

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



Kaupapataka Wātea | Open Agenda



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

Ko te rā | Date: Wednesday 22 September 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
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Kāinga Ipuranga | Website: www.mpdc.govt.nz



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1 Whakatūwheratanga o te hui | Meeting Opening

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

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

3 Pānui i Ngā Take Ohore Anō | Notification of Urgent/Additional Business

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

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

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

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

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

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
 - (iii) 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 | Declaration of Interest

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

5 Whakaaetanga mēneti | Confirmation of Minutes

Minutes, as circulated, of the ordinary meeting of the Corporate and Operations Committee, held on 25 August 2021

6 Papa ā-iwi whānui | Public Forum

7 Pūrongo me whakatau | Decision Reports

Te Miro Forest Carpark Proposal

CM No.: 2459942

Rāpopotonga Matua | Executive Summary

Te Miro Outdoor Adventure Park is a popular destination for mountain bikers and other outdoor pursuits. Te Miro Mountain Bike Club Incorporated (the Club) currently maintains the mountain bike tracks under a Memorandum of Understanding with Council. Council provides an annual operating grant towards this work through the Long Term Plan.

The Club would like to progress with developing an additional carpark to reduce pressure on existing carparks and avoid vehicles parking along Waterworks Road.

Landowner approval is sought from Council. If landowner approval is granted it would enable the Club to apply for resource consent.

Tūtohunga | Recommendation

That:

1. **The report be received;**
2. **Council provides landowner approval for an additional carpark to be developed at the site along Waterworks Road as indicated in Attachment A, subject to all relevant regulatory requirements being met;**
3. **A written management agreement between the Club and Council shall outline duties and responsibilities for the management, operation and maintenance of the carpark;**
4. **Council agrees to provide (or declines to provide) a grant to the Club towards resource consent costs in accordance with Council's Natural, Cultural and Built Heritage Grant Policy (Attachment B).**

Horopaki | Background

Te Miro Outdoor Adventure Park is an increasingly popular destination for mountain bikers and other outdoor pursuits.

Te Miro Mountain Bike Club Incorporated (the Club) currently maintains the mountain bike tracks at the park under a Memorandum of Understanding with Council. Council currently provides an annual operating grant towards this work through the Long Term Plan.

The Club would like additional parking to be provided at the park to reduce pressure on the existing carparks, which are often full, especially over the summer months. An additional parking area would also improve the safety of park and road users as visitors often park along Waterworks Road when the carparks are full.

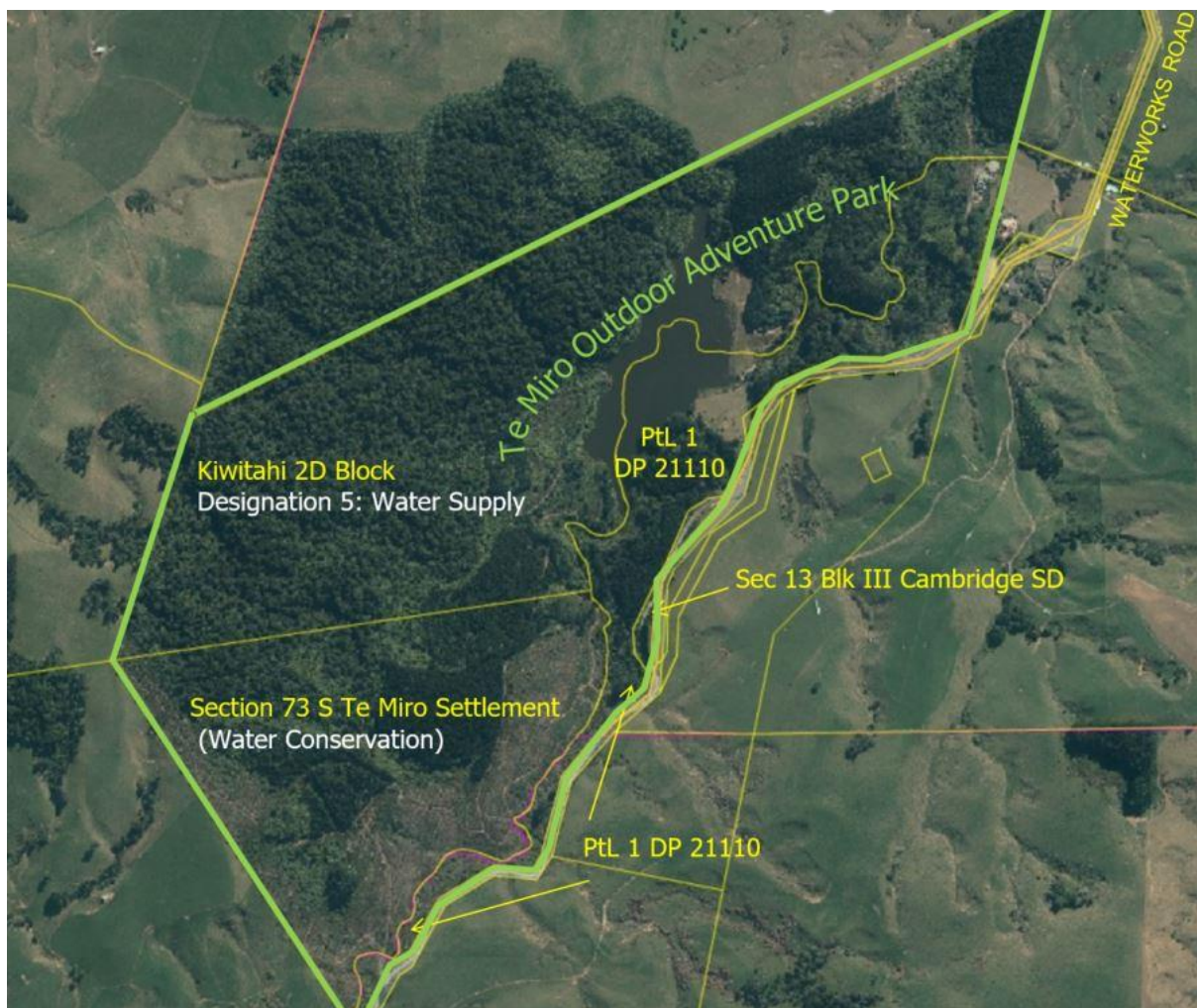
An initial investigation into the issue which identified potential locations for further investigation was completed in July 2019. The issue was also discussed at the COC meeting on 25 September 2019. At the time, Council declined to fund further investigation and design work. A grant of \$20,000 towards parking improvements was however made available to the Club.

The Club would now like to progress with developing an additional carpark and favours an old forestry skid site between the current main carpark and the entrance to the water treatment plant. The Club is seeking approval from Council as landowner to enable them to progress with applying for the necessary consents and funding required to progress the project.

Ngā Take | Issues / Kōrerorero | Discussion

Land Status

Waterworks Road Reserve/Te Miro Outdoor Adventure Park comprises several land parcels.



The underlying land status of these parcels vary however Council's General Policies Reserve Management Plan 2019 takes an approach to treat all parks and reserves in a consistent manner regardless of their underlying land status.

The General Policies RMP 2019 includes the following objectives for carparking:

- A To provide and maintain carparks, where appropriate, to a level which is adequate for servicing the usual activities carried out within the reserve.
- B To recover some of the costs of carpark provision from identifiable beneficiary groups.

Strategic context

The Parks and Open Spaces Strategy 2021-51 assigned the land to the Outdoor Adventure Park management category. The development standard for Outdoor Adventure Parks anticipates sealed carparks at high use sites and metalled low use carparks.

The main carpark alongside Waterworks Road is currently sealed. The proposed new carpark would not be sealed. This aligns with the development guidelines.

Outdoor Adventure Parks

Services and Facilities	Development Standard
Transport provision	Sealed entry road. Sealed carparks at high use sites. Metalled secondary roads and low use carparks.
Toilets	Standard toilets to be provided at entranceway/carpark area and at gathering points throughout the park as required
Tracks and paths	Metalled or natural walking paths dependent on category and level of use. MTB tracks to graded to a standard dependent on intended usage. Apply NZS HB 8630:2004 category system. Apply recognised MTB grading system e.g. Kennett Brothers.
Furniture & structures	Seats provided at key viewing or rest points on walking tracks. Vehicle barriers along roads to control vehicle access as required. Shelters, picnic facilities.
Visitor information	High quality signage at entrance to identify the park. Interpretation & map signs provided at major entry areas. Control and safety signage provided as required. Directional signage at path entries/junctions.
Tree planting	Opportunities to establish specimen trees will be maximised to provide shade, shelter and enhance amenity values
Recreation facilities	Dependant on intended purpose and use, development of recreation facilities such as adventure playgrounds, rope challenge courses, climbing walls, etc
Amenity grass and landscaping	Mown amenity grass and landscaping may be provided at picnic areas and site entrances.
Re-vegetation	If additional re-vegetation is required a native planting and weed/pest control programme will be undertaken to protect and add to existing values.
Buildings	Generally buildings will not be provided.

Proposed location

The proposed location is relatively close to the main carpark, toilet and picnic area and is connected to these areas by an existing bike track.

The site is relatively free of vegetation due to its former use as a forestry skid site as well as the subsequent removal of wilding conifers. From a parks and recreation point of view, the proposed location appears appropriate for a carpark provided regulatory requirements can be met. It is not near any significant indigenous vegetation. The Club is also willing to establish suitable native plant species around the carpark area, which could improve the aesthetics and biodiversity of the

area. The carpark would have minimal effect on the existing track network. A small section of an existing track may need to be re-routed slightly to go around the carpark. Provision of an additional parking area is likely to improve recreational experiences at the park.

At a site meeting in June 2021, representatives from Council's Parks, Waters, and Roding Team agreed in principle that the location does not raise any significant concerns provided that regulatory requirements can be met by the design.

Resource consent

A public carpark that is not part of a subdivision is a Discretionary Activity under the District Plan. Resource consent is therefore required to undertake such an activity.

Council may consider a grant towards resource consent processing costs in accordance with Council's Natural, Cultural and Built Heritage Grant Policy (Attachment B).

Landowner approval

Landowner approval is required to enable the Club to lodge an application for resource consent. Landowner approval could also assist the Club with its fundraising efforts.

Management agreement

The club has indicated that it will maintain the carpark. It is recommended that a written agreement between Council and the Club is entered into to record the duties and responsibilities of the parties.

Mōrearea | Risk

Unforeseen site issues

There is a risk that unforeseen site issues (e.g. geotechnical issues, incidental archaeological discovery etc.) might impact on site suitability or the cost of development.

Water reform

Central government has signalled its intent to progress with water reform. There is uncertainty around how this might affect future ownership, recreational access and use of lands surrounding reservoirs and water treatment plants.

Sustainability

There is always a degree of risk associated with volunteer community groups maintaining assets on public parks. If a community group is no longer in a position to maintain an asset or abandons an asset then ownership of the asset reverts to Council and there may be public expectation for Council to continue to maintain that asset. This can result in unplanned liability and expenditure. The risk can be minimised through having a formal agreement with the Club and periodic monitoring of the condition of the asset. The risks associated with the carpark are considered to be relatively low.

Ngā Whiringa | Options

1. Council grants landowner approval.
2. Council declines to grant landowner approval.

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

These aspects have been covered in the Issues/Discussion section above.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

There will be consultation requirements associated with the resource consent. It is recommended that the Club engage early with Ngāti Hauā Iwi Trust as well as affected neighbours.

Ngā take ā-lhinga | Consent issues

Resource consent will be required.

The landowner approval would enable the Club to apply for resource consent.

Council may consider a grant towards resource consent processing costs in accordance with Council's Natural, Cultural and Built Heritage Grant Policy (Attachment B).

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: Connected Infrastructure

Community Outcome: We have positive partnerships with external providers of infrastructure to our communities.

Theme: Healthy Communities

Community Outcome: We encourage the use and development of our facilities.

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

The only costs to date have been staff time. Council has previously agreed to a \$20,000 grant towards improving parking at Te Miro. Council has the option of providing grant funding towards the cost of resource consent.

There is no budget to operate/maintain an additional carpark. The Club has offered to maintain it.

Ngā Tāpiritanga | Attachments

A  Te Miro MTB Car Park Proposal from Club



B  Natural Cultural Heritage Grants Policy



Ngā waitohu | Signatories

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

Te Miro MTB Car Park Proposal

Items for consideration

- Bike wash
- Map shelter
- Lights and security camera?
- Use existing gateway with room to pull in with trailer (recessed gate – 15m off road).
Designed to council bylaw.
- Gravelled surface (40mm or similar)
- Natural contour for drainage. No need for further excavation.
- Boundary fence (similar to main car park)
- Self-closing /locking gate (idea)
- Modify existing trails next to car park for better access by bikes and promote use of this area
- Restorative planting to replace trees removed from road edge to increase traffic visibility
past required standards

Location Map



Proposed
Plan



Natural, Cultural and Built Heritage Grant



Ngā Wāhanga
Te Rautaki ā-Rōpū

Department
Strategic Partnerships and Governance

**Te Tūmomo
Kaupapahere:**
Mō Āwaho

Policy Type:
External Policy

**Te Rā o te Whakataunga
e te Kaunihera:**

Council Resolution Date:
26 August 2020

Ko te pūtake o tēnei kaupapahere | Policy Purpose

To set out the Council's criteria and allocation process for assistance provided through grants to organisations, businesses or individuals for Natural, Cultural and Built Heritage projects.

The Policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or major event sponsorship and capital projects.

Minenga | Audience

Non-profit community organisations, business owners, and land owners.

NOTE: businesses and individuals cannot apply for Resource Consent Funding Assistance, this is for non-profit community organisations only.

Ngā Tautuhinga | Definitions

Definition	Detail
Long Term Plan (LTP)	Council's adopted Long Term Plan (LTP) as defined by the Local Government Act 2002
Community Organisation	A not for profit organisation that has the primary objective to provide programmes, services or activities that benefit the social, cultural, arts and environmental wellbeing of communities in Matamata-Piako.

Kaupapahere I Policy

- The total financial assistance provided for the Natural, Cultural and Built Heritage Grant and the Resource Consent for Non-profit Community Organisations Grant covered by this Policy is set in the Annual Plan each year.
- The criteria for applying of each grant are set out in Schedules 2 and 3
- Delegation to decide granting applications funding lie with Strategic Partnership and Governance Manager/ District Planner

Ngā Hua | Outcomes

Organisations, businesses or individuals receiving grants are expected to demonstrate how their projects will relate to the Council's community outcomes, and contribute to either:

- increasing access to and preserving our districts heritage
- preserving and protecting Matamata-Piako's natural environment; or
- assisting community organisations with resource consent costs for community projects.

Ngā kaupapa ka tautokona ā-pūtea / What we fund

This fund provides grants for plans, reports and one-off projects that will protect, conserve and promote New Zealand's natural, cultural and physical heritage and also support community organisations with resource consents costs.

- Natural heritage projects that promote, protect and/or keep our native plants (flora) and animal life (fauna) safe from harm
- Physical heritage projects that restore, protect and/or conserve places, structures and large built objects that are important to our history
- Cultural heritage projects that conserve, protect and/or promote collections and stories that are important to our cultural heritage and identity.
- Help fund the costs of resource consents for non-profit community organisations

Ngā kaupapa kāore e tautokona ā-pūtea / What we don't fund

Funding may not be used for any of the following:

- repaying or servicing debt
- refinancing loans, deposits or underwriting projects
- commercial, political and/or religious objectives, including employment and/or business initiatives, commercial enterprises, political advocacy or projects which seek to change legislation
- fundraisers and projects which seek to raise funds in or for a specific sector, or are involved with the training or employment of fundraisers
- projects which seek to redistribute funding to others
- overseas aid or disaster relief
- alcohol and drug treatment, education and support services
- medical expenses, operations, treatments or the purchase of major items of health equipment
- capital investment or trust funds
- projects or activities completed (retrospective funding) or items bought before the request

- operating expenses, such as administration, staffing, or ordinary upkeep and maintenance.

Kaupapahere Te Mātaītanga, me te Arotakenga | Policy monitoring and review

Implementation of this policy will be monitored by the Strategic Partnerships and Governance Manager. This policy will be reviewed, at the request of the Council, in response to any relevant legislative amendment, or every three years (whichever comes first).

Relevant Information

Local Government Act 2002 Section 10 – Purpose of Local Government
MPDC Operative District Plan – Schedules Protected Trees, Heritage Buildings and Significant Natural Features

Schedule 1 Application and Funding Process

How must applications be made?

- There are no funding round application dates. This means that applications can be made at any time during the year online at <https://www.mpdc.govt.nz/my-grant-applications/>
- Applications under this policy must be made prior to the project being commenced.
- Successful applicants must uplift their funding within 6 months of the application being granted, or as agreed with Council.

What must accompany the application?

- Accountability must have been received for previous grants before any new grant application will be processed.
- Current proof of bank account in the name of the applicant group for each account held.

In addition, application under Schedule 3 must provide;

- The applicant's annual financial accounts.
- The applicant's statement of financial position showing year to date income and expenditure, this needs to be no greater than six months old.

What are the requirements that have to be met?

