

Ministry of Education

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**B&A**

Urban & Environmental

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**From:** Susan Henderson s 9(2)(a)  
**Sent:** Wednesday, 3 September 2025 11:19 am  
**To:** Briar Belgrave  
**Cc:** Patrick Broman; Gemma Hayes  
**Subject:** RE: Orchard Grove - MoE Meeting

[UNCLASSIFIED]

Kia ora Briar,

Thank you for the opportunity to discuss the Orchard Grove Fast Track referral application. We have reviewed the consultation pack and the minutes and have no further feedback at this time.

Nāku iti noa, nā,  
Susan

**Susan Henderson** | Lead Advisor - Spatial Planning  
School Property

DDI s 9(2)(a) | Mobile s 9(2)(a)

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**From:** Briar Belgrave s 9(2)(a)  
**Sent:** Wednesday, 27 August 2025 3:23 pm  
**To:** Susan Henderson s 9(2)(a)  
**Cc:** Patrick Broman s 9(2)(a); Gemma Hayes s 9(2)(a)  
**Subject:** Orchard Grove - MoE Meeting

Hi Susan

Thank you for meeting this morning to discuss the Orchard Grove Fast Track Referral application. Please find attached the meeting minutes and the consultation pack we discussed.

Let me know if you have any additions to the minutes, and we would welcome any further feedback on the consultation pack once you have reviewed it in more detail.

It would be much appreciated if you could confirm you have received the minutes and whether there is any additional feedback.

Ngā mihi | Kind regards,

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**BRIAR BELGRAVE**

Partner

s 9(2)(a)

s 9(2)(a)

**B&A**

Urban & Environmental



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**From:** Susan Henderson s 9(2)(a)  
**Sent:** Friday, 22 August 2025 10:30 am  
**To:** Briar Belgrave  
**Cc:** Patrick Broman; Gemma Hayes  
**Subject:** RE: Orchard Grove Fast Track Referral Application - Consultation Request

[UNCLASSIFIED]

Kia ora Briar,

We would be very happy to meet with you to discuss this fast track referral application. I'm based in Hamilton, as is Patrick Broman our Lead Advisor Network. We would be happy to meet with you at our Te Rapa office in Hamilton if that would suit? Gemma Hayes, Principal Advisor in the Resource Management and Planning team, is also available to join us online.

Next Wednesday 27 August looks good in our diaries – anytime after 11am – would that suit?

Ngā mihi,  
Susan

**Susan Henderson** | Lead Advisor - Spatial Planning  
School Property

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**From:** Briar Belgrave s 9(2)(a)  
**Sent:** Thursday, 21 August 2025 9:28 am  
**To:** Susan Henderson s 9(2)(a)  
**Subject:** Orchard Grove Fast Track Referral Application - Consultation Request

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Good morning Susan,

B&A are currently in the process of preparing a Fast Track Referral Application for a new urban development 155 Kay Road, Waikato – see below a site locality map.



We would like to consult with MoE on this Fast Track Referral proposal that we are preparing for our client.

Could you please advise whom we should be consulting with from MoE and where would be appropriate e.g. online or in person?

I look forward to hearing back from you.

Ngā mihi | Kind regards,

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**BRIAR BELGRAVE**

Partner

s 9(2)(a)

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**Project:** Orchard Grove - Fast Track Approvals Act 2024 Referral Application  
**Date:** 27 August 2025  
**Time:** 11:30am – 12:30pm  
**Location:** Ministry of Education Te Rapa Office / Online  
**Attendees:** Susan Henderson (MoE), Patrick Broman (MoE), Gemma Hayes (MoE), Briar Belgrave (B&A), Kasey Zhai (B&A)

