	On track

Description	When	Progress
Policy Review	Apr-Oct 2017	<i>Refer below</i>
Council controlled organisation section	Jul-Nov 2017	Due to start in July.
Maori participation in decision making	Jul-Oct 2017	<i>Refer below</i>
Budgets/ Financials/ Notes	Jul-Dec 2017	Due to start in July.
Document development and QA	Jul-Dec 2017	Due to start in July.
Communications Strategy	Jul-Dec 2017	Due to start in July.
External Audit Process	Jan-Jun 2018	Scheduled for Jan 2018 Audit Arrangement Letter is expected in July 2017, and will be reported to Council
Special Consultative Procedure	Jan-Jun 2018	Scheduled for 2018
Adoption	By 30 June 2018	

#### Financial Assumptions

Staff are preparing a separate report on the financial assumptions and methodology to be discussed at Audit and Risk Committee in June followed by a report to COC.

#### Community outcomes / vision need to update from Forum

Council has directed that it wishes to review the community outcomes and its overall Vision for the LTP 2018-28. The Community Outcomes are the outcomes that Council seeks for its community (required by legislation). These outcomes must be disclosed in the Long-Term Plan. The review of the community outcomes and vision statement are important steps in strategic direction setting. However it is also acknowledged that the development of the strategic priorities will be an iterative process and these may evolve as Council work through the detailed planning for the LTP.

At its meeting 12 April Council confirmed its new vision; *Matamata-Piako – The Place of Choice*. Council also confirmed its new outcome themes and outcomes (see Attached), *subject* to considering feedback from Te Manawhenua Forum (Forum). The new vision and outcomes was discussed with the Forum at their meeting 6 June, and a verbal update will be provided to Council at the meeting.

#### Rates Structure

Following Council workshops in April and May Council has indicated a preference to maintain the current rating structure for the LTP 2018-28.

#### Activity Plans

During the month of May and June Council's activity managers have presented their proposed Activity Plans to Council workshops. Separate reports to Council meeting are being prepared for the assets based activities, and a summary report on non-asset based activities will be prepared for the COC meeting in June. Specific issues raised during workshops will also be subject to individual reports for Council consideration.

First Cut budgets are being prepared, based on feedback from workshops, barring any major changes we expect to discuss these with Council in July.

### Right Debate

As part of the preparation of the LTP council encourages early engagement with the community. The 'Right Debate' is an internal name for the pre-consultation process for the LTP. There are no requirements under the Local Government Act 2002 for Council to undertake a right debate however it is best practice to do so. The 'Right Debate' allows Council to gain feedback from the community on significant issues, contributing to the strategic direction of Council in the earlier planning stages of the LTP.

Managing the 'Right Debate' involves an early identification of the issues that are likely to be most critical to the community and ensuring they become the focus of the remainder of the process. This requires Council to assess what the important issues are, what options are available and what the implications associated with these issues are. Staff have worked with Council to identify the issues which form the right debate over the past few months.

Council has so far confirmed the first topic for the 'Right Debate':

*Love your district, reduce your waste*

This year's rubbish bags are being distributed between 6 and 17 June. This was identified as an opportune time to advertise the 'Right Debate' and generate a discussion with the community on waste minimisation. A Draft flyer was discussed with Council at their workshop 31 May. The Final Flyer and Submission form are circulated separately to this report. Submissions can be made either online or in hard copy, between 6 June and 2 July, with initial results and analysis being prepared for discussion with Council in July. The consultation will be promoted on council website, Facebook page and newspaper advertisement.

The results of the 'Right Debate' will help staff and councillors prepare the Draft LTP, which will be out for formal consultation in March 2018.

### Policy Review

As part of the LTP Council needs to review several of its policies;

- Development Contribution  
Initial workshop with Council was held in April. Council indicated that they are comfortable with the current Policy, and asked staff to make some minor amendments. During the discussion on DC Policy, council also discussed how stormwater management is currently funded, and asked that staff bring back a report on this separately. Once this has been considered Staff will prepare a draft DC Policy for consideration by September
- Policy on Remission and Postponement of Rates  
This is scheduled to be discussed with Council in the next couple of months.
- Significant and Engagement Policy (SEP)  
Council's SEP was adopted in December 2014. While there is no legal requirement to review the SEP, Section 76AA provides for "A policy adopted under subsection (1) may be amended from time to time". If Council wishes to amend its SEP, Council must consult in accordance with section 82 of the LGA unless it considers on reasonable grounds that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved.

Staff has identified some changes required to the Strategic Asset list as well as some minor editorial amendments, which will be reported to Council in July. Council's Communications Team will also review the Community Engagement Guide which forms Schedule 2 of the current SEP.

Maori participation in decision-making (refer pp 65-67 LTP 2015-25)



This section of the LTP 2018-28 will be developed in collaboration with the Forum. Traditionally it has included updates on Treaty of Waitangi settlements and associated legislation, a description of the functions of the Forum and also how Council engage with local iwi/hapu on matters relating to resource management. Recent changes to the Resource Management Act may see some changes to how council engage with iwi/hapu on RMA matters. The Forum has also asked for a review of its Heads of Agreement, and this was discussed at their June meeting. A verbal update will be provided to Council at the time of the meeting.

#### **Legal and statutory requirements**

Council is required to adopt a Long Term Plan under the Local Government Act 2002. The LGA also requires Council to establish and maintain processes to provide opportunities for Maori to contribute to decision making.

#### **Impact on policy and bylaws**

As part of the preparation of the LTP, Activity and Asset Management Plans will be checked against Council's key strategic and policy documents for strategic fit. The preparation of the LTP may lead to the review of some Council policy documents.

#### **Impact on significance policy**

The Long Term Plan is a significant document; consultation will be undertaken with the community.

#### **Communication, consultation and decision making processes**

The Long Term Plan is subject to the special consultative process under the LGA. The special consultative process is a structured one month submission process with a hearing for those who have submitted and wish to speak to their submission.

The Long Term Plan project timeline also provides for a 'pre-consultation' process with the community referred to as the Right Debate where Council can ask for feedback on key issues it is considering for the Long Term Plan. Refer *Right Debate* above.

#### **Consent issues**

There are no consent issues.

#### **Timeframes**

The Long Term Plan must be adopted prior to 1 July 2018.

#### **Attachments**

There are no attachments for this report.

#### **Signatories**

Author(s)	Ann-Jorun Hunter <b>Policy Planner</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	



# Community Facilities and Properties Activity Management Plans 2018-38: Summary of issues and outcomes from workshop

Trim No.: 1884616

## Executive Summary

Council participated in a workshop on 3 May 2017 that included a presentation on the activity management plans that cover the Community Facilities and Properties activity group.

The following activity management plans (AMPs) apply to the Community Facilities and Properties activity group:

- Parks and Open Spaces AMP
- Community Facilities and Buildings AMP.

The intention of the workshop was to seek high level direction from Council on issues for inclusion in the AMPs and the draft Long Term Plan (LTP).

Staff sought direction from Councillors on the following matters:

- Council's strategic priorities for the activities
- Challenges, assumptions and uncertainties for the activities
- Issues and potential capital projects for inclusion in the draft LTP.

This report summarises the discussions from the workshop.

Council is asked to confirm the strategic priorities, key issues, and challenges for inclusion in the draft Long Term Plan 2018-28.

## Recommendation

That:

1. **The report be received;**
2. **Council approves the strategic priorities, key issues, and challenges for inclusion in the draft Long Term Plan 2018-28.**

## Content

### Background

Council participated in a workshop on 3 May 2017 that included a presentation on the activity management plans that cover the Community Facilities and Properties activity group.

The following activity management plans (AMPs) apply to the Community Facilities and Properties activity group:

- Parks and Open Spaces AMP
- Community Facilities and Buildings AMP.

The intention of the workshop was to seek high level direction from Council on issues for inclusion in the AMPs and the draft Long Term Plan (LTP).

Staff sought direction from Councillors on the following matters:

- Council's strategic priorities for the activities
- Challenges, assumptions and uncertainties for the activities
- Issues and potential capital projects for inclusion in the draft LTP.

This report summarises the discussions from the workshop for each of the activity management plans that contribute to the Community Facilities and Property activity group.

At the workshop, staff were asked to collate and distribute a list of potential capital projects to Councillors for prioritisation. This would enable staff to scope priority projects in more detail and bring the information back to Council for further discussion. A spreadsheet was subsequently provided to each councillor. Staff are collating the responses that have been received.

Council is asked to confirm the strategic priorities, key issues, and challenges for inclusion in the draft Long Term Plan 2018-28.

### **Community Facilities and Buildings AMP**

#### Key drivers

The following are the key drivers for this activity:

- Current and future demographics
- Usage trends for our facilities
- Tourism trends

#### Assumptions

The following are the key assumptions have been made:

- No significant changes to levels of service
- Service delivery model to remain the same.
- Medium population growth forecast to be adopted
- Growth mainly concentrated in urban areas
- Increasing tourism in some areas
- No major legislative impacts.

This does not mean that there will not be minor changes, refinements or improvements to levels of service or service delivery but rather that a fundamental change in approach is not expected. Likewise there may be minor legislative changes affecting the activity but fundamental departures from the current legislative framework is not expected.

#### Challenges and issues

The following are the challenges and issues over the next 30 years:

- **Aging assets.** There are a number of aging assets in our portfolio. There is a need for renewals and replacements and regular condition rating of our buildings will help model the deterioration and assist with decision-making.

- **Aging population.** Population needs may differ in the future and we need to make sure that our facilities are well designed and future-proofed. We need to ensure our facilities are optimised for multiple-use and designed for adaptability.
- **Volunteer community groups.** Sustainability of volunteer community groups is important. Council needs to be aware of the risks if groups become unsustainable. This includes the risk of having to assume maintenance responsibilities for facilities previously maintained by community groups as well as the potential to 'inherit' abandoned, derelict buildings on Council land and the potential costs of renovation/removal/demolition. The Community Group Leases and Licences Policy is also yet to be finalised and adopted.
- **Compliance issues.** Increased risks and costs associated with compliance. The Health and Safety at Work Act, Earthquake-Prone Building Regulations, Asbestos Regulations impose duties and responsibilities and potential liabilities on Council and additional compliance costs. There are issues around potential liability for buildings on Council land that are not maintained by Council especially if there is no agreement in place between the building users and Council.
- **Insurance.** Regular review of insurance requirements, costs and benefits is required. The questions are around what assets Council insures and the associated cost implications now and in the future.
- **Community expectations and willingness to pay.** An aging population and new residents may have different expectations. There is often a key gap between community expectations and willingness to fund facilities.