- All successful applications will be required to complete a grant agreement prior to payment of the grant.
- Successful applicants must adhere to the funding reporting requirements as prescribed by Council.
- All recipients of these grants will provide an accountability report documenting how their activities have contributed to the objectives for which the funding was allocated.
- Recipients that fail to submit acquittal reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
 - Accountability conditions have been met and/or grant monies returned and;
 - the organisation can demonstrate their ability to meet Council's eligibility criteria for a grant; and
 - the organisation is capable of delivering the project outcomes of which they are making an application for.

How will I know if funding has been approved?

Applications will be assessed and decided by the Strategic Partnerships and Governance Manager / District Planner. You will be notified of the decision via the email address provided on your application form. The decision is final.



Schedule 2 Funding Criteria Natural, Cultural and Built Heritage Grant

What are the funding Considerations?

Funding consideration will be given to business, individuals or community organisations which:

- Protect, restore or preserve Natural, Cultural and Built Heritage
- Are able to achieve one or more of the Council's Community Outcomes
- Are able to contribute to one or more of the government's well-beings.

The following areas highlight the focus of funding for applicants:

Natural heritage:

- protect and restore habitats and ecosystems for native plants or animals
- protect and conserve native plants or animals that are rare, in danger or at risk in their habitats
- improve public access and information about native plants and animals.
- protects and maintains protected trees outlined in the Matamata-Piako District Plan (Part B of Schedule 3)

Physical heritage:

- restore and protect places, structures or large built objects of significance to our history
- protect and conserve a place, structure or large built object for the future
- improve public access and information about places, structures or large built objects of significance to our history

Cultural heritage:

- protect collections that are at risk of being damaged or lost
- make collections available to the community
- improve public access and information, particularly for young people to learn about and experience our cultural heritage
- conserve and protect moveable cultural property, such as photographs, paintings, furniture and other artefacts
- help preserve cultural buildings and areas with significance to tangata whenua or manawhenua of Matamata-Piako

Ngā kaupapa kāore e tautokona ā-pūtea / What we don't fund

The Natural, Cultural and Built Heritage Grant does not fund:

- projects to conserve, restore or protect privately or commercially owned land, buildings, structures and/or large built objects that do not prove to be significant.
- projects to plan, develop or create historic gardens

- individual people, including projects undertaken as part of a university qualification
- operating expenses, such as administration, staffing, or ordinary upkeep and maintenance
- projects to build or restore historic replicas, including copies of vehicles, equipment or buildings
- projects to install or upgrade services such as kitchens or toilets that are not part of larger construction or restoration projects
- purchases of bare land
- recycling schemes or related projects
- research projects
- reunions
- legal services
- architectural design (other than preliminary designs to inform a feasibility study)
- planning approval for the projects
- fundraising campaign plans
- business plans
- feasibility studies that have been completed prior to application

Schedule 3 Funding Criteria

Funding assistance for Resource Consent for Non-profit Community Organisations

Who can apply?

Your group must be a non-profit community organisation and should:

- have a high ratio of volunteers to paid employees
- have a high degree of public access to the organisation, and
- primarily be funded from grants, donations, subscriptions or similar and not from fees, charges or funding from central government

You must provide evidence of a formal organisational structure. This may include (but is not limited to) a list of members, election of a committee, holding an annual general meeting, a constitution, incorporated society status or charitable trust status.

Individuals, government agencies, and organisations supported by government agencies (e.g. schools) are not eligible for this grant.

What kinds of projects are eligible for funding?

Applications must meet the following criteria:

- your resource consent application must be for an activity within the Matamata-Piako District
- the project must have no commercial aspect, and must clearly demonstrate community benefit
- you must have a business plan setting out in sufficient detail the proposal, timeline, long-term plans, confirmed and potential funding sources and any other relevant information for your project

Applications will be assessed for consistency with other Council plans and strategies.

What can funds can be used for?

Funds approved under this policy must be used to pay Council for the cost of processing a resource consent application (including staff time, consultants engaged by Council and peer reviews). The cost of any hearing commissioners, your consultant's costs, regional council consents, appeals or other Council consent applications (such as building consent) are not covered under this policy.

How to apply

Applications under this policy may be made prior to a resource consent being lodged with Council. If Council awards funding prior to a resource consent being lodged with Council, a deposit will not be required.

If funding is granted after a resource consent application is lodged with Council, the organisation must pay its deposit for the resource consent to be processed. The deposit (up to \$5,000) will then be paid to the organisation as a reimbursement into the bank account stated in your application.

Council staff will process the resource consent in the usual way. Processing costs up to \$5,000 (the maximum funding under this policy) will not be charged to the organisation. If processing costs are less than \$5,000, the organisation is not entitled to request the remaining amount be used for any other costs.

The organisation will be charged for all additional costs above \$5,000. A decision by Council to grant funding to you does not mean that your resource consent application will be successful.

7 Pūrongo me whakatau | Decision Reports

Annual Report Draft Summary 2020/21

CM No.: 2494046

Rāpopotonga Matua | Executive Summary

The Local Government Act 2002 (LGA) requires Council to adopt its Annual Report and Summary by 31 October each year. This year due to COVID-19 there has been an extension for councils provided under legislation until 31 December 2021, with Council Controlled Organisations (CCOs) extended until 30 November 2021.

Audit New Zealand advised they did not have any new findings in the interim audit this year. Due to lack of Audit staff and resources to perform the final audit, they commenced their work for our Council on 22 September 2021.

A Draft Annual Report Summary 2020/21 is provided for Council's perusal.

Tūtohunga | Recommendation

That:

1. **The Annual Report Draft Summary 2020/21 be received.**

Horopaki | Background

The LGA requires Council to adopt the Annual Report and Summary by 31 October each year. This year, due to COVID-19, there has been an extension provided under legislation until 31 December 2021, with Council Controlled Organisations extended until 30 November. The Summary must be published within one month of its adoption. The Annual Report and Summary must be audited, and an opinion on the Annual Report and Summary provided to Council and the report's readers.

Council are due to receive a summary of financial and performance measures in the draft Annual Report and Summary 2020/21. The audit process commenced on 20 September. We anticipate that some changes will be made to the Annual Report.

The following items, will be provided to Council once the Annual Report is to be adopted later this year:

- a. the final Annual Report and Summary 2020/21
- b. the draft Audit Opinions for the Annual Report and Summary 2020/21
- c. the warrant of fitness for the Annual Report and Summary 2020/21
- d. the letter of representation for the Annual Report and Summary 2020/21 and staff review of representations made
- e. the misstatement schedule from the Annual Report final audit
- f. the draft management report on the Annual Report 2020/21
- g. the Chief Executive's Reporting Certificate for the Debenture Trust Deed
- h. the Auditor's Independent Assurance Report for the Debenture Trust Deed
- i. the letter of representation for the Debenture Trust Deed and staff review of representations made.

Ngā Take | Issues

a. COVID-19 Impact on Timelines

Under the Local Government Act 2002 Council is required to obtain an audit of its Annual Report and Summary. Auditing on the Annual Report and Summary 2020/21 will commence on 20 September 2021.

COVID-19 had an impact on the timelines for the annual report and under legislation the final allowable adoption date was moved out to the 31 December 2021.

Council has a 15% interest in Waikato Regional Airport Limited (WRAL). Their audit has not been complete. Audit have indicated they will be focusing on the airport's investment property. Our subsequent sign off will be dependent on whether there are any significant changes to the WRAL accounts.

Another one of our requirements with Audit is that any material events after balance date will be reported to Audit and they will assess whether it needs to be reflected in our accounts. This will continue until the Annual Report adoption. Any material events could require additional auditing and financial updates (depending on the situation) and could further affect the adoption date.

Financial Summary

A summary of the first draft of the financial statements for the year ended 30 June 2021 is presented in the attached report. The Finance team will continue to review and analyse this draft information in putting together the full draft Annual Report ready for the audit review. As such, the final report may differ from that presented here.

In a continuing theme from the last two years, this year's financial results reflect the unprecedented level of development happening within our district. The draft financial statements show an initial surplus of \$8.975 million compared to a budgeted surplus of \$1.134 million. While there were ups and downs across other areas, \$8.993 million of the surplus directly related to development in the district. This was in the form of assets vested in Council through the subdivision process of \$6.28 million; and development contributions received being \$2.7 million higher than budgeted.

Council also received a number of unbudgeted Government grants this year including \$2.47 million from the 3 Waters Reform package, \$1.3 million received for the Hauraki Rail Trial contribution, and \$561,000 for the Innovating Streets and Toilet upgrades.

A turnaround in longer dated interest rates saw the book valuation of Council's interest rate swap portfolio increase by \$1.45 million over the year.

While revenue was significantly higher than budgeted, there were several areas where expenses were also higher than budgeted. In the Water activity, treatment plant costs were \$705,000 higher than budgeted due to increasing operating costs. Also in the utilities area, there was \$1.7 million in additional operational spending on water and wastewater projects funded from the unbudgeted three water reform funding.

\$1.14 million contribution was paid over to the Hauraki Rail Trail Trust (also funded by way of Government funding). And a non-cash loss on the disposal of assets of \$2.1 million was recognised for the year in respect of network asset replacements. Also the final cost recognised for annual depreciation was \$824,000 higher than budgeted, due to higher than anticipated increases in the valuation of infrastructural assets, and the depreciation impact of unbudgeted assets vested in Council through the subdivision process from previous years.

Payroll costs this year were \$740,000 below the budgeted level, largely due to unfilled vacancies over the year.

Further explanation of significant variances to budget are provided in the attached summary.

The draft balance sheet shows that Council continues to maintain a healthy financial position. Significant variances to the budgeted position are largely as a result of the delay (this year and in prior years) of getting the budgeted capital projects done, and higher than anticipated asset valuations and vested assets. Also notable this year is a \$6.3 million increase in the value of Council's investment in the Waikato Regional Airport, largely as a result of property development activity of the company and an increase in the valuation of the company's property development assets.

Non-financial information

In 2020/21, we have focused on maintaining our services to support our community. We delivered our extensive range of activities and services to similar levels as detailed in the Long Term Plan 2018-28 and at a similar standard as previous years. Comparisons to both targets and previous year's results are available in the full Annual Report.

There are a total of 61 performance measure targets which Council reports on in the Annual Report. Council achieved its target performance for 41 of these. This is an increase of over 11% from last year. Two performance measures were not measured; being the quality of ride on our sealed roads which is measured biennially and the footpath level of service which is measured by an assessment due in 2021/22. One performance measure, being the percentage of customer service requests relating to roads and footpaths that the territorial authority responds within the time frame specified in the Long Term Plan, was half achieved, half not achieved. We achieved our urgent requests but did not meet non-urgent request targets.

Mandatory non-financial performance measures

In 2015 Department of Internal Affairs introduced 21 mandatory non-financial performance measures for the core infrastructure activities (roading, water, wastewater and stormwater). The Annual Report 2020/21 is the sixth report on performance against these measures. We achieved our target for 14 mandatory performance measures. Two mandatory performance measures were not measured being the quality of ride on our sealed roads as stated above, and the other is the percentage of footpaths within our district that fall within the level of service or service standard for the condition of footpaths. The aforementioned roading measured as half achieved and half not achieved.

At the time writing this report, the analysis of the percentage of water loss and compliance with our resource consents for discharge from our wastewater were not available.

The measures that we did not achieve and page reference of the Annual Report are:

Roading, page 105

- *The percentage of customer service requests relating to roads and footpaths that the territorial authority responds within the time frame specified in the Long Term Plan (this was half achieved, half not achieved, we failed non-urgent requests).*

Stormwater, page 115

- *The number of complaints we receive about the performance of our stormwater system.*

Wastewater, page 120

- *The number of dry weather sewage overflows from our wastewater system.*

Water, page 126-128

- *Compliance with Part 4 and Part 5 of the New Zealand Drinking Water Standards.*
- *The total number of complaints received by Council regarding the drinking water clarity, taste, odour, pressure/flow, supply and the response to any of these issues*

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

Community Outcome: The Annual Report measures achievements and progress against the community outcomes.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The 2020/21 Annual Report Summary will be available to the public on Council's website following adoption. An E-newsletter will be sent to those who have indicated an interest in the Annual Report and Summary.

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

i. Utu | Cost

The production of the Annual Report and Summary has a budget of \$7,000. Annual Report audit fees have a budget of \$155,000.

ii. Puna pūtea | Funding Source

The Annual Report cost is provided for within the Strategies and Plans activity budgets. The Annual Report and audit are funded from general rates.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Tamara Kingi Community Partnerships Advisor	
	Niall Baker Policy and Legal Team Leader	

Approved by	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	

7 Pūrongo me whakatau | Decision Reports

Submission on 3 Waters Reform

CM No.: 2498762

Rāpopotonga Matua | Executive Summary

Matamata-Piako District Council has prepared a submission on the 3 Waters Reform. The submission will be circulated separately to the agenda.

Tūtohunga | Recommendation

That:

1. Council accept the submission OR
2. Council alter the submission as required.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
Approved by	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	

8 Ngā Pūrongo Whakamārama | Information Reports

Hauraki Gulf Forum Meeting Report for August 2021

CM No.: 2494165

Rāpopotonga Matua | Executive Summary

The Hauraki Gulf Forum meeting occurred on 23 August 2021. The minutes to that meeting are attached to this report.

The agenda can be downloaded on the following link:


https://infocouncil.aucklandcouncil.govt.nz/RedirectToDoc.aspx?URL=Open/2021/08/HGF_20210823_AGN_10499_AT.PDF

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

 Hauraki Gulf Forum - Minutes 23 August 2021



 Hauraki Gulf Forum - Minutes Attachments 23 August 2021



Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
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Approved by	Sandra Harris Placemaking and Governance Team Leader	
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	Don McLeod Chief Executive Officer	
--	--	--



Hauraki Gulf Forum
Tikapa Moana
Te Moananui-ā-Toi

Hauraki Gulf Forum OPEN MINUTES

Minutes of a meeting of the Hauraki Gulf Forum held remotely on Monday, 23 August 2021 at 1.03pm.

PRESENT

Co-chairperson	Cr Pippa Coom	Auckland Council
Co-chairperson	Ms Nicola MacDonald	Tangata Whenua
Tangata Whenua		
Members	Cr Donna Arnold	Matamata-Piako District Council
	Ms Charmaine Bailie	Tangata Whenua
	Mr Andrew Baucke	Department of Conservation
	Cr Phillip Buckthought	Hauraki District Council
		From 1.40pm, Item 4.3
	Mr Luke Coles (Alt)	Aotea / Great Barrier Local Board (Auckland Council)
	Mr Joe Davis	Tangata Whenua
		From 1.40pm, Item 4.3
	Cr Christine Fletcher	Auckland Council
		Until 3.00pm, Item 8
	Mayor Sandra Goudie	Thames-Coromandel District Council
	Ms Cath Handley	Waiheke Local Board (Auckland Council)
	Mr Terrence Hohneck	Tangata Whenua
	Mr Jacob Hore	Ministry for Primary Industries
	Mr Martin Mariassouce	Te Puni Kōkiri
		From 2.30pm, Item 8
	Cr Rob McGuire	Waikato District Council
	Mr Scott Milne	Orakei Local Board (Auckland Council)
	Cr Denis Tegg	Waikato Regional Council
	Ms Moana Tamaariki-Pohe (Alt)	Te Puni Kōkiri
	Cr Wayne Walker	Auckland Council
		From 1.15pm, Item 4.1 until 2.00pm
	Cr John Watson	Auckland Council
		From 1.45pm, Item 4.3 until 2.00pm

ABSENT

Mr Paul Majurey	Tangata Whenua
Mr Dean Ogilvie	Tangata Whenua
Ms Valmaine Toki	Aotea / Great Barrier Local Board (Auckland Council)

ALSO PRESENT

Ms Kylee Matthews (Alt)	Waiheke Local Board (Auckland Council)
-------------------------	--

Note: All members attended the meeting via electronic link.

Hauraki Gulf Forum
23 August 2021



Note: a roll-call was conducted that ascertained the following members were in attendance by electronic link at the commencement of the meeting: ✓

Cr Pippa Coom	✓	Mr Terrence Hohneck	✓
Ms Nicola MacDonald	✓	Mr Jacob Hore	✓
Cr Donna Arnold	✓	Mr P Majurey	
Ms Charmaine Bailie	✓	Mr Martin Mariassouce	
Mr Andrew Baucke	✓	Cr Rob McGuire	✓
Cr Phillip Buckthought		Mr Scott Milne	✓
Mr Luke Coles (Alt)	✓	Ms Moana Tamaariki-Pohe (Alt)	✓
Mr J Davis		Cr Denis Tegg	✓
Cr C Fletcher	✓	Ms Valmaine Toki	
Mayor Sandra Goudie	✓	Cr W Walker	
Ms Cath Handley	✓	Cr J Watson	

Co-Chairperson Tangata Whenua Ms Nicola MacDonald welcomed everyone to the meeting.

Member Terrence Hohneck opened the meeting with a karakia.

The co-chairpersons took turns to chair agenda items. Ms N MacDonald chaired items 1 to 5, and 11 to 13 and Cr P Coom chaired items 6, 8, 9 and 10.

