

Komiti o te Kaporeihana me ngā Whakahaere | Corporate and Operations Committee



Open Kaupapataka Wātea | Agenda



Notice is hereby given that an ordinary meeting of the Corporate and Operations Committee will be held on:

Ko te rā | Date: Wednesday 28 April 2021
Wā | Time: 9.00am
Wāhi | Venue: Council Chambers
35 Kenrick Street
TE AROHA

Ngā Mema | Membership

Koromatua | Mayor
Ash Tanner

Koromatua Tautoko | Deputy Mayor
Neil Goodger

Kaunihera ā-Rohe | District Councillors
Donna Arnold
Caitlin Casey
Teena Cornes
Bruce Dewhurst
James Sainsbury
Russell Smith
Kevin Tappin (Chair)
James Thomas
Adrienne Wilcock
Sue Whiting

Waea | Phone: 07-884-0060
Īmēra | Email: secretary@mpdc.govt.nz
Wāhitau | Address: PO Box 266, Te Aroha, 3342
Kāinga Ipuranga | Website: www.mpdc.govt.nz



TAKE ITEM NGĀ IHINGA TABLE OF CONTENTS	WHĀRANGI PAGE
1 Whakatūwheratanga o te hui Meeting Opening	3
2 Ngā whakapāha/Tono whakawātea Apologies/Leave of Absence	3
3 Pānui i Ngā Take Ohore Anō Notification of Urgent/Additional Business	3
4 Whākī pānga Declarations of Interest	
5 Whakaaetanga mēneti Confirmation of Minutes	3
6 Papa ā-iwi whānui Public Forum	3

NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

7 <u>Pūrongo me whakatau Decision Reports</u>	
7.1 Matamata Futures Presentation	4
7.2 Piakonui Road Rally	5
7.3 Community Ward Grants - Second Funding Round 2020/21	16
7.4 Tamihana Street Tree Consultation	20
7.5 Waharoa Rest Area: Opportunity to Purchase Land	27
7.6 Road Naming for Stage 2, Terminus Street Development, Te Aroha	31
8 <u>Information Reports</u>	
8.1 Safety and Wellness Report	43
8.2 Waikato Civil Defence and Emergency Management Group Joint Committee - Minutes 1 March 2021	53
8.3 Chief Executive Officer's Report	60

1 Whakatūwheratanga o te hui | Meeting Opening

2 Ngā whakapāha/Tono whakawātea | Apologies/Leave of Absence

At the close of the agenda no apologies had been received.

3 Pānui take ohore | Notification of Urgent 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.”

4 Whākī pānga | Declarations of Interest

5 Whakaaetanga Mēneti | Confirmation of Minutes

Minutes, as circulated, of the ordinary meeting of the Corporate and Operations Committee, held on 24 March 2021

6 Papa ā-iwi whānui | Public Forum

Matamata Futures Presentation

CM No.: 2426746

Rāpopotonga Matua | Executive Summary

Representatives of Matamata Futures in attendance at 9.45am to present to the Corporate and Operations Committee on the proposed Matamata Stadium.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Tamara Kingi Committee Secretary and Corporate Administration Officer	
Approved by	Sandra Harris Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Piakonui Road Rally

CM No.: 2421727

Rāpopotonga Matua | Executive Summary

Thames Valley Car Club (TVCC) has applied for a road closure from 10:00am to 5:00pm on Sunday 9 May 2021 for a rally event on the unsealed section of Piakonui Road, Richmond Downs (Matamata).

The proposed road closure was advertised 19 August in the Matamata Scene and the Piako Post. Submissions closed 12:00 noon on 8 April 2021.

In preparation for advertising the proposed road closure the TVCC visited the residents of Piakonui Road affected by the proposed road closure. Eleven residents have confirmed they have no objection to the road closure.

Three submissions were received opposing the proposed road closure. Council now needs to consider these submissions. Troy Allan and Amanda Allan who oppose the proposed road closure will be in attendance. A representative from the TVCC will also be in attendance.

Tūtohunga | Recommendation

That:

1. **The Committee receives the report.**
2. **The Committee considers and advise on how to proceed.**

Horopaki | Background

Thames Valley Car Club (TVCC) has made an application to close an unsealed section of Piakonui Rd, Richmond Downs (Matamata) for a rally event from 10:00 am to 5:00 pm on Sunday 9 May 2021.

Piakonui Road, Walton is a low volume (45 vehicles per day) road which is subject to dust particularly in dry weather. The vehicles that typically use this road are a mix of cars, farm vehicles, stock trucks and milk tankers. While the rally will increase the volume of daily traffic on the road the organisers plan to mitigate dust with the use of two water tankers as necessary.

Fulton Hogan conduct monthly inspections on all MPDC unsealed roads and carry out cyclic maintenance (potholes, water tables, check culverts, clean edge marker posts) as required. This may also be driven by Customer Requests and subsequent inspections.

The timing of maintenance for unsealed roads can be subjective. Currently there is some corrugations on Piakonui Rd and it is due for a maintenance grade and it is also due for re-sheeting in sections (heavy maintenance which is an overlay of 80-100mm of WHAP 40 aggregate). To carry out either of these operations and to achieve a reasonable level of compaction we require water to be spread on the pavement.

Fulton Hogan have a resource consent to take water from streams however their resource consent requires them to go to the Waikato Regional Council website and check river flows and when the flows go below the amount set in the resource consent then they are only permitted to take water from the river in TeAroha beside the boat ramp. This means that during the dry Summer periods Fulton Hogan can only get water from TeAroha which can make it expensive and impractical to do maintenance on unsealed roads as water is a key ingredient to successful compaction. For this reason we tend to do maintenance on unsealed roads when it isn't so dry ie not during the Summer months so Fulton Hogan can source water locally to cut down on cartage and time delays. The water also tends to evaporate quicker during the hot Summer months.

Council use the Transport (Vehicular Traffic Road Closure) Regulations 1965 to process Event Road Closures. These regulations provide the framework for temporary road closures for vehicle races, processions, carnivals, celebrations, sporting events or other special events.

Under these regulations Council has to advertise a Notice of Intention to temporarily close the road at least 42 days before the proposed event. The requirement is to advertise the proposed road closure in at least one newspaper circulating in the locality of the closure.

We also require the car club to do a letter drop to all properties affected by the closure and to visit the residents directly affected by the road closure to obtain signatures if they are happy for the road closure to proceed.

Any person affected by the temporary road closure may lodge an objection no later than 28 days before the actual closure date. The closing date for submissions was Thursday 8th April 2021 and we received the following three submissions prior to this date.

Summary of submissions

Amanda Allan

- Race is a major inconvenience,
- Appalled at the state of the road following the rally event,
- Measures the car club put in place last year were unsatisfactory,
- Current state of road unsuitable condition,
- Should not have to put up with road being used as a race track,
- Have visitors staying on that particular date and childs birthday to celebrate,
- Have chosen to live here because its peaceful and quiet,
- Should be able to have weekends to ourselves without being disturbed by an event we don't support
- Absolutely no advantage to us to have the race continue,
- We are completely over it and feel angry that we are not being listened to,
- This race invites a large number of people who take no consideration that this is our home,
- We have personal costs associated with this day having to all go out and take pets to a boarding house to keep them safe.

Troy Allan

- Lack of maintenance being done,
- Hold backs from any progress in mitigating the issues put forward by residents,
- Strongly feel this rally is one of the main hold points for any developments to the unsealed section of Piakonui Road.

Andrew and Alison Gillingham

- Road is in a shocking state with so many corrugations and we have not had anything done to it since the last car rally in October 2020 and feel that Council waits for the car rally to have its race before doing any work on the road.
- Dust is still a major problem even with the road being wet 4 times during the day,

- The noise scares all our stock and they stand in the corner for the whole day,
- As a ratepayer we feel we get no say about what happens with our road that we have to live on 365 days of the year so the car rally can have their one day of fun.

Ngā Take/Kōrerorero | Issues/Discussion

Thames Valley Car Club is based in Paeroa but have many active members from the Matamata-Piako District. They have been running rally events on various roads (sealed-Waiti Rd, Te Tuhi Rd and Quine Rd and unsealed Piakonui Rd) in our district for more than sixteen years. The club has a good track-record with Council in terms of the Temporary Road Closure application processes and providing the funding for post-race road maintenance and repairs.

We advise our Maintenance Contractor of the date of the proposed event so they can still do light maintenance (potholes etc) but defer any heavy maintenance until after the rally event. This means that there should be no noticeable difference to the level of service provided to the road user as a result of the rally event.

Prior to the rally event Council and the TVCC conduct a joint inspection of the road to check the condition of the road surface, fences and barriers and agree on current condition. Then early in the week after the event another joint inspection occurs and agreement is reached on what needs to be done to put the road back into the same or better condition it was prior to the rally. The reinstatement work is then completed as agreed and TVCC is invoiced.

Last year the rally was on 4th October, the joint inspection was undertaken on Monday 5th October and maintenance was undertaken on Wednesday 7th October. Thames Valley Car Club was invoiced for 20 tonne of metal which includes supply, spreading and compacting.

For the safety of residents, competitors and spectators, access to the properties on the closed section of the road is controlled by marshals. This could mean that there is both a time and distance inconvenience for those wanting to access properties effected by the road closure because access will always be in the direction the rally stage is being run. The TVCC have advised access to and from properties will be with as little delay as possible.

There also appears to be some misconception from objecting submitters that Piakonui Road is being held back from sealing / development due to the use of the road by the TVCC. This is not correct as seal extensions are evaluated on an individual basis in an equitable and fiscally responsible manner and subject to formal approval by Council.

Mōrearea | Risk

Council require the following to mitigate risks;

- Public liability insurance to a minimum value of two million dollars,
- Approved traffic management plan for the closed section. This includes signage advising of the road closure and advanced warning signs etc.
- Letter Drops to all residents provide details for the marshals operating the closed section of roads so they can be contacted in case of emergency.
- Thames Valley Car Club has provided a Safety Plan for this event which is attached.

Ngā Whiringa | Options


1. Approve the Proposed Temporary Road Closure - Piakonui Road, Richmond Downs from 10:00 am to 5:00 pm on Sunday 9 May 2021 subject to the following conditions:
 - a. Monitor dust and ensure there is a water tanker available to minimise dust,
 - b. Ensure residents have a contact number so they can communicate and co-ordinate with the rally organisers when they need access to their properties.
 - c. MPDC Roading maintenance supervisor to ensure that the post-race inspection and maintenance is done no less than 5 days after the event.

2. Decline the Proposed Temporary Road Closure - Piakonui Road, Richmond Downs from 10:00 am to 5:00 pm on Sunday 9 May 2021.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

We follow the legislative requirements of Transport (Vehicular Traffic Road Closure) Regulations 1965 for processing event road closure applications.


Ngā Tāpiritanga | Attachments

[A](#)  Thames Valley Car Club Piakonui Rd Safety Plan



[B](#)  Piakonui Rd Closure 2021 - Submission Troy Allan



[C](#)  Piakonui Rd Closure 2021 - Submission Amanda Allan



[D](#)  Piakonui Rd Closure 2021 - Submission Andrew & Alison Gillingham



Ngā waitohu | Signatories

Author(s)	Mike van Grootel Roading Manager	
-----------	--	--

Approved by	Fiona Vessey Group Manager Service Delivery	
-------------	---	--

PIAKONUUI ROAD HILLCLIMB 9th May 2021

SAFETY PLAN

Organiser: THAMES VALLEY CAR CLUB

1. INTRODUCTION

1.1 Authority: In accordance with the current New Zealand Motorsport Manual Appendix Two Schedule H this plan sets out the systems that are in place and specifies the processes to use in the event of any injury accident for competitors, officials and the public.

1.2 Event Control headquarters:

The Event Control will be based in the Club's event centre caravan positioned just before the start of the Rallysprint course.

Rally control will be manned by an Assistant Clerk of the Course, or a suitably competent person at all times during the running of the event.

The Event Senior Officials are –

Clerk of the Course	Bruce McKenzie 027 2105374
Event Secretary	Michele Brunt 021 636068
Event Safety Officer	Bruce McKenzie 027 2105374

1.3 Safety Services Contact Details:

In event of an emergency phone 111, - for non urgent calls:

Medical services:

NEMS medical or similar organization will provide trained personnel and a suitable first response vehicle. Or the club will use a suitably qualified person with a first aid certificate, also with an adequate first aid kit.

1.4 Event Intervention:

A suitable vehicle will be stationed by the Event Control, for use as an intervention vehicle. The First aid person may travel in the vehicle on any intervention if required.
The intervention vehicle will have radio and/or cell phone contact with the Clerk of the Course.

1.5 Communication Network:

Cell phone communication as been tested at the venue and provides clear contact with the city. In addition the farmhouse adjacent to the pit paddock has a telephone that is available to the club in the event of an emergency.

2. VENUE

2.1 Location:

Piakonui Road is in the Richmond Downs region located between Matamata and Morrinsville.

2.2 Course - Length and Surface;

The course is 7.8 kilometres long and is gravel.

2.3 Vehicle access and egress to venue:

Competitor and emergency vehicle access, from Morrinsville proceed via Morrinsville Kereone road for approx 2 k's, turn right into Morrinsville Walton road and follow for 15 k's turn right into Paratu road, 1.5 k's follow left into Paratu road, 3.2 k's follow left again into Paratu road, at 1.8 k's ahead into Piakonui road and .8 k's to control and pit paddock.

From Highway 27 north of Matamata, turn into Morrinsville Walton road follow through Walton to turn left into Paratu road and follow as above.

2.4 Venue Security:

(1) Road Closure:

Piakonui road is administered by Matamata Piako District Council. Contact is Mike Van Grootel.

(a) Road closure schedule and conditions:

Piakonui Road from 500m before the start line has been closed by order of the Matamata Piako District Council under the 10th Schedule of the Local Government Act from 9am until 5pm on the 9th May 2021.

(b) Road closure marshal requirements:

The Control will effectively be the road closure marshal.

(2) Spectator Control:

There are no organised spectator points, marshals will keep an eye out in their line of site and if there are any issues with spectators then marshals will ask spectators to move or will notify the Clerk of the course of the problem and the Clerk of the Course will decide the course of action required, Checking/Stewards run will check the course for safety. The course clearance vehicle will check the course for any issues including spectators in unsafe places.

2.5 Competition manning levels:

(a) Start line:

Two marshalls who will

Line up the car at the start line so as not to break flow of event.

Maintain Radio Contact

The start will be at 1 minute or longer as required and will be light controlled, or manual countdown may be used.

Act on any instruction from the Clerk of the Course

(b) Finish line:

Flying finish marshal

(c) Intermediate Marshal posts:

There are up to ten (10) intermediate marshal posts each will have at least one marshal. Each post will be equipped with:

A radio

A Red flag

A Fire Extinguisher

(d) Other marshals (if applicable):

There will be a finish control marshal approximately 300m from the finish equipped with a fire extinguisher and a radio. This point will also act as road closure marshal.

(e) Mid-point tracking. A mid-point will be established at, or close by the DOC reserve car park at approximately half distance.

2.6 Course Clearance:

The Clerk of the Course will personally inspect the track before the event commences and if required, again after each round of competition.

2.7 Venue Layout:

A drawing of the rallysprint course is attached.

3 SPECTATOR AREAS

There are no organised spectator points

4. Safety of Officials and Competitors

4.1 Officials and Marshal Training / Briefings:

A marshal briefing will be undertaken on or before the event to clarify duties and expectations for all officials controlling the event. Criss cross sheets will be supplied to all points for purpose of competitor tracking through the course.

4.2 Competitors Safety:

The event will be conducted in accordance with the requirements of the current Appendix Four Schedule C Part 1. A competitors briefing will be held prior to the commencement of the event outlining the event procedures with emphasis on all safety aspects. Competitors will be reminded of their obligations to be aware of and to adhere to the MSNZ code of practice fuel handling.

4.3 Venue infrastructure safety:

Resident gateway number 690. Shall have large bales of hay placed across the driveway entrance and around in front of the wooden fence.

Residents will be provided with mobile phone number of the event safety officer should they require to exit their residences. There will also be a marshal stationed in resident gateways. It is respectfully requested any residents returning during the event to enter from the start area, this is to absolutely ensure all traffic travels in the same direction during the event.

Leanne Keenan

From: Troy
Sent: Tuesday, 06 April 2021 08:48
To: Leanne Keenan
Subject: Objection to rally race on Piakonui Road

ATTENTION! This e-mail originates from outside of the council. Do not open attachments or click links unless you are sure this e-mail comes from a known sender and you know the content is safe.

Good Morning Leanne,

I am writing to you RE: the thames valley car club rally proposed for the date of the 9th May 2021 being held on the unsealed section of Piakonui Road.

As a property owner and resident of Piakonui Road I object to the continuation of this event for many reasons.

I have copied in a letter sent to me from another resident objecting the event (please see below)

A number of residents have held a meeting about the state of the road, the lack of maintenance being done and the hold backs from any progress in mitigating the issues put forward by residents, and strongly feel this rally is one of the main hold points for any developments to the unsealed section of Piakonui Road.

I believe there is a hearing on the 28th April. I will raise our concerns and reasons for objection on this day

I wish to speak for my property and have been granted permission from concerned residents to speak on their behalf

Regards,

Troy Allan

Hi Leanne

We are writing about the proposed closure of Piakonui Road for the car rally on May 9th. Our road is in a shocking state with so many corrugations and we have not had anything done to it since the last car rally in October 2020 and feel that the council waits for the car rally to have its race before doing any work on the road.

The dust is still a major problem even with the road being wet 4 times during the day.

The noise scares all our stock and they stand in the corner for the whole day.

So as a ratepayer we feel we get no say about what happens with our road that we have to live on for 365 days of the year so the car rally can have their one day of fun.

We will not be speaking at the meeting but will go in support of the other residents of the road.

Thank you

Andrew and Alison Gillingham

Leanne Keenan

From: amandallan
Sent: Wednesday, 31 March 2021 12:18
To: Leanne Keenan
Subject: Proposed road closure - Piakonui Rd

ATTENTION! This e-mail originates from outside of the council. Do not open attachments or click links unless you are sure this e-mail comes from a known sender and you know the content is safe.

Hi Leanne

I am writing in response to the proposed road closure for the purpose of the car Rally on May 9th. This letter is addressd to you and I request you do not forward it on to the car club, as has been done on other occasions. Because as a result we have had these people turn up to our home with a copy of the letter in hand. This is inappropriate.

As a resident of Piakonui Road, this race is a major inconvenience to us. You will recall previous years we have opposed this race. The measures the car club put in place to appease us were not satisfactory. We are appalled at the state of the road following the race. And currently the road is not in a suitable condition and I have raised this with the council as we want it to be repaired asap.

We should not have to put up with the road being used as a race track. We have visitors staying on that particular date and our child's birthday to celebrate. This may seem insignificant to you, however, we have chosen to live here due to it being peaceful and private. We should be able to have our weekends to ourselves without being disturbed by an event that we do not support. There is absolutely no advantage to us to have this race continue. We are completely over it and feel angry we are not being listened to.

This race invites a large number of people who take no consideration that this is our home. We have had an angry man park in our driveway on race day refusing to move.

We have personal costs associated with this day having to all go out and take pets to a boarding house to keep them safe.

This is a huge NO from me.

Mandy Allan

Sent from my Galaxy

Leanne Keenan

From: Alison Gillingham
Sent: Tuesday, 06 April 2021 08:25
To: Leanne Keenan
Subject: Car Rally

ATTENTION! This e-mail originates from outside of the council. Do not open attachments or click links unless you are sure this e-mail comes from a known sender and you know the content is safe.

Hi Leanne

We are writing about the proposed closure of Piakonui Road for the car rally on May 9th. Our road is in a shocking state with so many corrugations and we have not had anything done to it since the last car rally in October 2020 and feel that the council waits for the car rally to have its race before doing any work on the road.

The dust is still a major problem even with the road being wet 4 times during the day.

The noise scares all our stock and they stand in the corner for the whole day.

So as a ratepayer we feel we get no say about what happens with our road that we have to live on for 365 days of the year so the car rally can have their one day of fun.

We will not be speaking at the meeting but will go in support of the other residents of the road.

Thank you

Andrew and Alison Gillingham

Community Ward Grants - Second Funding Round 2020/21

CM No.: 2390530

Rāpopotonga Matua | Executive Summary

Council has a Community Grants Policy to administer a \$30,000 contestable grant. The second of two funding rounds held each year was open from 10 February to 17 March 2021 where Council invited applications to the fund. In total 21 applications were received. Councillors determined the outcome of the applications at their respective ward meetings.

The purpose of this report is to provide information on the allocations for the second funding round of 2020/21.

Tūtohunga | Recommendation

That:

1. That the report be received.
2. \$5.00 of unallocated funding for Matamata be carried forward bringing the total for 2021/22 to \$10,005.00
3. \$2,027.85 of unallocated funding for Morrinsville be carried forward bringing the total for 2021/22 to \$12,027.85
4. \$3,135.53 of unallocated funding for Te Aroha be carried forward bringing the total for 2021/22 to \$13,135.53

Horopaki | Background

Following the disestablishment of the Community Boards, Council adopted the Community Grants Policy (Policy) on 11 June 2014 to guide the administration of the \$15,000 contestable grant. At its meeting of 26 July 2017, Council adopted the revised Policy and approved an increase to the total budget per year to \$30,000, with \$10,000 available for each ward (Matamata, Morrinsville and Te Aroha). The new Policy and budget became effective immediately (2017/18 financial year).

The \$30,000 contestable fund is shared evenly among the wards and is distributed in two funding rounds held in approximately August and February each financial year. Council resolved to carry forward leftover funding from last year's funding round. This gave relevant wards the ability to use any extra funding across the next two funding rounds, bringing Matamata's total to allocate to \$10,615.00, Te Aroha's total to \$12,956.07 and Morrinsville's total remained at \$10,000.

The Policy gives delegated authority to the ward Councillors to determine the outcome of applications received that are relevant to their ward. The results of each application are to be reported back to Council. A copy of the Grants Policy can be found at https://www.mppdc.govt.nz/pdf/CouncilDocuments/Policies/Grants/community_grants_policy_2017.pdf

Ngā Take/Kōrerorero | Issues/Discussion

In total 21 applications were received throughout the district – seven from Matamata, five from Morrinsville and four from Te Aroha. Of the 21, four applicants requested to withdraw their application or provided incomplete applications and one application was moved to the Covid Community Grant fund.

Below is a summary of the applications received, and the funding decisions by the respective ward Councillors.