Item	Detail	Action
1	Round of introductions: <ul style="list-style-type: none"> <li>• Susan Henderson – Lead Advisor – Spatial Planning, MoE</li> <li>• Patrick Broman – Lead Advisor – Network, MoE</li> <li>• Gemma Hayes – Principal Planning Advisor, MoE</li> <li>• Briar Belgrave – Partner / Planner, B&amp;A</li> <li>• Kasey Zhai – Planner, B&amp;A</li> </ul>	-
2	Introduction – BB provided an introduction to the Orchard Grove site and project: <ul style="list-style-type: none"> <li>• The Orchard Grove site is strategically located in the wider HT1 growth cell, between Waikato and Hamilton City boundaries. HT1 is earmarked for future growth and is part of a strategic boundary agreement between Waikato District Council and Hamilton City Council.</li> <li>• The site is close to existing centres and business nodes, including the Borman Road Neighbourhood Centre and Te Rapa. There are also existing community facilities and amenities in Horsham Downs and Rototuna, including Rototuna Library and High School.</li> <li>• The cultural narrative for the site will be developed with mana whenua through upcoming hui. CIAs will also be prepared.</li> <li>• The Orchard Grove site has one majority landowner and second landowner for a small parcel on the northern side.</li> <li>• Existing transport routes are the Waikato Expressway and SH1C.</li> <li>• Overview on the draft masterplan:                             <ul style="list-style-type: none"> <li>○ Approximately 846 new lots for houses;</li> <li>○ Mixture of densities, primarily medium density. Some smaller lots (350m<sup>2</sup> to 299m<sup>2</sup>), and others ranging from 400m<sup>2</sup> to 499m<sup>2</sup> and 500m<sup>2</sup> and above.</li> <li>○ Includes provision for a new park and neighbourhood centre. The neighbourhood centre will provide for day to day needs of residents, and</li> </ul> </li> </ul>	-

	<p>has been sized to ensure it does not compete with the Borman Road centre.</p> <ul style="list-style-type: none"> <li>○ Existing vegetation will be retained where possible</li> <li>○ Two areas identified with potential wetlands and their classification under the NPS-FM will be confirmed as part of the substantive application.</li> <li>○ A greenway running east-west is proposed to provide for stormwater and wastewater infrastructure. It will also be planted and include walking facilities, providing a passive recreation function for residents.</li> <li>○ Two new north-south oriented collector roads are proposed, which will have walking and cycling facilities. Other internal roads will be local roads.</li> <li>○ The Orchard Grove development can be accommodated within the existing road network and no significant transport upgrades are required.</li> <li>○ Both on-site and reticulated infrastructure options are being explored for water supply and wastewater discharge. Investigations undertaken for the referral application confirm that both options are available. Specific design will be confirmed as part of the substantive application. Stormwater will be managed through a series of ponds located in the proposed Greenway.</li> </ul>	
<p>3</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>● PB confirmed that there is sufficient high school capacity.</li> <li>● PB advised that rezoning may be required to include the site and future students within Te Ao Mārama School. The site is currently zoned for Horsham Downs School site, however this school has limited growth potential, largely due to wastewater discharge constraints. BB confirmed that Te Ao Mārama School is within walking distance of the site. PB noted that Te Ao Mārama School is less constrained in its growth compared to Horsham Downs.</li> <li>● SH queried whether footpaths would be provided on Reynolds Road. BB confirmed that the masterplan has been designed to connect into the wider transport network as growth occurs in the wider HT1 growth cell.</li> <li>● GH noted that one of the biggest challenges for growth is managing transport effects, and recommended considering how students would travel to nearby schools. The network should enable children to travel to school via active modes, and this requires good quality public amenities focussed on safety for school aged children. GH recommended considering existing interfaces in particular and how children will cross roads/arterials.</li> <li>● SH noted that north-south connections should explored across the greenway. BB confirmed that bridge crossings over the greenway are being investigated, and can look into their location as the masterplan is further refined.</li> </ul>	<p>B&amp;A to explore as masterplan is refined.</p>

	<ul style="list-style-type: none"> <li>• SH noted that it is helpful to understand how Orchard Grove will connect into the wider network as there is no Structure plan for the HT1 area. BB noted that a wider map showing these connections will be future proofed could potentially be prepared.</li> <li>• SH queried the need to construct the bridge crossing. BB confirmed that Orchard Grove could be constructed without the bridge crossing and that the bridge crossing is not required through the site, and therefore won't be precluded by Orchard Grove.</li> <li>• SH advised that engagement with MoE as part of the fast track process is helpful for informing MoE's long term planning.</li> </ul>	<p>B&amp;A to explore how to show future connections.</p>
5	<p>Next steps</p> <ul style="list-style-type: none"> <li>• BB noted that the technical specialist team has been engaged and reporting for the referral application is underway. Target lodgement is September/early October 2025.</li> <li>• In terms of timeframes, a decision on the substantive application is anticipated in the second half of 2026, with earthworks to commence in the 2026-2027 earthworks season.</li> </ul>	