1 Apologies

Resolution number HGF/2021/19

MOVED by Mayor S Goudie, seconded by Co-Chairperson Cr P Coom:

That the Hauraki Gulf Forum:

- a) accept the apologies from Mr D Ogilvie and Ms V Toki, for absence, from Cr P Buckthought, Mr J Davis and Mr M Mariassouce for lateness and from Cr C Fletcher, Cr W Walker and Cr J Watson for early departure.

CARRIED / KUA MANA

2 Declaration of Interest

There were no declarations of interest.

Hauraki Gulf Forum
23 August 2021



3 Confirmation of Minutes

Resolution number HGF/2021/20

MOVED by Co-Chairperson Cr P Coom, seconded by Member C Handley:

That the Hauraki Gulf Forum:

- a) confirm the ordinary minutes of its meeting, held on Monday, 24 May 2021, as a true and correct record.

CARRIED / KUA MANA

Cr W Walker joined the meeting at 1.15pm.

4 Public Forum

4.1 Public Forum - Snapper nursery habitat movement patterns

A PowerPoint presentation was given in support of the item. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number HGF/2021/21

MOVED by Cr DA Arnold, seconded by Cr W Walker:

That the Hauraki Gulf Forum:

- a) thank Armagan Sabetian for his presentation on snapper nursery habitat movement patterns.

CARRIED / KUA MANA

Attachments

- A 23 August 2021, Hauraki Gulf Forum - Public Forum - Snapper nursery habitat movement patterns - presentation

4.2 Public Forum - Integrated Catchment - Marine Modelling

A PowerPoint presentation was given in support of the item. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number HGF/2021/22

MOVED by Cr R McGuire, seconded by Mayor S Goudie:

That the Hauraki Gulf Forum:

- a) thank Dr Sandy Elliott for his presentation on integrated catchment – marine modelling.

CARRIED / KUA MANA

Attachments

- A 23 August 2021, Hauraki Gulf Forum - Public Forum - Integrated Catchment - Marine Modelling - presentation

Cr P Buckthought joined the meeting at 1.40pm.

Mr J Davis joined the meeting at 1.40pm.

Cr J Watson joined the meeting at 1.45pm.

Hauraki Gulf Forum
23 August 2021



4.3 Public Forum - 'Revitalising the Gulf' - Katina Conomos

A PowerPoint presentation was given in support of the item. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number HGF/2021/23

MOVED by Cr DT Tegg, seconded by Cr DA Arnold:

That the Hauraki Gulf Forum:

- a) thank Katina Conomos, Project Manager, The Noises Marine Restoration Project for her presentation on the government's 'Revitalising the Gulf' plan.

CARRIED / KUA MANA

Attachments

- A 23 August 2021, Hauraki Gulf Forum - Public Forum - 'Revitalising the Gulf' - Katina Conomos - presentation

4.4 Public Forum - 'Revitalising the Gulf' - Terry Creagh

Resolution number HGF/2021/24

MOVED by Mayor S Goudie, seconded by Cr R McGuire:

That the Hauraki Gulf Forum:

- a) thank Terry Creagh and Trish Rea for their presentation on the government's 'Revitalising the Gulf' plan.

CARRIED / KUA MANA

Cr W Walker and Cr J Watson retired from the meeting at 2.00pm.

4.5 Public Forum - 'Revitalising the Gulf' - Tony Orton

Resolution number HGF/2021/25

MOVED by Member S Milne, seconded by Mayor S Goudie:

That the Hauraki Gulf Forum:

- a) thank Tony Orton for his presentation on the government's 'Revitalising the Gulf' plan.

CARRIED / KUA MANA

5 Extraordinary Business

There was no extraordinary business.

Hauraki Gulf Forum
23 August 2021



6 Co-Chairs' Report

Resolution number HGF/2021/26

MOVED by Co-Chairperson Cr P Coom, seconded by Co-Chairperson Tangata Whenua Ms N MacDonald:

That the Hauraki Gulf Forum:

- a) note the Co-Chairs' report.

CARRIED / KUA MANA

The meeting adjourned at 2.26pm and reconvened at 2.35pm.

7 Koi Carp

This item was withdrawn.

*Mr M Mariassouce joined the meeting at 2.30pm.
Cr C Fletcher retired from the meeting at 3.00pm.*

8 Revitalising the Gulf – Government's Response Strategy to Sea Change Tai Timu Tai Pari

A PowerPoint presentation was given in support of the item. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number HGF/2021/27

MOVED by Co-Chairperson Tangata Whenua Ms N MacDonald, seconded by Co-Chairperson Cr P Coom:

That the Hauraki Gulf Forum:

- a) thank Emma Taylor, Sam Thomas, Jacob Hore, Laretta Bensemman and Sonja Austin for their presentation.
- b) welcome the release of Revitalising the Gulf.
- c) call on Ministers to ensure that forthcoming consultation on Revitalising the Gulf provides an opportunity to consider upgrades and new proposals.
- d) request regular updates from the representatives of the Ministers of Oceans and Fisheries, and Conservation, on implementation of Revitalising the Gulf.

CARRIED / KUA MANA

Attachments

- A 23 August 2021, Hauraki Gulf Forum - Item 8 Revitalising the Gulf - Government's Response Strategy to Sea Change Tai Timu Tai Pari - presentation

Hauraki Gulf Forum
23 August 2021



9 Constituent Party Reports

A PowerPoint presentation was given in support of the Auckland Council's development of a Freshwater Monitoring Tool. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number HGF/2021/28

MOVED by Mayor S Goudie, seconded by Cr DA Arnold:

That the Hauraki Gulf Forum:

- a) note the report.
- b) thank constituent parties for the comprehensive updates provided.
- c) thank Dr Tom Stephens for his presentation on the Auckland Council's development of a Freshwater Monitoring Tool.

CARRIED / KUA MANA

Attachments

- A 23 August 2021, Hauraki Gulf Forum - Item 9 Constituent Party Reports - presentation on the Auckland Council's development of a Freshwater Monitoring Tool

10 Executive Officer's Report

Resolution number HGF/2021/29

MOVED by Member S Milne, seconded by Cr PB Buckthought:

That the Hauraki Gulf Forum:

- a) note the Executive Officer's report.

CARRIED / KUA MANA

11 2022 Schedule of meetings

Resolution number HGF/2021/30

MOVED by Member J Davis, seconded by Cr R McGuire:

That the Hauraki Gulf Forum:

- a) confirm the 2022 schedule of meetings.

CARRIED / KUA MANA

12 Any Other Business

There was no other business.

13 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

Hauraki Gulf Forum
23 August 2021



Member Joe Davis closed the meeting with a karakia.

3.54pm

The Co-Chairpersons thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF THE HAURAKI GULF FORUM
HELD ON

DATE:.....

CO-CHAIRPERSON:.....

CO-CHAIRPERSON
TANGATA WHENUA:.....



Hauraki Gulf Forum

Tikapa Moana

Te Moananui-ā-Toi

Date: Monday, 23 August 2021
Time: 1.03pm
Meeting Room: The meeting was held remotely via electronic link
Venue:

Hauraki Gulf Forum

OPEN MINUTE ITEM ATTACHMENTS

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A.	23 August 2021, Hauraki Gulf Forum - Public Forum - Snapper nursery habitat movement patterns - presentation	3
4.2	Public Forum - Integrated Catchment - Marine Modelling	
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4.3	Public Forum - 'Revitalising the Gulf' - Katina Conomos	
A.	23 August 2021, Hauraki Gulf Forum - Public Forum - 'Revitalising the Gulf' - Katina Conomos - presentation	21
8	Revitalising the Gulf – Government's Response Strategy to Sea Change Tai Timu Tai Pari	
A.	23 August 2021, Hauraki Gulf Forum - Item 8 Revitalising the Gulf - Government's Response Strategy to Sea Change Tai Timu Tai Pari - presentation	27
9	Constituent Party Reports	
A.	23 August 2021, Hauraki Gulf Forum - Item 9 Constituent Party Reports - presentation on the Auckland Council's development of a Freshwater Monitoring Tool	47

Note: The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

AUT
TE WĀNANGA ARONUI
O TĀMAKI MAKĀU RAU

**A Novel Comparative Analysis of Otolith Microchemistry
between Archaeological and Present-day Snapper Reveal
Chaos**

Armagan Sabetian
Department of Environmental Science,
Auckland University of Technology

Image: NIWA

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Wānanga o
Te Matau o Āwhiorea

Attachment A

Item 4.1

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhera
Te Moutere 3101

Item 8.1

Attachment B

Minute Attachments

Page 4



- Our hypothesis was that the nursery characteristics of historical nearshore habitats will differ from those of today's





- Omaha AD 1530-1640
Longbay AD 1430-1485
- Omaha AD 2016
Longbay AD 2020



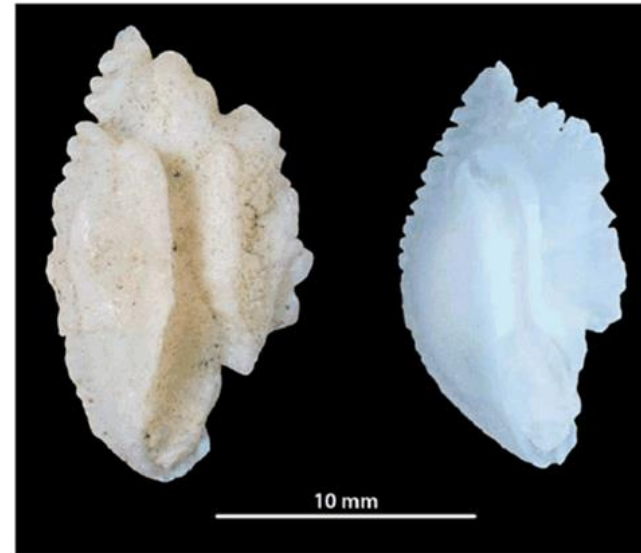
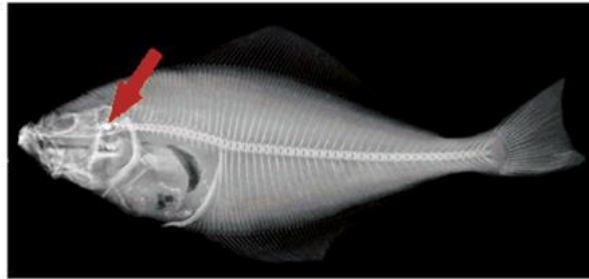
Attachment A

Item 4.1

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhera ā-rohe o
matamata-piako

Otoliths

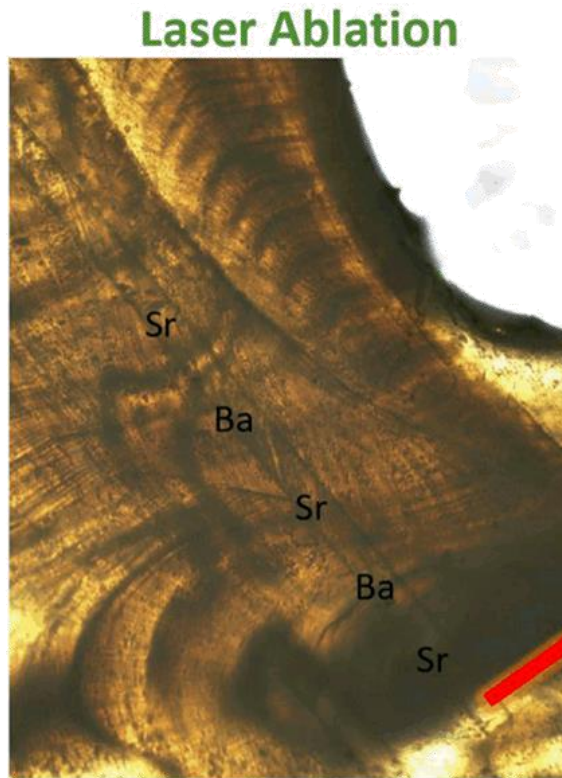


Minute Attachments

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Item 8.1

Attachment B



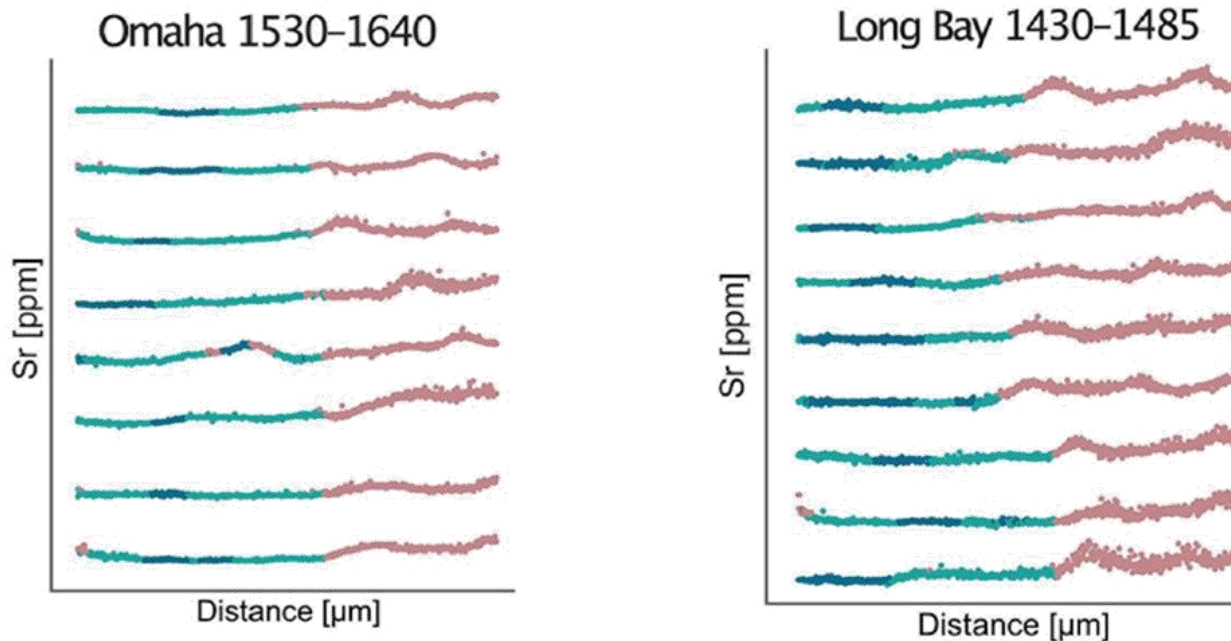
Attachment A

Item 4.1

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhira ā-rohe o
Matamata-Piako

Estuarine, Riverine, Marine



Cluster succession very synchronised

Minute Attachments

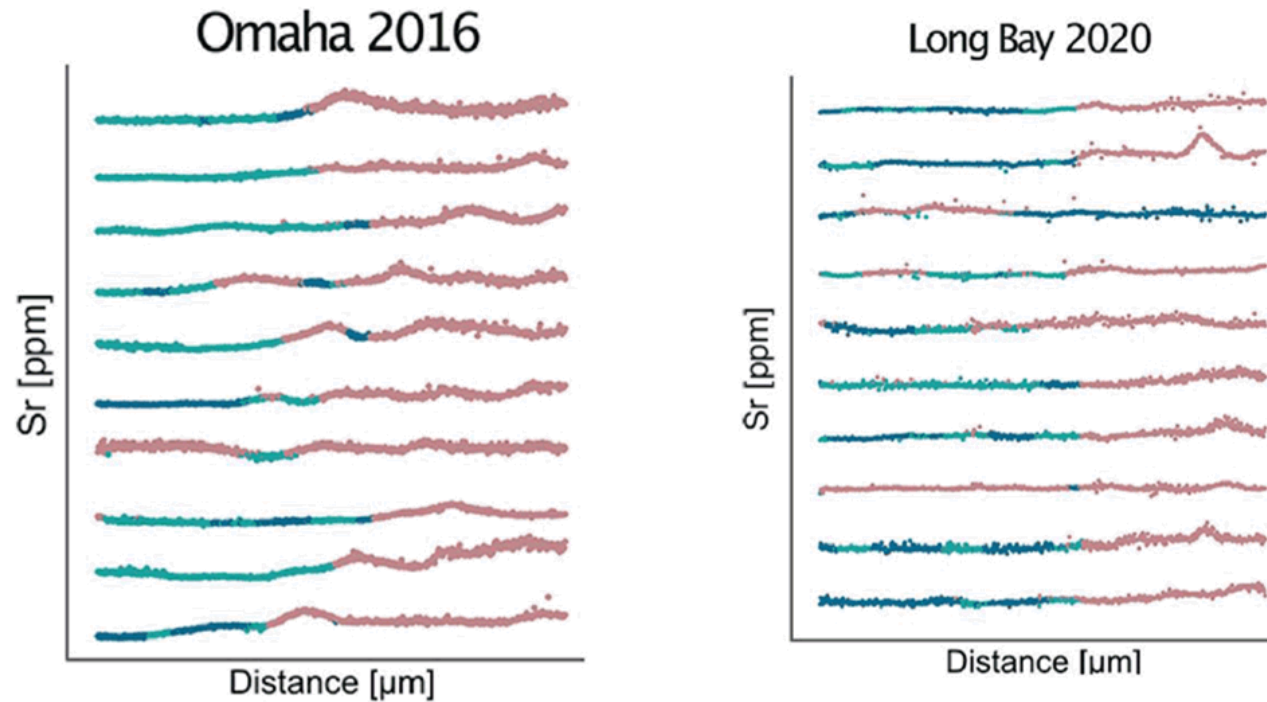
Page 8

Item 8.1

Attachment B



Estuarine, Riverine, Marine



Cluster succession chaotic

Attachment A

Item 4.1

Hauraki Gulf Forum
23 August 2021



Item 8.1

Attachment B

Minute Attachments

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Findings

- Six centuries ago the Hauraki gulf was a pristine environment with plenty of freshwater rivers emptying into the gulf, creating vast nearshore brackish environments.
- Snapper in the Hauraki gulf used to spend a year in these nearshore nursery areas, all coming in synchronously after hatching and enjoying the protection of a nursery environment before venturing back to the sea as young adults.