Matamata Ward	Funding towards	Amount requested	Amount granted	Comments
Brain Injury Waikato Inc	Assistance towards travel costs for support group in Matamata	751.84	750.00	
Matamata Geriatric Day Care Centre	Thank you vouchers for volunteer drivers, entertainers and committee members	400.00	400.00	
Matamata Scout Group	Assistance to replace 2 x canvas tents	2500.00	2500.00	
Kaitiaki Trap N Train	Funding assistance towards purchase of commercial ride on lawn mower	2500.00	Declined	As a new organisation, we can't fully assess the sustainability and impact of your organisation. However we fully support your vision and invite you to re-apply in the future when you have a fuller picture of your activities
Matamata Brass	Assistance towards brass instrument tutoring	2500.00	500.00	Partially granted
Dramatic Scoitey	Assistance towards publicity and promotion costs for production	1500.00	500.00	Partially granted
Matamata Country Music Club	Replace old equipment – Stage Monitors	2000.00	500.00	Partially granted
Total funding requested/allocated		\$12,151.84	\$5,150.00	
Starting budget for 2nd funding round: \$5,155.00 Granted: \$5,150.00 Remaining for first funding round 2021/2022: \$5.00				

Morrinsville Ward	Funding towards	Amount requested	Amount granted	Comments
Morrinsville Golf Club	Support for facility maintenance costs	2000.00	1128.15	Partially granted towards fire extinguishers only
Wallace Gallery Morrinsville	Assistance towards combined workshop for Library, Museum and Gallery	1369.00	700.00	Partially granted towards purchase of projector
Regina Porter	Assistance towards knitting materials to make newborn clothing to donate to organisations	835.70	Declined	Encouraged to reapply when have joined an established local organisation
31 Squadron Morrinsville ATC	Funding Assistance towards new alarm system	1000.00	1000.00	
Kiwanis Club of Morrinsville	Funding assistance towards running of "One Day Fun Day"	1000.00	1000.00	
Total funding requested/allocated		\$6,231.70	\$3,828.15	
Starting budget for 2nd funding round: \$5,856.00 Granted: \$3,828.15 Remaining for first funding round 2021/2022: \$2,027.85				

Te Aroha Ward	Funding towards	Amount requested	Amount granted	Reason declined
Te Aroha & District Riding for the Disabled	Funding assistance to upgrade kitchen and office facilities	500.00	500.00	
Te Aroha Indoor Basketball Association	Funding towards new balls, training equipment and playing bibs	450.00	450.00	
Te Aroha Croquet Club	Funding assistance towards renovations of croquet lawns	2369.00	1540.00	Required second quote prior to approval
Future Te Aroha	Assistance towards purchase of new computer	1200.00	1200.00	
Total funding requested/allocated		\$4,519.00	\$3,690.00	
Starting budget: \$6,825.53 Granted: \$3,690 Remaining for first funding round 2021/22: \$3,135.53				

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The funding round was advertised in the local papers, on our website, various Facebook pages and an e-newsletter was sent to the Grants and Funding mailing list. The funding round was open between 10 February and 17 March 2021. Councillors assessed the applications at ward meetings on 29 March 2021. All applicants have been advised of the decisions.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Committee Secretary and Corporate Administration Officer	
-----------	---	--

Approved by	Niall Baker Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Tamihana Street Tree Consultation

CM No.: 2419531

Rāpopotonga Matua | Executive Summary

On 26 February 2020, Council considered a petition seeking the removal of Phoenix palm trees from Tamihana Street, Matamata. At the time a report recommended that Council consult the Matamata community about the future of these trees.

The trees were removed in October 2020.

Council is now asked to confirm the replanting options for further consultation.

Tūtohunga | Recommendation

That:

1. **The report be received;**
2. **Council confirms the options it wishes to consult on.**

Horopaki | Background

On 26 February 2020, Council considered a petition seeking the removal of Phoenix palm trees from Tamihana Street, Matamata. The report recommended that Council consult the Matamata community about the future of these trees. Historically Council has consulted neighbours when entire street's trees are to be replaced. The report also recommended that Council consults the community on replacement species.

In September 2020 the Communications Team informed the Matamata community the Matamata-Piako District Council would be removing the phoenix palms along Tamihana Street due to ongoing health and safety concerns of the residents and wider community. The Communications Team provided information to Tamihana Street residents via mail drop, prior to, throughout and following tree removal. Communications also extended to the Matamata community. Tamihana Street is a well-used street for pedestrians and vehicles, especially around school drop off/pick up hours so schools were contacted to inform them of road closures and available detours. Once the communications went out it instantly gained interest, with people for and against the removal project. It also gained nation-wide interest from various media including radio, local publications and TVNZ who turned up on the first day to film the process and ask questions of onlookers and Tamihana Street residents. Many schools and ECEs also used the opportunity to come and see the felling first hand. The Communications Team member on site used the opportunity to educate students and teachers on why the trees were problematic for residents, how Matamata-Piako District Council was managing the removal of the palms while keeping the public and property safe and also considering bird life.

The Phoenix palms were removed from Tamihana Street in October 2020.

Options are being considered, which once approved by Council, will be presented to the Tamihana Street residents and wider community for their feedback.

The Communications Team recommends that further consultation is targeted maildrops to Tamihana Street residents asking for them to choose from our preferred options which they can return using a postage paid envelope – with an option for no trees, as per feedback from Facebook users regarding replacing the phoenix palms. Wider community consultation would be similar to what the Communications Team did to consult on sealing the Tower Road walkway in 2020, as part of the wider Hauraki Rail Trail sealing project. For this the Communications Team posted the options on the Matamata-Piako District Council Facebook page and ran a poll, with good engagement. People would be directed to have their say on the poll using a mixture of print and digital platforms.

Ngā Take/Kōrerorero | Issues/Discussion

Why we provide street trees

As noted in Council's Tree Strategy, street trees provide many benefits, including: aesthetic, environmental, climatological, ecological, economic and social factors.

Street trees can:

- Provide a sense of character and local identity to streets/neighbourhoods
- Soften the sometimes dominating effect of buildings on the landscape
- Provide seasonal interest and natural beauty through diverse foliage, leaf patterns, flowers, bark, fruit and canopy
- Provide a link to nature
- Offer a habitat and a food source for native birds and insects
- Provide shade for pedestrians and residents
- Reduce traffic noise
- Improve climatic conditions by absorbing heat and dissipating cold
- Filter air
- Provide recreation opportunities
- Aid orientation within a street network
- Enhance property values

Policy matters

Tree Strategy 2010

Council adopted a Tree Strategy in 2010. The aims of the Strategy are:

- To recognise the importance of tree planting in achieving a high quality landscape
- To provide for appropriate planned tree planting in the Matamata-Piako District
- To maintain and enhance the amenity, landscape, historical, cultural and botanical value of all trees on Council land, Parks, Reserves, Cemeteries, Esplanades, Street Trees, Corporate buildings.
- To avoid the adverse effects of trees for new plantings
- To mitigate or remedy the adverse effects of trees growing on existing areas

- To complement the Reserve Management Plans where the plans have a specific policy for the management of trees on reserves.

The existing distinctive landscape characters of the district are reinforced, using species appropriate to the location and site.

Section 2.1.1.1 of the Tree Strategy 2010 outlines Council policies on street tree selection and planting. Relevant points include:

- Tree species must be appropriate for the site
- Exotics, natives or a combination may be planted
- Long term maintenance costs should be considered
- To provide distinctive landscapes of mature trees
- Potentially large trees may be planted where space permits
- Plantings will be designed using the correct choice of species and position
- Trees of longevity and heritage value should be planted.

Section 2.2.1.1 outlines Council policies on street tree provision and management. Relevant points include:

- Objective 2.2.1 is: to enhance the streetscape within the urban and rural district, through the planting of trees.
- Tree planting is to occur if:
 - There is sufficient support by residents
 - There is sufficient space to accommodate root zone development
 - Street trees are unlikely to cause significant long term management problems (such as potential conflict with overhead wires, underground services, traffic visibility), and
 - Trees will enhance the quality of the streetscape.
- Consultation with affected parties, including local residents and property owners will be undertaken before any formal street tree planting is undertaken. The level of consultation will be commensurate with the size of the works and the level of public interest in the area.

Technical assessment

The berm along Tamihana Street is wide and has previously accommodated large trees. From an amenity horticulture point of view, there is no practical or technical reason not to replant the berm.

Options

Council Parks Staff suggest the following species/combinations may be appropriate for the site:

- Kahikatea and small-leaved maple planted alternately
- Kahikatea and kōwhai planted alternately

Kahikatea is a low maintenance, evergreen, native species that occurs naturally in the District.

Kōwhai is a small-leaved, native species that produces colourful yellow flowers and attracts native birds such as tui.

Maples are exotic, deciduous trees, which produce colourful displays in autumn. Small leaved varieties have proven to be successful street trees in this District.

The impressions below provide an indication of what these trees are likely to look like within a few years. Attachment A provides more detail on the species.

It is understood that Council may wish to add a third option, namely no trees on the berm.

Council is asked to confirm the options for consultation.

Kahikatea (*Dacrycarpus dacrydioides*) and Maple (*Acer freemannii*)



Kahikatea (*Dacrycarpus dacrydioides*) and Kōwhai (*Sophora microphylla*)



Mōrearea | Risk

The following risks have been identified:

- Residents might not agree on a preferred option
- Preferred species might not be available in sufficient size/quantity
- Weather conditions may affect timing of replanting
- Council may attract criticism if it does not follow its policies

Ngā Whiringa | Options

- 1) Council can approve the options for consultation
- 2) Council can decline to approve the options for consultation

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

Council adopted a Tree Strategy in 2010. The requirements of the Tree Strategy have been discussed above.

Council adopted a Sustainability Policy in 2012. The objectives of this Policy are to:

- identify major sustainability issues for Council and developing actions for responding to these
- promote sustainable management and development within Council
- position Council as a leader and supporter of sustainability within the community
- contribute to the social, environmental, economic and cultural well-being of the community.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

A proposed communications approach has been discussed above. Planting season is usually from late autumn to early spring.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Theme: Environmental Sustainability

Community Outcome: We support environmentally friendly practices and technologies

Theme: Healthy Communities.

Community Outcome: We encourage community engagement and provide sound and visionary decision making.

Theme: Connected Infrastructure

Community Outcome: Infrastructure and services are fit for purpose and affordable, now and in the future. Quality infrastructure is provided to support community wellbeing.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

To be funded from operational budgets.

Ngā Tāpiritanga | Attachments

[A↓](#). Attachment A - Replanting Options



Ngā waitohu | Signatories

Author(s)	Mark Naudé Parks and Facilities Planner	
	Rexine Hawes Communications Officer	
	Todd Makeham Parks & Reserves Operations Manager	

Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	



Kahikatea (*Dacrycarpus dacrydioides*) and Kōwhai (*Sophora microphylla*)



Kahikatea (*Dacrycarpus dacrydioides*) and Maple (*Acer freemannii*)



Waharoa Rest Area: Opportunity to Purchase Land

CM No.: 2421661

Rāpopotonga Matua | Executive Summary

The Waharoa Rest Area comprises multiple land parcels. Two parcels are leased from the Crown on an annual basis. Council has the opportunity to purchase one or both of these parcels. Lot 1 DP 86557 contains the current carpark and picnic area. Lot 2 DP 86557 is a much smaller section separated from Lot 1 by private land. Council allocated \$50,000 in its Long Term Plan 2018-28 towards potentially purchasing this land.

Council has recently upgraded the toilet block on Bruce Clothier Memorial Park, a recreation reserve adjoining Lot 1. Council also allocated funding of \$200,000 in the LTP towards upgrading the carpark on Lot 1 that services the rest area, reserve, and toilet block.

Purchasing Lot 1 would ensure that Council retains ownership of the land long term.

Tūtohunga | Recommendation

That:

1. **The report be received;**
2. **The Committee authorises staff to negotiate purchasing Lot 1 DP 86557 subject to Council approving the purchase price limit and confirming the funding source.**

Horopaki | Background

The Waharoa Rest Area includes Lots 1 and 2 DP 86557, located along Seddon Street, Waharoa, which are leased from the Crown.

Lot 1 is the larger land parcel and currently includes a parking area and items of park furniture. Lot 2 is a small triangular land parcel, separated from Lot 1 by a privately-owned section. Lot 2 includes a picnic table.

In July 2016 it was confirmed that Ngāti Hauā elected not to purchase the above properties and that Council's rental of these lands may continue on a year to year basis.

In September 2016, Council indicated that it may potentially be interested in either purchasing the property or entering into a longer-term lease. An indication of the likely purchasing costs would first need to be taken back to Council for consideration prior to reaching any decision. In July 2017, the value of Lot 1 was estimated to be \$44,000. Council subsequently allocated \$50,000 in its Long Term Plan in 2019/20 towards potentially purchasing the land.

Council has recently upgraded the toilet block on Bruce Clothier Memorial Park, a recreation reserve adjoining Lot 1. Council also allocated funding of \$200,000 in the 2018-28 LTP towards upgrading the carpark on Lot 1 that services the rest area, reserve, and toilet block.

Purchasing Lot 1 would ensure that Council retains ownership of Lot 1 long term.

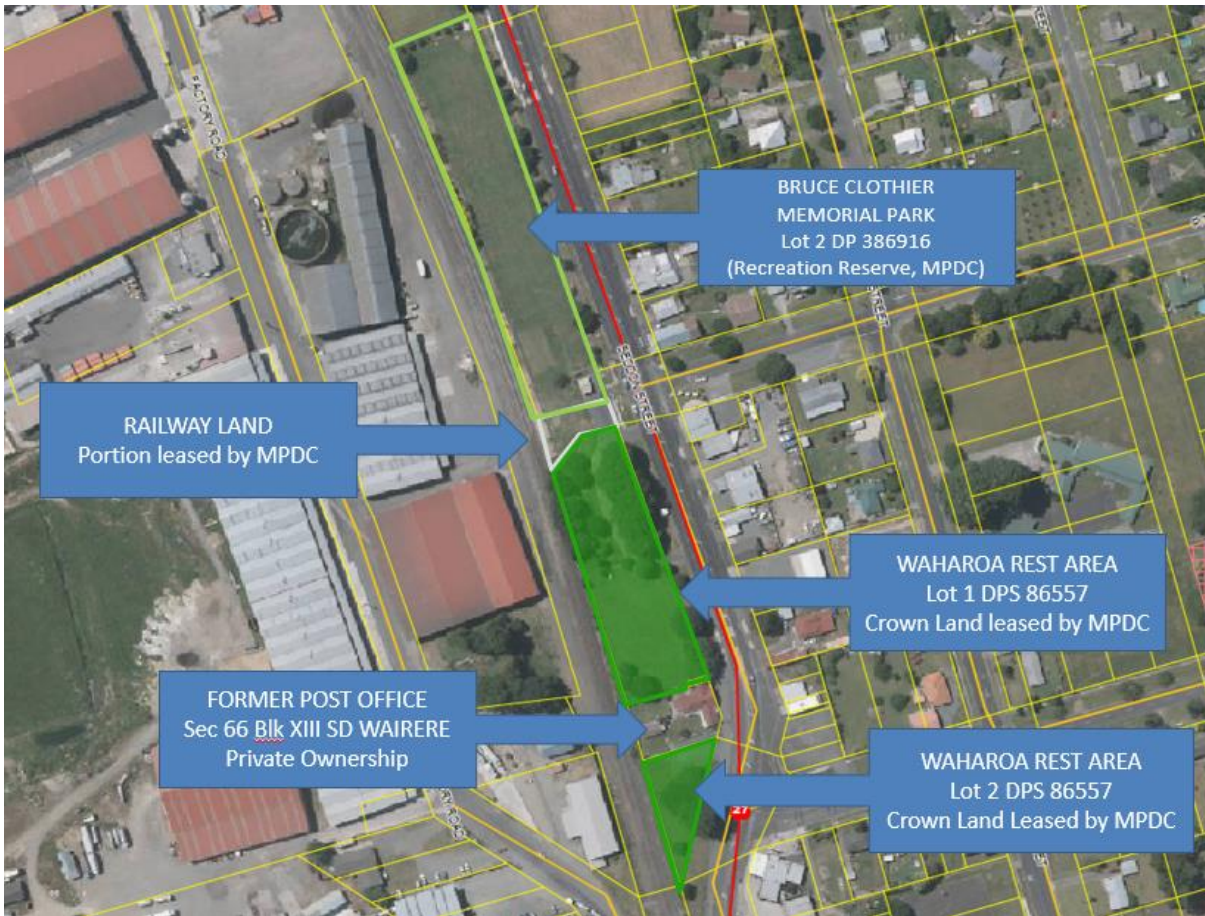


Figure 1: Locality map

Ngā Take/Kōrerorero | Issues/Discussion

Strategic purposes

Council is currently consulting on its Draft Parks & Open Spaces Strategy 2021-51. The Strategy identifies the Waharoa Rest Area as an Amenity Park. It assumes that Council will continue to manage the park for this purpose.

Lot 1 is considered to be of strategic value as it contains the carpark and main picnic area and is adjacent to Bruce Clothier Memorial Park, a reserve that contains the Waharoa public toilets. Securing tenure of Lot 1 provides a greater degree of security than leasing it on an annual basis and enables it to be managed and developed as a park without reference to the Crown.

Lot 2 is considered to be of little strategic value to Council. It is disconnected from the rest of the rest area and has no vehicle access. It is likely to be of more value to the adjacent private property than to Council.

Staff have sought clarification from the Crown's agents and they are open to Council only purchasing Lot 1 if Council so desires.

Railway land

There is a small portion of railway land between Lot 1 and Bruce Clothier Memorial Park which provides access to the railway for KiwiRail should they need it. It is unlikely to be disposed of to a third party.

Land status

If Council acquires Lot 1 it could choose to classify it as a Recreation Reserve or Local Purpose Reserve under the Reserves Act 1977, in future, or it could retain it as a park under the provisions of the Local Government Act 2002. Council need not make a decision about land classification at this stage.

Mōrearea | Risk

Purchasing the land comes at a cost but would ensure Council tenure of the land, provides more security if Council invests in the land (e.g. invests in upgrading the carpark) and potentially provides the most flexibility if Council wishes to develop it in future.

Leasing it long term would provide a greater degree of security than the current year-by-year arrangement. Any development of the land by Council would need to be in accordance with what a lease allows or would otherwise require approval of the landlord. A long-term lease could provide more certainty about rental charges however the rent may increase significantly when the lease period is up for review.

Leasing on a short-term basis offers the least security of tenure and there is always a risk that Council may not have use of the land long-term. While leasing is a relatively cheap option there is a risk that rental charges may increase frequently.

There is a risk that the value of the property may have increased and might exceed the current budget. The shape and location of the property, between the railway and State Highway, limits its potential for commercial or residential development, it is therefore not anticipated that the value will have increased dramatically when compared to other land in Matamata.

Ngā Whiringa | Options

1. Council could negotiate purchasing Lot 1.
2. Council could continue to lease Lot 1 & Lot 2 on an annual basis.
3. Council could negotiate a long-term lease over Lot 1.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Council included the potential purchase in its Long Term Plan 2018-28.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Theme: Connected Infrastructure

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

Theme: Connected Infrastructure

Community Outcome: Quality infrastructure is provided to support community wellbeing.
Theme: Healthy Communities
Community Outcome: Quality infrastructure is provided to support community wellbeing.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

In 2017 the land value was estimated to be in the region of \$44,000. The budget in the 2018-28 LTP was \$50,000. There are also like to be legal and administrative costs associated with the purchase. Council could potentially fund a shortfall from the Community Purposes fund or Reserves. Council could set a limit for negotiations.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Mark Naudé Parks and Facilities Planner	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Road Naming for Stage 2, Terminus Street Development, Te Aroha

CM No.: 2423399

Rāpopotonga Matua | Executive Summary

GeoMetrix Land Developers have advised that for Stage 2 of the Terminus Street, Te Aroha development that they wish to name the private access way, accessing lots 6-12.

Council has been asked to approve a single road name **Bryan Lane** – please refer to map location of this road in the attachment.

Tūtohunga | Recommendation

That:

1. **The report be received.**
2. **The Committee accept the proposed road name (Bryan Lane) as the private access to lots 6-12 Terminus Street, Te Aroha.**

Horopaki | Background

GeoMetrix as local land developers are applying to Council to approve the following road name (**Bryan Lane**).

The private development is located off Terminus Street in Te Aroha and this is the second stage of the development.

As this is to be a private access, section 10 of the Road Naming Policy advises that it must be a lane.

LINZ requires all private accessways to be named which serve 6 or more lots.

Ngā Take/Kōrerorero | Issues/Discussion

Bryan Lane

The name is a tribute to the developer's late father who was instrumental in progressing the development, and for many years kept the site maintained to

ensure this publicly accessible space was kept mowed, weeded and presented in a manner that was aesthetically pleasing to visitors of the old Railway Station, users

of the Hauraki Rail Trail and the public accessing the central reserve.

Many of the regular users of this space were familiar with Bryan, and this is considered to be a fitting and lasting tribute to Bryan.

It is normal practice to consult with Mana Whenua prior to submitting an application to Council. However Policy states under **7. Consultation with Mana Whenua** that,

“For the avoidance of doubt consultation requirements with Mana Whenua do not apply to private access ways”.

Ngā Whiringa | Options

There is a single road to be named. Three (3) separate road names were provided by the applicant:

1. BryanO Lane
2. **Bryan Lane**
3. O’Neil Lane

Of the three (3) **Bryan Lane** is the preferred name.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

The proposed name of **Bryan Lane** aligns with Council’s policy. Database checks revealed that no other similar names occur elsewhere in the district.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The road names have been checked and accepted by Land Information NZ.

The developer was not required to complete Iwi consultation, due to the road being a private access way.

Ngā take ā-lhinga | Consent issues

The naming of vested roads is part of a resource consent condition.

The road name must be approved by Council prior to the issue of the Section 224 certificate for the subdivision.