#### Strategic priorities

The strategic priorities for Community Facilities and Buildings were identified as:

- Provide & maintain connected infrastructure
  - Fit for purpose, affordable, now and in the future.
  - Quality infrastructure to support wellbeing.
- Contribute to healthy communities
  - A safe and healthy community.
  - Encourage the use and development of our facilities
  - Encourage community engagement and sound and visionary decision making.

The following issues and projects contributing towards the strategic priorities were discussed:

#### *Provide & maintain connected infrastructure*

- **Regional Sports Facility Plan.**  
The plan provides the regional direction around what is needed at regional and sub-regional level and provides guidelines for facilities provision decision-making. It looks at

what we have in the region and what we need to plan for going forward.

- **Regional Sports Strategy** (“Moving Waikato 2025”).  
This strategy looks more at sports and recreation trends and aims to get and keep people involved in sport and recreation activities. It outlines priorities for the region and sets objectives and targets.
- **Local Sport & Recreation Strategy or Action Plan** to be developed.  
The current Community Leisure Provision Strategy is largely out of date. A local strategy or action plan is to be developed to align with regional strategies but address local issues in our district. There are potential efficiencies and cost savings if we align with work being done regionally.  
Key issues for strategy to address:
  - Facilities provision: What we need to provide and where we need to provide it.
  - Participation: Getting people involved and participating.
  - Sustainability: Keeping people active and involved. Keeping facilities relevant.
- **Buildings Strategy.**  
Council has a Parks and Open Spaces Strategy and we intend to develop a new one for Sports & Recreation but we do not have a holistic strategy for all our other buildings such as offices, libraries, halls, etc. There are a number of issues affecting buildings such as earthquake-prone building regulations, asbestos regulations, declining use in some cases, changing use in others etc. We could potentially treat each in isolation (e.g. develop a strategy for Elderly Persons Housing, a strategy for libraries and so on) or we could develop a holistic strategy to deal with all of these. The strategy could also include guidelines for assessing potentially surplus buildings/properties. The majority of councilors were not in favour of developing a holistic building strategy. Guidelines for assessing potential surplus buildings/property could be developed and incorporated in the AMP or as a standalone policy.

#### *Healthy communities*

- We provide places and spaces for sport, recreation, social and cultural activities. The aim is to provide for a variety of interests and abilities.
- The physical and mental health benefits of physical activity continue to be confirmed by scientific research.
- There is a need to support volunteer community groups so that they can be sustainable in the long-term.
- The social benefits of Elderly Persons Housing is to be recognised.

#### Potential key projects 0 – 3 years

- Sport & Recreation Strategy
- Reserve Management Plans
- Morrinsville Library Refit

- Te Poi Hall Demolition
- Sanitary Services Assessment
- Redevelopment of Waharoa Toilets
- Redevelopment of Studholme Street Toilets
- An indoor sports facility for Matamata
- Demolishing the former Skate Club Building at Te Aroha Domain
- Finalise and adopt Community Group Leases/Licences Policy
- Complete District Civic Centre in Matamata

Council removed Building Strategy from the list of potential projects.

Over the next 30 years several public toilets will reach the end of their useful life. The aging population is likely to drive demand for more accessible toilets and toilet renewals should address accessibility where practicable. The Sanitary Services Assessment will help guide toilet upgrade requirements and priorities. It was suggested that except for some high profile toilets that will require work reasonably soon, later funding in the LTP could be allocated for District-wide Toilet Upgrades rather than specifying particular toilet blocks as the proposed Sanitary Services Assessment will inform future decision-making on the relative priorities for upgrades.

#### Potential key projects for inclusion in the Draft LTP

The following potential projects were identified:

##### *0 – 3 years*

- Sport & Recreation Strategy
- Reserve Management Plans
- Morrinsville Library Refit
- Te Poi Hall Demolition
- Sanitary Services Assessment
- Redevelopment of Waharoa Toilets
- Redevelopment of Studholme Street Toilets
- An indoor sports facility for Matamata
- Demolishing the former Skate Club Building at Te Aroha Domain
- Finalise and adopt Community Group Leases/Licences Policy
- Complete District Civic Centre in Matamata

Council removed Building Strategy from the list of potential projects.

The Sanitary Services Assessment will help guide toilet upgrade requirements and priorities.

The need for a meeting room in Morrinsville was raised by Council as the small meeting room at the Council Office/Library is unsuitable due to its small size. It was suggested the room currently leased to the toy library be investigated for conversion to a meeting room.

##### *4 – 10 years*

- Piako Cemetery Toilets upgrade
- Te Aroha Cemetery Toilets upgrade
- Matamata Cemetery Toilets upgrade
- Te Aroha Domain Toilet upgrade

- Te Aroha Library Refit

Cemetery toilets are aging and do not comply with current accessibility standards.

A 50m pool for Matamata and a covered pool for Morrinsville were discussed. The majority view was not to include these as potential projects.

#### *11 – 30 years*

- Various Public Toilet Renewals
- Various hall disposals / demolitions
- Te Aroha Office redevelopment
- KVS Depot redevelopment

Sanitary Services Assessment in Years 0-3 will help guide future toilet upgrade requirements and priorities.

Hall disposals/demolitions likely to be done on an ad hoc basis in the absence of a Building Strategy. Council's philosophy is that if a building, if not utilised and there is no strategic need for it, then we should not invest in it.

#### *Other issues and projects*

- Earthquake-prone buildings
- Asbestos management
- Elderly Persons Housing
- Energy efficiency
- Future of Headon Stadium
- Sustainability of volunteer community groups
- Levels of service and defined minimum standards for operations and maintenance
- Infrastructure for freedom camping
- Infrastructure to support cycleways, tracks etc.
- Future and purpose of the Community Facilities & Properties Bulk Fund
- Accessibility for People with disabilities and/or limited mobility
- Future of Council offices
- Future of libraries & i-SITES
- Future of museums

At the Workshop there was a discussion around the future of Headon Stadium and a separate report will be brought back on the short-term options for the existing building so that Council can make a decision what investment it wishes to make in the immediate future.

A feasibility study to investigate the need and optimal location for an indoor sports facility in Matamata is to be undertaken. Funding has been allocated for 2018/19 in the current LTP.

The pool projects have also been deleted off the capital schedule. The proposals to cover the Morrinsville Pool and to provide 50m length swimming at Matamata have been removed.

### Renewal funding

The Building renewal profile is not proposed to change dramatically and it is planned to continue funding renewals for Council owned and managed buildings. This includes public toilets. These are all based on condition and age profiles.

The community facilities plant and equipment are also funded based on their renewal profile which includes an assessment of condition and age.

## **Parks and Open Spaces**

### Key drivers

The following are the key drivers for this activity:

- Current and future demographics
- Sport and recreation trends.
- Tourism trends.

### Assumptions

The following are the key assumptions have been made:

- No significant changes to levels of service
- Service delivery model to remain the same.
- Medium population growth forecast to be adopted
- Growth mainly concentrated in urban areas
- Increasing tourism in some areas
- No major legislative impacts
- No major change to cemetery demand.

This does not mean that there will not be minor changes, refinements or improvements to levels of service or service delivery but rather that a fundamental change in approach is not expected. Likewise there may be minor legislative changes affecting the activity but fundamental departures from the current legislative framework is not expected.

### Challenges and issues

The following are the challenges and issues over the next 30 years:

- **Vested assets.** Council's ability, capacity and need for adequate budgets to operate and maintain "new" assets such as reserves vested in Council through subdivisions was highlighted. The importance of assigning the appropriate park category to vested reserves to ensure an appropriate standard of reserve development (i.e. development that is fit-for-purpose and does not incur excessive operations and maintenance costs due to the provision of assets that may not be necessary or appropriate to the type of reserve).



- **Volunteer community groups.** Sustainability of volunteer community groups is important. Council needs to be aware of the risks if groups become unsustainable. This includes the risk of having to assume maintenance responsibilities for facilities previously maintained by community groups such as tracks maintained by tramping or biking clubs.
- **Co-governance.** The current co-governance structure for the aerodrome has been working well. There is still a degree of uncertainty regarding some Treaty Claims settlements in our District and the potential role(s) that Council might play in the future governance or management of some of the affected lands.
- **Community expectations and willingness to pay.** An aging population and new residents may have different expectations. There is often a key gap between community expectations and willingness to fund facilities.

#### Strategic priorities

The strategic priorities for Parks and Open Spaces were identified as:

- Provide & maintain connected infrastructure
  - Fit for purpose, affordable, now and in the future.
  - Quality infrastructure to support wellbeing.
- Contribute to healthy communities
  - A safe and healthy community.
  - Encourage the use and development of our facilities
  - Encourage community engagement and sound and visionary decision making.

The following issues and projects contributing towards the strategic priorities were discussed:

#### *Provide & maintain connected infrastructure*

- **Open Spaces Strategy**

Adopted in 2013, the Open Spaces Strategy set Council's vision for its parks and open spaces over a twenty year planning horizon. It caters for growth; provides park management categories with associated provision, development and service delivery guidelines; and contains land acquisition and disposal guidelines. It has fed capital projects into the 2015-25 LTP. It is intended to continue implementing the strategy. It is also scheduled to be reviewed in Year 0-3 to ensure it is current in terms of latest population growth projections etc. Potential to look at streetscapes in the review was discussed as well as the potential to develop streetscape management categories (similar to the parks ones) for inclusion in the Open Spaces Strategy. Sections dealing with playgrounds could also be improved when revised. There is also potential to absorb the Track Strategy into a revised Open Spaces Strategy.
- **Track Strategy**

Revised track strategy is under development to better align with Open Spaces Strategy 2013. Objectives have already been adopted by Council.

*Healthy communities*

- **Broad range approach**  
We provide a variety of parks and open spaces to enable a broad range of sport and recreation activities.
- **Health benefits**  
The physical and mental health benefits of physical activity continue to be confirmed by scientific research.
- **Regional Sports Strategy** (“Moving Waikato 2025”).  
This strategy looks more at sports and recreation trends and aims to get and keep people involved in sport and recreation activities. It outlines priorities for the region and sets objectives and targets.
- **Local Sport & Recreation Strategy or Action Plan** to be developed.  
The current Community Leisure Provision Strategy is largely out of date. A local strategy or action plan is to be developed to align with regional strategies but address local issues in our district. There are potential efficiencies and cost savings if we align with work being done regionally.  
Key issues for strategy to address:
  - Facilities provision: What we need to provide and where we need to provide it.
  - Participation: Getting people involved and participating.
  - Sustainability: Keeping people active and involved. Keeping facilities relevant.
- **Volunteers**  
There is a need to support volunteer community groups so that they can be sustainable in the long-term.