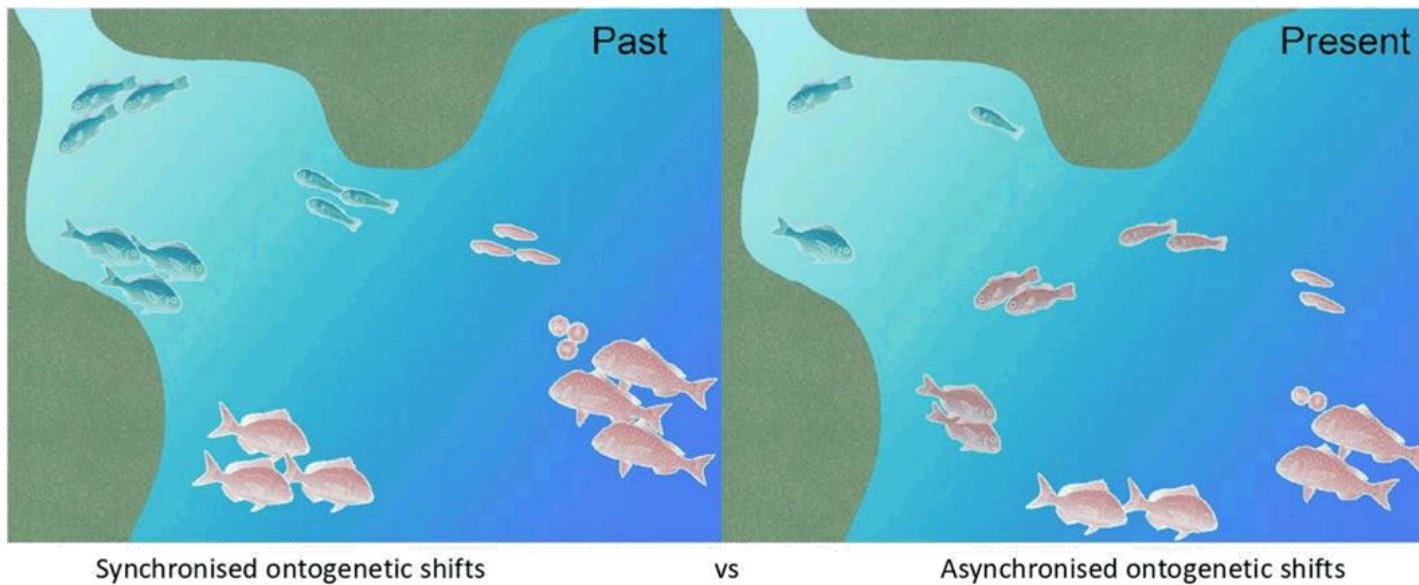
Findings cont.

- Modern snapper are not doing this. Not only some of them are refusing to come into nearshore areas after hatching, those that do come are chaotically going back and forth between nursery and adult habitats.
- The observed lack of time spent in brackish nursery environments is indicative of a disrupted habitat use pattern during their early growth. We blame the loss of nearshore nursery habitats such as sea grass meadows and healthy estuaries over time for this change.

Attachment A

Item 4.1

Snapper Image: NIWA



Hauraki Gulf Forum
23 August 2021



Minute Attachments

Page 12



Key achievement

- Our methodology can be used as an ecological indicator proxy to assess if conservation or rehabilitation initiatives are actually working.

Attachment A

Item 4.1

Hauraki Gulf Forum
23 August 2021


Hauraki Gulf Forum
Te Kauhīhera ā-rohe
23 August 2021

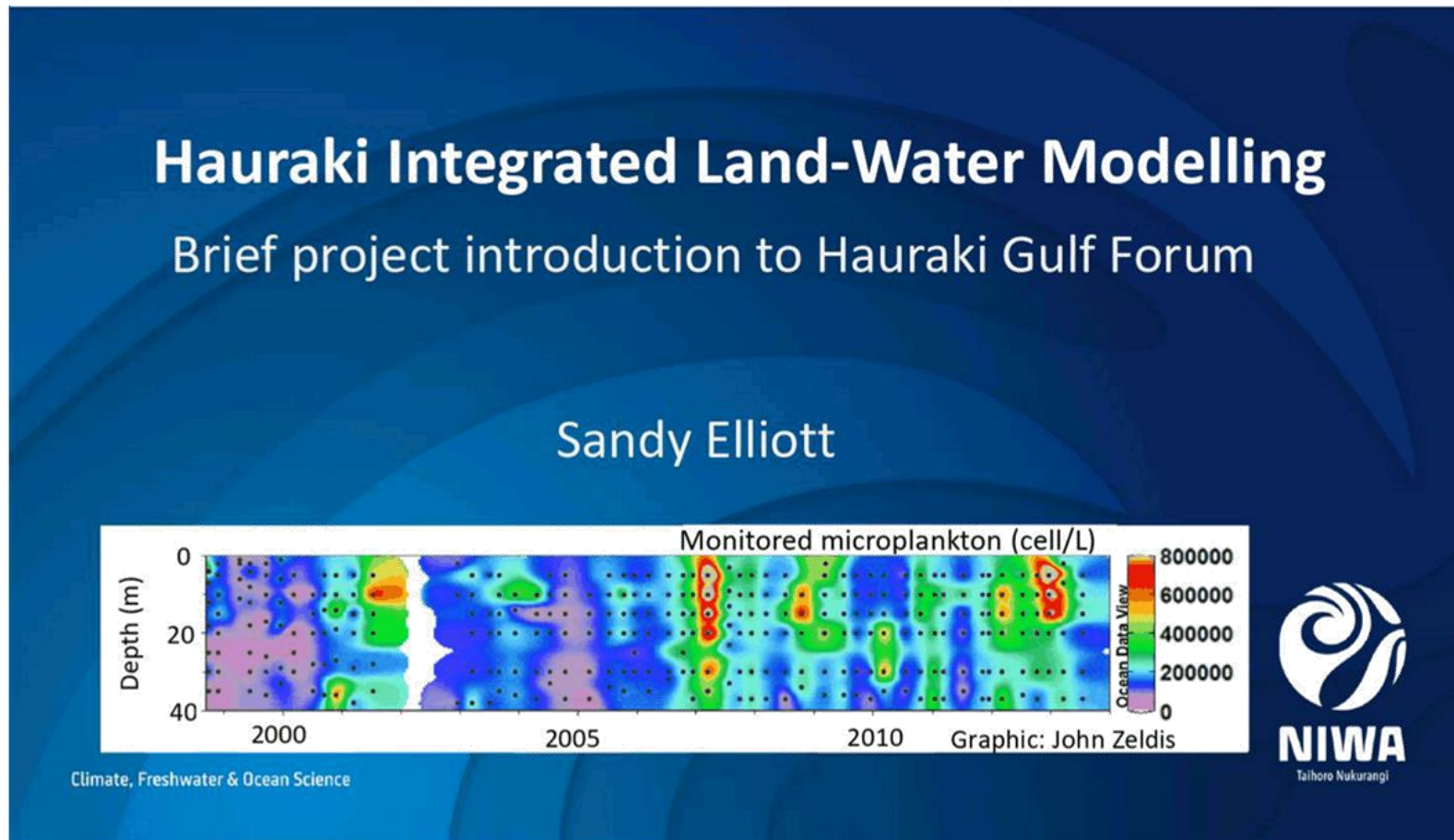
Minute Attachments

Page 14



Thank you!

- Happy to answer any questions.
- Contact details:
 - armagan.sabetian@aut.ac.nz



Attachment A

Item 4.2

Hauraki Gulf Forum
23 August 2021

Issue

- Marine: Risks of algal proliferations, reduced oxygen, acidification, clarity reduction, benthic ecological health effects.
- Freshwater: Macrophytes, low oxygen, attached algae, clarity

Response

- Develop and apply coupled land-freshwater marine models, supported by data.
- Apply models to support limit-setting and management
- NIWA-led initiative for catchment-coast modelling. Currently SSIF funding plus WRC collaboration.

Climate, Freshwater & Ocean Science




Hauraki Gulf Forum
Te Kāunihera ō-rohe o Matamata-Piako

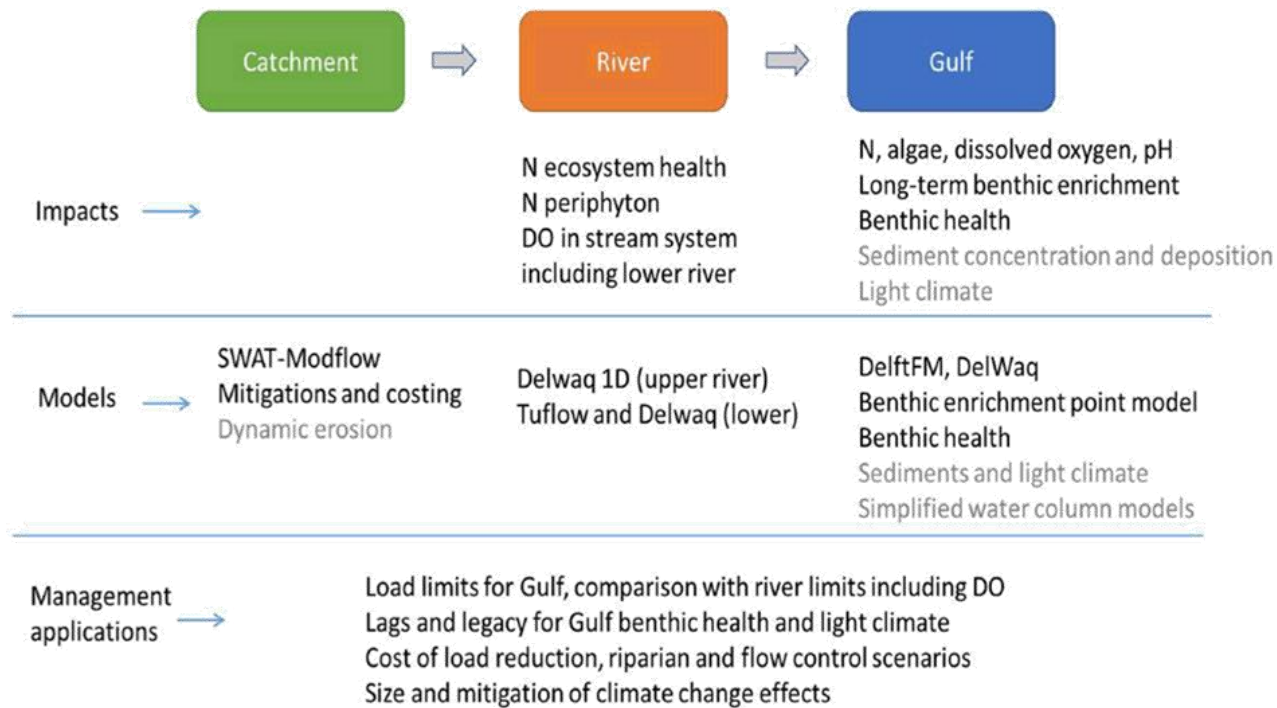


- Predicts marine and freshwater state at locations and times when there is no monitoring
- Provides a powerful land-to-sea tool for forecasting risks to the Gulf ecosystem and assisting with setting load limits and marine spatial planning
- Includes freshwater effects and land use/mitigation actions
- Supports integrated management by Regional Councils and kaitiaki
- Showcases excellent science

Attachment A

Item 4.2

Hauraki Gulf Forum
23 August 2021



Climate, Freshwater & Ocean Science



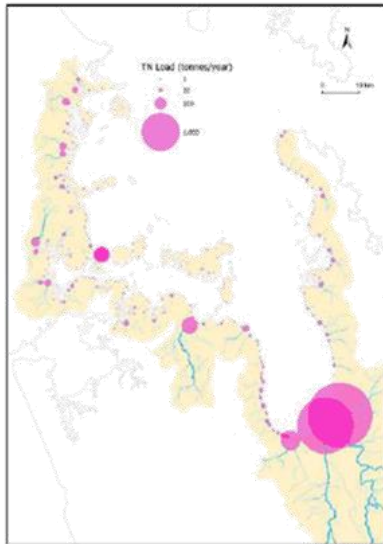
Item 8.1

Attachment B

Minute Attachments

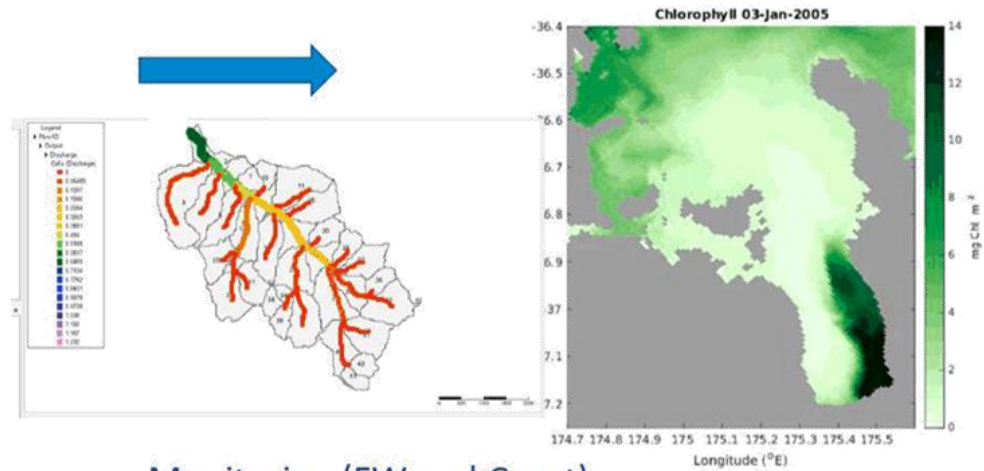
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Catchment models
 CLUES downscaled; SWAT

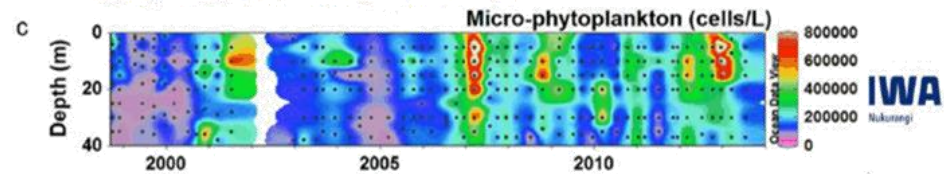


Climate, Freshwater & Ocean Science

Coastal eutrophication models
 ROMS + NPZD; D-Flow and D-WQ (Deltares)



Monitoring (FW and Coast):
 SOE, buoys, lower river DO



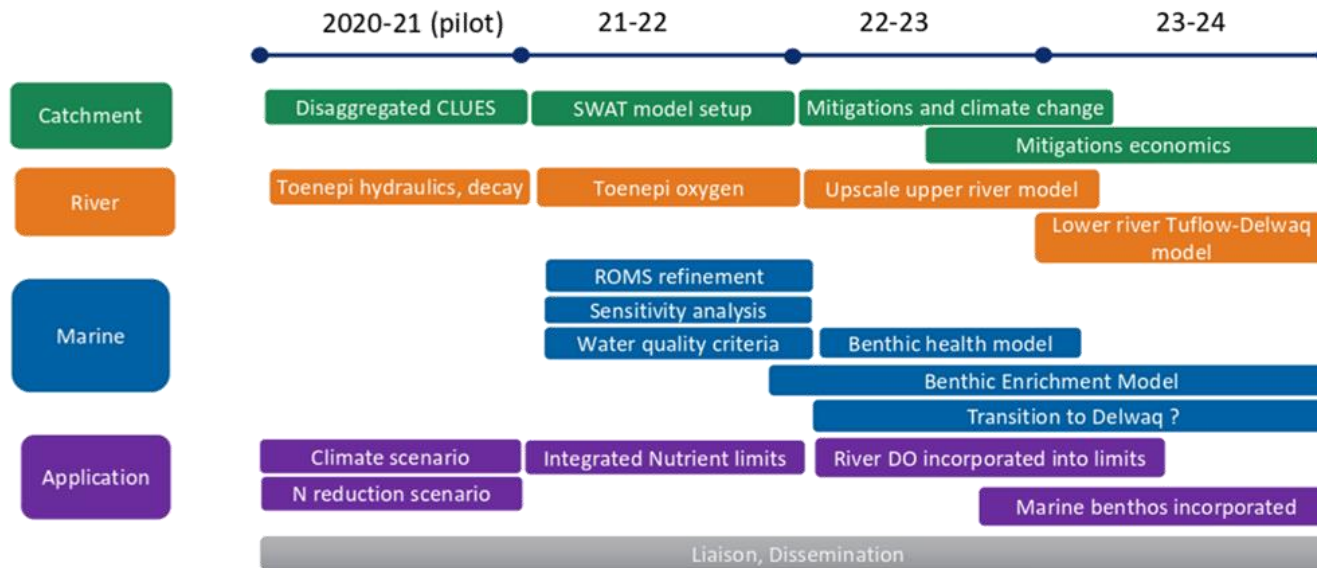
Attachment A

Item 4.2

Item 8.1

Hauraki Gulf Forum
23 August 2021

Minute Attachments



Ambitious work programme underway, currently part-funded.
Several opportunities to strengthen and extend this work. Collaboration welcome!