Ngā Tāpiritanga | Attachments

[A↓](#). Terminus Street, Te Aroha - Road Plan for Stage 2



[B↓](#). Final Road Naming Policy - 2 October 2019



Ngā waitohu | Signatories

Author(s)	Barry Reid Roading Asset Engineer	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	

© Editing, copying or sale of plan requires permission from GeoMetrix
Drawing Name: 2161 Lot 115 SP4 & Marketing1 210331.pdf Date: 31 March 2021
Drawing Location: G:\Current_Files\2161 Railway Land - Lot 115\CAD\2161 Lot 115 SP4 & Marketing1 210331.dwg

Stage 1: Proposed Subdivision of Lot 115 DPS 508838 scale 1:500 @ A3

SCHEDULE OF EASEMENTS			
Purpose	Shown	Servient (Burdened)	Grantee
Stormwater: Secondary Flow Path	(A)	Lot 113 DP 508838	MPDC



KEY:	
Boundary	
Road Boundaries	
Abuttal Boundaries	
Sanitary Sewer	
Water Main	
Stormwater	
Yard Setback	
Front = 5m	Side = 1.5m
	Rear = 1.5m

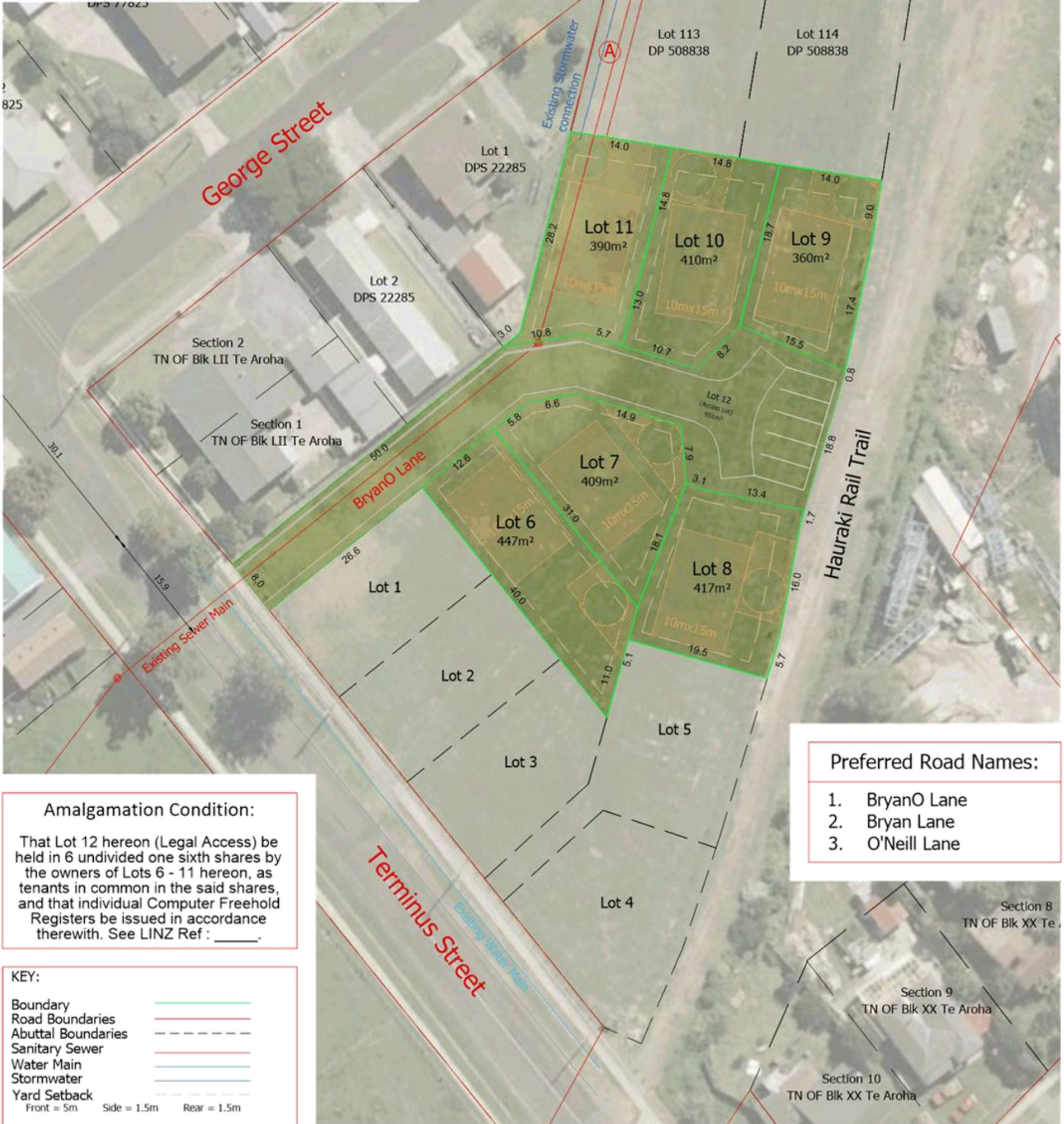
PIAKO PARK LTD.
Terminus Street, Te Aroha
Lot 115, DPS 508838
CFR: 775349
Area: 5620m²

GeoMetrix
Land Development Specialists
P.O. Box 152, Te Aroha
Ph: 07-884-4184
mail@geomatrix.co.nz

© Editing, copying or sale of plan requires permission from GeoMetrix
Drawing Name: 2161 Lot 115 SP4 & Marketing1 210331.pdf Date: 31 March 2021
Drawing Location: G:\Current_Files\2161 Railway Land - Lot 115\CAD\2161 Lot 115 SP4 & Marketing1 210331.dwg

Stage 2: Proposed Subdivision of Lot 100 Hereon scale 1:500 @ A3

SCHEDULE OF EASEMENTS			
Purpose	Shown	Servient (Burdened)	Grantee
Stormwater: Secondary Flow Path	(A)	Lot 113 DP 508838	MPDC



Amalgamation Condition:
That Lot 12 hereon (Legal Access) be held in 6 undivided one sixth shares by the owners of Lots 6 - 11 hereon, as tenants in common in the said shares, and that individual Computer Freehold Registers be issued in accordance therewith. See LINZ Ref : _____.

KEY:

Boundary	
Road Boundaries	
Abuttal Boundaries	
Sanitary Sewer	
Water Main	
Stormwater	
Yard Setback	

Front = 5m Side = 1.5m Rear = 1.5m

- Preferred Road Names:**
1. Bryan O Lane
 2. Bryan Lane
 3. O'Neill Lane

PIAKO PARK LTD.
Terminus Street, Te Aroha
Lot 115, DPS 508838
CFR: 775349
Area: 5620m²

GeoMetrix
Land Development Specialists
P.O. Box 152, Te Aroha
Ph: 07-884-4184
mail@geomatrix.co.nz

Numbering of Properties, Naming of Roads, Access Ways and Open Spaces



Department(s): Assets, Policy and Strategy
 Corporate Strategy (Iwi Liaison)
 Regulatory Planning

Policy Type: External Policy

Council Resolution Date: 02 October 2019

1. Introduction

The Council is responsible for the naming of roads and numbering of land and buildings, under section 319, 319A and 319B of the Local Government Act 1974.

Road names and property numbers are used by a wide array of users for the accurate and quick identification of properties including; emergency services, postal and delivery services, personal visitors, service deliveries such as power, telephone and water. It is essential that properties have a formal and unique address by which they can be identified.

This policy covers both the naming of access ways and the naming of roads to ensure there is consistency.

2. Objectives

- a. To ensure consistency in naming of roads and access ways in the district.
- b. To clarify the meaning of access ways and to provide clear rules for the naming of these.
- c. To ensure roads are named to reflect the identity of the local areas as well as ensuring ease of identification for the Council, emergency services and others.

3. Definitions

Developer	An individual or entity, which is making an application. This may include Council, a consent holder or the party developing the infrastructure including
-----------	--

	but not limited to a Developer.
Council	Matamata-Piako District Council.
Culturally significant	Ancestral land, water, wahi tapu, valued flora and fauna, and other taonga significant to Mana Whenua.
Name	The word or name used to identify a road, open space or Council facility. Name excludes the road type (see definition: road types).
Open space	Includes all parks and reserves administered by Council. This includes Reserve As defined under s 2 of the Reserves Act 1977 and land owned by Council with a primary recreation function, not held under the Reserves Act 1977.
Access Ways	A single 'lot', right of way or a series of right-of-ways that will be occupied by a physical driveway, providing vehicle access to a minimum of six lots. This also includes common access lots, retirement village roads and common property within a Unit Development as defined under section 5 of the Unit Titles Act 2010.
Road	Road as defined in section 315 of the Local Government Act 1974, and any square and any public place intended for the use of the public generally.
Road types	Road types in accordance with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011 (outlined in Schedule 1 below).

4. Application

The developer must submit their preferred name(s) plus two alternatives for each road or access way¹. A plan identifying all roads or access ways and each property number must be included in the proposal. All proposed roads or access ways to be named must be clearly labelled.

Developers must consider property numbers and road/open spaces names at the early stages of their resource consent application to ensure there are no delays to the process.

5. Property numbering

Property numbers for both public roads and access ways must adhere to the relevant New Zealand standards issued by LINZ. In general:

- a. Addresses on the left side of the road should be ordered by number, using odd numbers beginning with "1" at the start of the road/access way.

¹ Proposals must be submitted in writing to Council's Asset Manager – Strategy and Policy.



- b. Addresses on the right side should be ordered by number, using even numbers starting with "2".
- c. When numbering a cul-de-sac, the same "odd on the left, evens on the right" approach should be used. Incremental numbering around the cul-de-sac should not be used.
- d. Rural numbering is based on the distance down the road. The distance in metres is divided by 10 and rounded to the nearest odd number (left side) or even number (right side).

6. Naming considerations

A proposal to name or rename a road, or an open space must include evidence that the name(s) reflect one or more of the following:

- a. The identity of the Matamata-Piako District and/or local identity.
- b. The historical significance of particular locations.
- c. The cultural significance of the area to Mana Whenua.
- d. People important in the history of an area.
- e. Events, people and places significant to a community or communities locally, nationally or internationally.
- f. Flora and Fauna significant or important to the history of an area.

7. Consultation with Mana Whenua

Prior to submitting a proposal applicants are to request Council staff² provide guidance as to the appropriate Mana Whenua of an area. Applicants are to provide each Mana Whenua group with at least 15 working days to identify if the area has cultural significance and provide feedback to the applicant.

The purpose of the feedback is to provide non-binding advice to the applicant as to how culturally significant an area is to Mana Whenua. The applicant must provide evidence that they have given Mana Whenua an opportunity to provide feedback in accordance with this section.

For the avoidance of doubt consultation requirements with Mana Whenua do not apply to private access ways.

² Council's Corporate Strategy Team in their role as Iwi Liaison will provide the relevant contact details to Developers in consultation with Mana Whenua on request.



8. Criteria for all road and access way names

Any proposed road and access way names will preferably meet the following criteria:

- a. Not be duplicated in the Matamata-Piako District
- b. Preferably, be short (generally not longer than 12 characters).
- c. Be single words to avoid cartographic problems.
- d. Be easy to spell and pronounce.
- e. Not sound similar, or be similar in spelling, to an existing road name.
- f. Not include a preposition, e.g. Avenue of the Allies.
- g. Not be abbreviated or contain an abbreviation excepting that "St" can be used for "saint" and 'Mt' can be used for "mount".
- h. Names must not include a numeral (e.g. 5 Oaks Drive) but can include a number as a word (e.g. Five Oaks Drive).
- i. Not be in poor taste or likely to cause offense.
- j. Not lead with 'The'.
- k. The name 'Lane' cannot be used for a public road. "Lane" is for private access ways only.
- l. If more than one road or access way is being named, consideration must be given to the names sharing a common theme. Where there is an existing theme or grouping of names in an area, consideration should be given to new names having an appropriate association with existing names in the area.
- m. Road types must comply with Schedule 1

9. Renaming of roads

The name of an existing road or access way may only be changed if a clear benefit to the community can be demonstrated. Examples of this are the incorrect spelling of a name, eliminating duplication in spelling or sound, preventing confusion arising from major changes to road layout or to make geographical corrections

10. Private Access Ways

For the naming of an access way, the following rules also apply:

- a. The name chosen for an access way must be a 'Lane' (e.g. Oaks Lane)



- b. If the access way currently services other existing properties then the property owners must be consulted and evidence of this consultation provided to Council.
- c. The private access way must not be vested in Council
- d. The access way must service a minimum of six lots.
- e. The numbering of the street where the access way is created must not be altered with the exception of the lot being subdivided in its entirety.
- f. The numbering of the lots within the subdivision that will be serviced by the access way must follow Council's existing numbering system.
- g. Council is not responsible for any external agencies refusal to acknowledge the access way name.
- h. Council's refuse collection service will only collect from the road (not up the access way).
- i. Signage displaying the name must be within the boundaries of the access way or as agreed on private property created by the subdivision. This signage must be in reverse colours to that used by the public street name system. Supplementary signage must be fixed to the access way name blade stating that the access way is 'Private Access' and 'No Exit'.
- j. Council will not be responsible for any costs associated with the construction and maintenance of the access way or any related signage.

11. Open spaces

For the naming of an open space, the following rules also apply:

- a. Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
- b. Reserves must be named or renamed by resolution of Council and in accordance with the Reserves Act 1977.
- c. The Naming of Reserves should also follow the policies as outlined in the General Policies Reserve Management Plan 2019 (see 11.11 of the GPRMP) or any subsequent replacement policies. The naming of open spaces (those that are not reserves) should use the General Policies RMP criteria as a guideline when naming an open space.



12. Decisions on names

Subject to LINZ approval, the final decision on road, access way and open spaces names rests with Council. Council may, at its sole discretion, delegate this decision making function to another body or member of staff.³

13. Relevant Legislation

Matamata-Piako District Council is responsible for the naming of roads under the Local Government Act 1974 Section 319.

Where a reserve is vested in Council, the Minister of Conservation or Council may specify or change the name of a reserve by notice in the Gazette (Section 16(10) Reserves Act 1977).

14. Related Policies, Strategies or Guidelines

This Policy complies with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011.

15. Audience

- a. Council
- b. Council staff
- c. Developers
- d. Mana Whenua
- e. The community

16. Measurement and Review

This policy will be reviewed yearly by the Asset Manager – Strategy and Policy.

³ Delegations will be made by Council resolution and recorded in Council's delegations register.



Schedule 1

Road type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Passage having an arched roof or covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross- streets.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Gm	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway. (reserved exclusively for non-public roads)	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides	√		
Mews	Mews	Roadway having houses grouped around the end.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or position	√	√	
Road	Rd	Open roadway primarily for vehicles. In general rural roads should be called road.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	
Track	Trk	√ Walkway in natural setting.			√
View	View	A road with a view	√	√	
Walk	Walk	Thoroughfare for pedestrians			√
Way	Way	Short enclosed roadway. (reserved exclusively for non-public roads)		√	
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√



Safety and Wellness Report

CM No.: 2422661

Rāpopotonga Matua | Executive Summary

The quarterly Safety & Wellness report for January to March 2021 is attached to the agenda. Kelly Reith, People, Safety & Wellness Manager will be in attendance to discuss the report with the committee.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

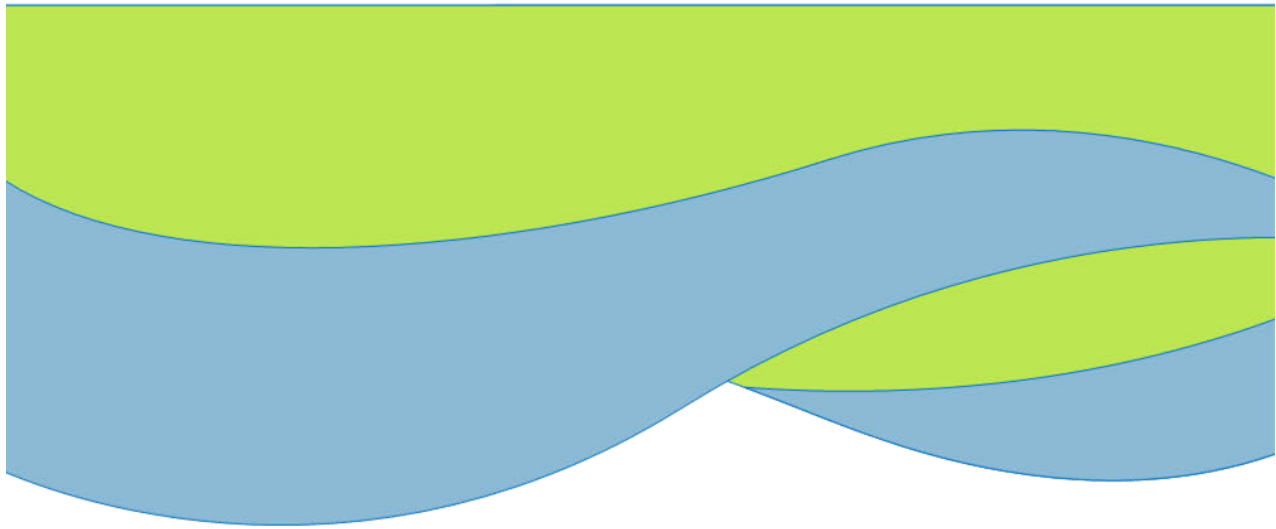
[A↓](#). Quarterly Safety & Wellness Report Jan-March 2021



Ngā waitohu | Signatories

Author(s)	Kate Stevens Safety and Wellness Team Leader	
-----------	--	--

Approved by	Kelly Reith People, Safety and Wellness Manager	
-------------	---	--



Safety & Wellness

Quarterly report:

January - March 2021

Together we create a healthy, safe workplace where we thrive.

Executive summary

This quarter we have had a strong focus on our safety and wellness priority of 'creating a positive safety culture'. We held Safety Culture workshops which were attended by 95 staff, and launched the new Safety Star award to recognise great safety and wellness performance. We are also trialling a new safety and wellness agenda item for team meetings to encourage participation and engagement.

As part of our focus on critical risk we have scheduled site safety and wellness visits for our contractors engaged in high risk work, taking a partnership approach to better understand how we can work together to improve safety.

Our Water and Waste Water Teams have a back-log of corrective actions and investigations, and the decision was made for the Safety & Wellness Coordinator to focus on assisting these teams for three months, until the end of May. She has made good progress in updating investigations and will be assisting them where possible with completion of corrective actions. Her usual duties have been distributed to the rest of the Safety and Wellness Team for this period.

Looking ahead, there is considerable project work coming up for the Three Waters Team as a result of the stimulus funding, and external resources have been brought in to assist with this. A key challenge will be to ensure that the volume of work and associated time pressures do not impact on safety considerations, particularly in terms of safety in design.

Changes to COVID-19 Level during this quarter reminded us that we need to remain vigilant, and we are aware that Council may be required to provide support for public vaccinations once these are rolled out in our district.

Events

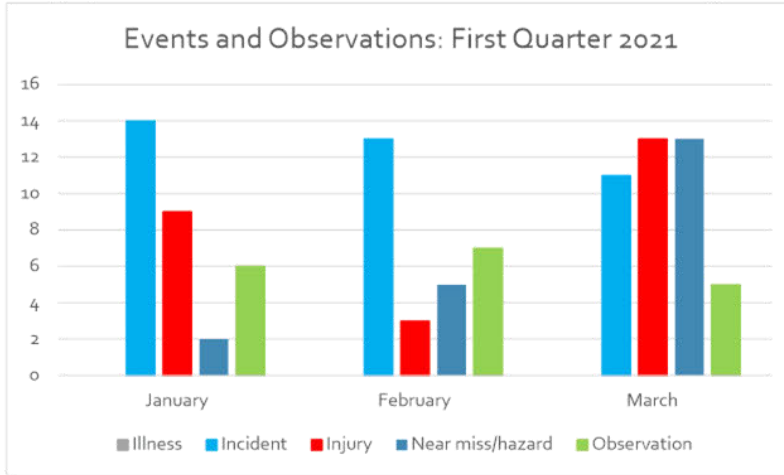
The graphs below provide summary data from Vault. A total of 38 incidents, 25 injuries, 20 near miss/hazards and 17 observations were reported this quarter. Use of the safety observations function in Vault has been widened to include 'Safety Star' nominations.

Number of events and observations this quarter:						
Incidents	Injuries	Near Miss/ Hazards	Observations (Unsafe)	Observations (Safe)	Notifiable Events	Lost Time Injuries
38	25	20	12	5	0	2

The most common event category was slips and trips (19) of which seven related to the newly-painted surface at Swim Zone Te Aroha. Staff put warning signage in place and increased supervision poolside, but these measures had limited effectiveness. The pool was therefore closed and the contractor repainted the higher risk areas (toddler pool, stairs on the main pool and top stairs on the spa pool) with a different paint at their own cost. This seems to have been very effective so far in reducing the number of slips.

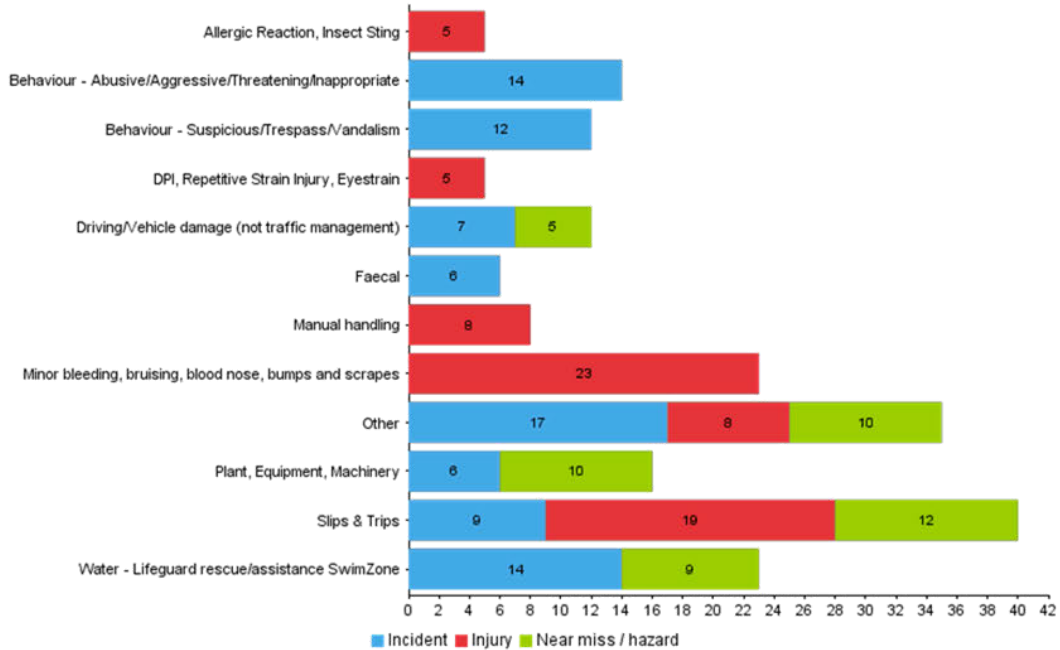
There were no notifiable events, and two lost time injuries during this quarter: both of these injuries related to repetitive manual handling.

The graphs below show the number of events and observations reported during this quarter.



The graph below provides information about the category of events from the last twelve months that have occurred five or more times, giving us information about trends.

Events by trending category - Rolling 12 months (Showing all events which occurred 5 or more times)



Event Investigations

Event Investigations completed this quarter	34	Overdue Investigations at end March	34
---	----	-------------------------------------	----

The number of overdue investigations has risen slightly and this relates particularly to the Facilities Team and the KVS Reticulation/Works Teams, both of which are currently undergoing staffing changes.

Worksafe NZ's investigation of the event involving a contractor in May 2020 is ongoing.

Learning & Development

The number of staff that attended external safety-related training is shown below.



Risk management

Council's identified "Top 10" critical risks are as follows:



Critical risk updates:



Hazardous Substances:

Some of our Water and Waste Water sites are operating under Provisional Improvement Notices that allow continued operation whilst the location compliance issues are being resolved. Extensive project work is required to reach full compliance and external assistance has been engaged to assist with this process and to ensure that WorkSafe and the Location Compliance Certifier are kept up to date with progress. The Water Team's proposed change from chlorine gas to liquid sodium hypochlorite requires further investigative work and the location of the new chlorine room at Morrinsville is still to be confirmed.



Working on the road:

We continue to transition to the new NZTA training pathways as courses become available.

Traffic Management audits continue and non-compliance issues are followed up by the Roding Team. One of the key issues identified in this quarter was difficulties with traffic management for short-term work on narrow low-volume rural roads.



Psychological wellbeing:

Work on the Mental Health Strategy will continue in the second quarter of the year.



Driving on the Roads:

Argus GPS Tracking shows MPDC's average risk points per vehicle for this quarter is 8.7 which compares very favourably with the industry average of 34. We continue to provide an individual driving lesson for staff who drive the MPDC van on a regular basis.

Scheduling for review of the remaining six critical risks will be reviewed in the second quarter.

Other key risks:

Fatigue:

Seven instances of excessive hours of work were reported during this quarter, of which six related to the Water Team, and one to the Building Team. Both teams are looking at ways of reducing the need for excessive hours of work.

Lone Work:

The Lone Worker review project is ongoing.

- A trial of two types of lone worker device (Egis and GX7) has been completed with the water & wastewater teams. These devices provide location tracking, SOS, man-down capability, welfare checks and two-way communication (Egis – cellular network) or text function (GX7 – satellite coverage for remote sites).
- A review of the use of the ‘Answer Services’ phone-in system revealed that some contacts and escalations were out of date. These have now been updated and correct escalations are in place.
- A number of teams across MPDC have been asked to complete lone work risk assessments so that we can collate this information and consider recommendations for improvement, including provision of lone worker devices where necessary.

Risk reviews and corrective actions

There were 45 risks overdue for review at the end of this quarter, an increase from the 38 overdue as at the end of the last quarter. Approximately half of these overdue reviews are for the KVS Reticulation/Works team risks and it is hoped that the newly-appointed Team Leaders will be able to assist with getting these up to date.

Risks reviewed	Risk overdue for review	Corrective Actions completed	Corrective Actions Overdue
235	45	107	121

The number of overdue corrective actions has decreased from 128 at the end of the last quarter to 121 at the end of this quarter (this includes actions relating to risks, events and audits).