Potential key projects for inclusion in the Draft LTP

The following potential projects were identified:

*0 – 3 years*

- Morrinsville River Walk
- Te Aroha River Walk
- Wairere Falls Carpark
- Wairongomai Carpark
- Te Aroha Streetscape
- Matamata Inner Walkway
- Sunridge-Anderson Street Walkway
- Sport and Recreation Strategy
- Te Aroha Domain Playground
- Te Aroha Domain Parking
- Te Aroha Domain Footpaths

Item 11.1

- Sanitary Services Assessment (Cemetery component)
- Te Aroha Cemetery Expansion
- Review Open Spaces Strategy
- Review/develop Reserve Management Plans
- Aerodrome hangar development
- Waharoa Rest Area Carpark

A brief update was provided on the progress with the Morrinsville Riverwalk. Councillors wished to do a site visit to look at the proposed route and issues. Staff subsequently arranged a site visit.

Staff expressed concern over the quantity of potential projects (particularly early on in the LTP period) and the capacity to deliver that many projects taking into account also the complexity of several projects. It was agreed that staff would circulate a list of potential projects for Council to prioritise.

Discussions around Te Aroha Domain projects and streetscape renewal/redevelopment are summarised under 'Other issues and projects' below.

*4 – 10 years*

- Te Aroha River Walk – Phase II
- Matamata Inner Walkway – Phase III
- Howie Park entrance and parking
- Matamata Streetscape
- Morrinsville Streetscape
- Walk/cycleway to Te Aroha Cemetery
- Reserve Management Plans (continued)
- Waharoa-Matamata Walkway
- Cycleway from Matamata to Karapiro
- Additional playground in Matamata
- Puriri Street Carpark and Track Access
- Te Aroha Rose Garden Redevelopment
- Hetana Street 1-way or shared space

*11 – 30 years*

- Review Open Spaces Strategy and Reserve Management Plans again
- Visitor structure replacements
- Waharoa-Tower Road Walk/Cycleway
- Overpass over railway at Matamata
- Shakespear Street Bridge over Waihou River
- Future of Matamata Skate Park
- Cycleway to Morrinsville
- Mt Te Aroha Gondola

There was considerable discussion over the Mount Te Aroha Gondola concept. The majority view was that Council's role may not necessarily be to provide or operate a gondola but that Council could support such an initiative in other ways.

*Other issues and projects*

- Model for supporting privately-owned parks

- Sustainability of volunteer community groups
- Levels of service and defined minimum standards for operations and maintenance
- Infrastructure for freedom camping
- Infrastructure to support cycleways & tracks
- Renewal budgets for ashes walls
- Renewal budgets for street furniture
- Renewals budgets for 'private' utilities on parks (i.e. ones that are owned by Council but which are not part of the 'network')
- Future and purpose of the Bulk Fund
- Accessibility for People with disabilities and/or limited mobility
- Future of Te Aroha Domain

It was agreed to provide an annual district-wide annual budget for new ashes walls in the LTP rather than ad hoc funding through the Bulk Fund. This funding can be allocated to wherever the need arises rather than tagging it to a particular cemetery.

There was discussion over whether Te Aroha Domain should be developed in accordance with the development concept plan of 2006 as a large project or whether individual components of the development plan should be implemented as smaller projects over time. More information to be brought back to Council.

Council acknowledged the importance of well-presented town entrances and CBD streetscapes (street furniture and gardens) and the contribution these make to economic growth. There was discussion over CBD streetscapes renewals and how these should be funded. There is currently no renewal budget for street furniture. Potential approaches were identified: (a) an annual lump sum renewal budget in the LTP or (b) major renewal funding in the LTP for individual town streetscapes to be done one town at a time. More information to be brought back to Council on the options

#### Renewal funding

Playgrounds and Tracks are currently the only assets under this activity which have allocated renewal funding. The renewal of the remainder of the assets in this category are usually funded under bulk funds.

As discussed above, it is proposed for the 2018 LTP to provide a renewal fund for street furniture and Ashes walls.

#### **Consistency with the Long Term Plan / Annual Plan**

The activity management plans provide inform the Long Term Plan.

#### **Communication, consultation and decision making processes**

Community consultation on the Draft Long Term Plan will occur in accordance with the requirements of the Local Government Act.

## Attachments

There are no attachments for this report.

## Signatories

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
	Mark Naude <b>Parks and Facilities Planner</b>	

Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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# Utility Activity Management Plans 2018-48 summary on Issues and Outcomes from Workshop

Trim No.: 1884056

## Executive Summary

This report advises Council of the issues and outcomes affecting the three utility activities from the recent Council Workshop.

### Recommendation

That:

1. The report be received and Council approve strategic priorities and key issues and challenges for inclusion in the draft Long Term Plan 2018-28

## Content

### Background

Council recently participated in a workshop that included a presentation on the three Utility Activity Management Plans and the Long Term Plan 2018 – 2028.

The intention of the workshop was to seek high level direction from Councillors on the Stormwater, Wastewater and Water issues for inclusion in the Activity Management Plan and the Long Term Plan.

In particular staff sought direction on Councillor's strategic priorities for the activities and especially the challenges, assumptions and uncertainties for the activities.

### Water

The following are the key drivers for this activity:

- Growth; population, dwellings and industry
- Compliance regime which includes the drinking water standards but also the national freshwater framework through national and regional aspect
- Technology changes.

The following are the key assumptions we have used:

- The level of service will be improved as this is being set by the changes in the compliance area.
- Council will provide funding for the required and set level of service

The following are the challenges and issues over the next 30 years:

- One of the key challenges is the changing Regional Council plan over time and these requirements flowing through into our resource consents for water takes.
- Sufficient water to meet our needs is becoming increasingly difficult. There are two aspects, not only are water sources becoming more difficult to find but also the legal frameworks does not allow you to take unlimited water.
- This leads into the increased requirement to manage demand. It means planning for our demand but also including water conservation as a key.
- Council can predict the growth of our population reasonably well and manage this but one of the challenges is providing water for existing and new industries.
- There potentially is a gap between the cost of the desired infrastructure and the community ability to pay.
- There is the challenge of the changing weather patterns and the impact this has on our infrastructure. Water is a critical asset and service, therefore Resilience is a key that needs to be considered.

The Water Strategic Priorities identified are as following:

- Water Security and Conservation
  - Connected Infrastructure. Fit for purpose, affordable, now and in the future.
- Comply with Drinking Water Standards
  - Connected Infrastructure. Quality Infrastructure to support the wellbeing of our community.
- Economic Growth and productivity
  - Connected Infrastructure. Fit for purpose infrastructure now and in the future.
  - Economic Opportunities. Business friendly and sustainable growth.

#### Water Security and Conservation

- The need for reduction of water use through education and regulation. In Council's case we are looking at the options of private water tanks and on a bigger scale the question around universal water meters is still ongoing.
- There is the requirement to increase the security of water supply for our communities. We need to ensure that we have bore securities.
- One of the key aims is to continue with the leak detection in our network. This is an ongoing project that Council sees as a priority.
- The protection of our water catchments is not so much around physical works but around planning and legislation. Council needs to be active in protecting the water sources we use from others and also making sure the change in land use doesn't result in any changes.
- The Resilience of our water supply and services is also key. Water is a critical service and we need to make plans to have continuity plans and response plans in place for our supply and reticulation.



### Comply with Drinking Water Standards

- This is becoming a more critical issue and there are higher standards required for our treatment processes going forward. This is likely to result in plant item upgrades or new processes and plants added.
- The emphasis will also be on continuing or improving the quality testing requirements. This includes not only the actual testing but also the technology behind it and the reporting aspects.

### Economic Growth and productivity

- Plan Change 47 which plans for our urban towns and allows for growth going forward. This is seen as a positive to the economy and infrastructure needs to be planned accordingly. Integrated land use is achieved by planning to grow our towns in the right places and providing the required infrastructure. A new water source for Matamata and Morrinsville are in the current Long Term Plan and will be carried through to the 2018 Activity Management Plan.
- Council is also investigating the Plan Change for industrial growth in Waharoa. It looking to zone further land but also work with existing industries and property owners to provide infrastructure to their premises.
- There is an aging population which will need to be considered for the planning of our water infrastructure, but the key driver is really the growth in industry as they are the biggest user of our water in our district.

### Key projects 0 – 3 years

#### Water Security and Conservation

- Water loss reduction reticulation network
- Topahaehae supply main – investigation
- Consent renewal for Tahuna
- Consent renewal for Hinuera
- 

#### Drinking Water Standards

- Chlorine shut off systems
- UV filtration at our sites
- Improved Processes and Management
- Backflow prevention
- Security fencing

#### Economic Growth and Productivity

- Plan Change 47 works
  - o Matamata – connection to Tower Road
  - o Matamata – Connection to Eldonwood South
  - o Morrinsville - upgrade water main
  - o Te Aroha – Stirling Street water main upgrade
- A new water treatment plant at Waharao – from the Waihou River

### Key projects 4 - 30 years

#### Water Security and Conservation

- Renewal of the Morrinsville AC supply Main or alternative sources
- Upgrade pipes for firefighting standards
- Water loss reduction in reticulation continued
- Consent renewals
  - o Matamata Bores
  - o Te Aroha take and structures
  - o Te Poi
  - o Tills Road

#### Drinking Water Standards

- Chlorine shut off systems continued
- Other plant upgrades
- Provision for vesting any private supplied in our district if required