Climate, Freshwater & Ocean Science



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Minute Attachments

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Hauraki Gulf Forum
23 August 2021

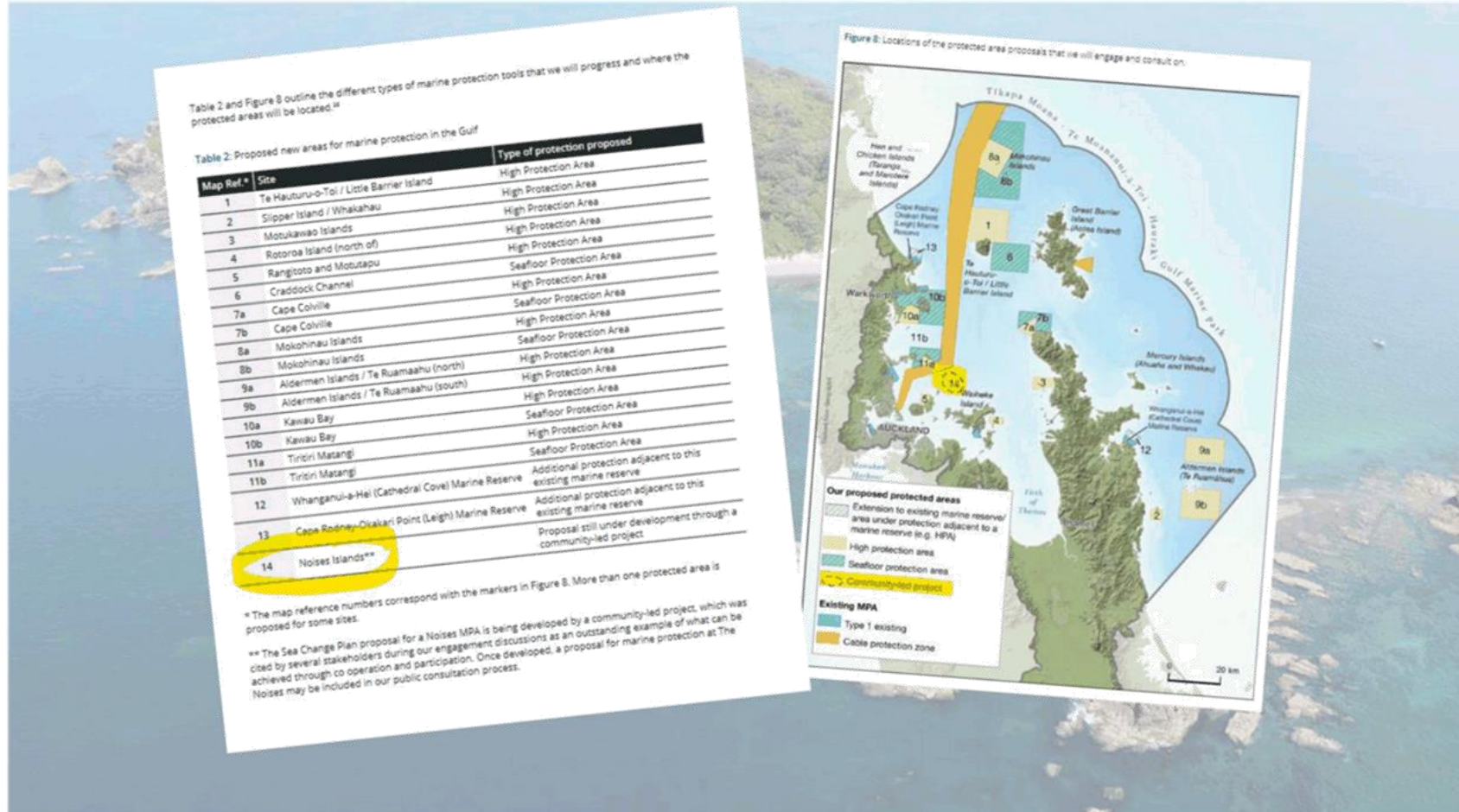

Hauraki Gulf Forum
Te Kōwhiri o Te Moana
Te Kōwhiri o Te Moana

Attachment A

Item 4.3

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Moutere 3101

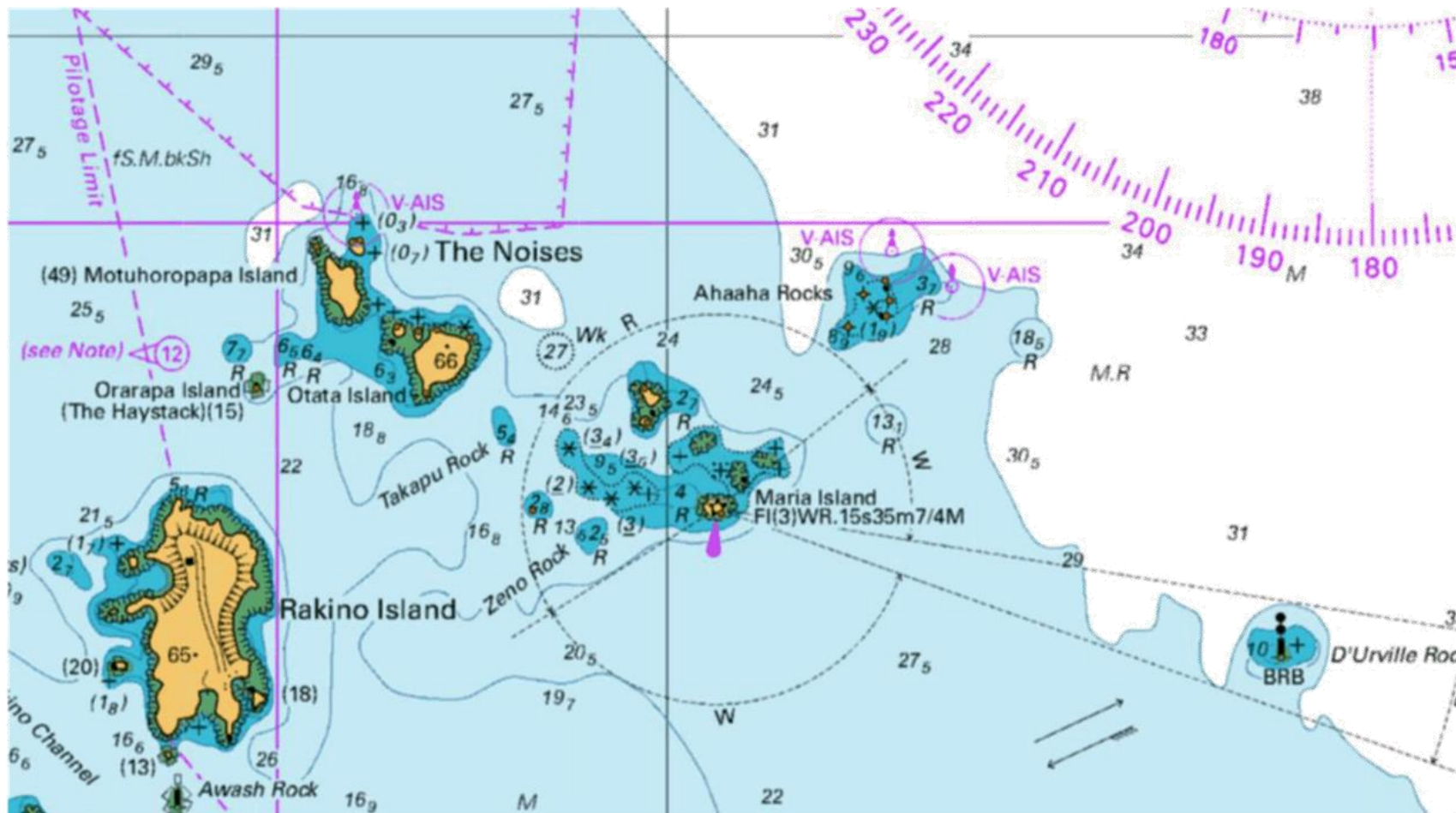


Item 8.1

Attachment B

Minute Attachments

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Attachment A

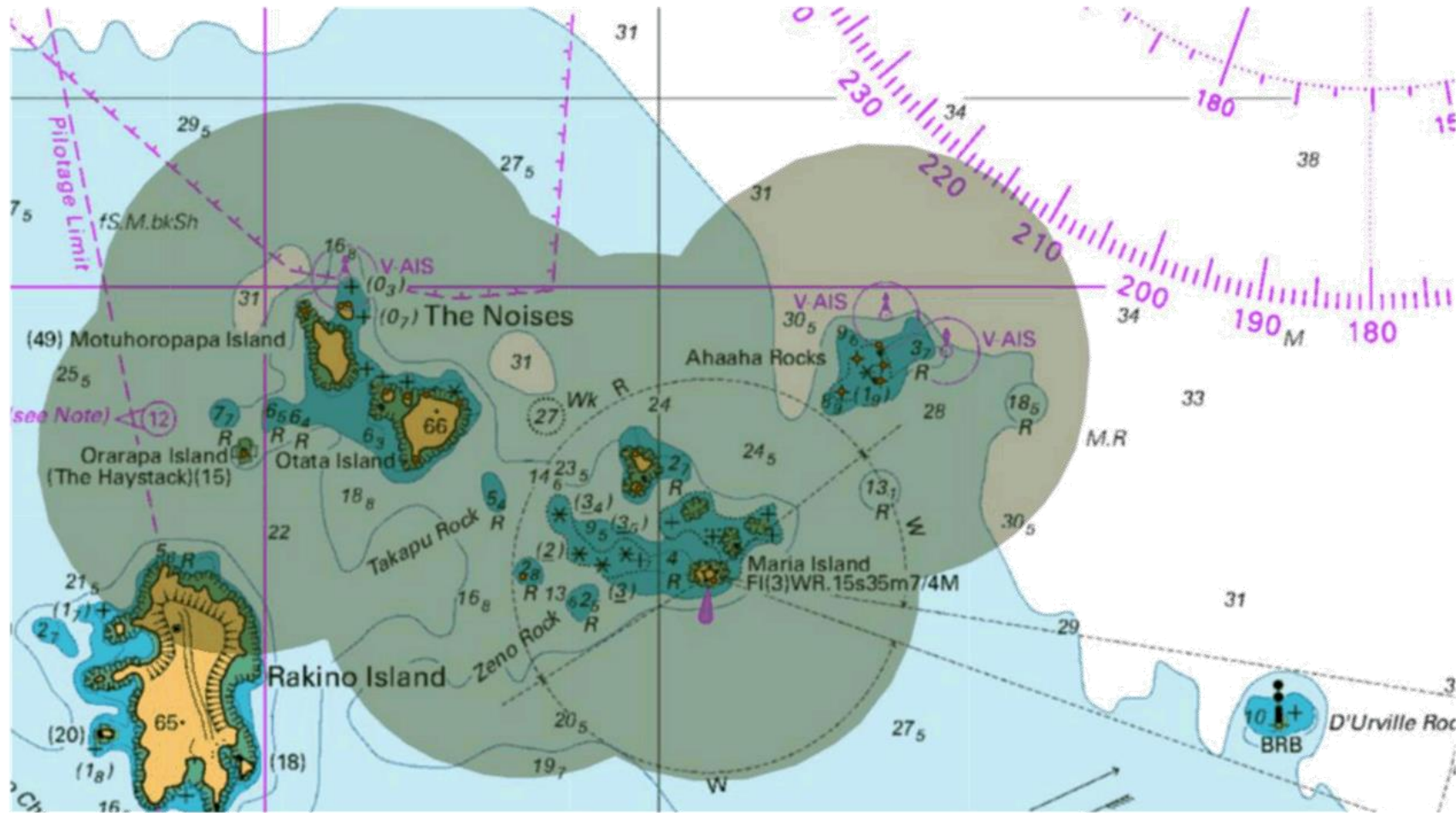
Item 4.3

Item 8.1

Attachment B

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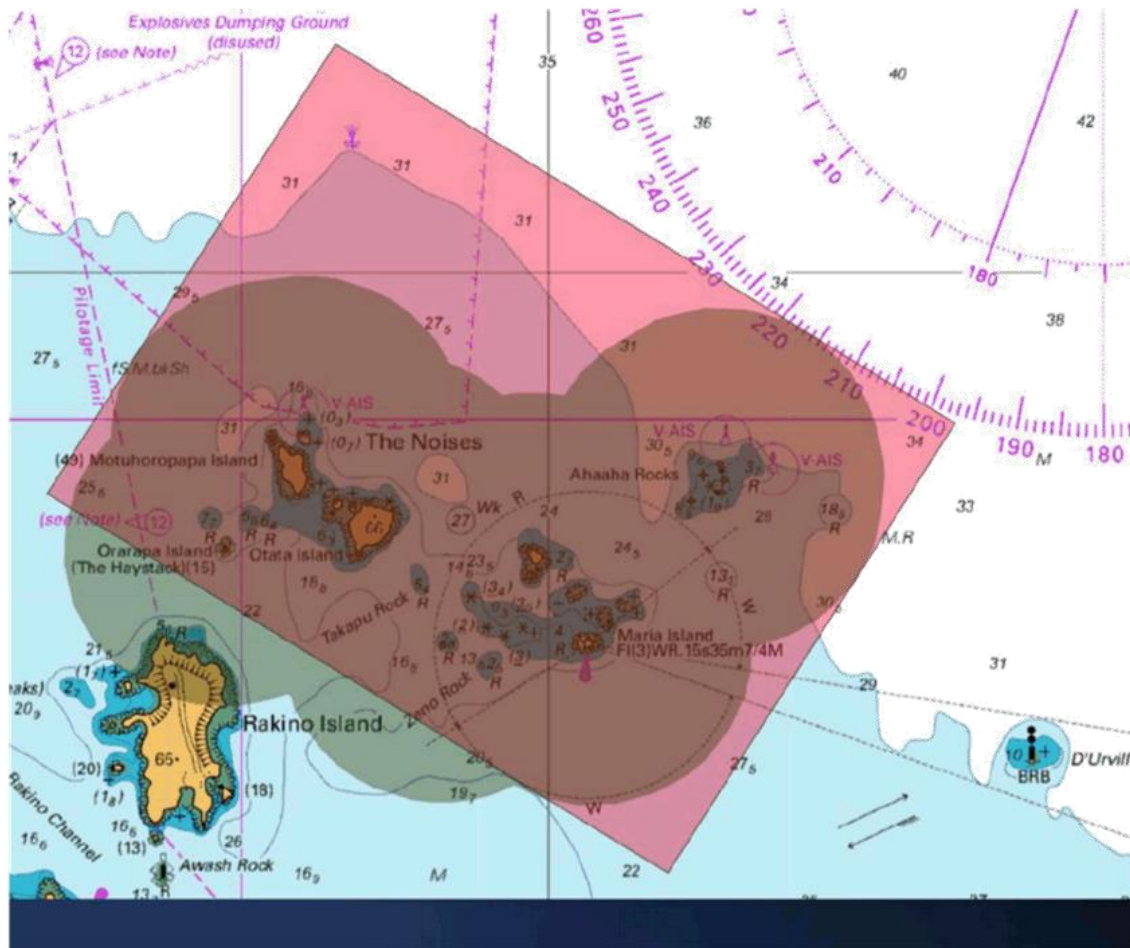
Hauraki Gulf Forum
 23 August 2021