Key actions pending completion include:



Drowning risk at wastewater treatment ponds: additional controls including fencing and throw ropes



Actions relating to Location Compliance Certification (See Critical Risk information above)



Review of the process for dealing with traffic management non-conformances

Health Monitoring and Respirator Fit Testing

Data for health monitoring and respirator fit testing for this quarter is shown below:

Annual health monitoring completed	19	Exit health monitoring completed	2
Overdue health monitoring	0	Respirator Fit Testing* completed	33
Pre-employment health monitoring	5	Respirator Fit Testing Overdue	1

*Respirator fit testing is required annually for all staff who may be required to use respiratory protection.

Emergency management

MPDC's Pandemic Plan has been reviewed and simplified. The People, Safety and Wellness Manager is working with the Local Emergency Management Officer to review and improve our Civil Defence capability, and a group of staff recently attended Intermediate Civil Defence Emergency Management training.

Contractor management

The Safety & Wellness Team completed nine contractor site visits this quarter, with a focus on two critical risks: Working in the Road Reserve and Working with Plant/Equipment/Machinery. These visits were a different approach from the Audits previously completed, and allowed for a more collaborative approach in line with the KPMG audit report recommendation.

A progress report on the other KPMG audit recommendations is provided at the end of this report.

Policy

Following on from the review of the harassment policy, Preventing Harassment training is planned for May for all staff (to focus on preventing harassment including sexual harassment, bullying and discrimination).

Celebrating success

The CEO completed two site safety visits this quarter: Kaimai Valley Services Works & Reticulation Team, and Kaimai Valley Services Parks and Reserves Team.

The Safety Star Award was launched in March. This provides an opportunity to recognise staff who have shown excellence in safety and wellness and gone above and beyond what is required for their role or been innovative or proactive. There were two nominations for this award in March:

- Louisa Palmer (Solid Waste Contract Manager) for her work to continuously improve safety at our Refuse Transfer Stations. When seeking solutions, she looks beyond PPE and procedures to controls higher up the hierarchy such as engineering controls.
- Wendy Clothier and Erin Fowler (Swim Zone Matamata) for their proactive approach to COVID level 2. They created a COVID kit which included all the PPE requirements for their staff and a check list of what the staff needed to set up at Swim Zone Matamata to assist the team to easily transition to a change in alert levels.

Employee Engagement & Participation

The Health and Safety Committee meeting held in February was well attended.

We held an induction session with newly-appointed representatives and the majority of our H&S Reps now have an Engagement Plan agreed with their manager which outlines the activities they will undertake and the support that will be provided for them.

Assurance activities

KPMG Audit Progress

Action Required	Current Status	Comments	Due
Provide safety culture training for MPDC staff (incorporating Safety II concepts, a focus on safety improvements and the partnership approach).	Underway	Workshops underway, to be completed by end April	31/03/2021
Revise contractor standards booklet, audits forms and post-contract review and other contracting relationship activities to better reflect positive working relationships	Underway	Revision of audit forms underway	27/05/2021
Develop a model categorizing and describing the relationship of each contractor (or type of contractor) to MPDC, outlining MPDC's expectations for different types of contracts and what contractors can expect from MPDC. (Also review PTW system e.g. https://z.co.nz/ptwinfo)	Underway	Initial meeting held with Property Team and Building Maintenance to discuss this.	23/12/2021
Review assessment and management of risk for projects and contracts, including use of weighted attribute model and consideration of how safety in design can be better incorporated (with Risk Manager, Project Manager, Procurement Manager).	Not Started		23/12/2021
Review current prequalification requirements and consider alternate ways of 'prequalifying' contractors	Not Started		23/12/2021
Critical risk review for Psychological Factors: define risks and review risk management as part of the development of a Mental Health Strategy, and ensure that contractors are included in the strategy.	Underway	Review of this risk has commenced	30/06/2021
Reporting:- Include wellbeing activities in assurance reporting; -Review H&S performance reporting	Not Started		30/06/2021
KPMG Audit - Establish agreed PPI's for contractor H&S performance and include these in H&S Performance reports	Not Started		23/12/2021

Review measuring and monitoring activities, in line with the recommendations and ensure these focus on the management of critical risks. Ensure that second line assurance activities (e.g. by S&W Team members) are programmed and appropriate for the level of risk.	Underway	Assurance activities by the Safety and Wellness Team programmed and underway. Further work is required to determine what assurance activities will be undertaken by Contract Managers.	31/03/2021
Move to use of Vault Check app to capture monitoring data	Underway	Vault Check is currently being trialled for MPDC site inspections. This will need to be rolled out to Contract Managers.	30/06/2021
Ensure that there is a schedule for planned positive work visits with the CEO and PSW Manager	Completed	Monthly calendar reminder set to schedule visits	29/01/2021
KPMG Audit - Review of the Procurement Manual in line with the recommendations (refs 2020 audit)	Underway	Recommendation 22 re supplier conflicts of interest declaration - Completed; Recommendation 23 re prefers supplier listing - We do not have preferred suppliers. We would have to go through a big procurement process to establish panels for this.	23/12/2021

Waikato Civil Defence and Emergency Management Group Joint Committee - Minutes 1 March 2021

CM No.: 2422852

Rāpopotonga Matua | Executive Summary

Waikato Civil Defence Emergency Management Group Joint Committee minutes from 1 March 2021 meeting are attached to the agenda.

Tūtohunga | Recommendation

That:

1. The report be received.

Issues for Consideration

Under the Local Government Act 2002 s12(1)(a) *every regional council and every territorial authority within that region must unite to establish a Civil Defence Emergency Management Group for the purposes of this Act as a joint standing committee under clause 30(1)(b) of Schedule 7.*

Councillor Russell Smith is Council's appointee to the Joint Committee.

Ngā Tāpiritanga | Attachments

[A↓](#). CDEM Waikato Joint Committee Minutes - 1 March 2021



Ngā waitohu | Signatories

Author(s)	Vicky Cowley Emergency Management Officer	
-----------	---	--

Approved by	Dennis Bellamy Group Manager Community Development	
-------------	--	--



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

MINUTES

Date: Monday, 1 March 2021, 1:00 pm
Location: Te Puia Room, Genesis Building
94 Bryce Street
Hamilton

Members Present: Cr H Vercoe (Waikato Regional Council) - Chair
Cr A Park (Taupō District Council) - Deputy Chair
Cr P Buckthought (Hauraki District Council)
Cr A Williams (Ōtorohanga District Council)
Cr S Christie (Thames - Coromandel District Council)
Cr N Smith (Waikato District Council)
Cr L Brown (Waipā District Council)
Cr A Goddard (Waitomo District Council)

Others Present: Cr R Smith (Matamata-Piako District Council)
Mayor J Shattock (South Waikato District Council)
N Hawtin – Democracy Advisor

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 1 March 2021

1. **Apologies**

It was noted that Cr Tappin would be standing down and it was intended that Cr R Smith would be taking his seat. The Committee would be formally notified as soon as arrangements were in place.

WCDEM21/01

Moved by: Cr S Christie

Seconded by: Cr H Vercoe

Resolved (Section A in accordance with delegations)

That the apologies of Crs Bunting, Tappin and Lee be accepted.

The motion was put and carried

2. **Confirmation of Agenda**

WCDEM21/02

Moved by: Cr L Brown

Seconded by: Cr P Buckthought

Resolved (Section A in accordance with delegations)

That the agenda of the meeting of the Waikato Civil Defence and Emergency Management Group Joint Committee, as circulated, be confirmed as the business of the meeting subject to any change in order to reflect the order set out in the minutes below.

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Confirmation of Minutes**

WCDEM21/03

Moved by: Cr S Christie

Seconded by: Cr A Williams

Resolved (Section A in accordance with delegations)

That the minutes of the last meeting of the Waikato Civil Defence and Emergency Management Group Joint Committee be received and accepted as a true and accurate record.

The motion was put and carried

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 1 March 2021

5. **Health and Safety – Simpson Grierson advice**

The report was taken as read. The following was noted:

- a. The Joint Committee was not a Person in Control of a Business or Undertaking (PCBU) for the purpose of the Health and Safety at Work Act 2015. Individual members of the Committee were not officers of the Civil Defence Emergency Management Group (CDEMG).
- b. Chief Executives (or their delegates) that sat on the Coordinating Executive Group (CEG); the work they performed when on the CEG fell within the work carried out as part of their Council's business. The duty as a PCBU arose because they were an officer of their Council, not of the CDEMG or the CEG.
- c. The obligations of the multiple PCBUs in the CDEMG must be understood and achieved by a process of consultation, cooperation, and coordination through collective planning for known risks.
- d. Member authorities had a duty to ensure the health and safety of Civil Defence Emergency Management (CDEM) trained volunteer workers just as if they were any other worker of the PCBU.
- e. Member liability for 'spontaneous volunteers' was discussed.

WCDEM21/04

Moved by: Cr H Vercoe

Seconded by: Cr P Buckthought

Resolved (Section A under delegated authority)

That the report Health and Safety – Simpson Grierson advice (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

6. **LTP Business Cases – Decisions by WRC**

The report was taken as read. The following was noted:

- a. The business cases, supported by the Committee, for new staff and public alerting resources had now been approved for inclusion in the Waikato Regional Council Long Term Plan (LTP).
- b. An alternate proposal had been suggested by Waikato Regional Council, to the Committee resolution to create a financial reserve for future emergencies.
- c. An alternate proposal had been suggested by Waikato Regional Council, to the Joint Committee resolution to recover the unbudgeted operational COVID-19 response costs in year one of the 2021 – 2031 LTP.

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 1 March 2021

- d. The alternatives proposed by Waikato Regional Council in respect of financial reserves for future emergencies, and recovery of COVID-19 response costs were acceptable to the Committee.

WCDEM21/05

Moved by: Cr P Buckthought

Seconded by: Cr H Vercoe

Resolved (Section A under delegated authority)

1. That the report LTP Business Cases – Decisions by WRC (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.
2. That the Waikato Civil Defence Emergency Management Group Joint Committee provide feedback on the Waikato Regional Council proposal relating to the recovery of operational COVID-19 response costs and the building of a financial reserve for future emergencies.

The motion was put and carried

7. **COVID-19 – Resurgence planning**

The report was taken as read. Staff noted that formal representations had been made, to Central Government Agencies, that it was in the best interests of local communities to have local and regional input into the settings of regional COVID-19 border locations. Auckland was currently the primary focus and recent border settings in the Northern Waikato had been informed by feedback, from CDEMG members, regarding the experiences of previous Auckland COVID-19 border settings in August 2020 and February 2021.

It was noted there were a total of five CDEMG Areas bordering the Waikato. This created complexity for Waikato CDEMG.

WCDEM21/06

Moved by: Cr H Vercoe

Seconded by: Cr A Park

Resolved (Section A under delegated authority)

That the report COVID-19 – Resurgence planning (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

8. **Group Work Plan 2021**

The report was taken as read. Members noted that under the work plan many areas of business had been impacted by response activities throughout 2020.

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 1 March 2021

Staff noted that Group Plan actions were being reprioritized, to ensure a focus on priority actions identified in the COVID-19 After Action Review and the 2019 Monitoring and Evaluation Report.

WCDEM21/07

Moved by: Cr S Christie

Seconded by: Cr P Buckthought

Resolved (Section A under delegated authority)

That the report Group Work Plan 2021 (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

9. **Group Procedural & Financial Delegation Manual**

The report was taken as read.

WCDEM21/08

Moved by: Cr N Smith

Seconded by: Cr L Brown

Resolved (Section A under delegated authority)

That the report Group Procedural & Financial Delegation Manual (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

10. **Group Work Plan – recent activity against Group Plan actions**

Group Controller (J Snowball) presented the report. The following was noted:

- a. The project to remove historic signage for Civil Defence Centres continues. There had been some delay in removing CDEM signs from school premises and the Ministry of Education was contacted in relation to signage in schools.
- b. Civil Defence Centres would ordinarily only be identified when the locations had been assessed as appropriate for the specific emergency. Permanent, historic, signage could create confusion in an emergency, with community members congregating at the wrong location.

WCDEM21/09

Moved by: Cr A Park

Seconded by: Cr H Vercoe

Resolved (Section A under delegated authority)

That the report Group Work Plan – recent activity against Group Plan actions (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 1 March 2021

The motion was put and carried

11. **Summary Report – CEG Meeting – 12 February 2021**

Coordinating Executive Group Chair (L Cavers) presented the report.

WCDEM21/10

Moved by: Cr L Brown

Seconded by: Cr P Buckthought

Resolved (Section A under delegated authority)

That the report Summary Report – CEG Meeting – 12 February 2021 (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

12. **Update from the National Emergency Management Agency**

National Emergency Management Agency representative (S Vowles) presented the report. There was discussion in relation to the current level 3 lockdown in Auckland and the ongoing review of Civil Defence legislation, plans and strategy.

WCDEM21/11

Moved by: Cr A Goddard

Seconded by: Cr S Christie

Resolved (Section A under delegated authority)

That the report Update from the National Emergency Management Agency (Waikato Civil Defence Emergency Management Group Joint Committee 1 March 2021) be received.

The motion was put and carried

Meeting concluded at 2:42pm

Chief Executive Officer's Report

CM No.: 2426575

Rāpopotonga Matua | Executive Summary


The Chief Executive Officer's report for the period ending March 2021 is attached to the agenda.

Tūtohunga | Recommendation


That:

1. The information be received.

Ngā Tāpiritanga | Attachments

[A](#)  Final CEO report for period ending March 2021



[B](#)  Council Consents Received March 2021



[C](#)  MPDC Dashboard Quarter 1-3



Ngā waitohu | Signatories

Author(s)	Debbie Burge Executive Assistant to the Mayor & CEO	
-----------	---	--

Approved by	Don McLeod Chief Executive Officer	
-------------	--	--



Chief Executive Report

For the period ending

March 2021

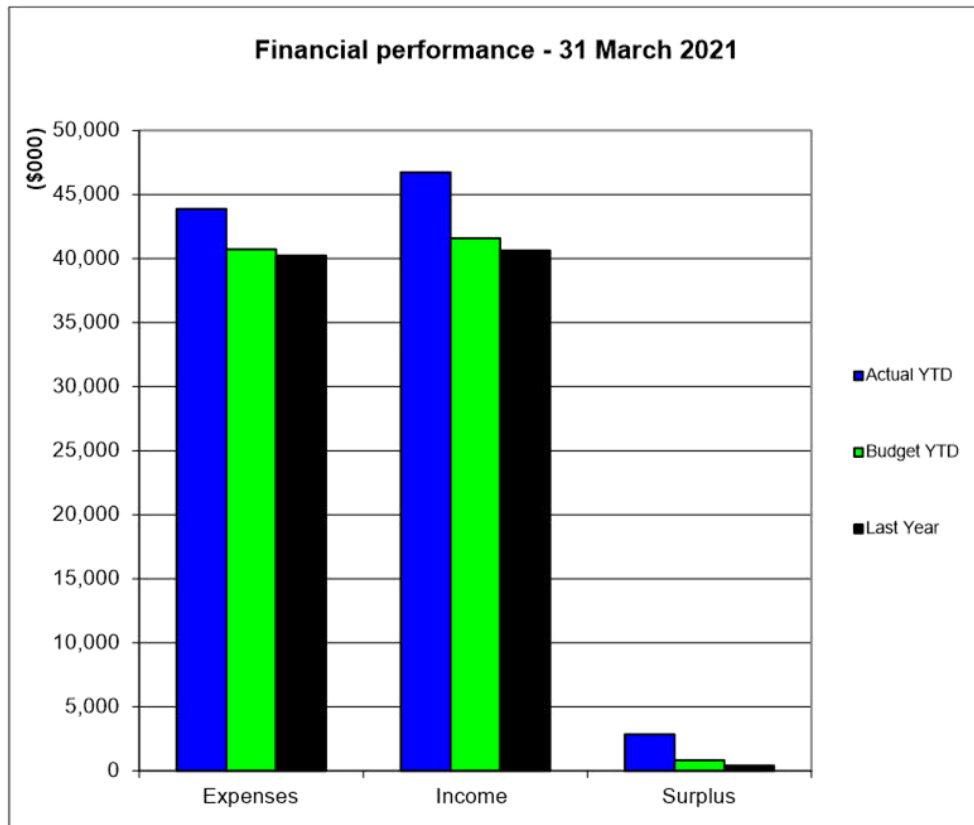
Contents

1.1	Finance.....	3
2.	Corporate Overview.....	13
2.1	Communications.....	13
2.2	Human Resources.....	14
2.3	Corporate and Legal Services.....	15
3.	Community Development overview.....	16
3.1	Libraries.....	16
3.2	Planning.....	21
3.3	Building.....	24
4.	Service Delivery.....	25
4.1	Customer Services.....	25
4.2	Kaimai Valley Services.....	27
4.2.1	Parks and Reserves.....	27
4.2.2	Retic and Works.....	27
4.3	Roading.....	29
4.1	Waters.....	33
5.	Business Support.....	35
5.1	Community Facilities Operations.....	35
5.2	Property and Community Projects.....	40
5.3	Assets Strategy and Policy.....	42
5.4	Placemaking and Engagement.....	44

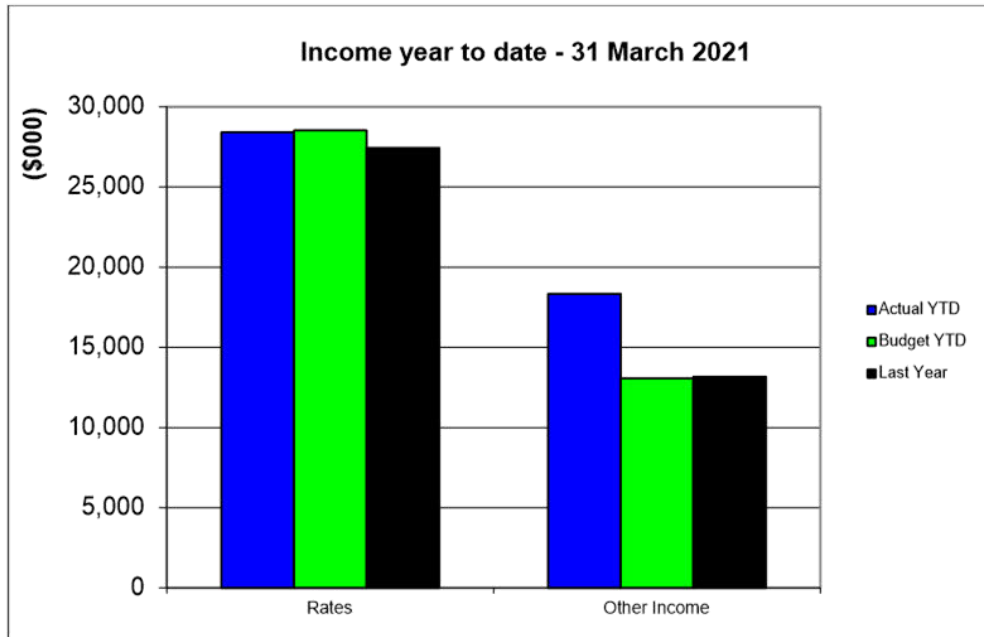
1.1 Finance

Financial Performance Summary

Council's financial result to 31 March 2021 is a surplus of \$2.855 million compared to a budgeted surplus of \$851,000. Total income is \$46.744 million, which is \$5.162 million higher than budget. Total expenses are \$43.889 million, which is \$3.158 million higher than budget. The detailed financial analysis is included in section 5 of this report, and a summary of the main variances are reported below.



Income



Rates

Metered water consumption for large industrial users is behind budget and the last 2 quarters meter readings (for non-industrial users) are still to be caught up on, resulting in metered water being \$317,000 behind budget at this point. This is offset by penalty income of \$103,000 that was not budgeted and growth in the rating base being slightly higher than budgeted. Overall, revenue from rates is \$117,000 below budget.

Other income

Other income is higher than budget by \$5.279 million. The main areas where other income has exceeded budget include:

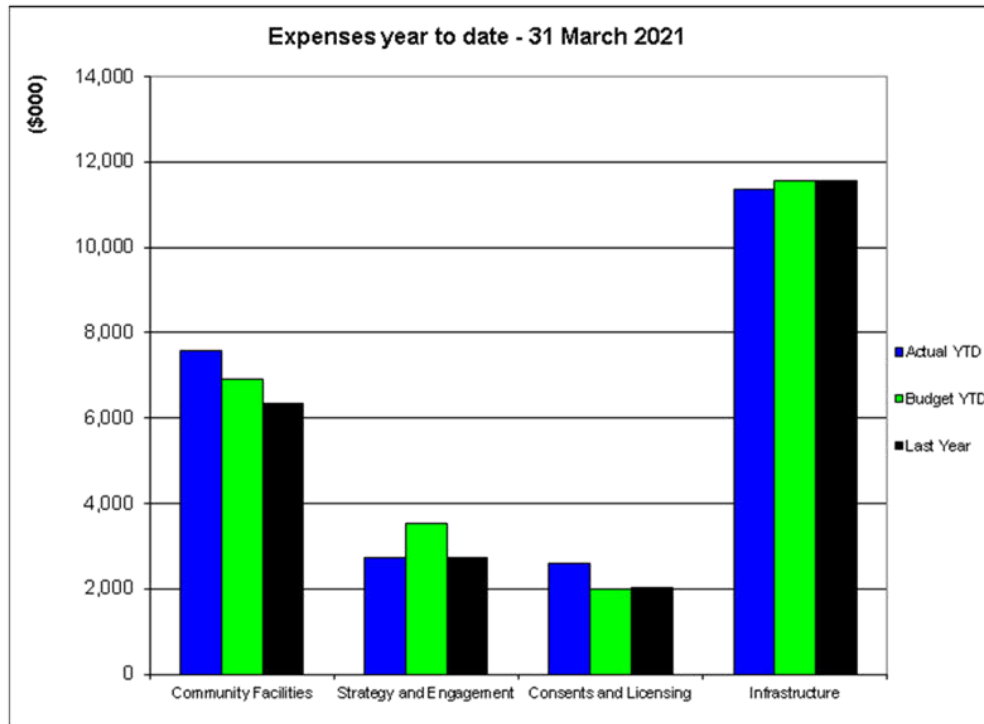
- Grant funding of \$2.47 million from the three water reforms has been received and was not budgeted for.
- Development and financial contributions received to date are \$2.194 million higher than budgeted, due to the significant development activity, particularly in Matamata and Morrinsville.
- Income from resource and building consents is \$653,000 higher than budgeted, again due to the significant development activity in the district.
- \$620,000 received from MBIE for claims 10 and 11 of the Hauraki Rail Trail extension project, which was unbudgeted.
- Pools and Spa income is higher than budgeted by \$114,000 due to high activity.
- Dog registration income is received at the start of the year, resulting in income being higher than budget by \$73,000 at this point.
- Housing income is higher by \$71,000 due to higher lease income and an increase in EPH rents last year.
- An increase in long term swap rates over the nine months to 31 March resulted in a \$1.232 million gain on the value of Council's portfolio of interest rate swaps. The gain is as a result of an upward shift in longer dated swap rates.

The main areas where other income to date is lower than budgeted include:

- NZTA subsidy income is \$1.443 million lower than budgeted at this point with the bulk of the work to be undertaken in the coming months.

- Rubbish bag sales and income from transfer stations is lower than budgeted by \$133,000.
- The budgeted contribution for Morrinsville’s Avenue Road North storm water disposal project (\$645,000) has not been received as this project has not progressed.
- Vested asset income is recognised at the end of the year, resulting in this income being \$150,000 lower than budgeted at this point.