#### Economic Growth and Productivity

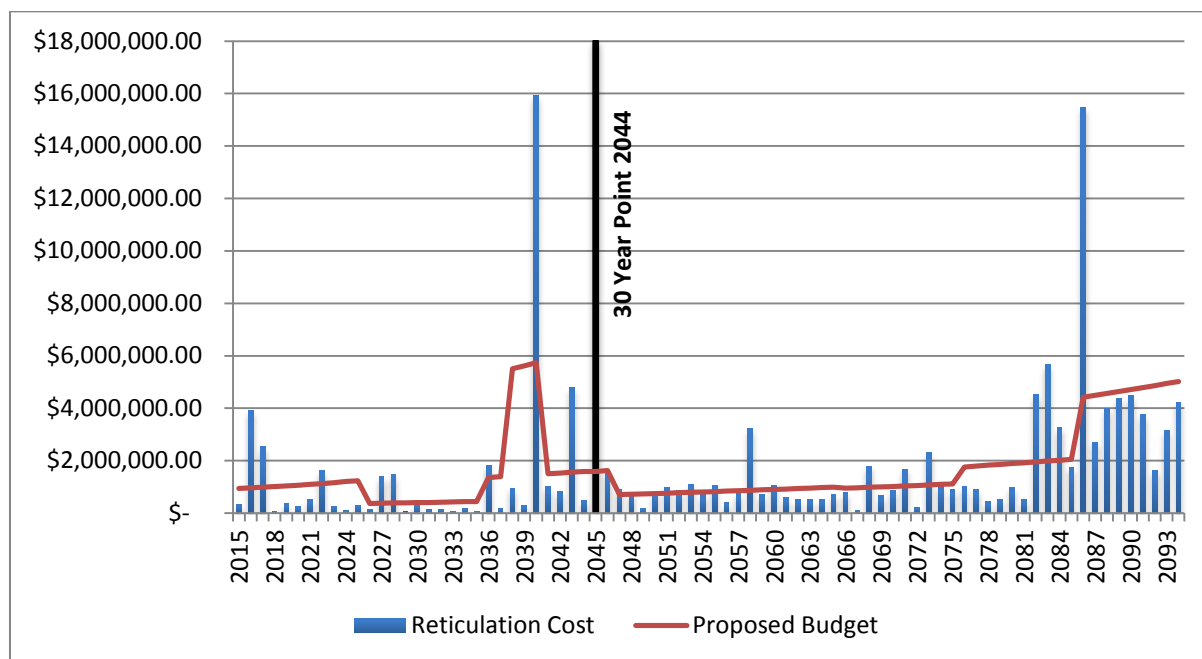
- Plan Change 47 works
  - o Matamata – new Bore
  - o Morrinsville – new Bore

### Other Key projects for consideration

- Subsidy of private rain water tanks
- Water Meters

### Capital and Renewal funding

There is not proposed to be much of a change to the renewal profile in the 2015 Activity Management Plan. The only item that will need consideration over the next 3 years is some further testing on our AC pipes to determine whether we have their lives correctly in our database. There are a number of AC pipes that will come up for renewal in 21 years and are creating spike for us. It is proposed to flat line the reticulation renewals and fund actual renewals for plant.



## Wastewater

The following are the key drivers for this activity:

- Growth; population, dwellings and industry
- Meeting resource consent conditions
- Meeting environmental standards

The following are the key assumptions we have used:

- The level of service will be improved as this is being set by the changes in the compliance area.
- Council will provide funding for the required and set level of service

The following are the challenges and issues over the next 30 years:

- One of the key challenges is the changing Regional Council plan over time and these requirements flowing through into our resource consents for wastewater discharge.
- Council can predict the growth of our population reasonably well and manage this but one of the challenges is meeting the wastewater servicing needs for new industries.
- Reducing inflow and infiltration of stormwater into the sewer system to prevent overflows into the environment is a continuing challenge for Council.
- Investigate and develop methodology for reducing the volume of biosolids being disposed of into the environment is seen as a key issue.

- There potentially is a gap between the cost of the desired infrastructure and the communities ability to pay.
- There is the challenge of the changing weather patterns and the impact this has on our infrastructure. Wastewater is a critical asset and service, therefore Resilience is a key that needs to be considered.

The Wastewater Strategic Priorities identified are as following:

- Meet compliance standards
  - Connected Infrastructure. Fit for purpose, affordable, now and in the future.
  - Connected Infrastructure. Quality Infrastructure to support the wellbeing of our community.
- Economic Growth and productivity
  - Connected Infrastructure. Fit for purpose infrastructure now and in the future.
  - Economic Opportunities. Business friendly and sustainable growth.

#### Meet Compliance Standards

- There is a need to meet consent conditions and this may involve increased quality testing requirements and also increased requirements with regard to the level of treatment.
- Protect the well-being of our community and ensure public health is not compromised
- Protect the Environment
- Resilience of our Network and services is key. Wastewater is a critical service and we need to have continuity plans and response plans in place for our treatment plants and reticulation.
- Reduction of stormwater inflow and infiltration in our wastewater system is crucial as this has an impact on the efficiency of treatment.

#### Economic Growth and productivity

- Plan Change 47 which plans for our urban towns and allows for growth going forward. This is seen as a positive to the economy and infrastructure needs to be planned accordingly. Integrated land use is achieved by planning to grow our towns in the right places and providing the required infrastructure. New wastewater infrastructure is needed for Matamata, Morrinsville and Te Aroha to service these growth areas. .
- Council is also investigating the Plan Change for industrial growth in Waharoa. It looking to zone further land but also work with existing industries and property owners to provide infrastructure to their premises.
- There is an aging population which will need to be considered for the planning of our wastewater infrastructure.

#### Key projects 0 – 3 years

##### Meet Compliance Standards

- Disposal of Biosolids and Desludging investigation and strategy

- Te Aroha membrane investigation
- Matamata WWTP compliance work
- Health and Safety improvements – remote control of pump stations
- Waharoa – new treatment plant

#### Economic Growth and Productivity

- Plan Change 47 works
  - o Matamata – New pump station at Tower Road
  - o Matamata – 300mm rising/falling main to WWTP
  - o Matamata – new Burwood Road gravity main

#### Key projects 4 - 30 years

#### Meet Compliance Standards

- Resource Consent Renewals
  - o Matamata Discharge – 2024
  - o Waihou Discharge - 2026
  - o Tahuna Discharge – 2028
  - o Morrinsville Discharge – 2024
  - o Te Aroha Discharge Consent - 2035
  - o Renewal of Morrinsville Pond C and Dam consents

#### Economic Growth and Productivity

- Te Aroha main renewal and upgrade
- Waihou WWTP copping
- Waitoa provision of wastewater services
- Plan Change 47 works
  - o Matamata – pressure sewer upgrade along SH27
  - o Matamata WWTP capacity upgrade

#### Other Key projects for consideration

#### Meet Compliance Standards

Consider land application of effluent (irrigation) and combination of water discharge and land application for future upgrades. An example is the pumping of treated effluent to the Morrinsville Golf Course for land application.

## Item 11.2

Investigate lowering of the Morrinsville Pond C dam height as there monitoring and regulatory requirements for large dams. But will need to complete an investigation whether this stacks up for Council financially.

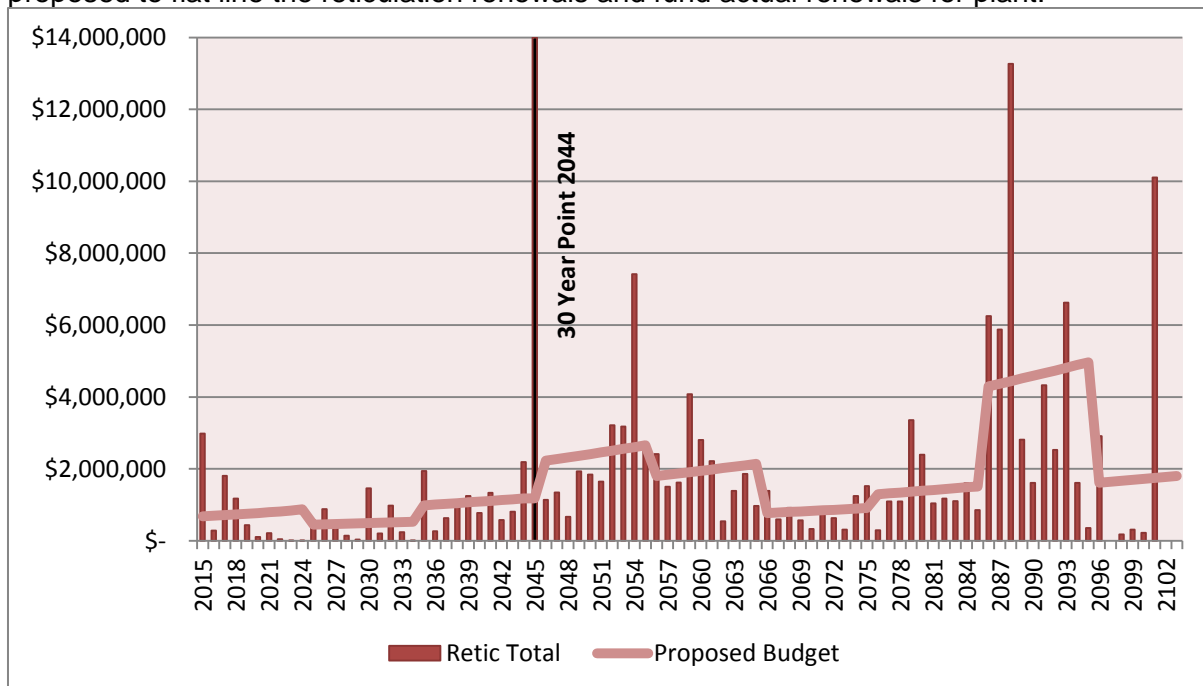
Concrete lining of the Morrinsville Contingency pond to allow management of Greenlea and Fonterra peak discharges. Lining the pond with concrete is proposed. The operational efficiency of using the contingency pond as it currently stands is not clear and use of the pond creates odour issues.

Investigate incremental storage options to facilitate discharge carried out over 24 hour period (as opposed to shock loads).

Consider utilising a feed-forward system which includes automated DO measurement (measure oxygen demand coming into the plant) and calculates the amount of oxygen to be put in using the aerators – saving of power costs.

### Capital and Renewal funding

There is not proposed to be much of a change to the renewal profile in the 2015 Activity Management Plan. Again, the item that will need consideration over the next 3 years is some further testing on our AC pipes to determine whether we have their lives correctly in our database. There are a number of AC pipes that will come up for renewal within the next 25 years. It is proposed to flat line the reticulation renewals and fund actual renewals for plant.



### **Stormwater**

The following are the key drivers for this activity:

- Changes to landuse
- Healthy River
- National Policy Framework

- Climate change

The following are the key assumptions we have used:

- Maintain the existing level of service
- Council will provide funding for the required and set level of service

The following are the challenges and issues over the next 30 years:

- One of the key challenges is the changing Regional Council plan over time and these requirements flowing through into our resource consents for stormwater discharge.
- Unknown quality of infrastructure that is being inherited from subdivisions.
- Environmental standards;
- Private vs public ownership of overland flow paths and drains, specifically in the urban areas.
- There potentially is a gap between the cost of the desired infrastructure and the community ability to pay.
- There is the challenge of the changing weather patterns and the impact this has on our infrastructure. Stormwater is a critical asset and service, therefore Resilience is a key that needs to be considered.

The Stormwater Strategic Priorities identified are as following:

- Meet Environmental standards
  - Connected Infrastructure. Quality Infrastructure to support the wellbeing of our community.
- Minimisation of flooding in urban areas
  - Connected Infrastructure. Fit for purpose, affordable, now and in the future.
- Economic Growth and productivity
  - Connected Infrastructure. Fit for purpose infrastructure now and in the future.
  - Economic Opportunities. Business friendly and sustainable growth.