Hauraki Gulf Forum
 Te Kauhīhera ā-rohe o
 matamata-piako
 District Council

Hauraki Gulf Forum
 23 August 2021



Minute Attachments



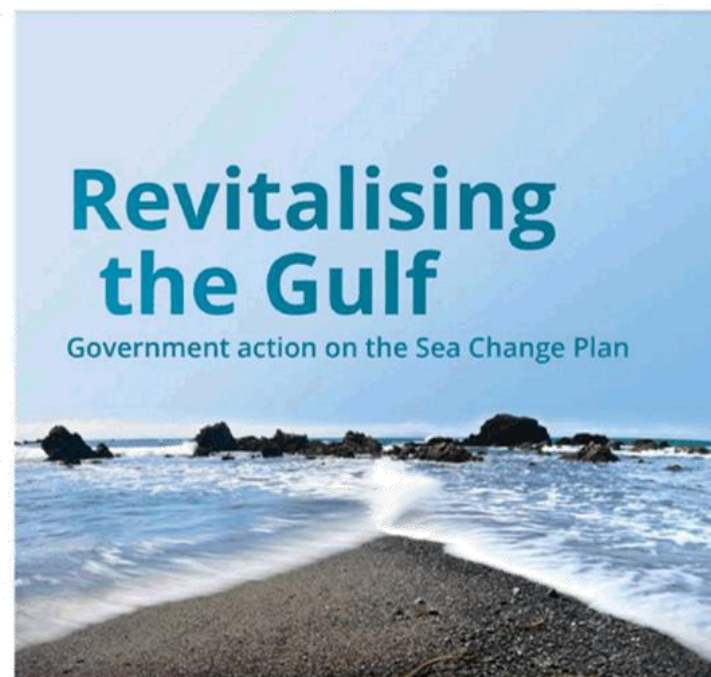
- Approx. 61 km²
- 0.5% of the HGMP

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Next steps for the Government Strategy in response to the Sea Change Plan

Presentation to the
Hauraki Gulf Forum

23rd August 2021



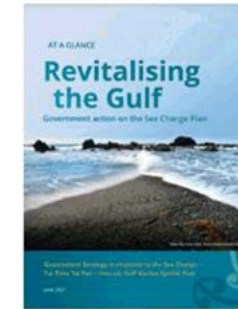
Department of
Conservation
Te Papa Atawhai



Fisheries New Zealand
Tini a Tangaroa

Attachment A

Item 8



State of our Gulf Reports

- The Hauraki Gulf Forum commissions State of our Gulf reports every three years
- Consecutive State of our Gulf reports have shown a continual decline in the health of the Gulf due to human activity

The Sea Change Plan

- The Sea Change Plan was released in 2016 by an independent Stakeholder Working Group
- The Sea Change Plan includes over 180 recommendation to improve the health and mauri of the Gulf across land and freshwater

Revitalising the Gulf

- DOC and MPI (FNZ and BNZ) jointly developed the Government's response to the marine proposals in the Sea Change Plan: *Revitalising the Gulf – Government action on the Sea Change Plan*
- The Ministers for Oceans and Fisheries and of Conservation released the Strategy in June 2021
- The Strategy sets out a roadmap of actions Government will take to improve the health of the Gulf



Attachment A

Item 8

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhera ā-rohe o
matamata-piako

Item 8.1

Attachment B

Minute Attachments

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A Cross-Agency Implementation Group comprising of DOC and MPI officials will:

1. oversee delivery of the actions in *Revitalising the Gulf*;
2. ensure cross-agency oversight and ownership; and
3. provide updates to Ministers, mana whenua and stakeholders.

A Project Team supported by a project manager and project administrator, will lead implementation of individual workstreams.

A Senior Māori Engagement Advisor will provide strategic advice on Māori engagement, help to broker relationships, and provide cultural expertise and support to the project team.

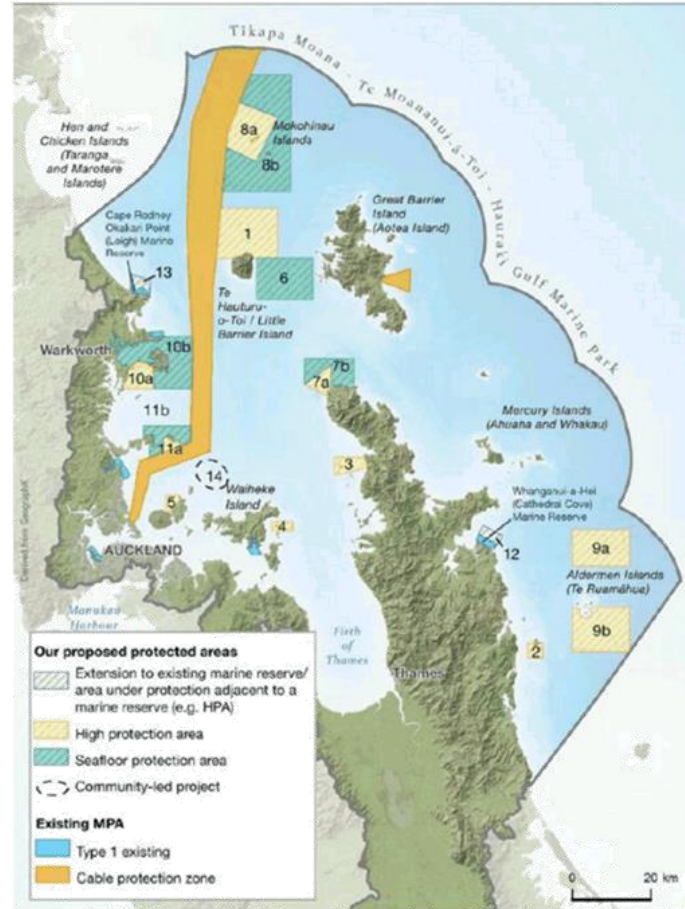


- 11 High Protection Areas (HPAs)
- 5 Seafloor Protection Areas (SPAs)
- 2 additional marine protection areas adjacent to existing no-take marine reserves
- Work with mana whenua, communities and regional and local management agencies to:
 - implement a marine protection monitoring and reporting programme that will form part of the Strategy's Monitoring and Reporting Framework; and
 - identify priority research needs.

Attachment A

Item 8

Minute Attachments



Hauraki Gulf Forum
 23 August 2021



Item 8.1

Attachment B

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**Marine Protection
(DOC lead)**

**Work Programme
12 – 18 Months**



Iwi engagement – completed by early 2022

- identification of customary practices for inclusion in new legislation
- agreement on whether an HPA or marine reserve will be applied to the areas adjacent to Whanganui-a-Hei and Okakari Point-Cape Rodney marine reserves



The Noises' community-led project – next steps agreed in 2021



Undertaking public consultation – commencing mid-late 2022



Legislative drafting process – underway late 2022

Attachment A

Item 8

Minute Attachments



Fisheries
Management
(FNZ lead)

Overview and
Work Programme

12 – 18 Months



Establish the Hauraki Gulf Fisheries Plan Advisory Group – **operational by early 2022**



Finalise the Hauraki Gulf Fisheries Plan – **operational towards end of 2022**



Co-develop proposal to develop fisheries indicators and monitoring framework with the Sustainable Seas National Science Challenge – **proposal submitted by end of 2021**



Work to develop “Trawl Corridors” – **workshops commence 2021**



Commercial dredge footprint and recreational dredging ban considered as part of a broader approach to scallop management for northern scallops - **ongoing**

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhera
Te Matamata-Piako

Item 8.1

Attachment B



Attachment A

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23 August 2021

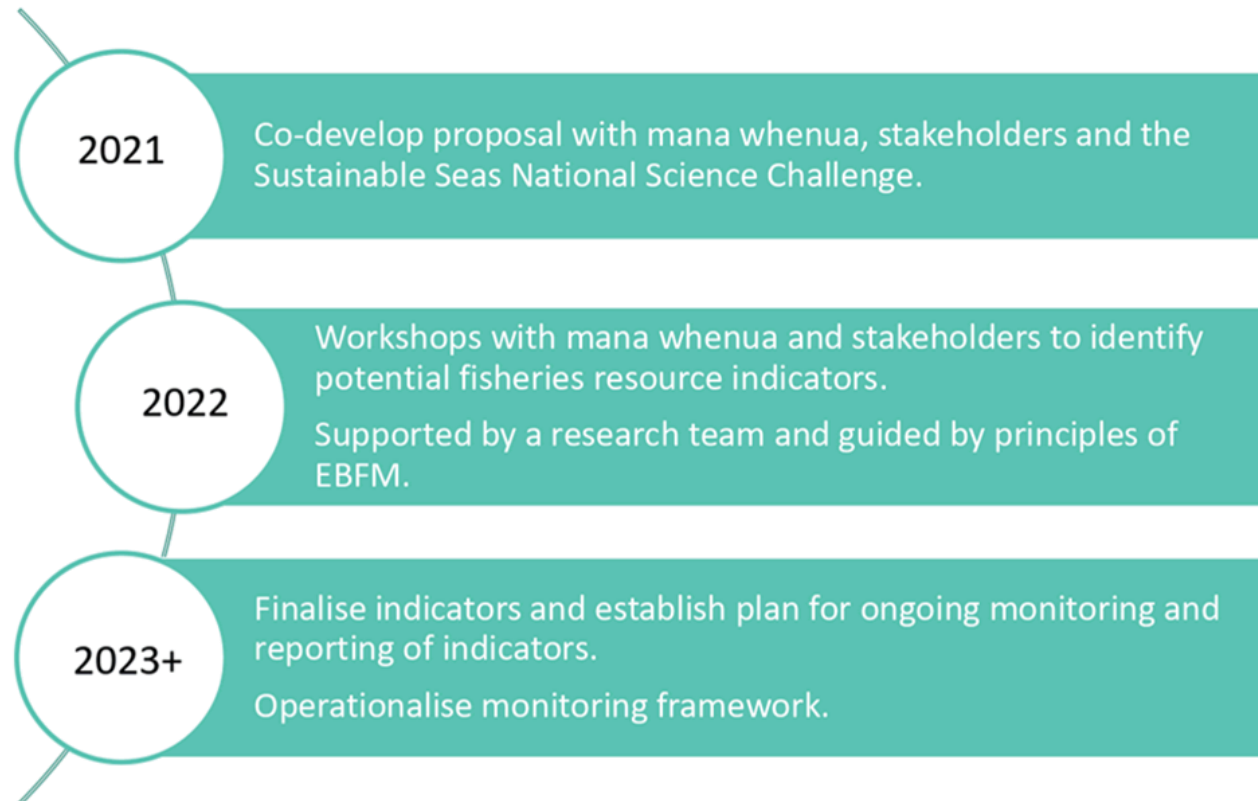


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**Fisheries
Indicators
and
Monitoring
Framework**



Attachment A

Item 8

Minute Attachments



Overall Management
Objective:

*Establish corridors for
bottom trawl and
Danish seine fishing
that optimise the
balance between
protection of benthic
habitats and fisheries
use.*

Scientific Process

- Research Project (BEN2021-04) to explore options for balancing benthic habitat protection and mobile bottom contact fishing in the Hauraki Gulf.
- Stakeholders will collaboratively design and test trawl corridor scenarios with the help of a research team and a spatial decision support tool.
- Costs and benefits for benthic biodiversity and fisheries use will be evaluated.
- Workshops completed by mid 2022.

Regulatory Process

- Optimal scenarios for corridors identified by mid 2022.
- These would inform development of a regulatory proposal for implementing trawl corridors.
- Regulatory process including public consultation will follow.

Hauraki Gulf Forum
23 August 2021


Hauraki Gulf Forum
Te Kaitiaki ā-rohe o
matamata-piako

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Ahu Moana
(FNZ lead)

Overview

Outcomes:

1. Positive environmental changes in locally managed nearshore coastal areas
2. Effective kaitiakitanga and guardianship

How:

- Work with mana whenua, local communities and others, to identify collaborative management principles that will help deliver local outcomes.
- Identify what is needed from central government to facilitate and support local initiatives and build that into our way of working.

Attachment A

Item 8

Minute Attachments



Ahu Moana
(FNZ lead)

Work
Programme
12 – 18 Months



Connect with Ahu Moana pilot areas (Aotea and Te Mātā/Waipatukahu) to:

- understand their aspirations for local coastal area management
- Communicate the process for progressing ahu moana pilots
- Note that communities and mana whenua must come together to determine objectives for their local marine and coastal area



Support implementation of Ahu Moana pilots – **2021/2022**



Review existing legislative tools and processes – **mid 2022**



Begin drafting Ahu Moana framework – **mid 2022**

Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kauhīhera
Te Matamata-Piako

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The graphic features a dark blue handprint with a yellow fish inside it, set against a light green background. Below the handprint, the text reads: "Active Habitat Restoration (DOC lead)", "Overview and Work Programme", and "12 – 18 Months".



Develop a habitat restoration guidance framework, alongside mana whenua and stakeholders, that will:

- examine and report on habitat losses, the ecosystem services lost within those habitats, and the potential for active habitat restoration in the Gulf;
- drive restoration priorities specific to the Gulf;
- offer practical tools to guide active restoration projects; and
- reduce regulatory barriers to restoration projects.

Attachment A

Item 8

Minute Attachments



Aquaculture
(FNZ lead)

Overview and
Work
Programme

12 – 18 Months



Work with Auckland Council and Waikato Regional Council to address any central government barriers that are hindering progress



Support aquaculture infrastructure, research and innovation initiatives in the Gulf that contribute to the Strategy's outcomes for aquaculture, including opportunities for restorative aquaculture; and



Promote increased Māori participation and support mana whenua aspirations in the Gulf's aquaculture industry

Hauraki Gulf Forum
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Attachment B



- Provide national co-ordination for marine biosecurity activities while working with Treaty Partner, Regional Councils and industry to develop a National Strategy for Domestic Marine Biosecurity.
- Continue to support and co-ordinate activities with the Top of the North Marine Biosecurity Partnership, prioritising:
 - development and delivery of an inter-regional biofouling pathway management plan
 - support to progress the development of a vessel database as an important implementation tool for the inter-regional pathway plan with national benefits.
- Continue biannual surveillance at high-risk areas (ports of first arrival).
- Maximise use of the MBIE-funded Marine Biosecurity Toolbox (\$10.4 million over five years).

Attachment A

Item 8

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**Protected Species
(DOC lead)**

**Overview and
Work Programme**

12 – 18 Months

- Complete a review of the Hauraki Gulf Marine Mammals Tourism Site Plan
- Refresh the Auckland Island Biosecurity Plan
- Build a process to engage with recreational fishers to gather bycatch information
- Agree priority research questions, including black petrel monitoring, through the Conservation Services Programme
- Engage with recreational fishers and relevant agencies to explore recreational fisheries bycatch mitigation options
- Consider whether any further actions are needed to reduce the threat posed by the RMS Niagara shipwreck to wildlife
- Improve observation (direct or electronic) of commercial fisheries and bycatch mitigation technologies
- Align island biosecurity plans across the Gulf

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Te Kauhīhera ā-rohe o
matamata-piako

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**Research,
Monitoring and
Reporting
(DOC lead, FNZ
support)**

**Overview and
Work Programme
12 – 18 Months**

- Establish a research and monitoring working group to:
 1. oversee delivery of desired research, monitoring and evaluation outcomes for the Strategy;
 2. assess the effectiveness of the Strategy’s interventions and track implementation of actions;
 3. report and make recommendations to the Cross-Agency Implementation Group; and
 4. increase the availability and accessibility of research and monitoring data.
- Key deliverables in the next two years are development of:
 - a monitoring and reporting framework; and
 - a Hauraki Gulf research plan.