Expenses



Total expenses are \$43.889 million, which is \$3.158 million higher than budget. The significant areas of variance to budget include:

- Overall, salary and wage costs are \$629,000 lower than budget at this point due mainly to vacant positions.
- Three waters reform project costs of \$1.22 million (funded from the subsidy received) have been spent to date that we’ve not budgeted for.

Community Facilities – expenditure is \$679,000 higher than budget

- Property has incurred a number of large one-off costs for items like the demolition of Ngarua Hall (\$150,000), asbestos removal, boundary fencing etc, as well as increases to maintenance and cleaning costs. Overall the Property activity is \$210,000 above budget.
- Expenses for Recreation and Culture are higher than budgeted at this point due to the Sports Waikato grant being paid earlier in year, and higher building maintenance undertaken during this period.
- Asset Management costs are higher due to consultants used for the Morrinsville Walkway and Hetana Street innovation projects, and the Open Spaces Strategy.
- Expenses for Spa and Pools is more than budgeted at this point due to greater activity and building maintenance costs.

- Building maintenance is higher mainly due to work in Firth Tower Museum and the Te Aroha Domain building (although note that some of these costs may yet be transferal to renewals).

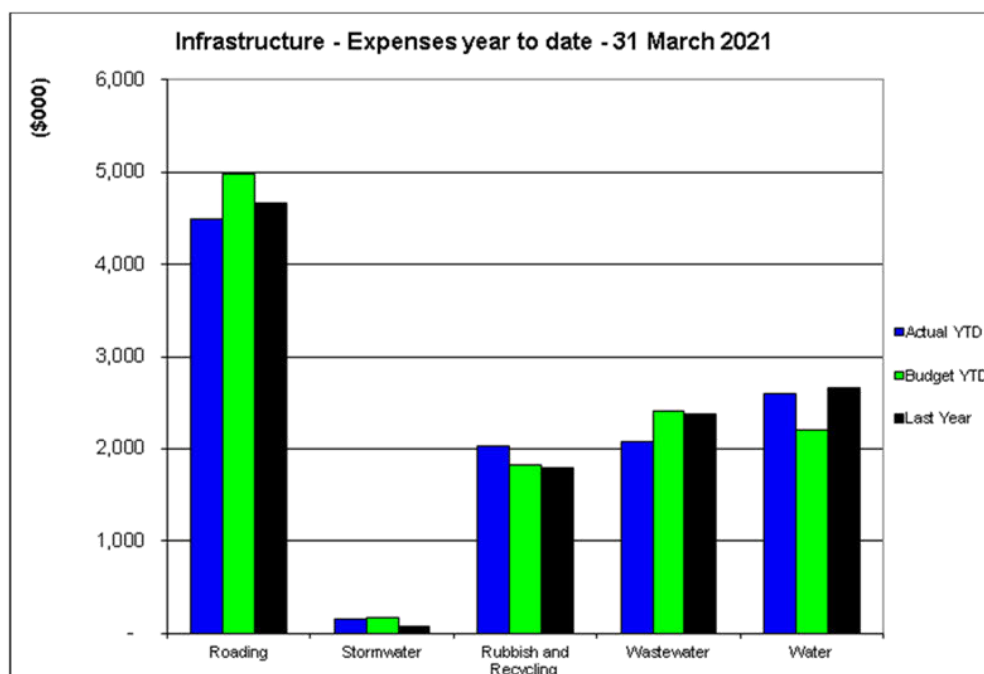
Strategy and Engagement – expenditure is \$802,000 lower than budget

- Of the \$1.1 million budgeted this financial year for Covid-19 response, only \$172,000 has been spent to date, with the balance to be spent over the coming months
- This is offset slightly due to:
 - annual grants that were paid out at the beginning of the year
 - election costs that are budgeted over 3 years, but that will not be spent this year, and
 - the audit fees that will be paid over the later part of the year.

Consents and Licensing – \$604,000 higher than budget

- Processing costs for Resource and Building consents are higher than budgeted due to the significant development activity and the use of consultants to get through the volume of work.

Infrastructure activities



- Roothing expenditure is \$489,000 lower than budgeted at this point, mainly due to the larger portion of roading work scheduled to be undertaken over the coming months. This is offset slightly by higher spending to date in the areas of amenity lighting, Asset Management Plan support and level crossing and drainage maintenance.
- Rubbish and recycling costs are \$208,000 over the budgeted level, largely due to variations in the refuse collection contract due to growth and commodity adjustments, more waste minimisation activities undertaken, waste management levies, and asset management costs in relation to work on the Waste Minimisation Plan, Waste Assessment and Feasibility Plan required by legislation.
- Wastewater costs are \$317,000 lower than budgeted at this point, particularly in the areas of treatment plant, reticulation and asset management costs.
- Water costs overall are \$400,000 over budget with higher than budgeted treatment plant costs offset slightly by lower costs in reticulation.

1. Rates

The total rates levied for the 2020/2021 year were \$41.6 million (19/20 \$40.4 million). The balance of current rates owing at 31 March 2021 is \$9.0 million representing a collection rate of 78.4% (19/20: 76.24%) The collection rate of arrears for the year is 58.3%. (19/20: 57.57%).

RATES STATUS REPORT		
As at 31 March 2021		
	March 2021 \$000	
Rates for 2020/21		
Total annual rates levied	41,621	
Balance of total current rates owing	9,003	
Current year rates collected YTD	32,618	
Percentage of current rates collected YTD	78.4%	
Arrears from prior years		
Opening balance	824	
Less statute barred arrears written-off	(21)	
Less arrears collected this year	(323)	
Total owing from prior years	480	
Percentage of arrears collected YTD	58.3%	
	2021	2020
Penalty applied for 1st instalment	49	48
Penalty applied for 2nd instalment	42	50
Penalty applied for 3rd instalment	38	44
Penalty applied for 4th instalment		44
Rates collection		
Number of rateable properties	14,887	14,584
Number of assessments paid by direct debit		
Weekly	591	543
Fortnightly	707	669
Monthly	1,013	1,004
Quarterly	3,020	2,757
Annually	27	20
TOTAL	5,358	4,993
Staff have processed 189 Change of Ownerships during March 2021 (117 March 2020).		

2. External Borrowing – Policy compliance at 31 March 2021

Matamata Piako DC Funding, Liquidity and Interest Rate Position						
12 Month Forecast Core Debt:		35.0	31-Mar-21			
Liquidity Ratio	110%					
Actual	148%					
Policy Compliance	Y					
Fixed Rate Maturity Profile:						
Debt Period Ending	Debt Amount	Minimum %	Maximum %	Actual	Compliance?	
Current	26.50	40%	30%	74%	Yes	
Year 1	23.32	40%	30%	67%	Yes	
Year 2	35.08	35%	85%	50%	Yes	
Year 3	46.89	30%	80%	33%	Yes	
Year 4	59.13	25%	75%	19%	No	
Year 5	67.74	20%	70%	15%	No	
Year 6	73.71	0%	65%	7%	Yes	
Year 7	78.70	0%	60%	1%	Yes	
Year 8	81.82	0%	50%	0%	Yes	
Year 9	81.86	0%	50%	0%	Yes	
Year 10	81.72	0%	50%	0%	Yes	
Year 11	81.74	0%	25%	0%	Yes	
Year 12	81.74	0%	25%	0%	Yes	
Year 13	81.74	0%	25%	0%	Yes	
Year 14	81.74	0%	25%	0%	Yes	
Year 15	81.74	0%	25%	0%	Yes	
Funding Maturity Profile:						
Years	0 - 3 years	3 - 7 years	7 years plus			
Policy Limits	15%-60%	25%-85%	0%-60%			
Actual Hedging	31%	69%	0%			
Policy Compliance	Y	Y	Y			
Weighted Average Duration:						
Funding	3.38 Years					
Fixed Rate Portfolio (swaps and fixed rate loans)	4.63 Years					
Weighted average margin	0.71%					
Weighted average Commitment/Line Fee	0.05%					
Weighted average fixed rate (swaps & term loans/bonds)	3.82%					
All up cost of borrowing (on drawn debt)	3.79%					
Counterparty Credit Risk (Interest Rate Risk Mgmt Instruments and investments)						
Policy Credit Limit (NZ\$) per NZ Regulated Bank (Interest rate risk management)				\$	10,000,000	
Policy Credit Limit (NZ\$) per NZ Regulated Bank (Investments)				\$	20,000,000	
Policy Credit Limit (NZ\$) per NZ Regulated Bank (Total maximum per counterparty)				\$	30,000,000	
	Credit Exposure (Swaps)	Credit Exposure (Investments)	Compliance			
	(\$m)	(\$m)				
WPC	2.58	0.00	Y			
ANZ	0.00	0.00	Y			
ASB	0.00	0.00	Y			
BNZ	0.75	5.40	Y			
Kiwibank	0.00	1.50	Y			
CBA	0.00	0.00	Y			

Note: Our fixed rate maturity profile in years 4 and 5 fall below our minimum policy parameters, however our policy allows for a 90 period to resolve this before it is considered a breach of policy. We intend to address this within the 90 day timeframe.

3. Treasury Investments at 31 March 2021

TREASURY INVESTMENTS As at 31 March 2021						
Deal number	Investment type	Counter party	Maturity date	Term (days)	Interest rate	Amount invested
Long-term Investments						
951	Borrower Notes	LGFA	17-May-21	2639	2.41%	56,000
956	Borrower Notes	LGFA	15-Apr-23	3253	2.36%	64,000
958	Borrower Notes	LGFA	17-May-21	2520	2.40%	56,000
1024	Borrower Notes	LGFA	15-Apr-24	2527	2.26%	32,000
1025	Borrower Notes	LGFA	15-Apr-25	2892	2.29%	48,000
1048	Borrower Notes	LGFA	15-Apr-26	2893	2.40%	48,000
1067	Borrower Notes	LGFA	15-Apr-27	2897	2.28%	40,000
1081	Borrower Notes	LGFA	15-Apr-24	1459	0.97%	80,000
1082	Borrower Notes	LGFA	15-Apr-25	1737	0.78%	87,500
1083	Borrower Notes	LGFA	15-Apr-26	2102	0.83%	87,500
Total Long-term Investments as at					31-Mar-21	599,000
Short-term and call investments						
1079	Term Deposit	BNZ	12-May-21	302	1.65%	2,000,000
1089	Term Deposit	Westpac	13-May-21	93	0.53%	4,900,000
1090	Term Deposit	Westpac	09-Nov-21	273	0.89%	5,400,000
1093	Term Deposit	Kiwibank	20-May-21	83	0.35%	1,500,000
Call	23 account	BNZ			1.50%	3,040,030
Total short-term and call Investments as at					31-Mar-21	16,840,030
Weighted Average Interest Rate						
This month		0.80%				
YTD		1.36%				
Investment Policy Compliance						
Complied						

4. Detailed financial analysis

STATEMENT OF FINANCIAL PERFORMANCE TO 31 March 2021						
2020		Actual YTC	Budget YTC	Variance	Variance	Note
\$ 000		\$ 000	\$ 000	\$ 000	%	
INCOME						
27,446	Rates	28,407	28,524	-117	0%	1
5,274	Subsidies and grants	6,709	5,435	1,275	23%	2
6,135	Fees, charges	6,808	5,937	871	15%	3
235	Investments income	166	249	-83	-34%	4
1,338	Development and financial contribution	3,226	1,069	2,158	202%	5
200	Other	1,428	368	1,060	288%	6
40,629	TOTAL INCOME	46,744	41,582	5,162	12%	
EXPENSES						
11,900	Payments to staff	12,665	13,295	629	5%	7
885	Finance Costs	860	888	28	3%	8
10,798	Depreciation	11,453	11,003	-450	-4%	
16,640	Other Expenditure	18,311	15,545	-3,366	-22%	9
40,223	TOTAL EXPENSES	43,889	40,731	-3,158		
405	PROFIT/(LOSS) FROM OPERATIONS	2,855	851	2,005		
<p>1 Metered water income is lower by \$317,000 due to lower industry consumption and Rates income is higher by \$103,000 rates penalty and rates are higher due to more development.</p> <p>2 Roading subsidy received to date is lower by \$1,443,000 than budgeted. This is negated by \$602,000 received for Hauraki rail trail project. Avenue Road North Storm water disposal project contribution budgeted \$644,000 not received. Waste Minimisation subsidy is lower than budget by \$7,000. \$12,000K received for water safety and \$6,000 for Kerb extension and Balustrades. Water Reform grant received \$2.47 million. Grant for innovating street - Hetana street \$41,000 received during current year.</p> <p>3 Fees and charges are higher due to Dog registration received earlier in year higher by \$73,000. Resource consent and Building income is higher by \$466,000 and \$187,000 respectively. Housing income is higher by \$71,000 due higher lease income and increase in EPH rent last year and MM general property income is higher as 61 Tower Rd sale of land has not happened. Spa & Pool is higher by \$114,000 due to more activity which is partially negated by lower income T.A. event centre and Information Centre income due to lower activity. Library Income is lower due to lower book rental and Income for Library Manager Service budgeted but not realised as contract completed. Landfill recovery is down by \$46,000 and \$87,000 down in Rubbish bag sale. KVS Private work and LIM income is higher than budget.</p> <p>4 Interest received on investment (Term Deposits) is much lower than budgeted due to lower interest rates.</p> <p>5 Development contribution is higher than budgeted due to more development in MM and MV</p> <p>6 Gain on interest rate swaps of \$1.23m to 31 March. Vested asset income will be accounted for at the end of the year which is budgeted \$200,000 and petrol tax recovery is lower.</p> <p>7 Salary cost is lower due to vacant positions which is partially negated by higher cost in other expenditure (consultant in Resource consent)</p> <p>8 Finance cost is lower due to lower loan balance and lower interest rate. Depreciation cost is higher due to higher cost during revaluation</p> <p>9 There are number of overs and under across the activities as outlined below. The most significant areas of variance to budget includes: Three Water Reform cost \$1,220,000 is not budgeted will be funded from subsidy. Asset Management cost for Parks and reserve cost is higher mainly due to higher consultant cost for MV Walk, Hetana street innovation, Open Space Strategy etc. Higher cost on consultant in Roading for feasibility study of future plan, safety strategy etc. Property cost is higher due to demolition cost for Ngarua Hall around \$150,000. T.A. property operating cost includes cost for design cost for Heritage tea house, Asbestos pre-demolition survey Skate Building, Domain house etc. Property general maintenance in higher includes one off charges such as asbestos removal from 96 Moore house Street Flats and Domain House and cost for boundary fence at Canada street will be recovered from Kiwi Rail. Cleaning cost has been increased. Administration cost for EPH is higher than budgeted. Resource consents expenditure is higher by \$674,000 than budgeted due to the high level of development activity in the district and less staff resulted in more consultant cost. This higher cost is partially negated by lower salary (\$100,000) cost and higher income. Water treatment plant costs are higher by \$476,000 due to an increase in chemical cost and lab analysis costs, Hazardous Chemical Assessment, Topohaehae profiling, Comprehensive Dam Review. This also includes \$55,000 expensed from capital project. Higher cost in treatment plant is negated by lower Reticulation cost. Waste management cost is higher by \$208,000 includes levies, minimisation activity and asset management. Roading and Wastewater expenditure is lower than budgeted.</p>						

2020 \$ 000	YTD \$ 000	YTD \$ 000	Variance \$ 000	Variance %	Note
DIRECT REVENUE ANALYSIS					
269	91	22	69	312%	10
Community Development					
Community Facilities and Property					
979	1,003	933	71	8%	
91	52	105	-52	-50%	11
27	22	38	-16	-42%	
178	207	178	29	16%	12
1,122	1,244	1,131	113	10%	
2,396	2,529	2,384	145		
Roading Water and Waste					
5,389	4,292	5,135	-842	-16%	13
0	0	645	-645	-100%	14
956	1,205	1,333	-128	-10%	15
530	535	511	24	5%	
1,450	4,107	1,912	2,194	115%	16
8,325	10,139	9,536	603		
Consents and Licensing					
285	295	222	73	33%	17
906	977	791	187	24%	18
0	0	0	0		
510	916	450	466	104%	18
1,702	2,189	1,463	726		
12,692	14,948	13,405	1,542		
Notes:					
10 Private plan change income and income from equipment and service hire for events is higher than budgeted.					
11 Library income is lower mainly due to Library Manager Service income budgeted but has not been realised. Book Rental income is lower than budgeted.					
12 Income is higher mainly due to higher sales of plot and burials at Matamata. Street Furniture contribution \$6,000 for kerb extension not budgeted.					
13 Roading subsidy received to date is lower by \$1,443,000 than budgeted. This is negated by \$602,000 received for Hauraki rail trail project.					
14 Budgeted Avenue Road North Storm water disposal project contribution delayed.					
15 Landfill recovery is down by \$46,000 and \$87,000 down in Rubbish bag sale compare to budget.					
16 Metered water income is lower by \$317,000 due to lower industry consumption and six month reading still to come. \$2.47 million received for 3 water reform.					
17 Higher income due to dog registration received in July for the year.					
18 Building Consent and resource consent income is higher due to high activity.					

2020 \$ 000	Actual YTD \$ 000	udget YTD \$ 000	Variance \$ 000	Variance %	Note
DIRECT COST ANALYSIS					
Strategy and Engagement					
716	677	1,402	726	52%	18
2,012	2,064	2,141	77	4%	
2,728	2,741	3,543	802		
Community Facilities and Property					
1,018	1,402	1,193	-210	-18%	26
716	749	782	33	4%	
1,368	1,729	1,559	-171	-11%	21
789	948	925	-23	-3%	
1,834	2,099	1,885	-214	-11%	22
617	646	553	-93	-17%	23
6,342	7,575	6,896	-679		
Roading, Water and Waste					
4,667	4,494	4,982	489	10%	24
77	160	163	3	2%	
1,789	2,034	1,826	-208	-11%	25
2,381	2,086	2,403	317	13%	26
2,655	2,597	2,198	-400	-18%	27
11,569	11,372	11,573	201		
Consents and Licensing					
150	145	184	40	21%	28
721	875	798	-78	-10%	28
253	274	283	9	3%	
897	1,304	730	-574	-79%	30
2,022	2,599	1,995	-604		
22,661	24,286	24,007	-279		
19	Election cost is budgeted for 3 years will not be spent during year. \$1.1M budgeted for COVID 19 response will be spent later in year. Audit fees will be paid later in year. District plan and Regional co-ordination expenses are lower than budgeted.				
20	Property cost is higher due to demolition cost for Ngarua Hall around \$146,000. T.A. property operating cost includes cost for design cost for Heritage tea house \$30,000 (w/24901). MM property general maintenance in higher includes charges of \$14,000 for supply and install v locks (w/24744). \$22,000 & \$11,000 cost for asbestos removal from 96 Moorehouse Street Flats and Domain House.				
21	Parks and reserve cost is higher mainly due to higher consultant cost for Asset Management (MY Walk, Hetana street innovation, Open Space Strategy) etc. partially negated by lower cost in parks and reserves.				
22	Pools and Spa cost is higher than budget due to higher salary cost due to restructure. This includes Morrinsville Pool cost is higher by \$52,000 up to date where pool is closed.				
23	Recreation and culture cost is higher as Sports Waikato grant paid earlier in year and higher building maintenance during this period including waharoa Building maintenance and T.A. event centre cost is Building maintenance cost is higher.				
24	Roading is underspent on sealed pavement, Traffic services and network and asset management which is expected to be spent later in the year negated by higher spending on amenity lighting, Asset Management cost for AMP support, level crossing and drainage maintenance.				
25	Waste management levies cost is higher due to increase in Levy. Waste assessment and feasibility plan required by legislation. Variation charges to waste Management contract due to growth and commodity adjustment.				
26	Waste water treatment plant, reticulation and Asset management cost is lower than budgeted.				
27	Water treatment plant costs are higher by \$476,000 due to an increase in chemical cost and lab analysis costs, Hazardous Chemical Assessment, Topehaehae profiling, Comprehensive Dam Review. This also includes \$55,000 expensed from capital project. Higher cost in treatment plant is negated by lower Reticulation cost.				
28	Animal control cost is lower than budgeted for the period.				
29	Salary cost is higher and consultant cost is higher than budgeted due to higher activity.				
30	Resource consent cost is higher due to more activity and less staff resulted in more consultant cost.				

2. Corporate Overview

2.1 Communications



Website traffic continues to steadily increase. The spike in traffic in March 2020 was due to the COVID-19 lockdown

Quick stats

- Web traffic this month: 14,197 visitors (29%↓ on previous month)
- Total enewsletter subscribers: 4,137 (4.4%↑ on previous month)
- Total Antenno subscribers: 2,830 (1.5%↑ on previous month)
- Total Facebook followers: 7,099 (0.5%↑ on previous month)
- Events organised by Council: 3
- Events at Matamata Civic Centre: 39
- Events at Te Aroha Events Centre: 17

Events and Economic Development

- Staff attended a workshop with Hamilton Waikato Tourism, providing input into the development of a food tourism package for the region
- Staff attended a workshop with Hamilton Waikato Tourism and Queenstown Resort College to develop an Ambassador Programme for Matamata-Piako.
- Staff attended a Business Partner networking event with Hamilton Waikato Tourism at Hobbiton to showcase the newly opened staff hub and conference facilities.
- Supported the hosting of Hauraki Gulf Forum meeting held at Silver Fern Farms Event Centre.
- Big business breakfast was held to consult the business community on the Long Term Plan.
- Hosted Matamata Business After 5 to consult on Long Term Plan in conjunction with Matamata Chamber of Commerce.

Communications and Marketing

- Communications developed all the community engagement materials for the Long Term Plan, Parks and Open Spaces Strategy and Waste Management and Minimisation Plan (such as displays, website content, videos, enewsletters, advertising, social media content, antenno posts and more).

Online and Digital Services

- We trialled running online community workshops for the Parks and Open Spaces strategy using Zoom webinars. The webinars allowed us to capture who was attending in advance, address their questions, and answer questions live.
- Work is progressing on a water metering app, which will allow meter readers to enter data straight into Authority from out in the field, significantly reducing double handling of data.
- An audit took place of all our websites and web architecture. We are still waiting on the full audit report, however, there have been no major/urgent issues raised during the audit process.
- The business case was signed off for video conferencing technology at the three main Council offices, and procurement was started.

2.2 Human Resources

Staff turnover figures for year to date from 1 July 2020 to 31 October 2020 are:

Year to date at	Office	KVS	Water & Waste Water	Libraries	Facilities	Total
	%	%	%	%	%	%
July 2020	0.84	2.3	0	7.41	5.0	2.15
August 2020	2.54	2.3	0	7.41	5.0	3.02
September 2020	3.39	2.3	0	7.41	7.59	3.89
October 2020	4.24	2.27	0	7.41	7.59	4.31
November 2020	6.72	6.82	0	7.41	7.59	6.44
December 2020	7.56	8.99	6.06	7.41	10.13	8.15
January 2021	8.40	8.99	18.75	7.41	12.20	9.83
February	10.08	8.89	18.75	7.41	22.78	12.47
March	9.96	16.09	18.75	7.41	24.39	14.07

Total permanent staff resigned up to 31 March 2021 = 33

2.3 Corporate and Legal Services

Provincial Growth Fund / Te Aroha Spa Development

Capital of \$5.3m has been included in the draft LTP budgets between 2022/23-2023/24 to get started on the project. Submissions on these options have been called for as part of the LTP consultation.