#### Meet Environmental Standards

- There is a need to meet consent conditions and this may involve increased quality testing requirements and also increased requirements with regard to the level of treatment.
- Resilience of our Network and services is key. Stormwater is a critical service and we need to have continuity plans and response plans in place for our outlets and reticulation.

#### Minimisation of Flooding in Urban Areas

- Consideration of Climate Change – important in the design of new soakage systems stormwater devices and reticulation



- Soakage is always first method of stormwater management
- Cost effective solutions is a problem particularly when soakage is marginal or not available.
- Currently there are a number of privately owned drains within our urban and rural residential areas. Currently Council is not proposing to maintain these in the future and it will be the responsibility of the individual owners.

#### Economic Growth and productivity

- Plan Change 47 which plans for our urban towns and allows for growth going forward. This is seen as a positive to the economy and infrastructure needs to be planned accordingly. Integrated land use is achieved by planning to grow our towns in the right places and providing the required infrastructure. There is some minor stormwater infrastructure needed in Matamata but most of the developments will require on-site soakage.
- There is an aging population which will need to be considered for the planning of our stormwater infrastructure.
- Consideration of Climate Change – important in the design of new soakage systems stormwater devices and reticulation

#### Key projects 0 – 3 years

Minimisation of flooding in urban areas:

- Some minor existing capacity improvements.
- Plan Change 47 works
  - Extension of retention pond at Tawari in Matamata
  - Soakage for remaining development areas
- Avenue Road North Stormwater works
- Catchment studies for new development areas and further infill areas as required

#### Key projects 4 – 30 years

Minimisation of flooding in urban areas:

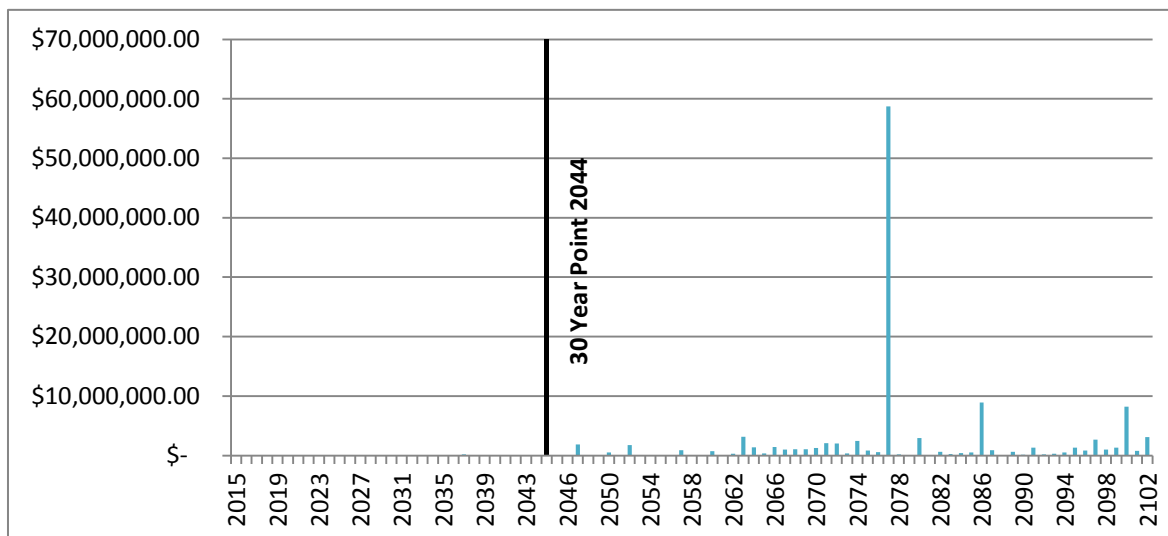
- Some minor existing capacity improvements.
- Catchment studies for new development areas and further infill areas as required

#### Other Key projects for consideration

A report be brought back for consideration to Council on the private owned drains in our urban and rural residential zoned areas. Council is to review whether there is a change in current position where any private drains are not maintained by Council for the LTP so that budgets can be taken into consideration if need be.

Another discussion at the workshop was around whether Council can do something to improve presence during storm events to assist and provide some more assistance. A report is being brought back for consideration on the options for this.

### Capital and Renewal funding



There is not proposed to be much of a change to the renewal profile in the 2015 Activity Management Plan. Again, the item that will need consideration over the next few years is some further testing on our AC pipes to determine whether we have their lives correctly in our database.

There are no renewals planned for stormwater for some time but it is proposed to continue collecting the depreciation on these assets. It is suggested that again some funds be retained and used as necessary. This can be used for stormwater upgrades, additional maintenance requirements, further investigation or studies or any other works that may arise. The proposal is to retain \$50,000 per annum for this.

### Legal and statutory requirements

The three Utilities Activity Management Plans including the strategic priorities must be consistent with all legal and statutory requirements.

### Impact on policy and bylaws

The plans are to guide policy and expenditure over the next ten years. They also need to provide for the utilities infrastructure over the next 30 years. Staff do not believe that the proposed vision is in conflict with any policy or by-laws.

### Consistency with the Long Term Plan / Annual Plan

The Utilities Activity Management Plan is a building block for the long term plan. The two plans must be consistent. We will assess any impacts that the draft strategic priorities may have as we develop the 2018 long term plan. Council can then revisit the acceptability of the strategic priorities and key issues and challenges through that process.

### Impact on Significance and Engagement Policy

The Utilities assets and operations are significant to MPDC. Our draft vision statement above from the LTP works cohesively with the significance policy.

### Communication, consultation and decision making processes

Community consultation is entered into as part of our information gathering exercises, where appropriate. This ensures that stakeholder perspectives have been taken into consideration in the preparation of the Utilities Activity Management Plan.

### Consent issues

There are no consent issues relevant to this issue.

### Contribution to Community Outcomes

As part of the Long Term Plan 2018-28 project Council has developed a new Vision and Community Outcomes. Council is asked to consider these new outcomes when considering matters relating to the LTP 2018-28. In particular, the Roding Activity Management Plan contributes to the following outcomes;

#### Connected Infrastructure

Infrastructure and services are fit for purpose and affordable, now and in the future.

Quality Infrastructure is provided to support community wellbeing.

#### Economic Opportunities

We are a business friendly Council.

Our future planning enables sustainable growth in our district.

### Financial Impact

#### i. Cost

Any financial impact will be assessed as part of the long term plan.

#### ii. Funding Source

Works is funded through rates. The detailed funding sources will be determined through the Long Term process.

### Attachments

There are no attachments for this report.

### Signatories

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	

## Presentation - K Remetis

Trim No.: 1890258

### Executive Summary

10.30am Karen Remetis.

Karen is an economic development / town centre consultant who wants to share some ideas with Councillors about having a business improvement district (BID). A BID is where CBD businesses pay an additional levy/rate in order to fund promotional / economic development projects.

### Recommendation

That:

1. The information be received.

### Attachments

There are no attachments for this report.

### Signatories

Author(s)	Caroline Hubbard <b>Committee Secretary</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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# Morrinsville Central Business District Pedestrian Issues

Trim No.: 1889455

## Executive Summary

As part of the Roding Activity Management Plan 2018 workshop it was requested that the pedestrian safety of the thresholds in Morrinsville be discussed formally with Council.

The immediate issue is around providing a safe crossing point for the visually or mobility impaired groups. This report looks at the current pedestrian threshold located between Studholme and Moorhouse Streets and has identified a number of different options to improve the safety.

There are pro and cons for each option and Council is asked to consider these and make a recommendation.

## Recommendation

That:

1. Council receives the report.
2. Council determines which option it wishes to proceed with.

## Content

### Background

There are a number of raised thresholds within the Morrinsville Central Business District (CBD) that were installed as part of a streetscape. The final stage of this was completed in 2007.

The aim of the thresholds is to slow down the vehicles and allow for a safe place for pedestrians to cross the road.

Over the years there have been complaints received on the safety of these and also requests for a formal pedestrian crossing received. Council wanted to review the general set up of the layout in the CBD as part of the Long Term Plan, but wanted to identify any immediate measures to address the concerns.

The key concern is that the current thresholds do not provide a safe crossing point for the accessible or elderly residents or visually or mobility impaired pedestrians.



There has been one pedestrian accident reported over the past 5 years on Thames Street. This was by the roundabout near Studholme Street and recorded as a non-injury crash.

A safety review on pedestrian crossing facilities on Thames Street between Canada and Lorne Street was completed by a traffic engineer in 2008. At this time a petition by residents was received to install a formal pedestrian crossing.

The consultant was engaged to assess the safety performance of existing pedestrian facilities with respect to the street environment based on pedestrian and traffic flows, traffic speed and key interest groups.

The key driver for this was that prior to the new streetscape, formal pedestrian crossings existed in Thames Street. As a feature of the streetscape, raised platforms were construed across the carriageway to act as traffic calming measures and as an informal crossing point.

The report identified a number of recommendations:

- Provide marking on the ramps and improve signage at the crossing points for the pedestrians.
- Paint 'no stopping lines' close to the approach of the crossing point on side roads to prevent vehicles parking close to them.
- Regarding providing a formal pedestrian crossing mid block between Moorhouse and Studholme Street, where the warrant for formal pedestrian crossing is met, depends on Council. Providing a formal pedestrian crossing would meet the demands of visually impaired group and keep them happy by making them feel secure, however it may not necessarily make existing situation safer.
- Consider changing angle parking to parallel parking to prevent vehicles backing out into the live through lane.

To meet the requirements for a pedestrian crossing some carparks and the clearing of vegetation growth at this crossing point will need to be completed or alternatively the redesigning the crossing

point to meet the sight visibility requirement. The sight visibility becomes more important for pedestrian crossings as vehicles need to see any pedestrians approaching well in time to stop. For the raised thresholds, the reliance is on the pedestrians to stop when they get to the actual threshold and look for vehicles.

The formal pedestrian crossing was not installed in 2008 when council considered this formally.

As part of the 2018 Long Term Plan discussion, Council requested that a formal pedestrian crossing be put in place outside Noel Leemings, between Moorhouse and Studholme Street.

Some traffic counters have currently been placed on Thames Street. The traffic counters are picking up the details of the speeds and traffic numbers. We have not been able to assess that data yet.

### Issues

The main issue is around safety of our road users. This includes the pedestrians traversing the CBD and the vehicles travelling through there.

Council must consider the trade-offs. An effective solution for the safety of pedestrians can potentially have a consequential impact on the traffic along Thames Street.