Attachment A

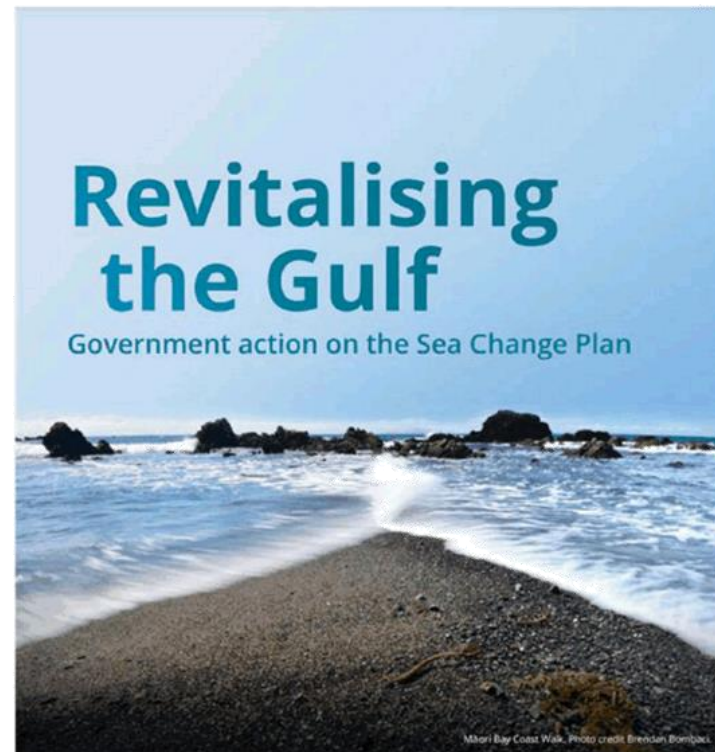
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For more information:

Read the Strategy online at
<https://www.doc.govt.nz/revitalise-the-gulf>
<https://www.mpi.govt.nz/revitalising-the-gulf>

Or contact the team:
seachange@doc.govt.nz
seachange@mpi.govt.nz



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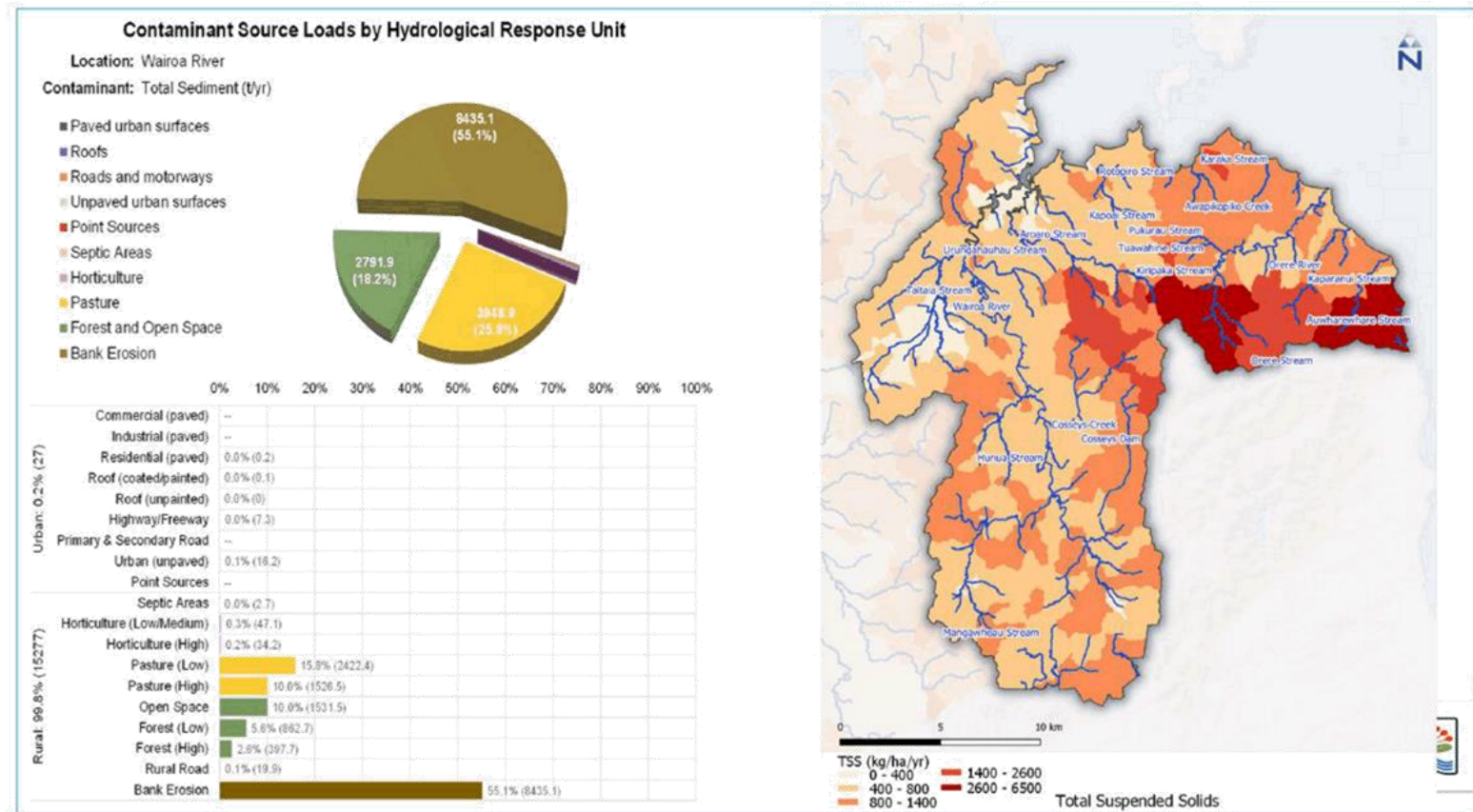
Attachment A

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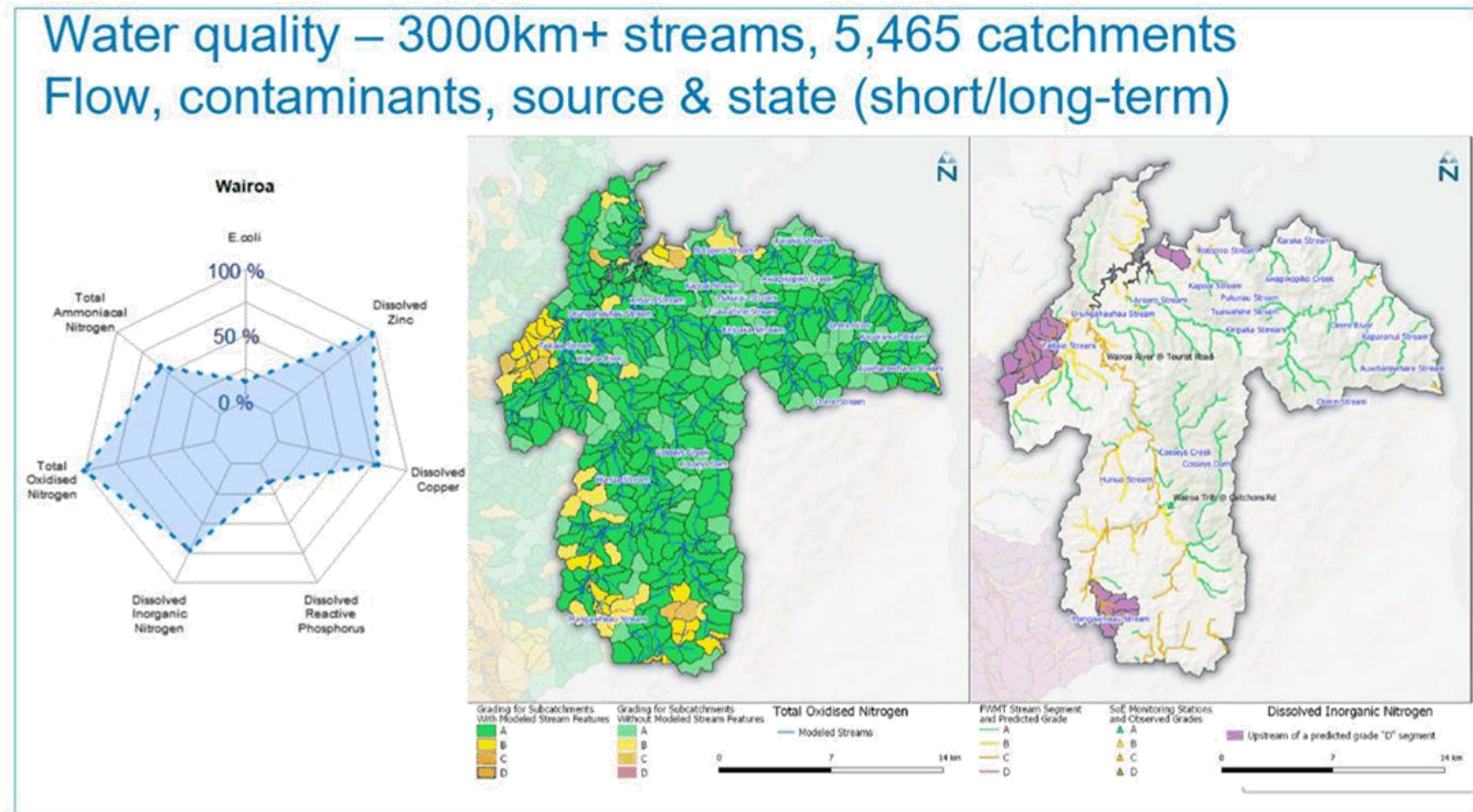
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Attachment B

Hauraki Gulf Forum
Te Kauhīhera
23 August 2021

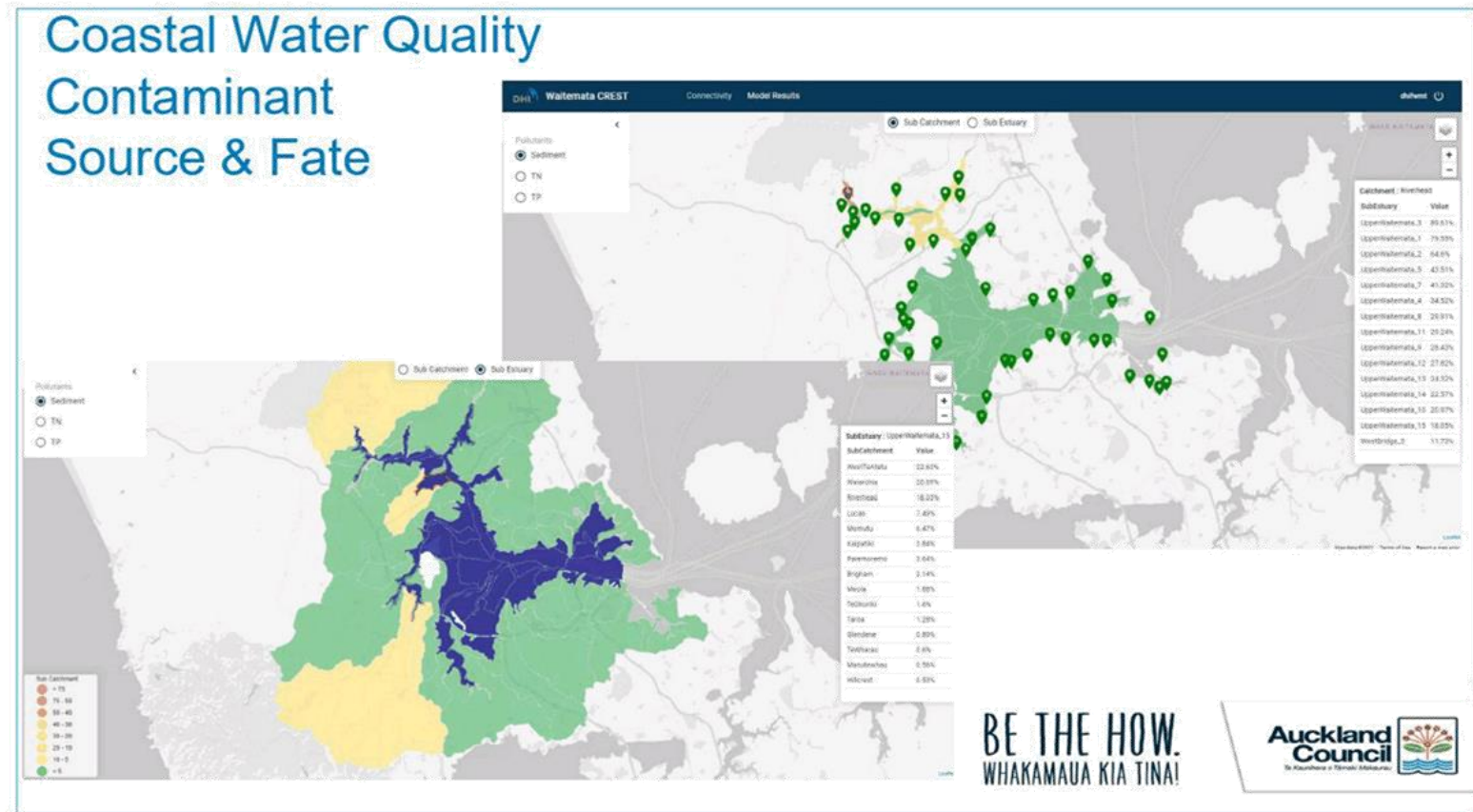


Attachment A

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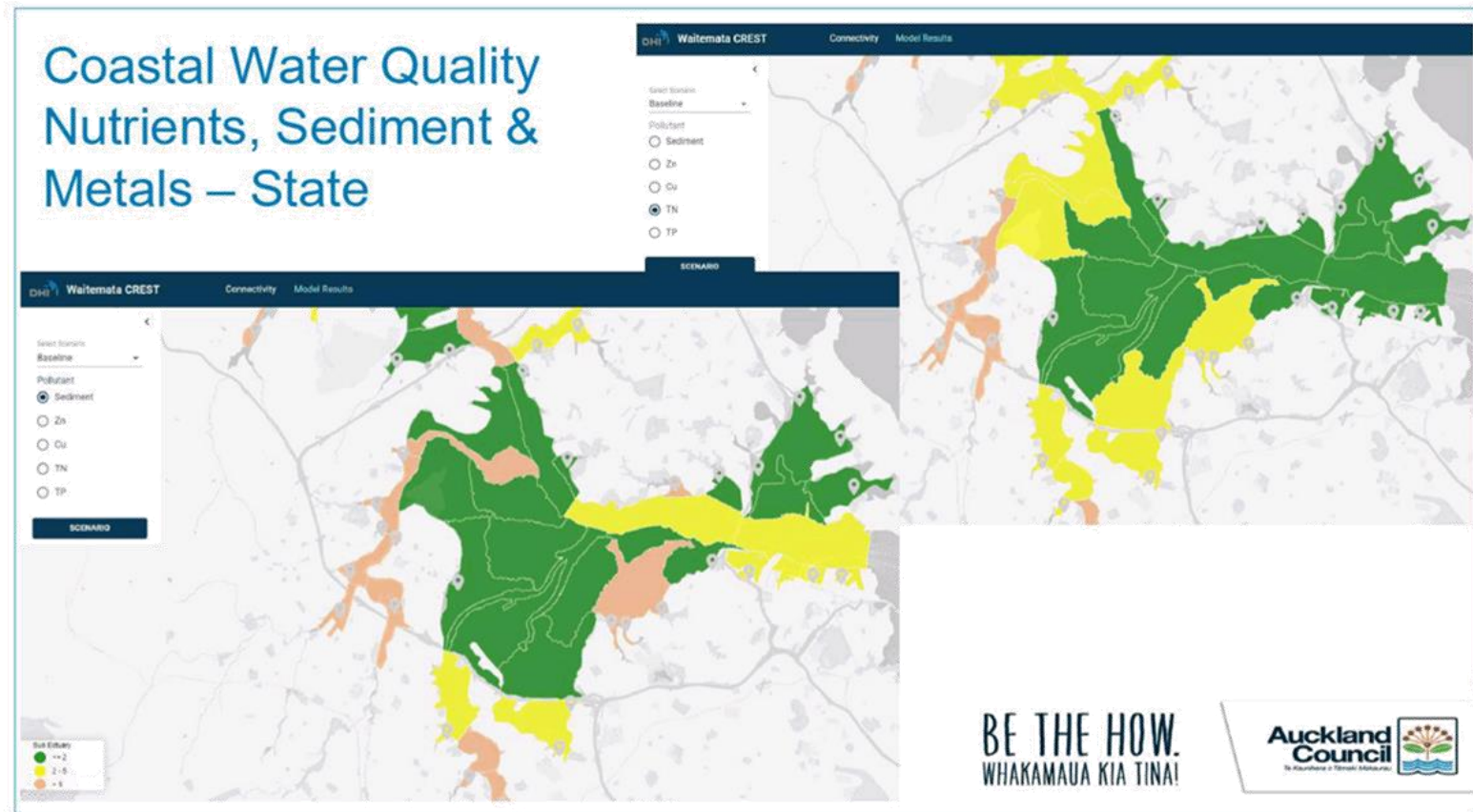


Hauraki Gulf Forum
23 August 2021

Hauraki Gulf Forum
Te Kaitiaki o Te Kaitiaki

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Attachment A

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Hauraki Gulf Forum
23 August 2021

Creating a “Sea Change” Hauraki Gulf Forum & FWMT

Peer-reviewed, exemplary tool to empower “Sea Change” into action.

Chapter 7 - Themes A (Sediment) & B (Nutrients)

- Integrated **catchment modelling**, to
- Establish **load limits**, to
- Develop **action plans** for sediment, nutrients, metals & *E.coli*

Comprehensive, integrated understanding of action to achieve vision



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Hauraki Gulf Forum
Te Kauhīhira
Te Matamata-Piako

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Attachment B

8 Ngā Pūrongo Whakamārama | Information Reports

Waikato Civil Defence and Emergency Management Group Joint Committee - Minutes 2 August 2021

CM No.: 2495485

Rāpopotonga Matua | Executive Summary

Waikato Civil Defence Emergency Management Group Joint Committee minutes from 2 August 2021 meeting are attached to the agenda.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

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

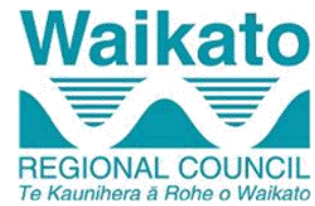
[A↓](#). Waikato CDEM Joint Committee Minutes - 2 August 2021



Ngā waitohu | Signatories

Author(s)	Vicky Cowley Emergency Management Officer	
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Approved by	Dennis Bellamy Group Manager Community Development	
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**Waikato Civil Defence and Emergency Management Group Joint
Committee
MINUTES**

Date:	Monday 2 August 2021 1.30pm
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 R Smith (Matamata Piako District Council) Cr A Williams (Rotorohanga District Council) Cr T Lee (South Waikato District Council) Cr S Christie (Thames - Coromandel District Council) Cr N Smith (Waikato District Council) Cr L Brown (Waipa District Council) Cr A Goddard (Waitomo District Council)
Others Present:	N Hawtin (Democracy Advisor) D Coetzee (Manager Regional Partnerships Unit - National Emergency Management Agency)

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 2 August 2021

1. **Apologies**

There were no apologies.