Staff have engaged a project manager to coordinate further work on this project. A project plan has been developed. Council formally approved proceeding with the project in December 2020. The Project Manager is currently reviewing the PGF feasibility and Business Case reports. Formation of a Project Governance Group is underway. Council has appointed Mayor Ash as Council's representative on the Governance Group and has confirmed the independent Chair and Co-Chairperson and an iwi representative. A search and selection process is being undertaken for two additional independent members which will then make-up the full Governance Group.

Annual Plan / Annual Report

Annual Report – The 2019/20 Annual Report was adopted by Council on 9 December 2020. This was delayed due to delays with the Regional Airport's accounts but was still signed off within the extended statutory timeframes due to Covid-19. Staff have prepared a six month report (July – Dec 2020) which was presented to Council in February reported to ARC in March along with the project brief for the 2020/21 Annual Report. We have received the draft management report from Audit NZ and are awaiting amendments.

Long Term Plan (LTP)

All associated Long Term Plan documents including all underlying information, consultation document and high level communications plan were signed off by Council in December. Audit NZ audited all of these documents and provided an Audit Opinion on the Consultation Document. All draft documents were presented to Council on 10 March for approval for consultation. Consultation was open from 16 March to 19 April. A range of consultation/engagement activities took place over the consultation period. A hearing will be held on 12/13 May with adoption of the plan in June 2021.

3. Community Development overview

3.1 Libraries

Story Walks

The biggest impact the libraries have made last month was through our Story Walk initiative. This is something we had been wanting to do for quite some time, and Parks Week offered the perfect opportunity to get this happening. [Information about the Story Walks is on the library website.](#) The feedback has been overwhelming in both quality and quantity. Numerous comments on our Facebook pages and on the Community facebook pages, as well as unsolicited comments to library staff when we were in the libraries or out socially. The only disappointment was recently having to remove the Morrinsville one due to ongoing vandalism. We are looking into alternative locations as well as the possibilities for making Story Walk infrastructure more permanent.

Te Reo classes at Morrinsville

Morrinsville Library has been hosting Te Reo Māori classes on a Monday evening in a collaborative pilot project with two keen community members. The pilot has now ended. The classes were successful in terms of uptake and learning. However, the classes are not sustainable for the library to host long-term due to us not having an appropriate classroom set-up. Also they were only possible due to a library staff member participating in the class and being able to open and close the library. Our new Māori services intern is planning to facilitate online conversation hook-ups to assist this group in carrying on their learning in the short-term. The classes had spin-off benefits for the library in terms of new library memberships and Māori resources being borrowed.

Community Outreach

The new community outreach specialists are making excellent progress with raising library awareness and having community conversations about libraries. They have visited playcentres, Rotary, Business after 5 meetings, and launched a competition to name the new library mascot Bear. This has been very successful, and has been an incentive for people to visit the library. The two staff have also been part of school visits, and to market days where Council have been present regarding LTP consultation.

Māori Services

As well as upskilling staff by teaching us a “Kupu o te Wiki” (word of the week), and teaching us to pronounce local place names correctly, our new Māori services Intern has been making many community connections. She has visited Rukumoana Te Kohanga Reo and set up a relationship with them for ongoing resource borrowing and returning. Visits to both Morrinsville and Matamata Colleges to their Māori Units, has led to teachers wanting ongoing sessions to get these young people into the library regularly and has encouraged a closer look at our library resources.

Code Club

A volunteer has come forward to lead Code Club at Matamata Library, so we are looking to offer this programme again in Matamata in Term 2 on Wednesday afternoons. We are seeking volunteers in Te Aroha and Morrinsville as we would like to offer this programme there as well. This programme is run through [Code Club Aotearoa](#), a network of free volunteer-led coding clubs for New Zealand children.

Technical issues

Self-loan kiosks have been upgraded to a more user-friendly and accessible customer interface called ‘Envoy’. The upgrade also includes more security features

and ability to more easily remove items if you issue something by mistake. There are some teething issues, and we are still experiencing issues with eft-pos terminals at Matamata.

Staff Training

Two library staff attended a special training on teaching adult learners, and this will help improve our delivery of our digital skills classes.

All staff attended Emergency Management induction with Vicki Cowley. Two staff attended Intermediate Level of Civil Defence Emergency Management training so that they can be used in an Emergency Operations Centre if needed.

Multiple staff went to the Safety Culture Workshop and will continue to do so in April. Several staff have attended the Event Safety Workshop on our responsibility to manage risks at an event.

Risk

Risk reviews have been done for all libraries by the Team Leaders in conjunction with the library Health and Safety representative.

Staff

A new casual library assistant Richard Lemmens started on 30 March. A permanent part time library staff member Mayuri Unka resigned to resume her teaching career.

Statistics

With late March being when Covid Level 4 lockdown began and libraries closed, comparing to last year is not a completely reasonable comparison, so in the notes there is also a comparison with February of this year. However, with February being a short month this is not completely fair either. Overall, however, the statistics do still show libraries recovering some ground, which could reflect on how much work is going on at present to promote libraries, offer new resources/services, and go out into the community more.

Activity	Comparison month	Current month	Inc/de c compared to same month last year	% change	Comments from District Library Manager
VISITS	Mar-20	Mar-21			
Door counts					
Matamata	2904	3434	530	18 %	
Morrinsville	3513	4393	880	25 %	
Te Aroha	2208	2594	386	17 %	

DOOR COUNT TOTALS	8625	10421	1796	21 %	Covid Level 4 Lockdown began late March which is partial reason for difference. But as March's figure is also a 27% increase on February of this year, the increase might not be due just to this.
Online visitors	Mar-20	Mar-21			
Library website/cat alogue sessions	5,037	6,408	1371	27 %	
Library app sessions	337	920	583	173 %	Library app is being actively promoted by our new Outreach team and in our newsletter
ONLINE VISITOR TOTALS	5374	7328	1954	36 %	
APNK/WIFI/ COMPUTE R	Mar-20	Mar-21		% cha nge	
Wifi using own devices					
Matamata	1628	2178	550	34 %	
Morrinsville	1737	2619	882	51 %	
Te Aroha	866	1344	478	55 %	
WIFI TOTALS	4231	6141	1910	45 %	26% increase on Feb. our digital classes and promotion could be part of this.

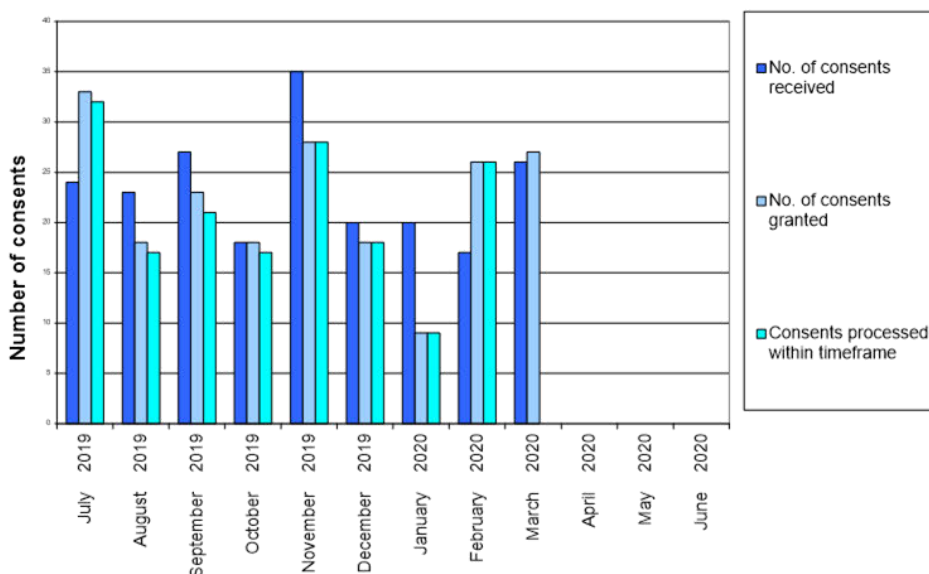
APNK logins using library computers	Mar-20	Mar-21			
Matamata	365	343	-22	-6%	
Morrinsville	511	858	347	68%	
Te Aroha	442	463	21	5%	
APNK TOTALS	1318	1664	346	26%	30% increase on Feb- our digital classes and promotion seem to be stabilising our levels of usage.
NEW MEMBERS	Mar-20	Mar-21		% change	*Digital membership new category 2020
Matamata	40	31	-9	-23%	
<i>Matamata Digital</i>		9			
Morrinsville	42	22	-20	-48%	
<i>Morrinsville Digital</i>		3			
Te Aroha	22	19	-3	-14%	
<i>Te Aroha Digital</i>		11			
NEW MEMBER TOTALS	104	84	-20	-19%	a reflection of the fact that people joined up prior and during lockdown -13% drop from Feb. Fewer people joining up at present now that summer hols are over?

SUBTOTAL DIGITAL MEMBERS		23			
LIBRARY ITEMS ISSUED	Mar-20	Mar-21			
Matamata	3932	4408	476	12 %	
Morrinsville	4346	5526	1180	27 %	
Te Aroha	2510	2726	216	9%	
Ebooks	1414	1927	513	36 %	
BOOKS ISSUED TOTALS	12202	14587	2385	20 %	15% increase on Feb

3.2 Planning

- Resource Consents

Resource Consents – From 1 July 2020
Resource consents processed



A report on resource consents received for March is included as Appendix B to this report.

Council received 26 resource consents and granted 27 consents of which 26 were processed within the timeframe for the month of March 2021.

Due to the quantity and complexity of the consents we have received, one resource consent went over time.

Limited or Publically Notified Resource Consents:

There was one Limited Notified Resource Consents in March 2021.

RC Reference	Applicant	Property	Limited/Public	Date Notified	Close of submissions
102.2021.12237	Kingswood Healthcare Management	16 Strathmore Street, Morrinsville	Limited	17/03/2021	14/04/2021

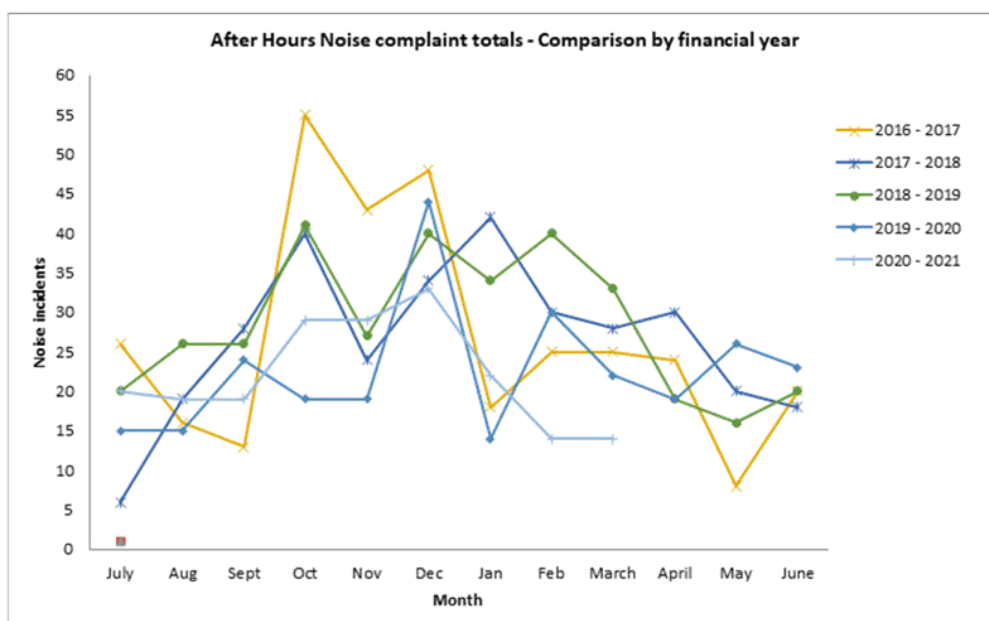
Policy

- Waharoa (PC 49) – We have met with Ngati Haurua and together are working towards the first meeting which would be a visioning exercise with the community and key stakeholders.
- Settlements (PC 53) – Over the last month we have met with the majority of submitters through pre-hearing meetings with the aim to understand their submission and reach an agreed position where possible. We are currently advising all parties that we have scheduled the hearing for the 17 May 2021.

- Papakainga (PC 54) – At the Iwi Working Group (IWG) hui on the 14 April draft provisions for comment were circulated. Overall, there was positive feedback on the provisions and now the IWG would like to circulate the proposed provisions with their iwi and report back. Feedback on rezoning of land to Maori Purpose Zone was also sought. We also received positive feedback from the hui held at Raungaiti Marae

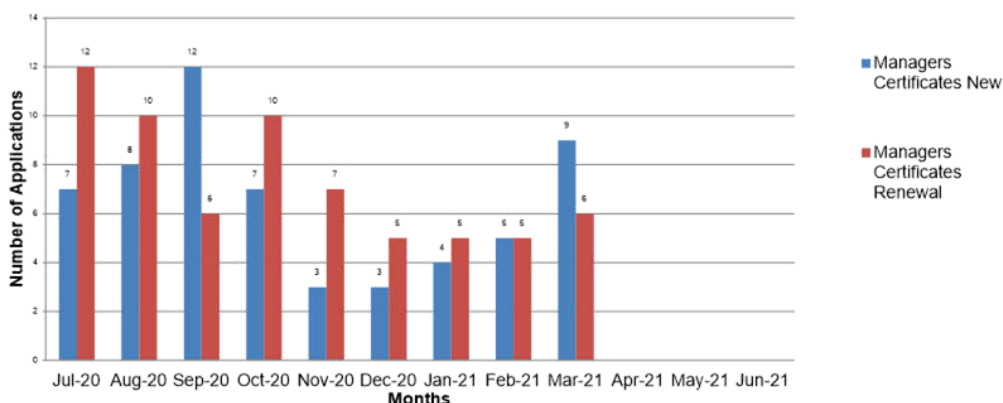
- Noise – March 2021

	Mar-17	Mar-18	Mar-19	Mar-20	Mar-21
Matamata	11	11	11	9	5
Morrinsville	8	9	16	11	5
Te Aroha	6	4	5	4	4
All wards	23	24	32	24	14



- Alcohol

Manager Certificate Applications



On, Off and Club Licences March 2021

Agency Application Number	Applicant Name	Type of Licence
162.2005.72.7	Tahuna Tavern	Renewal On
162.2005.73.7	Tahuna Tavern	Renewal Off
162.2021.1638.1	Matamata Guesthouse	Temp On Licence
162.2021.1633.1	Te Poi Enterprises	Temp Off Licence
162.2021.1636.1	J Swap Contractors Ltd	New On

Special Licences February 2021

Agency Application Number	Applicant Name	Event
162.2021.1641.1	Matamata Musical Theatre	Various Events
162.2021.1639.1	Morrinsville Little Theatre	Play and Art Gallery Fundraiser
162.2021.1635.1	United Matamata Sports Club	Clubs Jubilee
162.2021.1637.1	Te Aroha Club	Ladies Open Fishing Competition
162.2021.1634.1	Matamata Club Inc	21 st Birthday and Wedding

Health

- Letters are being sent out to the funeral directors, hairdressers and camping grounds in regards to their annual licencing and inspection. Inspections are likely to commence late April.
- We are scheduled to have our interim half day Food Act Audit on the 14 April 2021.

3.3 Building

Building consents granted:

For the month of March, the Building team granted and issued 71 Residential building consents, and 4 Commercial, 75 building consents issued and granted in total. 73 Building consents were lodged in the month of March.

All of these consents have come through AlphaOne as we have completely stopped using the previous portal for the electronic BC's.

Freedom Village (Longlands) Development:

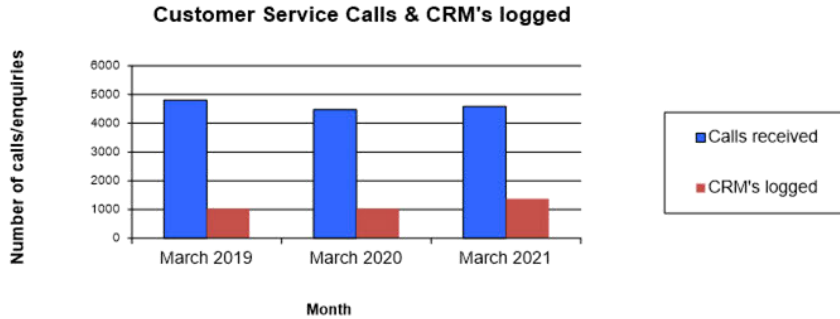
Stages 1, 2A and 2B of Freedoms units are complete and Freedom Village is moving forward as expected. Construction of units within Stage 2C and 2D are well underway, with inspections being booked a few weeks in advance. We currently have 25 building consents in and to be processed for Freedom.

Subdivisions Statistics

	Development	Location	Number of Lots
Lockerbie	101.2019.11988.2 - Stage 1C (formerly Stage 1A)	Studholme Street	69 residential lots + 6 superlots
Lockerbie	102.2020.12115 - Retirement Village	Studholme Street	163 retirement units
Lockerbie	101.2020.12157 - lot 6000	Studholme Street	3 residential lots
Lockerbie	101.2020.12181 - Stage 1B	Studholme Street	23 residential lots
Lockerbie	101.2020.12183 - Stage 2	Studholme Street	66 residential lots
	101.2018.11717 - Sweeney & Carruthers	Stockmans Road	18 rural-lifestyle lots
	101.2019.12003 - Begovich	142 Station Road	34 rural-residential lots
	101.2019.11886 - Henderson	112 Station Road	14 rural-residential lots
	101.2021.12233 - Sunridge Park	33 Sunridge Park Road	24 rural residential lots
	101.2020.12207 - Longlands Stage 3	O'Sullivan Drive	24 residential lots
	101.2021.12214 - Calcutta Farms	Burwood Road	89 residential lots
	101.2019.11979 - La Veta	Mangawhero Road	41 Residential lots
	101.2016.11288.10 - Yungulla (Peakedale) Stage D	Peakedale Drive	38 residential lots
	101.2016.11288.9 - Yungulla (Peakedale) Stage B	Peakedale Drive	32 residential lots
	101.2021.12223 - McCarvill Farms	Tower Road	5 residential lots
	101.2020.11205.9 - Calcutta Farms	Mangawhero Road	5 lots
	101.2020.11205.10 - Calcutta Farms	Mangawhero Road	3 lots
Lockerbie	101.2020.12116 - superlot 8006	Studholme Street	6 residential infill lots
Lockerbie	101.2020.12128 - superlot 8002	Studholme Street	5 residential infill lots
Lockerbie	101.2020.12132 - superlot 8004/8005	Studholme Street	10 residential infill lots
Lockerbie	101.2020.12137 - superlot 8001	Studholme Street	13 residential infill lots
Lockerbie	101.2020.12200 - Infill lots 33-39 & 45-52	Studholme Street	15 infill lots
Lockerbie	101.2020.12224 - superlot 8008/8009	Studholme Street	30 infill lots

4. Service Delivery

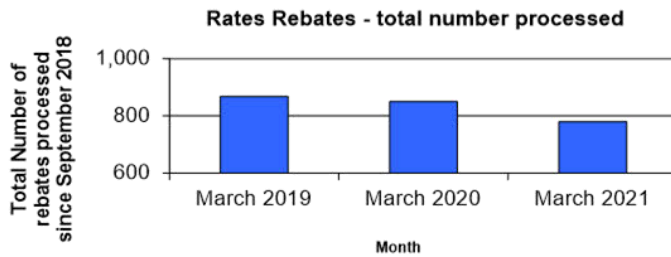
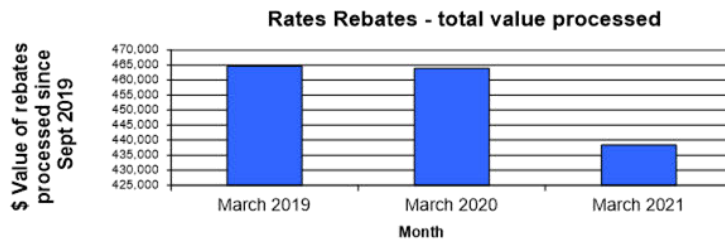
4.1 Customer Services



Rate Rebates

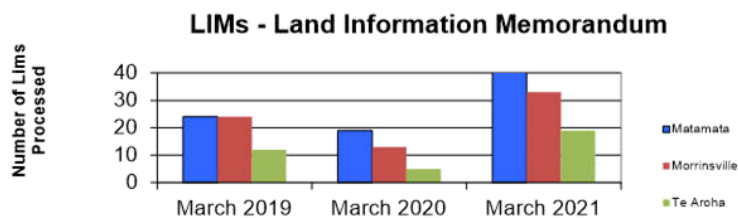
Rate rebate appointments opened for the new year on 14 September 2020, customers have until 30 June 2021 to apply.

The maximum rebate has increased from \$640 to \$655 and the income limit has increased from \$25,660 to \$26,150.



LIM (Land Information Memorandum)

93 applications received in March, 46 of these were urgent requests.



Antenno

The reports below show the number of installs and reports received.

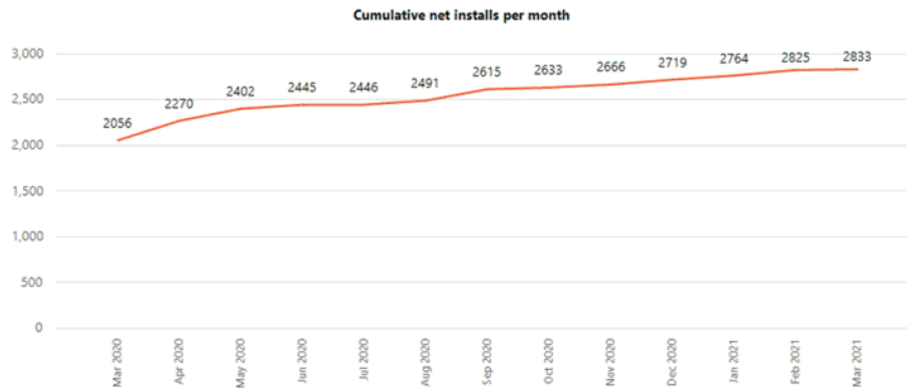
Antenno Installs by Month



From: **March 2020** To: **March 2021**

Please note there are two pages to this report.

2,833 installs overall



Antenno Reports by Day



From: **1 Mar 2021** To: **31 Mar 2021**

Please note there are two pages to this report.

51 reports in 31 days (1.6 per day)



4.2 Kaimai Valley Services

4.2.1 Parks and Reserves

Gardens

- Annual beds are being prepared for the winter annuals
- Staff have held a meeting with our Community Projects Coordinator regarding the Tainui Corner reserve being planted instead of in grass
- Holmwood Park removal of flaxes on the left hand side past the entrance after a request from the adjacent landowner. This has been completed and levelled and grass seeded
- All gardens at areas where Anzac day services will be held have been tended to.