## Analysis

### Options considered

There are 4 options to address the issue of safety at the raised threshold on Thames Street, between Moorhouse and Studholme Street:

1. Provide a formal pedestrian crossing.

This will provide a formal crossing point.

This will require some reconfiguration of the crossing, eliminating some carparks next to the crossing and reduce some of the vegetation growth next to the crossing.

This could potentially create more confusion for the traffic but the traffic figures would likely meet the criteria for a formal pedestrian crossing.

Likely cost is around \$10k.

2. Provide a pedestrian traffic light;

This would be activated by the pedestrians wanting to cross and create a very clear control for pedestrians and vehicles. This would not create any confusion as controlled lights are very clear for all users.

Pedestrian traffic lights are utilised more and more and are replacing a number of the formal pedestrian crossings throughout the region. Staff have been advised that Hamilton City Council have a programme of replacing all formal pedestrian crossing with these lights.

Likely cost is around \$20k.



3. Provide an engineering solution;

There are a number of different ways to improve the current situation. One of the options is to change the environment and reduce the general speed on Thames Street by further enhancements and also work on making the thresholds stand out more by changing the layout and detailed design.

This may also be a solution for the longer term and for the wider vicinity of the CBD. The cost for this is unknown at this stage.

4. Do nothing and monitor situation;

Retain the existing raised threshold and complete a more detailed analysis. There are cameras that can be installed for a few days to monitor pedestrian numbers and the behaviours to investigate what would achieve the best outcome.

This would take longer to action.

For options 1, 2 and potentially 3, there will be consequences to the flow of traffic. It is not known to exactly what extent but there will more cars backed up on the main street.

### **Legal and statutory requirements**

The NZ Transport Agency provides guidelines around when pedestrian crossings are to be installed.

The issue around not following these guidelines could mean that if an accident does occur then this could be scrutinised.

### **Impact on policy and bylaws**

No impacts on policies or bylaws.

### **Consistency with the Long Term Plan / Annual Plan**

Council's objective is to provide a safe and efficient roading network. It also recognises that the population within the district is aging.

### **Impact on Significance and Engagement Policy**

Does not affect the Significance or Engagement Policy

### **Communication, consultation and decision making processes**

Have not formally consulted on this matter but have received some complaints on the current operation of the raised thresholds by elderly residents.

### Consent issues

No consent issues.

### Timeframes

This will depend on the option council chooses.

### Contribution to Community Outcomes

## Financial Impact

#### i. Cost

This will depend on the chosen option.

#### ii. Funding Source

Any works on the road pavement can be funded under the existing road pavement maintenance budget or traffic services budget which is subsidised. Any works required on the berm or footpath will need to be funded from the bulk fund or existing footpath or street furniture maintenance budgets.

## Attachments

There are no attachments for this report.

## Signatories

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
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Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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# Nettro Developments Limited Developer Agreement

Trim No.: 1889904

## Executive Summary

A developer Agreement is required for a 29 lot subdivision off Jellicoe Road in Matamata. It is currently part of the Precinct F Structure Plan identified in the District Plan.

Plan Change 47 is currently being considered by Council. The Proposed Development aligns with the zoning identified in Plan Change 47.

Appropriate Development Contributions need to be charged for the development as infrastructure upgrades will be required to service the development.

The report below outlines the options and risks Council needs to consider with regards to developing the developer agreement.

## Recommendation

That:

1. **Council receives the information;**
2. **The lesser of the indicative \$19.62k/lot charge, (excluding the Parks & Reserves contributions) and the relevant Development Contribution charge adopted in the future 2018/28 Development Contribution Policy will apply for the land to be rezoned under PC 47.**
3. **Council give authority to the Chief Executive to sign the Developer Agreement**

## Content

### Background

Council has received a subdivision proposal for Netro Developments Limited. It is a subdivision proposal for one stage of 29 Lots. The subdivision is located off Jellicoe Road in Matamata. See attached proposal map.

All of the lots are located in the Precinct F Structure Plan area which is an area zoned residential that can accommodate approximately 709 lots, located in the area between Hinuera and Station Roads. The scheme plan submitted included how the subdivision can link in with the adjoining land.

The Precinct F Structure Plan had identified significant infrastructure needs as outlined in the Current Plan Change 47 funding document.

Development Contributions and all the capital allowance for the infrastructure requirements for Precinct F (709 lots ) have never been included in Councils Long Term Plan. Councils District Plan has identified that any subdivision in Precinct F needs to have a Developer Agreement entered into and sets minimum requirements for subdivisions in the area:

*District Plan - 1.4.21 Subdivision – restricted discretionary activities in Precinct F (relevant clauses)*

1. *For restricted discretionary activity subdivision consent applications provided for in Table 6.1.1. Council has restricted its discretion to the consideration of the following matters*

(refer 2. below for assessment criteria) and may impose conditions of consent in relation to these:

m. Development Contributions under Section 7 and the Local Government Act 2002

2. Applications for restricted discretionary activity Resource Consent for subdivision will be assessed against the following criteria.

e. Servicing

i. Whether sites can be adequately serviced for stormwater (while managing cumulative effects on a catchment wide basis), wastewater, water supply including access suitable for fire fighting purposes and utilities.

v. The effects on the public services the Council is responsible for in the locality or district and that the residents or occupants of the subdivided or developed area would make use of, generate a need for, or have an impact on (and for which "development contributions" may be required to offset adverse effects).

vi. The undergrounding of any utility lines within or outside the site being subdivided.

vii. Whether subdivision provides appropriate infrastructure in a coordinated manner, ensuring that subdivision, development and the provision of infrastructure keep pace with each other.

viii. Notwithstanding the matters in criteria (vii) above, for the first subdivision or development proposal in Precinct F Matamata (refer Planning Maps and Appendix 9.2) the Council reserves discretion to ensure that the first resource consent application is of an appropriate scale so that the Council's financial exposure for any required infrastructure upgrades to the reticulated network is limited and mitigated (also refer 1.4.21.2.(f)) and so that infrastructure is provided in a coordinated manner. The appropriate threshold for the first subdivision of development proposal is 50 lots. Exemption to this criteria may apply to subdivision and development proposals in Precinct F Matamata that provide alternative solutions to supply water and wastewater treatment, which are subject to approval by Council.

Council's Development Contribution Policy and District Plan refers to Developer Agreements in the following instances:

#### 7.6.1. Private Developer Agreements

The Local Government Act 2002 provides that we can enter into private developers agreements for the provision of services in our district. In certain circumstances, where we believe it is in the best interests of the community, private development agreements may be entered into with a developer, in accordance with the provisions of sections 207A to 207F of the Local Government Act 2002. Private development agreement may be used in lieu of development contributions where we agree with developer that particular

*infrastructure and/or service can be provided in a manner different to our standard procedures/guidelines, and where our minimum level of service will be achieved.*

*Such agreements must clearly state:*

- The rationale for the agreement;*
- The details of the agreement;*
- The basis of any cost sharing;*
- How and when the associated infrastructure will be provided, and*
- Which lot(s) the agreement refers to.*

*One example where a private developer agreement may be used is when a development requires a special level of service, or is a type or scale that is not readily assess in terms of standard units of demand. Another is where significant developments and/or plan changes are proposed and capital expenditures are required but none have been budgeted and no development contribution has been set.*

#### *11.4.1 Planning timeframe*

*This Policy is based on the ten year timeframe of our Long Term Plan and on the principle that costs, triggered by growth over that period should be both allocated to, and recovered within, that period. However, in many cases, economics of scale require us to build assets of greater capacity that extend beyond the timeframe of our Long Term Plan.*

*We accept that, in such cases, we may have to bank roll costs and recover them over time from future developments. Any costs incurred in anticipation of future growth will be allocated to and recover in those later years, subject to a maximum total recovery period of 25 years.*

*Where the risks to the community associated with 'bank rolling' future growth considered too great by Council, we will seek to share the risk with developers through private developer agreements.*

As part of the Plan Change 47 work, Council has reduced the residential Area of precinct F to 240 lots and allowed for further residential areas in other parts of Matamata to be zoned. It is proposing to zone land where it is less restrictive to provide infrastructure to. The Nettro Developments Limited aligns with the proposed Plan Change 47 zoning. The only difference being the timing of the development.

As part of Plan Change 47 the servicing requirements have been calculated and some allowances where made in the 2015-25 Long Term Plan to provide services for these. However a number of works have not been allowed for in the current LTP and it is planned to have these included in the 2018-28 LTP. This is being worked through at the moment and will be publicly consulted on in May 2018, coming into effect 1 July 2018.

The work identified in Plan Change 47 for the Eldonwood South area (Total of 240 lots) is as following:

Table 3: Eldonwood South - Development Contributions Calculations (\$000)				
Off Site Utility	Off Site Capital Works	% Growth Funded	Development Contribution Model	Residual Public Cost
Wastewater	2,416	80%	1,933	483
Water	960	40%	384	576
Stormwater	100	100%	100	0
Roading	2,430	92%	2,187	195
<b>Total</b>	<b>5,906</b>	<b>80%</b>	<b>4,725</b>	<b>1,254</b>

The Developer has requested that Council base the contributions on the following:

- Fairness (pay the same as the next guy)
- Certainty

## Issues

### Timing of infrastructure

It was proposed that the growth in Matamata would be approximately 33 additional HEU's per annum in the urban area. The development contributions were calculated on this assumption. The developer believes the 29 lots will be fully developed in 5 years and there is also the adjoining land which has 155 new lots to be developed in 5 years. (A total of 35 HEU's per annum for these two developments) This timing is much faster than what Plan Change 47 anticipates.

### Funding of the infrastructure

The funding of the infrastructure has been identified in Plan Change 47 for Eldonwood South. The cost between what is attributed to growth and what is an existing Level of service increase has been identified. The Development Contributions have been calculated on the growth aspect of the projects only.

### Risk profile

The main risks are around the timing of the infrastructure not being as projected in Plan Change 47 and infrastructure is required before it is planned.

The other risk is that the projected Plan Change 47 Development Contributions will not be adopted and funded through the 2018 Long Term Plan as identified. There could either be less projects identified or more projects included.

### Assumptions

The following assumptions have been made in determining the infrastructure need and associated costs.

- Assumptions have been made on Plan Change 47 information and infrastructure/growth demand.