2. **Confirmation of Agenda**

WCDEM21/24

Moved by: Cr S Christie

Seconded by: Cr P Buckthought

Resolved (Section A under delegated authority)

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

carried

4. **Confirmation of Minutes**

A request was made that the notation of N Smith's vote against the resolution in item 6 be positioned under the notation that the resolution was carried. Staff agreed to make the change requested.

WCDEM21/26

Moved by: Cr L Brown

Seconded by: Cr A Williams

Resolved (Section A under delegated authority)

Following the adjustment made to item 6, the minutes of the Waikato Civil Defence and Emergency Management Joint Committee's meeting on 31 May 2021 be received and accepted as a true and accurate record.

carried

3. **Disclosures of Interest**

There were no disclosures of interest.

5. **Government Reforms**

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

- a. There was a discussion about forming a subgroup of the Committee to assist the Committee deal with minor issues/submissions. Three members could be appointed to the group which would function as a working group. A member requested that all submissions be forwarded to joint committee members prior to subgroup meeting so that comments could be made.
- b. It was intended that the subgroup operate as a working group and meet virtually to avoid the need for travel cost and time.
- c. The members of the subgroup were nominated as follows: Anna Park (Taupō District Council), Hugh Vercoe (Waikato Regional Council) and Sally Christie (Thames - Coromandel District Council).

WCDEM21/27

Moved by: Cr T Lee

Seconded by: Cr S Christie

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 2 August 2021

Resolved (Section A under delegated authority)

1. That the report *Government Reforms* (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021) be received.
2. That a subgroup be established with delegated authority to approve submissions made on behalf of the Waikato Civil Defence Emergency Management Group Joint Committee. All members of of the Waikato Civil Defence Emergency Management Group Joint Committee to approve details of the subgroup prior to its establishment.

carried

6. Waikato CDEM Group Plan Minor Review

The report was taken as read. There were no questions.

WCDEM21/28

Moved by: Cr S Christie

Seconded by: Cr A Williams

Resolved (Section A under delegated authority):

1. That the report *Waikato CDEM Group Plan Minor Review* (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021) be received.
2. That the Waikato Civil Defence Emergency Management Group Joint Committee adopts the *Waikato Civil Defence Emergency Management Group Plan* as amended.

carried

7. Major Review – Waikato CDEM Group Plan

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

- a. A member discussed whether it would be more suitable to begin the review work on the Plan in 2023 so it lined up with further changes.
- b. Staff noted that there was no suggestion that the director’s guideline for risk assessment would change. It was recognized that it may take 12 to 18 months to review and make changes. Waiting until 2023 would risk rendering the Group Plan obsolete and undermining its usefulness as a strategic guidance document.
- c. Members noted their approval of how the review was progressing.

WCDEM21/29

Moved by: Cr A Park

Seconded by: Cr L Brown

Resolved (Section A under delegated authority):

1. That the Joint Committee receive the report *Major Review – Waikato CDEM Group Plan* (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021).
2. That the Waikato Civil Defence Emergency Management Group Joint Committee approve option three for review of the *Group Plan*.

carried

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 2 August 2021

9. Group Work Plan – recent activity against priority actions

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

- a. A member questioned whether there had been an update on the boundaries in relation to COVID-19.
- b. Staff noted that the Waikato agencies' feedback had progressed through the appropriate channels for approval regionally and had only recently been sent to central government; so a response from the government is not expected yet.
- c. Staff discussed the history and issues caused by the previous response structure. The expectations to supply staff and how it impacted the member councils. The new concept of operations required all local authorities to provide staff to an enlarged GECC and the allocation of staff was proportional to the population of each territorial area, so that it was balanced.
- d. Members and staff discussed how the new deployment policy enabled staff to support the GECC, without the need for multiple line-management approvals within the employing councils.

WCDEM21/30

Moved by: Cr P Buckthought

Seconded by: Cr S Christie

Resolved (Section A under delegated authority):

That the report *Group Work Plan – recent activity against priority actions* (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021) be received.

carried

10. Summary Report – CEG Meeting – 19 July 2021

The report was taken as read.

A short break was called by the Chair at 2:20pm

WCDEM21/31

Moved by: Cr A Park

Seconded by: Cr S Christie

Resolved (Section A under delegated authority):

That the report *Summary Report – CEG Meeting – 19 July 2021* (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021) be received.

carried

8. Update from the National Emergency Management Agency

The meeting resumed at 2:22pm

Cr A Park left the virtual Teams meeting at 2:22pm

The report was presented by National Emergency Management Agency (D Coetzee). The following was noted:

Waikato Civil Defence and Emergency Management Group Joint Committee Minutes 2 August 2021

- a. A member questioned in relation to the review of the National Emergency Management Agency, how assurance would be provided that there were no conflicts of interests on the part of the person evaluating the Agency. The Agency would not be self-evaluating. Conflicts would be carefully managed.
- b. Members discussed potential changes to structures, and the inclusion of Iwi. There was discussion around the importance of having a primary controller, as the creation of joint controllers could create confusion in emergency situations.
- c. D Coetzee and members discussed the potential for joint locations and whether the National Emergency Management Agency had considered working in the same building (as CDEM Groups). It was always an option to have staff actively working with civil defence teams around the country. However, it was vital that staff would need to be experienced and able to work independently.
- d. A member questioned whether there was any chance the review would impact the current established committee. The current structure had been hugely beneficial to the districts as it provided effective communication. From a legislative point of view it did not appear there would be a change to the committees.
- e. A member noted that the local government reform would effect change in the Waikato, but it was unlikely to change the boundaries of the region. Legislative change was not expected before the end of 2022 at the earliest.

WCDEM21/32

Moved by: Cr N Smith

Seconded by: Cr L Brown

Resolved (Section A under delegated authority)

That the report *Update from the National Emergency Management Agency (Waikato Civil Defence Emergency Management Group Joint Committee 2 August 2021)* be received.

carried

The meeting concluded at 2:56pm

8 Ngā Pūrongo Whakamārama | Information Reports

Te Aroha & District Museum Society - 2020/21 Annual Report

CM No.: 2483938

Rāpopotonga Matua | Executive Summary

Janice Parsell and Evie Kinane in attendance to present Te Aroha & District Museum's Annual Report for 2020/21. A copy of the report is attached to the agenda.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

[A↓](#). Te Aroha & District Museum 2020/2021 Annual Report



Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Don McLeod Chief Executive Officer	

Annual Report – 2021 - 29th May, 2021

It gives me great pleasure to present the 49th Annual Report for the Te Aroha & District Museum Society inc. for the year ending 31st March, 2021

FUNDING

Our society continues to rely on funding to operate successfully. The support we receive from funders enables us to continue to develop, prosper and care for our artifacts at very best museum standards. We applied to seven organizations for funding; a total of \$26,650.05 was received

- **Trust Waikato** – \$3,000.00 Administration costs that occur during the winter months
- **Grassroots** - \$4,500.00 Vinyl for Back-room Project
- **Helping Hands, Te Paerangi** – \$1,999.55 Conservations supplies for storage of archives and photos
- **MPDC (3 Museums Group)** - \$12,000.00 To employ an Administrator to work for 15 hours per week.
- **MSD** - \$4,500.00 Top up wages to employ Administrator
- **Roy & Enid Nicol Trust** – \$420.50 Upgrade signage in the Elsa McGirr Room
- **Rotary International (Te Aroha)** - \$230.00 Up skill Administrator course fees

The Society appreciates this financial support as it enables us to continue to develop a professional and contemporary approach to the administration and management of our organisation.

Administrator

We congratulate Ruth in attaining her “NZ Certificate in Museum Practice – Level 4”, this qualification will strengthen her museum knowledge and assist her to run the affairs of the museum society. Volunteers support Ruth as administrator and each month she accessions the artefacts that have been approved by the collection committee in preparation for them to complete and put away, as well as her administration duties. When the museum was shut for ten weeks due to COVID19, Ruth worked from home, keeping the social media active, applying for funding, producing the newsletter and keeping in touch with volunteers

Committee

We have a strong committee who work well together dealing with the day to day running of the affairs of the society. This year we produced our 5 year plan as well as doing the one year plan. These documents are important to keeping the society on track to achieve the plans we have. The committee also assesses any new donations to the society before being added to our collection.

Volunteers

I would like to thank Judy Forsman and Ian Bills who have resigned from their volunteering positions. Both have given many hours to the society and they have left a big gap to fill. Judy spent ten years recording our membership and delivering the newsletter, Ian clocked in every second week on door duty as well as serving on committee for fourteen years. Elena Marias, Elaine Arbuckle also resigned from volunteering. We welcomed Cheryl and Stuart Barclay, and Barbara Hill on to the team, we now have 24 volunteers. During the year 4016 hours were recorded by volunteers who come to the museum and do the tasks required. Museum Hosts welcomed 3708 visitor's, this is the highest for some time. There were noticeable surges when

Auckland came out of each lockdown. Domain Day was cancelled but we still had 131 visitors through our doors on that day. Fourteen students from St Joseph School were our only school group visit this year.

Patron

Roger McGirr accepted this position at our last AGM. We send Roger a copy of the committee minutes each month so he is kept informed of what is happening within the society

Life Members

Ron Galloway is nearly at the end of his travels and he continues to pop in from time to time and Marie Kidd still does a door duty once a month.

Collection

The museum is all about the collection. In 2008 we started digitizing our collection into the Past Perfect Software and at the end of December 2020 we had 11,819 items recorded, an increase of 420 for the year. While checking the records it was found there were nine pages of collection names, we have now rewritten the format to establish the appropriate collection for each artifact. This meant visiting every entry in Past Perfect, but the end result has been worth the effort. Volunteers have also been auditing the records, checking the artefacts are in good condition and updating or completing the documentation as necessary. This year's target is 12,500.

Membership

Thierry Messaoui has taken over the membership portfolio and has completed all the records in Past Perfect. We closed the year with 150 members. Members continue to receive four newsletters a year, with only a few not being emailed.

Displays

In 2017 we discovered the floor in the back part of the building was unsafe. Council completed the floor in September last year and volunteers have set up eleven new displays in this area, plus revamped the communication room. The society has a very good collection of Art work and Evie Kinane has done a magnificent job of this display and she has been responsible for the new "Calamity" display wall, which includes the 1985 landslide and other such events associated with the town over the years. Geoff Clark was in charge of the bottle display. Andrea Oostervijk volunteered to do the Mangaiti Village Display and the entertainment cabinet. Ruth Elgoran headed the music display with volunteers being involved throughout the process. Photographers, Businesses, A Place to stay, The Railway and The 1920's Look, all give a good variety of the past of our town and surrounds. The OSH Cabinet Project started in 2013 and we now have fifteen cabinets that are OSH standard in which we display our collection. With storage under each cabinet our volunteers find it easy to redo or add to a display. They also find it effortless to put away new donations after the catalogue record has been completed.

Condolences

On behalf of the society, I extend our condolences to those who have lost loved ones during the year.

Summary

The Society would like to thank the following businesses who have supported us during the last year – David King, Kings Computers, David does the back-up twice a week and he is always there when we have questions – Steve Quinlan, Joinery-Plus, Steve installed the new display cabinets –

Paul Anderson, Stanish Signs, for the new display signage – Piako Stainless Steel, repairs to the sliding unit and Tim, NMBL Web-page, sponsors and hosts our museum webpage.

The society continues to perform well, this is due to the commitment from our volunteers who work at recording the collection, keeping the museum open and doing all the other jobs that are required to operate successfully. This year in June, we will celebrate our 50th birthday. Our plans are to celebrate each day for the week leading up to the 30th June, concluding with a Matariki celebration. It will be wonderful to share our museum with everyone.

Janice Parsell
President
Te Aroha & District Museum Society Inc.

8 Ngā Pūrongo Whakamārama | Information Reports

Safety and Wellness Report

CM No.: 2495964

Rāpopotonga Matua | Executive Summary

The monthly Safety & Wellness Update for August 2021 is attached to the agenda. Kate Stevens, Safety & Wellness Team Leader in attendance to discuss the report with the committee.

Tūtohunga | Recommendation

That:

1. That the information be received.

Ngā Tāpiritanga | Attachments

[A↓](#). August 2021 Monthly Safety & Wellness Report



Ngā waitohu | Signatories

Author(s)	Kate Stevens Safety and Wellness Team Leader	
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Approved by	Kelly Reith People, Safety and Wellness Manager	
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Safety & Wellness Monthly Update: August 2021

The second half of August was dominated by COVID-related activities after New Zealand moved to Level 4 on the 18th of August. Page 2 of this update provides further information about how we are managing this pandemic.

Governance

We engaged Mike Cosman to run a health and safety governance workshop for Councillors and the Audit and Risk Committee during August.

Mike described the role of governance in achieving success as:

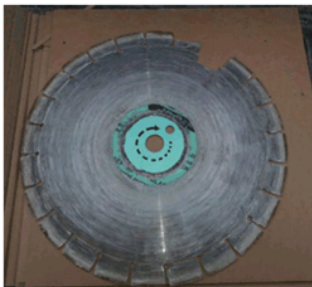
- The tone from the top—setting expectations
- Determining priorities
- Allocating resources
- Monitoring progress and outcomes
- Anticipating and planning for the future.

We will hold a follow-up workshop with Councillors in September to plan for future governance and due diligence activities.

Here's a quote from Mike's workshop:

“Good health and safety is:
the presence of the capacity to manage dynamic risk
and
to mitigate the consequences of failure (because we all make mistakes)”

Events of note this month:



Saw blade break at Morrinsville Waste Water Treatment Plant:

A contractor was operating a concrete saw when the blade jammed and a piece of the blade snapped off and grazed the operator's cheek. This incident could have resulted in serious injury and was therefore thoroughly investigated by the contractor. The saw and blade were relatively new and the operator was experienced. The contractors have amended their safe operating procedure and a face shield is now mandatory when operating the concrete saw.

Leaking hot water cylinder:

Swim Zone Te Aroha held a learning team after a hot water cylinder leak caused some water damage, and concerns were raised around mould. The damage is being repaired and the team have also clarified the lines of communication between staff, management and contractors.

Insecure load:

Some rocks fell off the back of a contractor's truck and a car hit a small rock, resulting in a flat tyre. No one was injured. The contractor is investigating.

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

Covid

New Zealand moved from COVID Level 1 to Level 4 lockdown on 18th August, with only a few hours' warning. This was in response to a community case of the Delta variant of COVID. Essential work such as water and waste water treatment, reticulation and refuse removal continued, and many of our staff were able to work from home. Our COVID Management Group which included people from across the organisation met regularly via Zoom, so we could resolve issues promptly and share information between teams to ensure a cohesive approach. Any contractors doing essential work for us were required to provide a COVID Safety Plan.

Delta Variant

Delta variant is the most transmissible variant and has spread rapidly worldwide.

Here are some key facts from the Ministry of Health Website:

- It is estimated that on average, one person infected with Delta may infect 5 or 6 other people.
- Delta can cause people to develop more serious COVID-19 illness than other variants of the virus, and people with a Delta infection are at higher risk of needing hospitalisation.
- People with Delta infections seem to carry much more virus and for a longer period of time than those infected with the original virus or other variants.
- The time from exposure to the virus until first symptoms is shorter for the Delta variant. Some people may have no symptoms (asymptomatic) when infectious.

Key measures to combat COVID

Vaccination:

Evidence currently shows the effectiveness of two doses of the Pfizer vaccine against illness due to Delta infection is about 88% and the protection against hospitalisation due to Delta infection about 96%. 47 MPDC staff have received their first vaccination dose and 23 have completed their second dose.

Vaccination is not 100% effective, so other precautions are necessary too:

- Working from home
- Physical distancing
- Wearing a face covering
- Contact tracing
- Staying home if unwell and getting a COVID test

Looking out for each other during lockdown

We appointed a Lockdown Mental Health Champion who provided regular Facebook posts for staff and items in the staff newsletter, to help keep people connected. Managers checked in regularly with their teams and many teams were able to hold team meetings remotely. We also promoted the many sources of support for people who might be finding the uncertainty of COVID difficult. Staff completed working from home checklists to ensure that they had a good workstation set up.

Civil defence response

MPDC activated a remote Incident Control Point (ICP) with all Coordinated Incident Management System (CIMS) functions active including Iwi Liaison. This provided an excellent training opportunity as many of those involved are new to Civil Defence. The intent of the ICP was to contribute to the wider efforts to contain the spread of COVID-19, by:

- Supporting Iwi, agencies and essential community providers, to enable communities and whānau to self-isolate
- Supporting our DHB(s) and the Ministry of Health to provide their relevant essential services
- Providing emergency welfare services, where there are no other means of support available
- Contributing to the national intelligence picture.

8 Ngā Pūrongo Whakamārama | Information Reports

Chief Executive Officer's Report

CM No.: 2495966

Rāpopotonga Matua | Executive Summary

The Chief Executive Officer's report for the period ending August 2021 is circulated separately to the agenda.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Debbie Burge Executive Assistant to the Mayor & CEO	
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Approved by	Don McLeod Chief Executive Officer	
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Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Matamata Industrial Land 26 Rockford Street - Divestment Strategy

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.