Mowing and Arborists Work

- Contractor has started renovations as identified from the turf consultant, priority was given to Matamata Domain due to Football clubs concerns
- Follow up meeting with turf consultant, from that, the turf consultant and football club to coordinate renovations with start dates for football at Matamata domain
- Meetings have been carried out with mowing team and management to discuss configuration of the mowing equipment
- Report for replacement trees on Tamihana Street after the removal of the phoenix palm has been completed for presentation to council
- Arboreal services contract has been reviewed and sent to Peter Bailey for review before being presented to executive team
- Permission given to remove the tree in the RSA carpark in Morrinsville

Cleaning/Rubbish Collection

- New toilet block at Wairere Falls is in use now and being cleaned three times a week. Good feedback regarding these toilets
- Final finishing touches to the new Waharoa Rest Area toilets is nearing completion. There has been a notable increase in the volume of use

Other

- Waiere Mahi have been assisting with removal of privet, pampas grasses and other non-native vegetation from Mount Te Aroha. Work is now continuing on the tracks on Mount Te Aroha
- Meeting to apply for funding for the Morrinsville river walk behind the Morrinsville Rec Ground.
- Seat is now in place outside the old Morrinsville Cemetery as per Grey power's request
- Meeting for location of replacement rubbish bins on Arawa Street was had and location for bins was confirm. CRM is with KVS works team to install 10 rubbish bins

4.2.2 Retic and Works

CRM's

The total number of CRM's received and completed during March is as follows

	Water	Sewer	Stormwater
Total Received	119	10	27
<i>Completed</i>			
Completed (Current)	86	5	15
Completed (>30 Days)	90	9	0
Total Completed	176	14	15
<i>Not Completed</i>			
Current	33	5	12
>30 Days	42	15	12
Total Not Completed	75	20	24

Staff

Appointed a Works Team Leader (external appointment) and Reticulation Team Leader (internal appointment);
One reticulation staff member resigned and therefore advertising for two new reticulation team members;

4.3 Roothing

Contracts update

Road Network Maintenance Contract – Fulton Hogan — Contract 2192

Cyclic crews continued with routine maintenance for the month including pothole repairs, sweeping of migrating metal, sapling and small tree removal, replacing missing or damaged edge marker posts and culvert markers, clearing large quantities of dumped household rubbish along with litter from the roadside, and routine culvert cleaning.

Stabilising crew worked to complete pre reseal repairs and carried out 14,312m² ahead of the reseal crew.

Callout crew attended a number of spills and vehicle accidents across the network.

Drainage crew completed high shoulder and watertable clearing where required along with a major culvert replacement on Morrinsville Tahuna Rd.

Other Contracts and Activities

Reseals - Contract 3/23/2230 - Fulton Hogan.

Reseals are currently behind schedule and FH have bought in an extra crew from Auckland to assist.

Road Marking – Contract 3/23/2177 - Roadmarkers New Zealand.

Rural remarks resuming across the network.

Signs – Contract 3/23/2119 – Directions (3+1+1 contract).

Business as usual with maintenance, broken posts etc..

Contract 3/23/2243 - Footpath Repairs and Renewals

This 18 month contract was awarded to MS Construction. There were some delays due to COVID-19 resulting in approx. 20 days time extension. Some 19/20 programmed works were carried forward to 20/21.

Matamata. Small job on Rawhiti Rd added to contract.

Morrinsville. Approx. 75% complete.

Te Aroha. Due to start mid-May.

Renewal Forward Works Programme 2020/21

Package 1. Contract 3/23/2268 –Waiomou St Matamata Pavement Rehabilitation.

Awarded to J Swap Contractors. Works now complete. We added the Rockford St Motor Caravan Association Dump Station as a variation to this contract. Completed.

Package 2. Contract 3/23/2270. Matuku Rd & Paeroa-Tahuna Rd

Awarded to J Swap Contractors

Matuku Rd (RAMM 6300 – 6800). Completed.

Paeroa-Tahuna Rd (RAMM 9170 – 9890). Completed

Package 3. Contract 3/23/2271. Alexandra Rd and Manawaru Rd

Awarded to Schick Construction Ltd.

Alexandra Rd (RAMM 5650 – 6720). 90% complete.

Manawaru Rd (RAMM 6700 – 8160). 80% complete.

Package 4. Contract 3/23/2291 - Hinuera Road (RAMM 0 – 250)

Awarded to J Swap Contractors

TMP and road closure notifications in progress. Expected start date of 3rd May with 2 weeks construction period.

Koromiko Street kerb and channel upgrade.

Awarded to J Swap Contractors.

Replacement of 275m of kerb and channel as well as two manholes. Works completed.

Rawhiti Ave Pedestrian Crossing.

Awarded to MS Civil.

Install a new concrete pedestrian crossing outside Pohlen hospital. Works completed.

Culvert Replacement Contract (Culverts 2, 3 and 4) on Moore Road.

Awarded to Fulton Hogan. Complete.

Low Cost Low Risk (Safety Improvements)

Contract 3/23/2292

- Audio Tactile Road Marking (rumble strips) on Piako Rd from SH 26 to Valentine Rd,
- Audio Tactile Road Marking (rumble strips) on Paeroa-Tahuna Rd from Morrinsville-Tahuna Rd to SH 26,
- Audio Tactile Road Marking (rumble strips) on Hinuera Rd from SH29 to Hopkins Rd.
- Audio Tactile Road Marking (rumble strips) on Morrinsville-Tahuna Rd from Cameron Rd to Paeroa-Tahuna Rd.

Tender evaluation and reporting not yet completed.

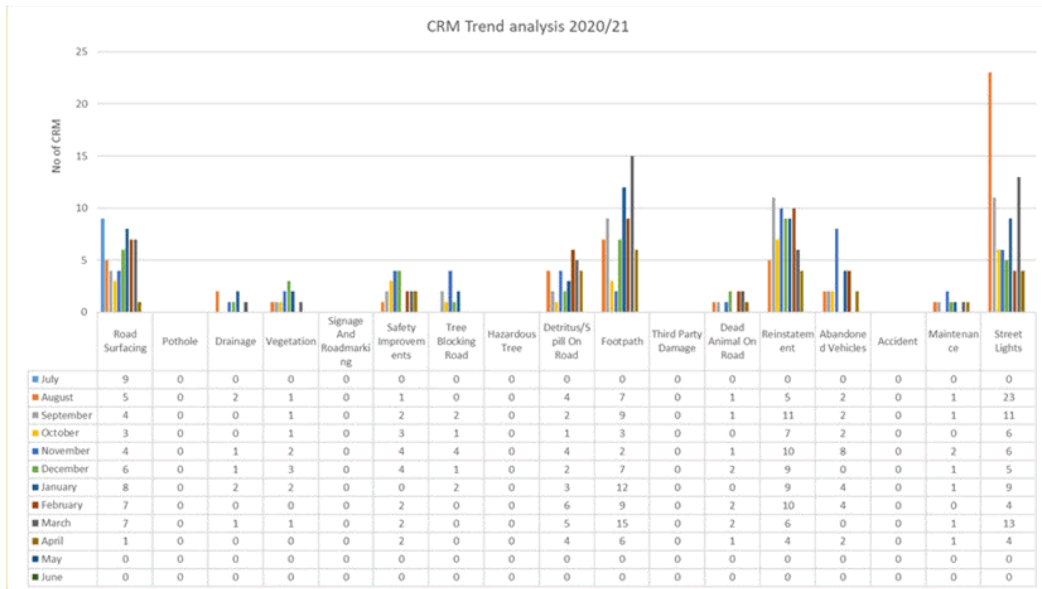
We are currently putting together packages for safety improvements across our road network. This includes;

- Rural intersection activated warning signs (RIAWS) and some intersection upgrade works at the Paeroa-Tahuna Rd / Tautiti Rd intersection,
- Bridge guard rail upgrades on three bridges,
- New footpath on Avenue Rd North Morrinsville from Anderson St to Avenue Rd North / Snell St bend. Will complete the Snell St section (footpath and kerb and channel) early next financial year.
- New footpath on Burwood Rd Matamata between Kaimai Drive and Koromiko Place.

Network management update

CRMs

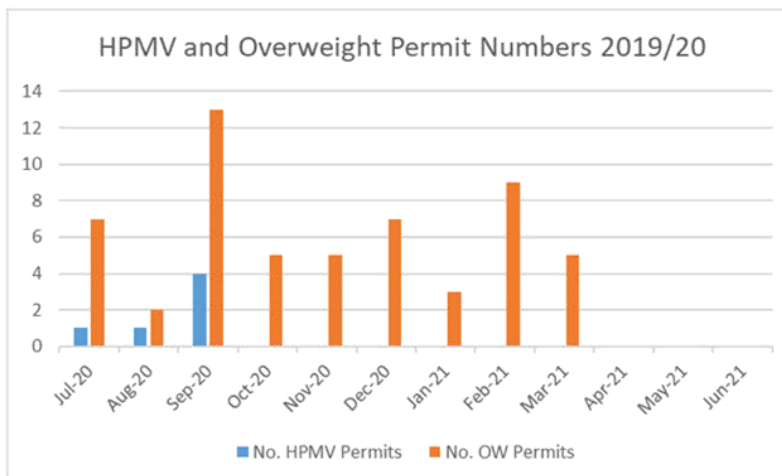
- 53 Roding CRMs in March



Reference: CM 2347176 CRM Trend Analysis

HPMV and Overweight Permits

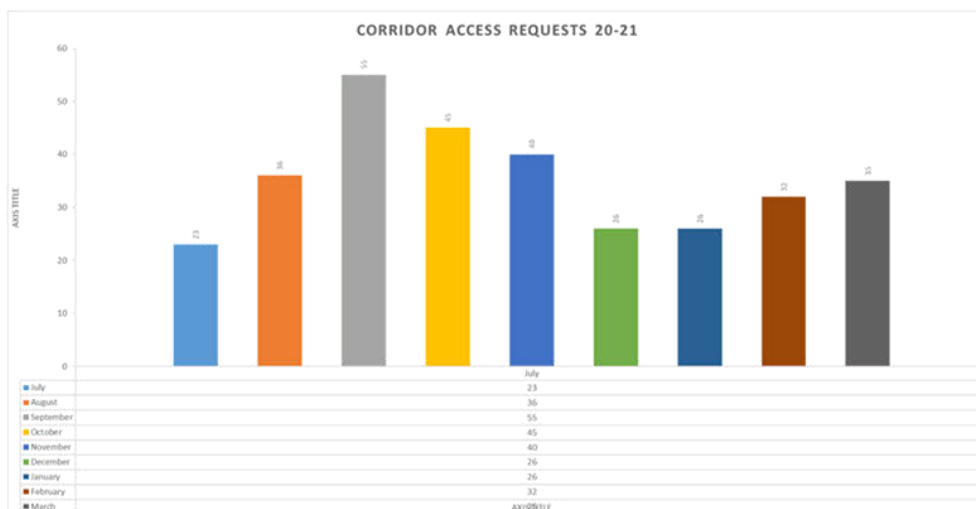
- NZTA now administer HPMV permits on approved roads within our network.
- Five (5) Overweight permits were processed in March



Reference: CM 2260061 HPMV and Overweight Trend Analysis

Corridor Access Requests (CARs)

- 35 CARs were processed in March



Reference: CM 2318312 Trend for CARs 2020-2021

Ultra-Fast Broadband (UFB) Installation

Matamata – Installation is now complete in Matamata. Reinstatement now completed.

Morrinsville – Installation now complete in Morrinsville. Waihou – UFB installation complete.

Waitoa - UFB installation complete.

Te Aroha – UFB installation complete. Paving reinstatements in CBD now complete. UFB now extended along Tui Pa Road.

Chorus works: There is still plenty of reinstatement work to be completed. We are contacting them regularly to get this completed before Winter. The fibre network build is complete and now the connections are taking place with a fairly large number being completed weekly, approx. 100-120.

Events and Road Closures

All Events within the Road Reserve are subject to formal approval by Council and NZTA (if held on a State Highway). Road Closures are subject to formal approval including advertising, insurance and traffic management approval. Non-Road closure are still subject to approval including insurance and traffic management approval.

Road Closures

The Morrinsville Market road closure on Canada Street occurs from 8.30am -12.30pm on the first Saturday of each month.

Anzac Parades Te Aroha and Matamata 25 April Road Closures and detours. Advertising under way.

Hinuera Rd Matamata – Rehab project for MPDC will close the section from SH27 to Puketutu Rd to allow the pavement to be excavated. Resident access only with detour on SH27 to Puketutu Rd. TMP still in progress with likely dates 3 May to 14 May. Letter drops and Antenna notifications to go to affected properties. We will also put the electronic messageboard on Hinuera Rd a week prior advising of the closure.

Piakonui Rd rally event by The Thames Valley Car Club is planned for 9 May. Submissions have closed with three submissions being received. To go to Council meeting for decision 28 April.

Quine Rd Motorcycle Hill Climb is also scheduled for 9 May. No submissions received for this. Traffic Management Plan currently being reviewed now for the road closure.

Targa Rally. Advertising has been done for this with submissions closing on the 22 April. This covers multiple roads in the district in Matamata, Morrinsville areas. The rally is scheduled for 23 May.

Hetana St work is due to begin on 16 April with the road closure to be in place from 27 April to 7 May. The road will be opened every night after work is completed for the day. The road will not necessarily be closed every day but as required during this period. This will be made clear in the advertising and there will be plenty of communications around this works utilising Antenno and Facebook.

Matamata and Te Aroha Anzac Parades on 25 April. Both road closures. Matamata is approved and Te Aroha ready to approve.

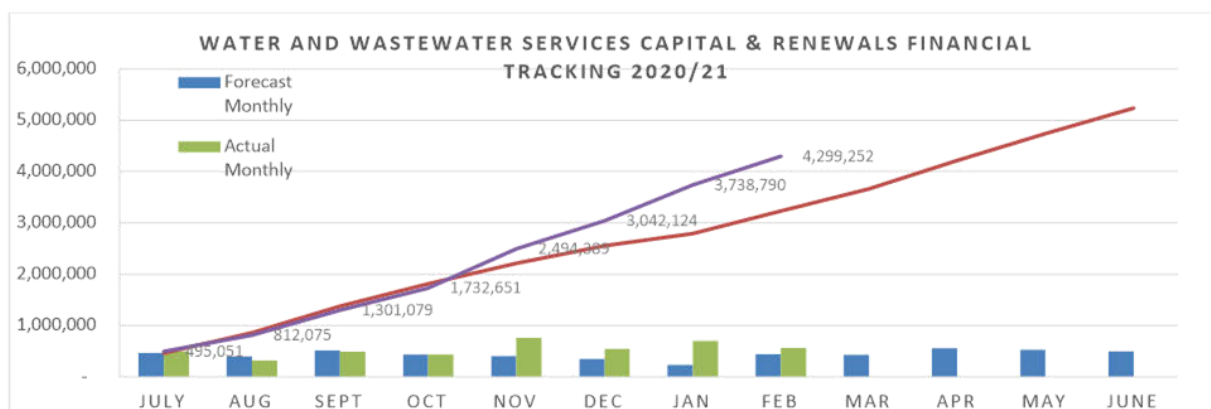
Events without Road Closure

All the events below have approved traffic management plans.

Morrinsville A&P Show postponed, no new date yet confirmed.

4.1 Waters

Capital



Top five projects

<p>WTP Compliance Recovery Program (CRP)</p>	<ul style="list-style-type: none"> • Replacement of assets underway & is 85% complete • 95% of material / plant has been purchased • Morrinsville WTP Poly Plant in commissioning, final water shed nearing completion. • Te Aroha WTP Actuator & valve replacement planned, DP sensors have arrived, installation being planned • Project completion estimated to be December 2021
<p>Wastewater Reticulation Renewals</p>	<ul style="list-style-type: none"> • Construction phase is underway • CCTV condition assessment and pipe cleaning underway in Te Aroha • Relining of sewer pipes is underway • Project is approx. 19% completed;
<p>Water Reticulation Renewals</p>	<ul style="list-style-type: none"> • Tender awarded to Fibre Networks NZ Ltd • Contract signed • Construction documentation pending • Project underway
<p>Tahuna WTP</p>	<ul style="list-style-type: none"> • The old concrete reservoirs have been demolished and removed from site; • Stage 1 of pipework (Cullen Engineering procurement (valves and stainless pipework)) completed, the second stage will commence post UV container fit out and pumpset install (CRP); • Camex have completed temporary works (UV container pad, clean and disinfect concrete reservoirs, temporary pipework from Cullen install to transfer pumps). • New plant layout design ready pending approval • Construction to be planned once new UV has been installed • Working in conjunction with the compliance program
<p>Te Aroha WTP Sludge</p>	<ul style="list-style-type: none"> • Consultant has reviewed power requirements. • Scope to be confirmed from WAG before proceeding to tender • ON HOLD
<p>Scott Rd Phase 2</p>	<ul style="list-style-type: none"> • Capitalised.

5. Business Support

5.1 Community Facilities Operations



Community Facilities

Swim Zone Matamata

- School swimming sports were all completed successfully after some having to reschedule due to alert level 2 restrictions came in to effect at the start of March.
- Dive and toddler pools closed at the end of March.
- There have been a lot of group bookings for birthday parties, school groups, etc. during March with the inflatable booked nearly every Saturday and Sunday.
- Swim Club held their club championships after another successful summer of swimming with a lot of PB's at recent swim meets.
- Wendy & Erin won the Safety Star award for their work on the new Covid kit for level 2.

Swim Zone Morrinsville

- March has been a busy month for SZMV district school swimming sports and regular squad bookings.
- The facility was short staffed from the end of February because most staff go back to University at that time. Staff made it work around everyone's daily schedule when doing the roster.
- The annual 'Piako Triathlon' went off really well with around 400 participants from ages six to seniors. Staff felt it would be a good idea for some Swim Zone staff to take part in it next year.
- Another successful 'Dogs in Togs' was held on the last day of the season. Before emptying the pools, dog owners brought in their dogs for a swim with a good turnout of over 70 dogs. Staff decided to donate the proceeds from this event to SPCA.
- The facility has been closed to the public since the 22 March, however, the pools have not been emptied. There was a loss of water in the system during the first week of the season and the source of the leak has still not been detected. It is difficult to know exactly where the leak is as all three pools are connected and share the same filter system. Watershed were contacted to help book in some divers to locate the leak and we are waiting for a date for this as well as making use of the off-season to do other necessary repairs around the complex.
- There were a few out of district bookings this season with squads coming from Mt Manganui, Auckland, Cambridge and Hamilton. There were also a few national swimmers including the national record holder for backstroke who used the pool for training. They all commented on how nice the facility was. Maybe this could be considered when marketing for next season, as Morrinsville is one of the few 50m pools in the area.
- There was a high demand for learn to swim lessons this summer but a lack of coaches. There is an opportunity to run our own swimming lessons next season.
- There were some break-ins after-hours this season and security cameras have been installed around the complex.
- There was plenty of positive feedback for extending the daily opening hours to the public this season. There were also requests to extend the closing date of the season because there is nowhere to swim with customers stating that Matatama and Hamilton are too far for them. The number of Aquacise customers increased this season.

Swim Zone Te Aroha

- Swim Zone Te Aroha recently had all pools repainted. After reopening to the public, there were a number of slips and falls resulting in customers hurting themselves caused by the slipperiness of the pool's floor surface. J L Connelly were requested to come back and remedy this problem free of charge. The facility closed for another five days and reopened to the public on the 01 April - just in time for Easter Weekend.
- While closed, the main and toddlers pool dumping valves were replaced. These valves were located in a confined space and have now been changed to a valve that can be opened from above the ground negating the need for a confined space permit in the future.

- During the second closure for pool painting, customers were offered public sessions in the No.2 Bath House. These sessions were 30 minutes long at \$5 per person and bather numbers increased hugely over the 5 days.
- A school booking which brought 150 children into the facility was very successful over the two day period
- Aqua numbers have increased since being back open with more customers traveling from Morrinsville since SZMV has closed. Classes are now ranging anywhere from 15-25 people.

Te Aroha Mineral Spas

- March was busier than past years, romance package numbers were up and the cooler weather brought lots of visitors in
- Noticed and increase in bookings on the weekends and cheaper week days
- Spa therapy numbers down due to therapist sickness meaning we had to close a few dates

Firth Tower

Bookings

- Matamata College history department brought two Year 11 classes for a guided tour, and the department is planning another trip for all the Year 9 classes in Term 2.
- Matamata Christian School New Entrant Class of 36 students visited and enjoyed 4 interactive activities with assistance from their teachers and parents. Activities facilitated by Firth Tower team.
- Tower Road Preschool have postponed their trip to Term 2
- All schools in the district have been emailed an invitation to experience the Toy Farm Machinery Display made by Jim Kerr. Scene Newspaper articles, social media posts sent out districtwide.
- Baby shower, Yoga seminar/retreat, Social Club quiz on Firth Tower history and two cancelled bookings - an 80th birthday party due to injury, and a retirement village who didn't have enough interest from residents to visit.
- No weddings this month; one cancelation due to Alert Level 3 in Auckland.

Community groups/events

- Tower Run Matamata (postponement date 19th March due to Covid-19 Alert Level 2 and 3 at the time) Positive and congratulatory feedback on the reverse track and the lovely setting for the prize giving (although two weeks made a big difference with the sun going down so soon). Matamata Historical Society did a fundraiser sausage sizzle and Kowhai Creamery sold ice creams, with Fitzzone Matamata facilitating a warm up before the races. Great event organisation by the Tower Run Committee and Kaimai Runners.
- New user group – Waikato East Women's Federation Institute will be meeting once a month in the Heritage Room. In honour of this they have asked to plant a kowhai tree with a plaque in the reserve which has been agreed to by the manager.

Motor homes/Cyclists

- Increase since January to March 2021 from 30 to 50 unpowered sites paid for and 5 to 19 powered sites paid for.
- Walkers/runners and cyclists consistently using the Rail Trail, Firth Tower car park and public toilet daily. These numbers are not included in the monthly statistics.

Matamata Historic Society volunteers

- The Arts Society meet once a month in their club room onsite, the Matamata Historical Society meet every week, the Writers group meet once per month, the Spinners and Weavers meet twice per month, Crop Swap Matamata meet twice per month, and now

the Waikato East Women's Federation Institute meet once per month in the Heritage Room.

- Matamata Historical Society has almost finished a project in the Firth Shed and have small projects lined up overseen by the Facility Manager who meets six weekly with the president and vice president to discuss progress.

Property and Building Maintenance

- A building maintenance schedule has been prepared for Roger Lamberth visiting onsite in April listing interior and exterior building maintenance, grounds, electrical, water pipes, soak holes, septic etc with a site map of the location of these for future use.
- Working on a budget for a garden plan and other small projects with MHS.

Health & Safety

- Plant and Equipment PPE all up to date. Risk register, EAP, SOP, PROMAPP procedures up to date with no outstanding Corrective actions.
- Six weekly meetings with H&S rep to discuss facility matters. The manager has been more able to focus on H&S due to working flexible hours.

Firth Tower Team

- The two new casuals have worked their first few months and are attending staff training sessions. Louise Wenzlick is continuing to work on casual contract and Carol will start a casual contract 9th April

Te Aroha i-SITE

- Visitor numbers are slightly up on this time last year although not up to the level of 2019. Missing the shoulder season international travelers but seeing an increased number of kiwis getting out and about exploring the smaller towns – staying longer and exploring more. Most common enquiries are for local attractions, public toilets and Hauraki Rail Trail
- Confusion over the start of the Hauraki Rail Trail to Matamata continues. HRT GM Diane Drummond has been informed. Otherwise, great feedback on the trail, especially the Te Aroha to Matamata leg.
- Agents for Fish & Game – Game Bird Hunting permits
- Southern Locator Beacons are now available to hire from Te Aroha i-SITE. The cost is reasonable at \$15 per day, \$30 for three days and \$40 per week with a 20% discount for hires over \$100. Relevant organisations have been informed – i.e. tramping clubs Waikato wide, DOC, Te Aroha Paeroa Land Search & Rescue, local Police and Fire Brigade. Hopefully this service will encourage more people to take a beacon on outdoor trips and prevent the need for dangerous and costly rescues
- Manager attended Hamilton Waikato Tourism Symposium with updates from Bjoern Spreitzer from Tourism NZ, and HWT CEO Jason Dawson. Bjoern advised the 'Do Something New NZ' domestic campaign has been very successful and they will be focusing on active relaxing over the winter months. Anywhere with hot pools should benefit. Both organisations are marketing into Australia in anticipation of open trans Tasman travel. Jason discussed the Ambassador programme which i-SITEs are being encouraged to be involved with.
- Supplied local NZ Motor Caravan Assn. rep with Te Aroha i-SITE in-house brochures for promotion at their recent national rally in Rotorua. Had feedback from visiting NZMCA members saying they are looking forward to coming to Te Aroha in March 2022 for next year's rally – estimated numbers will be 600-700 vans at Boyd Park which could mean around 1400 people attending. SFFEC has been booked, and arrangements made for transporting members to district attractions.