- Council will formally adopt the Plan Change 47 infrastructure costs in the next Long Term Plan
- Impact on existing DCs (timing/nature of works) as a result of new growth area has not been updated

## Analysis

### Options considered

The following modelling on the DC's has been completed as part of Plan Change 47

			EXISTING PRECINCT F	ELDONWOOD SOUTH	ELDONWOOD SOUTH AND TOWER ROAD	HORRELL ROAD COST #1	HORRELL ROAD COST #1	STIRLING STREET
Specific Area DC Models	DC PER LOT	Existing	10,782	10,782	10,782	3,372	3,372	\$8,490
	full uptake of	Area DC	19,907	19,621	17,198	12,430	29,650	\$3,757
	lots over 20	Total	30,689	30,403	27,980	15,802	33,022	\$12,247
	Year							
	YEAR 1							
	DC PER LOT	Existing	10,782	10,782	10,782	3,372	3,372	\$8,490
	full uptake of	Area DC	24,861	24,504	21,478	12,430	29,650	\$4,692
	lots over 20	Total	35,643	35,286	32,260	15,802	33,022	\$13,182
	Year							
	YEAR 10							
	DC PER LOT	Existing	10,782	10,782	10,782			\$8,490
	Actual	Area DC	35,672	20,661	20,185			\$4,812
	projected	Total	46,454	31,433	30,967			\$13,302
	uptake							
	YEAR 1							
	DC PER LOT	Existing	10,782	10,782	10,782			\$8,490
	Actual	Area DC	44,550	25,802	25,209			\$6,009
	projected	Total	55,332	36,584	35,991			\$14,499
	uptake							
	YEAR 10							
Wardbased Model <sup>1</sup>	Based on	Existing	10,782	10,782	10,782	3,372	3,372	8,490
	actual	New Ward	19,934	13,638	19,620	4,884	6,979	9,316
	projected	DC						
	uptake							
	Year 1							

### Notes:

- Figures are GST exclusive. The first figure is the existing ward DC including the reserves financial contribution, e.g. \$10,782 for Precinct F. A separate DC has then been calculated for each structure plan area to fund the additional infrastructure upgrades, e.g. \$19,907 for Precinct F. Any new lot will be required to pay both DC's and the value increase over time such that a Year 1 and Year 10 DC figure is provided to show the changes to the DC over time. These figures deliberately separate out the two DC costs to show the comparative figures.
- The Ward DC (last row on table) would amalgamate all costs such that all new dwellings/lots in the specified ward would pay a single DC and the new structure plan area costs would be cross subsidised by other landowners/developers.
- This figure has been reduced from the current DC figure as the current figures already include some Precinct F upgrade costs.

4 *Assumptions for growth based on population projections from Development Contributions Policy (2015).*

- *For Matamata structure plan areas, base projection is 33 new dwellings per year. Precinct F and Eldonwood South assumption is that 30% of new dwellings will go to this area. For combined Eldonwood South and Tower Road, the assumption is that 20% of new dwellings will go to each respective area.*
- *The DC income is only calculated for the Structure Plan areas and does not include the income from the ward DC. This then allows a direct comparison between the new capital project costs and the DC income specific to these costs.*

Council to consider the following options:

1. Ring Fence the Development Cost to Eldonwood South

As part of Plan Change 47 the assessment for infrastructure for the Eldonwood South Area was established.

The cost per Lot has been calculated at \$19,621 plus the additional DC Ward resulting in a total development contribution estimated to be between \$25,000 - \$30,000. (29 lots)

2. Ward Based Development Contribution

- The lesser of the indicative \$19.620k/lot charge (excluding Parks & reserves contributions) and the relevant DC charge adopted in the future 2018/28 DC Policy will apply for the land to be rezoned under PC47 (29 lots) ;

**Analysis of preferred option**

To provide consistency and use the Ward Base Development Contribution. This approach was used for the adjoining subdivision which is currently progressing a separate Developer Agreement.

**Legal and statutory requirements**

The Developer Agreement is a requirement of the District Plan.

**Impact on policy and bylaws**

The Development Contributions policy is currently being reviewed as part of the Long Term Plan 2018-28. The existing Policy has included some of the infrastructure requirements identified in Plan Change 47 but also has some which are not in the currently policy.

**Consistency with the Long Term Plan / Annual Plan**

There is some alignment with the 2015-25 Long Term Plan.



### Impact on Significance and Engagement Policy

The infrastructure identified is significant and will be consulted on as part of the Long Term Plan 2018-28.

### Communication, consultation and decision making processes

The only communication has been with the property owner and Developer. Plan Change 47 has been publicly notified and a hearing is scheduled for June/July.

The Long Term Plan 2015-25 and the respective Development Contribution Policy was also publicly consulted on.

The Long Term Plan 2018-28 and respective Development Contribution Policy has not been publicly consulted on.

### Consent issues

A resource consent for the development has been applied for and the developer agreement is a key part of this.

### Timeframes

It is requested that the developer agreement be put in place as soon as possible.

### Contribution to Community Outcomes

## Financial Impact

#### i. Cost

The costs are identified in the report.

## Attachments

- A. Netro Developments Limited - map 1
- B. Proposed 10x15m building rectangle plan

## Signatories

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	

## Waikato Plan - Minutes of hearing

Trim No.: 1883099

### Executive Summary

This report seeks to update Matamata-Piako District Council (MPDC) on the Waikato Plan Joint Committee hearing held on 21 April 2017.

Mayor Barnes is MPDC's appointed representative on the Joint Committee. Councillor Wilcock is the alternate member.

The meeting minutes are attached to the report. The full agenda and more information about the Waikato Plan are available on the Waikato Plan website

<http://www.waikatoplan.co.nz/Leadership/Agendas-and-minutes/>.

In addition, this report seeks approval for a Council submission to the Waikato Plan. The submission has been previously discussed with Councillors and has been submitted to the Waikato Plan team.

Copies of the draft Waikato Plan and summary have been previously provided to Councillors. A copy of the plan summary is also attached to this report.

### Recommendation

That:

1. The information be received.

### Content

#### Background

The development of a Waikato Plan has been underway since May 2013. The aim of the Waikato Plan is to take a 'one Waikato' view about the future of the region to enable informed decision making. The primary aim for the plan is: *"We want to build champion communities, together."*

The Waikato Plan speaks with 'one voice' on agreed top priorities, so that messages are consistent and collectively shared. The shared aspirations and enduring relationships strengthened by this Plan will help leverage additional resourcing and funding for the Waikato.

The Plan will also:

- Develop a shared vision and collective voice on the high priority regional and sub-regional issues that will improve the quality of living for people and communities in the Waikato over the next 30 years.
- Provide an important opportunity to identify, negotiate and agree on priorities, actions and funding arrangements across multiple parties including local and central government, the private sector and non-government organisations.
- Provide a shared evidence base from which to make investment and policy decisions that are efficient and effective in a collective way.

- Enable a conversation on enduring governance frameworks required to support the development and implementation of the Waikato Plan and its vision for the region;
- Improve the efficiency and effectiveness of local authorities, central government and communities to address high priority issues.
- Help to rationalise the existing planning and service delivery system for people and communities.

#### Plan making process

An overview of the plan development process is provided below:

Common Evidence Base Development	2013	The Mayoral Forum approved the development of a Waikato Plan.
	February 2014	The Mayoral Forum adopted a set of headline strengths, challenges and opportunities for the Waikato Plan.
	April 2014	Completion of an extensive evidence base. Technical experts and strategic partners to assist in the development of the Plan agreed.
	June 2014	Invitations released for the development of a joint committee to oversee the development of the Waikato Plan.
	September 2014	The first meeting of the Waikato Plan Joint Committee.
	November 2014	Confirmation of the proposed Waikato Plan scope.
	Early 2015	Evidence base updated.
Stage 1: Project Scope, Priorities & Strategic Direction	June 2015	Headline strengths, challenges and opportunities updated. Three initial priority work areas were agreed by the Joint Committee.
Stage 2: Wider Plan Structure & Agreeing Strategic Direction	September 2015	The first executive summary of the Waikato Plan was produced for Joint Committee approval – this was used to confirm priorities and support.
	November 2015	Joint Committee considers draft strategic direction.
Stage 3: Spatial Plan Development & Adoption of Strategic Direction Doc Parallel Implementation	February 2016	Executive summary document and strategic direction adopted by the Joint Committee as basis for full Plan development.
	February 2016	The Strategic Partners Forum is constituted and also discusses the executive summary and strategic direction, then continues with bi-monthly input into the process.
	February to July 2016	A series of meetings and workshops were held with key implementation partners to agree on plan implementation actions, and who can do what to implement the Plan.
	April 2016	Executive summary document updated and adopted by the Joint Committee.
	June 2016	The Joint Committee was presented with a first draft of the full Waikato Plan.
	Sep 2016	After refinement and editing following Joint Committee feedback, a second version of the draft Plan and the Summary document presented to a Joint Committee briefing.

	Dec - Feb 2017	Further revisions of the draft Plan and Summary completed.
Stage 4: Plan Draft for Consultation, Hearings and Final Adoption	Feb 2017	Version 3 of the draft Plan completed to present to the Joint Committee on the 27 <sup>th</sup> Feb to request approval for consultation.  Consultation, Hearings and Final adoption - March to August 2017
Stage 5: Waikato Plan Implementation Arrangements and Actions Mid 2017 onwards	Mid 2017 onwards	

More information about the Waikato Plan is available on the Waikato Plan website [www.waikatoplan.co.nz](http://www.waikatoplan.co.nz). A copy of the plan summary is attached.

#### What value does the Plan add?

The most important thing about the Waikato Plan is that it is the first time in New Zealand that councils, central government and other agencies have worked together to create one plan that speaks with one voice about the top priorities for the whole region. Because it brings everything together, the Plan provides an important opportunity to agree on priorities, actions and funding arrangements across multiple parties and well-beings. It will provide clarity for everyone about the future direction of the region.

The Plan also provides a place to have potentially difficult conversations about issues such as population decline and aging, where to target investment, and what infrastructure to invest in. Once agreed, this will give the region better bargaining power, making it more competitive against other regions.

#### What are the underlying principles?

1. It is an evolution – the Plan will never be ‘finished’ – rather it is an on-going collaborative relationship that will progress over time
2. It is a joint Plan, not a council Plan - the community sector, central government, Iwi, and the private sector are all involved
3. Everyone involved has to be able to compromise - to recognise that trade-offs will need to be made in order to reach shared aspirations and speak with a collective voice
4. The Plan will not duplicate the work of others – rather its role is to fill gaps.

#### How is the Plan governed and managed?

**Governance:** Joint Committee: Mayors/Chair from each council (currently excluding Thames-Coromandel District Council), five independent representatives, Iwi (to be confirmed), three observers (District Health Board, National Infrastructure Unit, NZ Transport Agency).

**Forums:** Government Advisory Forum (initially linking with Intersect Waikato), Strategic Partners Forum, potential Business Forum (may be established February/March 2017).