Domain Pavilion - Regular users Keas and cubs, pilates

Silver Fern Farms Events Centre users for March

Te Aroha Basketball, Social badminton, Te Aroha, COBRAS, Waihou and Twenty/20 Netball,
Te Aroha Athletics prize giving, SENCO/LSC workshop, Strautman meeting, Gold Co.
Antique Buyers, Funeral, Marg Ross workshop, Waikato VHS group, Kelvin Cruickshank
Live, Te Aroha-Morrinsville Justice of the Peace AGM, Hauraki Gulf forum, MPDC - People,
Safety & Wellness training sessions, Business breakfast, Council workshop training,
Management group meeting, CEO meeting, Civil Defence trainings x 2

5.2 Property and Community Projects

EPH Flats

Te Aroha

- One to be refurbished

Morrinsville

- One to be refurbished

Matamata

- Three vacant – tenants secured for two

General comments

- All units now have Heat pumps installed, extractor fans in progress. Requirement of Tenancy Act.
- Waiting list has been reviewed and there is approximately 35 eligible

OYO

Te Aroha

- No changes

Morrinsville

Anderson/Lear

- 103 Anderson – Buy-back is being negotiated – Public Trust have now passed on case to a Barrister, new offer to settle has been submitted waiting for S&P agreement. Expected to be finalised by end of April. Purchaser found
- Inspection has revealed some rotting panelling in the Anderson St units. Meeting held with Maber Wightman owners with a follow up meeting on site. 109 & 111 to be re-clad May 2021

Maber/Wightman

- All owner occupied
- New Deed of Covenant drawn up in plain English by Brookfields and is now in use.

Staff Housing

- One vacancy

Morrinsville property

Morrinsville Public Toilet

- Estimated start date to install June 2021

Ngarua Hall

- The Property Group will be managing the sale of Council land adjacent to the ex Ngarua Hall land
- Confirmation that there are no PWA issues to be considered.

Te Aroha property

Te Aroha Cemetery

- Contract has been awarded to J Swap Contractors.
- Project budget to be supported by transfer of funds for Ashes Wall and Howie Park which have been deferred.

Domain House

- Final architect drawings received – RFQ being prepared – deck replacement and chimney strengthening.

TAWWTP

- Discussions with 3W about expanding Treatment Plant – will require changes to current lease with adjoining owners.

Matamata property

Waharoa Playcentre

- Lease to be drawn up with the Raungaiti Community Centre Trust once they have decided on how it will be managed.

Waharoa Bowling Club Building

- Request from Trust to take ownership of building to enable them to seek funding. MPDC to provide ground lease. AS&P to discuss conditions.

Matamata Cemetery

- Front wall: Block wall built – Hinuera stone facing to be added – likely to be June/July

Swap Park

- Concert pads installed for seating

Wairere Falls Carpark Toilet Block

- Complete

Waharoa Rest Area Toilet Block

- Complete

Swimzone Matamata

- Report being prepared for Council meeting 14th April 2021

Headon Hub

- Original floor fully uncovered, Floor surface to fully lock back together.
- Alternative solutions being investigated

Broadway

- Horse with Jockey sculpture installation completed. Landscaping to be completed by KMMB.

Districtwide

Surplus buildings

- RFQ process commenced, specialist activity as asbestos is present.

Te Aroha – Matamata cycleway

- Two formal rest area, soft landscaping complete, Hard landscaping to be completed
- Te Aroha West rest area toilet to be relocated in April and landscaping completed.

Leases

- Programme to review all leases to be developed in 2020 and when resources are available.
- Aerodrome ground rental rate has increased from \$5.40 per m2 to \$5.70 , as per valuation from Greenland Valuers. All Hangars owners have been informed.
- Countdown carpark – alterations to parking and signage confirmed to be paid for by Countdown – meetings to be held with Mitre 10 lessee and 47 Moorhouse owner (Moorhouse Buildings)

Licence To Occupy

- Reviewing process for Road Reserves

5.3 Assets Strategy and Policy

Development contributions and LIMS

- Development Contributions processed – (36) Building Consents, (0) PIMs, (8) Landuse Consents, (10) Subdivision Consents
- (0) Special Assessment
- (101) Lim Enquiries

Parks & Facilities

- Completing the draft Parks & Open Spaces Strategy was the main focus in Feb/March
- Staff provided input into a number of subdivision applications
- New Morrinsville playground design proposal was reviewed and feedback provided to developers
- Staff participated in Design Factory Workshop on Design Thinking
- Parks & Facilities Planner presented two online webinars about the Parks & Facilities Strategy
- New Sport Waikato regional representative introduced himself to staff
- Tangata Whenua Working Party hui on 22 February to discuss Parks & Open Spaces
- Met with Waugh Consultants about Asset Management Plan maturity assessment and format of Improvement Plan
- Morrinsville Recreation Ground Masterplan Working Party met on 15 March. Cr James Thomas appointed Chair. Pare Holder and Lisa Gardiner appointed to represent Ngāti Hauā. Next meeting to confirm appointment of two community members, brief for project, etc.
- Gum Ta Native mountain bike track in Te Aroha closed due to safety concerns about some of the structures along it were raised by a member of the public. The track and structures are maintained by the Te Aroha MTB Club but are on land administered by Council and DOC. Staff inspected the structures and closed the track pending inspection by a more experienced/qualified person. Structures have been assessed and a report with recommendations provided. Staff and consultant had a positive meeting with MTB Club representatives to discuss options and work out a way forward. MTB Club needs to have some internal discussions and come back to Council to confirm what they can/cannot repair themselves or from their own funds. Track to remain closed until repaired to an acceptable condition.
- Annual external playground safety audit completed. Overall compliance was relatively high with a slight improvement over last year. Of concern, the auditor identified an item of equipment that had to be closed due to safety concerns. This is the first time in >7 years that the auditor has asked for the immediate closure of an item of equipment until it is repaired. KVS are investigating why its routine inspections did not detect the issue. A number of maintenance issues were also identified.

Utilities

- The process of taking over the Waharoa Park Stormwater Ponds and the related Resource Consent (Discharge to Water, No. 119544) is underway. This is situated on an MPDC Local Purpose Reserve.
- Consultations are ongoing with developers, especially Calcutta Farms.
- Additional Water and Wastewater modelling is required due to ongoing development and possible future plan changes.
- Work is continuing on improving the data in AssetFinda, Asset Criticalities will be completed soon. CCTV data management and preventative maintenance (including pipe bridges) are due to be next.
- Work is continuing with W & W to ensure our existing zone water meters are working, renewing them when required and the data is showing in our SCADA properly. This will require further work on how it is presented. Unfortunately, in recent months this has stagnated due to staff shortages.

- Work is continuing with W & W to follow up on areas of higher water loss and trying to reduce this. Unfortunately, in recent months this has stagnated due to staff shortages.
- Work on the 3 waters AMPS is ongoing, finalising the improvement plans is the main task.
- Raingauges: S & P understand most of these will be renewed by W & W in the near future. Unfortunately, it appears the new models can't be calibrated. Where and how some of them are installed probably needs reviewing.
- Following rainfall incident on 11 March 2021, the staff met with affected parties in the CBD area. The parties were advised that the Council will come up with a programme to improve the flooding risk in CBD. At present, staff are in the process of engaging a consultant to carry out a stormwater study in the CBD area.
- A draft brief has been prepared to engage a consultant to update the stormwater catchment management plans as per requirements in the stormwater discharge consent conditions. The Request for Proposal document will be sent to the prospective consultants in April 2021
- Updating of water demand management plans for water supplies have been undertaken by a consultant. The staff will review the work done by the consultant in April 2021

Roading

- Bus stop placements for Matamata trial bus service are almost complete with progress agreed with Waikato Regional Council; they are now happy to continue their planning/ticketing/bus preparation efforts for the new start date 12 July 2021. There are only 2-3 bus stops yet to be located – MPDC will continue the search for these placements, but agreed with WRC that this won't delay the new start date. Staff are presently updating WRC's datasheet and MPDC's internal records so complete details are maintained.
- Much of the work to prepare the Licence to Occupy (LTO) for footpaths has been done. Awaiting the completion of LTP process, so that Records/IT/Assets staff can begin testing of the LTO online system in advance of making it live.
- The first of the One Network Framework (ONF) series of meetings was held last Friday in Te Aroha at Silver Fern Farms Event Centre. Asset staff attended to understand the shift from One Network Road Classification (ONRC) to ONF; a shift from movement only to movement and place i.e. road function becomes a factor of both movement and place and MPDC like other Councils and Waka Kotahi/NZTA will soon work through a reclassification of our district-wide network.
- MPDC has contracted for a comprehensive review of parking management of Matamata and Morrinsville. Gray Matter of Hamilton are the consultants completing the parking management review. Previously studies were done (2017) and (2012) with the 2012 being more detailed; demand and supply therefore requires reassessing after a number of years. Earlier parking data, information from the public in terms of requests, enquiries and complaints and feedback from planning will all help inform progress with this work.

5.4 Placemaking and Engagement

Hetana Street, Matamata Innovating Streets Project

The Hetana Street temporary street design has been finalised with materials procured. Construction will begin on 19 April.

Morrinsville Innovating Streets

As per Council's direction, an internal staff sprint was undertaken to investigate viability of an Innovating Streets project in Morrinsville within the remaining Innovating Streets timeframe. The resulting report findings were ratified by Council on 24 March.

Design Factory NZ workshop

There were 34 participants (elected members and staff) at the Design Factory NZ workshop on 31 March. The workshop introduced the principles of design thinking and led participants through an interactive process to work through some "wicked problems".

Matamata, Morrinsville and Te Aroha Revitalisation Programme – Co-Design Process Plan

A co-design process plan was developed for the Town Centre Revitalisation programme of work. The plan was provided to elected members at the conclusion of the Design Factory NZ workshop for consideration at their 7 April workshop.

Council Consents Received Report

Type(s): 100 - Resource Management , 101 - Subdivision , 102 - Landuse , 103 - Certificate of Compliance , 104 - Designations ,

Start Date: 01/03/2021

End Date: 31/03/2021



Printed: 07/04/2021

RC NUMBER	APPLICANT	DATE LODGED	CONTACT	ADDRESS	WARD	PROPOSAL	ACTIVITY STATUS	NOTIFICATION
101-2019-11925-2	Eska Farm Limited	17/03/2021	Nicholson Surveying Limited	Gore RD RD 1	Matamata Rural	To change the conditions of resource consent 100.2019.11925	Discretionary Activity	
101-2021-12233-1	Sunridge Park Limited	17/03/2021	Birch Surveyors Hamilton	Snell ST Morrinsville	Morrinsville Rural	To subdivide creating 24 rural-residential lots and a balance lot, with a road and local purpose reserves to vest	Non Complying Activity	
101-2021-12236-1	Aberdare Farms Limited	22/03/2021	Surveying Services Limited Hamilton	18 Pond RD RD 2	Matamata Rural	To create two rural-lifestyle lots, two small rural lots and a balance lot from three existing titles	Non Complying Activity	
102-2021-12242-1	Mr Brian Tims	04/03/2021	Mr Brian Tims	148 Gunn RD RD 2	Matamata Rural	To establish a farm worker's dwelling at 148 Gunn Road, Matamata	Controlled Activity	
101-2021-12246-1	Barbour Holdings Limited	12/03/2021	Barr & Harris Surveyors Limited	272 Te Poi South RD RD 3	Matamata Rural	To create a rural lifestyle lot, small rural lot and rural balance lot at 288 Te Poi South Road	Restricted Discretionary Activity	
102-2021-12247-1	Avenue Industrial Park	03/03/2021	Monocle Consulting Limited	101 Avenue RDN RD 2	Morrinsville Urban	Consent to establish and operate a Clean fill operation of approximately 4,500m ³ on an industrial zoned site to "pre-load" the site in preparation for a future subdivision.	Discretionary Activity	
103-2021-12248-1	Mr Rodney Barrett	18/03/2021	Ink Architecture	2 Hinau PL Matamata	Matamata Urban	Addition to existing garage encroaching part of western boundary/ Right of Way.	Permitted Boundary Activity	
102-2021-12249-1	Ms Tonya Whitten	24/03/2021	Paula Rolfe Consultancy Limited	52 Sunridge Park RD RD 5	Morrinsville Rural	To construct a garage within the front yard at 52 Sunridge Park Road	Restricted Discretionary Activity	
103-2021-12250-1	Mr Darryl Houghton Mrs Lynn Houghton	09/03/2021	Mr Darryl Houghton	192 A Studholme ST Morrinsville	Morrinsville Urban	To establish a dwelling with height to boundary dispensations at 192A Studholme Street, Morrinsville	Permitted Boundary Activity	
101-2021-12251-1	JL Hawkins Construction	10/03/2021	GeoMetrix Limited	15 Goodwin AVE Morrinsville	Morrinsville Urban	To undertake a two lot residential subdivision at 15 Goodwin Avenue, Morrinsville	Restricted Discretionary Activity	
102-2021-12252-1	Curtin Limited	11/03/2021	Curtin Limited	84 B Toa RD RD 1	Te Aroha Rural	To relocate a farm workers dwelling to 84B Toa Road, Waitoa	Discretionary Activity	
102-2021-12253-1	Mr Simran Singh	15/03/2021	GDC Consultants Limited	200 Thames ST Morrinsville	Morrinsville Urban	To establish new commercial and residential units in the shop frontage	Non Complying Activity	
102-2021-12254-1	Mr Martyn Armstrong Mrs Raewyn Armstrong	15/03/2021	Mr Martyn Armstrong	878 Manawaru RD RD 1	Te Aroha Rural	To construct a new vehicle crossing that does not meet the DP performance standards	Restricted Discretionary Activity	
101-2021-12255-1	Mr Glen McLoughlin	11/03/2021	GeoMetrix Limited	Te Aroha-Gordon RD RD 1	Te Aroha Rural	To create a rural lifestyle lot via boundary relocation at 1614 Te Aroha-Gordon Road	Discretionary Activity	
102-2021-12256-1	Aroha Heaslip	17/03/2021		4 Rukumoana RD RD 1	Morrinsville Rural	To relocate a second hand dwelling and garage with yard dispensations at 4 Rukumoana Road	Discretionary Activity	
102-2021-12257-1	Longlands Land Holdings	17/03/2021	Barr & Harris Surveyors Limited	O'Sullivan DR Matamata	Matamata Urban	Application to extend an existing retirement village	Discretionary Activity	
101-2021-12258-1	Piako Park Limited	19/03/2021	GeoMetrix Limited	6 Waihou RD Te Aroha	Te Aroha Urban	To subdivide creating two residential lots and a non-complying vehicle crossing.	Non Complying Activity	

Council Consents Received Report

Type(s): 100 - Resource Management , 101 - Subdivision , 102 - Landuse , 103 - Certificate of Compliance , 104 - Designations ,
Start Date: 01/03/2021
End Date: 31/03/2021

Printed: 07/04/2021

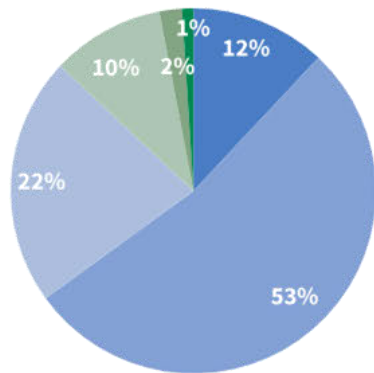
RC NUMBER	APPLICANT	DATE LODGED	CONTACT	ADDRESS	WARD	PROPOSAL	ACTIVITY STATUS	NOTIFICATION
101-2021-12259-1	Mr George Howie Mrs Glenda Howie	22/03/2021	Sharp Planning Solutions Limited	Kiwitahi Station RD RD 1	Morrinsville Rural	Creation of 2 rural lifestyle lots and 1 rural balance lot from 1 title and a farm worker's dwelling. A non-complying subdivision to create two rural lifestyle lots - Lot 2 (5518m2), Lot 3 (7341m@) and a balance Lot 1 (59.1721ha) and construct a farm workers dwelling on the balance Lot 1 to provide two dwellings on the lot.	Non Complying Activity	
102-2021-12259-1	Mr George Howie Mrs Glenda Howie	22/03/2021	Sharp Planning Solutions Limited	Kiwitahi Station RD RD 1	Morrinsville Rural	Creation of 2 rural lifestyle lots and 1 rural balance lot from 1title and a farm worker's dwelling. A non-complying subdivision to create two rural lifestyle lots - Lot 2 (5518m2), Lot 3 (7341m@) and a balance Lot 1 (59.1721ha) and construct a farm workers dwelling on the balance Lot 1 to provide two dwellings on the lot.	Non Complying Activity	
101-2021-12260-1	Mr Rotana Sun	23/03/2021	Rad Surveying Limited	53 North ST Morrinsville	Morrinsville Urban	Complete an infill subdivision around two existing dwellings	Non Complying Activity	
101-2021-12262-1	Mr Andrew Reeve	25/03/2021	Mr Andrew Reeve	16 Kowhai ST Matamata	Matamata Urban	Consent to subdivide a 1338m2 property into two lots of 601m2 and 735m2 respectively and create a ROW over an adjoining property being Lot DPS 5650	Controlled Activity	
101-2021-12265-1	Lockerbie Estate Limited	25/03/2021	Maven BOP Limited	Taukoro RD RD 5	Morrinsville Urban	Subdivision to create 22 Residential Lots, 2 Super Lots (future residential infill), 1 Future Commercial Lot, 1 Future Aged Care Lot, 2 Fee Simple Lots (to be held in 1 Record of Title) to be transferred to MPDC as Reserve (Balance of Lockerbie Trees - QEII Covenant), 1 Stormwater Reserve to vest in MPDC, 1 Fee Simple Lot to be transferred to MPDC as Future Water Treatment Plant), 2 Lots to Vestas Road Reserve, 2 Jointly Owned Access Lots (JOALs), 1 Balance Lot subject to future Residential Development (Stage 3B).	Discretionary Activity	
102-2021-12265-1	Lockerbie Estate Limited	25/03/2021	Maven BOP Limited	Taukoro RD RD 5	Morrinsville Urban	Land-use Consent for works within the dripline of protected trees(road, footpaths and services).	Discretionary Activity	
106-2021-12265-1	Lockerbie Estate Limited	25/03/2021	Maven BOP Limited	Taukoro RD RD 5	Morrinsville Urban	Part Cancellation of Consent Notice (Lockerbie Trees).	Discretionary Activity	
106-2021-12265-2	Lockerbie Estate Limited	25/03/2021	Maven BOP Limited	Taukoro RD RD 5	Morrinsville Urban	Cancellation of Consent Notice (Pedestrian Link).	Discretionary Activity	
106-2021-12265-3	Lockerbie Estate Limited	25/03/2021	Maven BOP Limited	Taukoro RD RD 5	Morrinsville Urban	Part cancellation of Consent Notice (Lack of Services - Lot 7000).	Discretionary Activity	

Matamata-Piako District Council

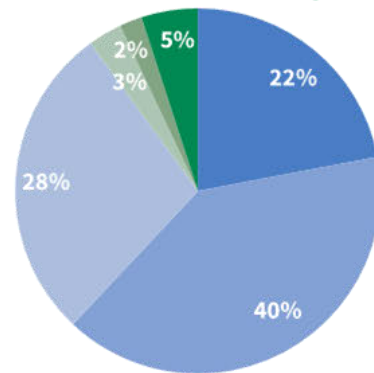
QUARTERLY DASHBOARD (QUARTER 1 to 3 JULY 2020 - MARCH 2021 n=300* unweighted sample)



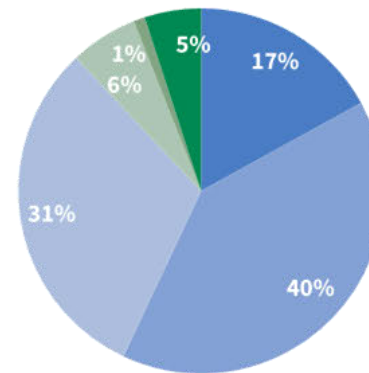
Overall Satisfaction with Council



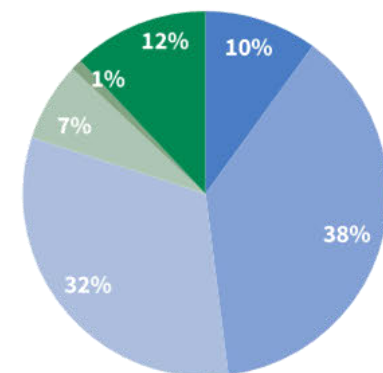
Satisfaction with Councillors and the Mayor



Ease of Access to Council Information



Opportunity to be Involved in Consultation Process

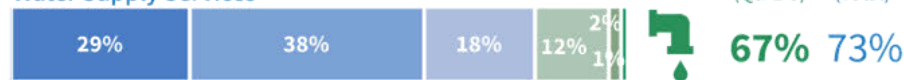


Very Satisfied Satisfied Neither Dissatisfied Very Dissatisfied Don't Know / Don't Use

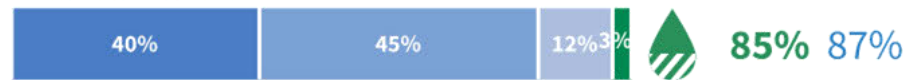
Very Satisfied Satisfied Neither Dissatisfied Very Dissatisfied Don't Know / Don't Use

Services and Facilities

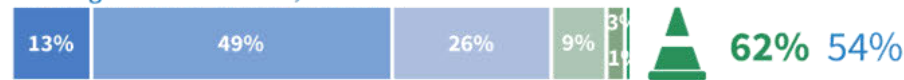
Water Supply Services



Wastewater Network



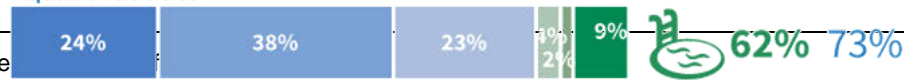
Roading Network* community satisfaction



Library Services

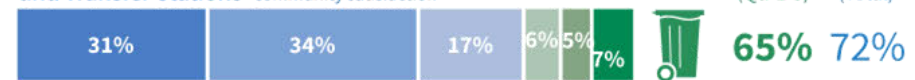


Aquatic Facilities

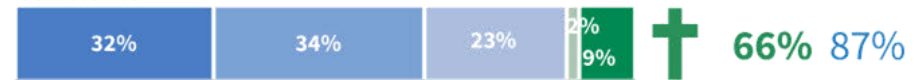


Services and Facilities

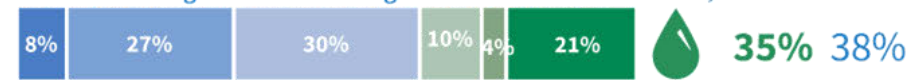
Kerbside Refuse, Recycling Services and Transfer Stations* community satisfaction



Cemeteries



Council's Management of Flooding within Urban Areas* community satisfaction



Parks and Reserves



Sports Fields