**Management:** Waikato Plan Chief Executive Steering Group (including the Independent Chair, Chief Executive from a selection of councils and the Project Team) supported by the Project Team

(comprised of two Project Advisors who lead the project, supported by a team of seconded council staff and a contractor).

Technical Support: Technical Reference Group (with representatives from councils and NZTA), technical experts (brought in as required) and a Communications advisor.

#### Maori Engagement

The Joint Committee is seeking to ensure meaningful partnership structures with Iwi/Māori are established including representation on the joint committee. The proposed Waikato Plan implementation arrangements provide for co-governance, co-management and co-implementation with Iwi/ Māori. The Waikato Plan has set aside resourcing to ensure effective Iwi engagement and input into the Waikato Plan.

Council staff have also discussed the Waikato Plan with the Te Manawhenua Forum Mo Matamata-Piako (Forum). The Forum have expressed some concern regarding Iwi engagement, and have nominated Forum member Michael Baker as a potential candidate to sit on the implementation committee if appropriate. The concerns raised by the Forum were noted in Councils submission.

### **Issues**

#### 21 April Joint Committee meeting

The meeting agenda (excluding copies of the submissions) is attached to this report which provides an overview of the consultation undertaken and the submissions received. The meeting minutes are also attached to the report.

#### Council submission

Council approved a submission on the draft Waikato Plan at its meeting 12 April 2017. The submission is attached for Council information. Deputy Mayor James Thomas presented the submission to the Joint Committee hearing on 21 April 2017 on behalf of Council.

The Committee will be deliberating on the submissions on 30 May 2017. It is expected a decision on Councils submissions will be available after this meeting.

#### Implementation

Council should note the plan is nearing the implementation phase and the governance arrangements for the plan will change at this point with reduced local government representation and increased representation from iwi and other partners. There will be one representative for the three Eastern Waikato Councils (noting that Thames-Coromandel District Council have opted not to take part in the exercise to date).

Council will need to consider its budget for the Waikato Plan implementation.

### **Analysis**

#### **Options considered**

The Waikato Plan process will set a new overarching policy direction for the region.

#### **Impact on Significance and Engagement Policy**

These issues are not significant. MPDC is not the decision-making body for these matters as the Waikato Plan preparation is delegated to the Joint Committee.

## Communication, consultation and decision making processes

There are no consultation issues. The consultation process has been completed.

## Consent issues

There are no consent issues.

## Timeframes

The consultation timeline is as follows:

- 27 February 2017 – approval from the Joint Committee for consultation on the draft Waikato Plan
- 10 March and 24 March 2017 – Newspaper advert in the Waikato Times and NZ Herald on the opening of the submissions period on the Plan
- 10 March to 10 April 2017 – draft Waikato Plan consulted, with the focus on making online submissions easy to do
- 21 April 2017 and first week of May – public hearings at Waikato Regional Council offices and somewhere in the districts.
- 30 May 2017 - Joint committee makes final changes arising from submissions and recommends year 1 actions to councils for inclusion into their Annual Plans 2017/18 implementation
- 19 June 2017 – Joint Committee approves the final full Plan and summary document
- July – Waikato councils ratify the final full Plan and summary document
- 21 August 2017 – launch of the Plan and implementation activities.

## Financial Impact

### i. Cost

A budget of \$466,000 has been finalised for the implementation of the Waikato Plan for the 2017/18. This funding is for establishing and the administration of the implementation phase of Waikato Plan. A small proportion has been set aside for seed funding of actions. It is intended that implementation will commence in August 2017.

A copy of the Waikato Plan implementation budget has been previously provided to Council which shows Matamata-Piako District Council contribution as \$35,873 for the 2017/18 financial year.

## Attachments

- A. MPDC submission to Waikato Plan
- B. Extract of Waikato Plan Hearings Agenda - 21 April 2017
- C. Minutes of the Waikato Plan meeting 21 April 2017

## Signatories

Author(s)	Niall Baker <b>Acting Senior Policy Planner</b>	
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Approved by	Michelle Staines-Hawthorne	
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	<b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

## Matamata-Piako Civic and Memorial Centre - Sustainability Features

Trim No.: 1890850

### Executive Summary

The design of the new Matamata-Piako Civic and Memorial Centre includes a number of aspects that aim to reduce operating costs in the form of energy savings. Council has considered submissions from Transition Matamata and a review by Councils Energy Consultant on design and energy performance. Two options to enhance the buildings energy performance are double glazing and solar panels.

The cost of installing double glazing is \$58,763 and the estimated payback period for this is approximately 32 years. As the owner of the building with an asset life of over 50 years and will provide a long-term payback for the community.

The current best estimate for installing PV Solar Panel is \$60,000 and has a payback period of approximately 10 years. As a first step a formal analysis and re-design should be undertaken at a cost of \$8,000 to establish the extent of any installation. This will be costed and presented to council prior to a final decision being made on the installation of a PV solar panel system.

### Recommendation

That:

1. The report be received
2. Council approve the installation of Double Glazed Joinery at a cost of \$58,763 plus GST
3. Council approve the re-design costs of \$8,000 plus GST for the PV Solar Panels system
4. Council determine how to fund the additional expenditure.

### Content

#### Background

The design of the new Matamata-Piako Civic and Memorial Centre contained a number of initiatives to assist in reducing energy costs. These were balanced with a challenging budget and potential short and long term savings.

Transition Matamata made submissions on sustainability features of the design and some of their suggestions have been incorporated.

Following further discussions with Transition Matamata a further appraisal was carried out particularly with respect to Double Glazing and PV Solar Energy (photovoltaic) panels.

These items have now been costed.



## Issues

As part of the buildings energy performance double glazing and solar panels are options to reduce long term operating costs. These two options were discussed with council on 1 June 2017. Council has indicated that it would like to proceed with double glazing and specific design for solar panels. This report formalises those discussions.

Currently the approved project budget does not allow for this expenditure. There is a project contingency however at this early stage in the construction there is a high risk that demands on the contingency fund may be exceeded if it is used for the purpose of double glazing and solar panels.

## Analysis

Power Solutions Ltd (PSL) are councils current energy management consultants and were tasked with providing an analysis of the following energy saving initiatives:

- Building Management System (BMS)
- Lighting and Lighting control system
- Solar photo voltaic panels (PV)

PSL's summary was as follows:

Building Management System – *"It is PSL's view that the control system specified should provide efficient control of the plant. A more complex BMS system will not be warranted."*

Lighting and Lighting Control System – *"It is PSL's view that the lighting design and lighting control system specified will provide an efficient lighting system with a practical level of automation. A more complex lighting control system will not be warranted."*

Solar PV installation – *"PSL supports the recommendation that MPDC should consider a solar PV installation on this building for the following reasons:-*

- *The building is day use therefore the electrical load matches the generation profile of a solar PV system.*
- *The building will likely remain as a non-time of use connection. Therefore the electricity unit rate is higher increasing the return from offset electricity.*
- *A new build such as this is an opportune time to carry out the installation.*
- *The initial estimated return on investment is ≈10yrs and the life of the PV panels will be ≈25yrs.*
- *A solar PV system is a visual statement that will portray good environmental citizenship.*

*PSL made contact with SolarCity to discuss the initial assessment and to obtain a further assessment for a 10kW solar PV system. The reason for this is to reduce the level of investment required (≈\$26k) and to potentially eliminate exporting electricity. The return on investment in this initial assessment did however remain similar.*

*Note that the minimum base load electrical data has not been available. The 10kW system size is purely for financial comparative purposes. The optimum size would be to cover the base electrical load occurring in the building on a Sunday in mid-summer.*

*Some additional expenditure could be incurred for such things as:-*

- *Main contractor margin as the main contract is let*
- *Roof evaluation for weight and penetrations*
- *Connections to main switchboard, possible metering changes.*

*Although installation during building construction would be preferable, a solar PV system could be retrofitted at a later date if necessary due to financial constraints. Actual base electrical load data could then be recorded to optimise the sizing of the PV system.”*

Double glazing provides insulation from heat loss/solar gain, acoustic benefits and reduces the likelihood of condensation. PSL indicated that from a purely financial point of view double glazing payback is estimated to be around 32 years this exceeds the normal suggestion of 20 years. The new building will have a life exceeding 50 years and would provide a long-term payback for the community as well as demonstrating good environmental practice.

### **Analysis of preferred option**

Council has now considered submissions received from Transition Matamata and information provided by PSL on energy saving initiatives. Council believe that both double glazing and making provision for solar panels will have long term benefits both environmentally and financially.

The preferred option is to:-

- vary the contract specification to change single glazing to double glazing for external joinery.
- engage design sub-consultants to check both the design structure and electrical specification to establish capability including obtaining prices for:
  - a) Prewire so the system can be installed after practical completion with limited remedial work being required
  - b) Full installation during contract period

### **Legal and statutory requirements**

None

### **Impact on policy and bylaws**

An Energy Policy was developed and adopted by MPDC in May 2013. Clause 6 states:- Undertake energy performance audits on the plans and specifications of proposed council buildings and other proposals involving energy consumption, including alterations and additions to existing buildings, report on potential inefficient energy use where identified and make recommendations for improvement.

### **Impact on Significance and Engagement Policy**

None

## Communication, consultation and decision making processes

Ongoing with Transition Matamata. Specialist consultants to design and specify

## Consent issues

None

## Timeframes

Shop drawings on joinery have already commenced to maintain agreed timeline.

If solar panels are to be installed as part of current contract variation will need to be issued late August 2017.

## Financial Impact

### i. Cost

At the Council meeting held on 8 February 2017 a total project budget of \$6,923,787 including contingencies was approved.

The installation of double glazed joinery is an additional \$58,763

Design checks and revised specification for solar panels is \$6,500. If a structural redesign is required a further \$1,500 making a total of \$8,000 for the specific redesign for solar panel installation.

The current best estimate for supply and installing solar panels is \$60,000. This could be reduced if design was only to base level requirements as suggested by PSL.

### ii. Funding Source

Potentially the project contingency fund, but this is high risk at this stage in the project

This is optional expenditure with an outcome that will reduce energy costs, future operational budgets will benefit.

## Attachments

There are no attachments for this report.

## Signatories

Author(s)	Roger Lamberth <b>Kaimai Consultants Manager</b>	
Approved by	Fiona Vessey <b>Group Manager Service Delivery</b>	

## Mayoral Diary For May 2017

Trim No.: 1889666

The Mayoral Diary for the period 1 May 2017 to 31 May 2017 is attached.

### Recommendation

That the report be received.

### Attachments

A. Mayoral Diary May 2017

### Signatories

Author(s)	Jan Barnes <b>Mayor</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	