

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



## Mēneti Wātea | Open Minutes



Minutes of a meeting of the Corporate and Operations Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 28 April 2021 at 9.00am.

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### 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

## Ngā whakapāha | Apologies

Cr Teena Cornes

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	8.3
Stephanie Hutchins	Committee Secretary and Corporate Administration Officer	7.1
Susanne Kampshof	Asset Manager Strategy and Policy	7.2, 7.6
Mike van Grootel	Roading Manager	7.4
Rexine Hawes	Communications Officer	7.5
Todd Makeham	Parks and Reserves Operations Manager	7.5
Kelly Reith	People, Safety and Wellness Manager	8.1

## I reira | In Attendance

	Time In	Time Out
Chloe Blommerede – <i>Stuff Reporter, Waikato Times</i>	9.00am	12.31pm
Frank Healy – <i>Matamata Futures Representative</i>	9.31am	10.00am
Bruce Magan – <i>Matamata Futures Representative</i>	9.31am	10.00am
Troy Allan – <i>Submitter</i>	10.20am	11.08am
Amanda Allan – <i>Submitter</i>	10.20am	11.08am
Alison Gillingham – <i>Submitter</i>	10.20am	11.08am
Andrew Gillingham – <i>Submitter</i>	10.20am	11.08am
Alex Burton – <i>Thames Valley Car Club Representative</i>	10.20am	11.08am
Don Brunt – <i>Thames Valley Car Club Representative</i>	10.20am	11.08am
Lisa Gardiner – <i>General Manager, Ngāti Hauā Iwi Trust</i>	11.09am	12.35pm
Bevan Goldsmith	11.09am	12.35pm

**1 Whakatūwheratanga o te hui | Meeting Opening**

Chair Cr Kevin Tappin welcomed everyone and declared the meeting open at 9.10am.

**2 Ngā whakapāha | Apologies  
Apology**

**COMMITTEE RESOLUTION**

That the apology from Cr T Cornes be accepted and leave of absence from the meeting be granted.

**Moved by: Cr D Arnold**

**Seconded by: Cr J Sainsbury**

**KUA MANA | CARRIED**

**3 Pānui tāpiritanga take | Notification of Urgent Business**

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

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

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

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

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

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

There were no declarations of interest.

**5 Whakaaetanga mēneti | Confirmation of minutes**

**COMMITTEE RESOLUTION**

That the minutes of the meeting of the ordinary meeting of the Corporate and Operations Committee held on Wednesday, 24 March 2021, be confirmed as a true and correct record of the meeting.

Moved by: Cr D Arnold  
Seconded by: Cr J Sainsbury

**KUA MANA | CARRIED**

**6 Papa ā-iwi whānui | Public Forum**

There was no public forum.

**NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS**

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7 Decision Reports

## Community Ward Grants - Second Funding Round 2020/21

CM No.: 2390530

### Rāpopotonga Matua | Executive Summary

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

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

#### COMMITTEE RESOLUTION

That:

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

Moved by: Cr A Wilcock

Seconded by: Cr R Smith

**KUA MANA | CARRIED**

### Horopaki | Background

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

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

The Policy gives delegated authority to the ward Councillors to determine the outcome of applications received that are relevant to their ward. The results of each application are to be reported back to Council. A copy of the Grants Policy can be found at [https://www.mpdc.govt.nz/pdf/CouncilDocuments/Policies/Grants/community\\_grants\\_policy\\_2017.pdf](https://www.mpdc.govt.nz/pdf/CouncilDocuments/Policies/Grants/community_grants_policy_2017.pdf)

## Ngā Take/Kōrerorero | Issues/Discussion

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

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

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

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

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

### Communications and timeframes

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

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Committee Secretary and Corporate Administration Officer</b>	
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Approved by	Niall Baker <b>Corporate Strategy Team Leader</b>	
	Don McLeod <b>Chief Executive Officer</b>	



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

CM No.: 2423399

### Rāpopotonga Matua | Executive Summary

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

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

#### COMMITTEE RESOLUTION

That:

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

Moved by: Cr C Casey

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

### Horopaki | Background

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

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

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

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

### Ngā Take/Kōrerorero | Issues/Discussion

Bryan Lane

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

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

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

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

It is normal practice to consult with Mana Whenua prior to submitting an application to Council. However Policy states under **7. Consultation with Mana Whenua** that, “For the avoidance of doubt consultation requirements with Mana Whenua do not apply to private access ways”.

### Ngā Whiringa | Options

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

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

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

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

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

### Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

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


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

### Ngā take ā-lhinga | Consent issues

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

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

### Ngā Tāpiritanga | Attachments

- A.  Terminus Street, Te Aroha - Road Plan for Stage 2

B.  Final Road Naming Policy - 2 October 2019

**Ngā waitohu | Signatories**

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

## Matamata Futures Presentation

CM No.: 2426746

### Rāpopotonga Matua | Executive Summary

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

#### COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr J Sainsbury

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

#### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

#### Ngā waitohu | Signatories

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

*Item was considered after 7.6 Waharoa Rest Area: Opportunity to Purchase Land*

## Piakonui Road Rally

CM No.: 2421727

### Rāpopotonga Matua | Executive Summary

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

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

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

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

#### COMMITTEE RESOLUTION

That:

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

Moved by: **Deputy Mayor N Goodger**

Seconded by: **Mayor A Tanner**

**KUA MANA | CARRIED**

#### Horopaki | Background

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

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

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

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

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

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

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

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

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

#### Summary of submissions

Amanda Allan

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

Troy Allan

- Lack of maintenance being done,

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

Andrew and Alison Gillingham

- Road is in a shocking state with so many corrugations and we have not had anything done to it since the last car rally in October 2020 and feel that Council waits for the car rally to have its race before doing any work on the road.
- Dust is still a major problem even with the road being wet 4 times during the day,
- The noise scares all our stock and they stand in the corner for the whole day,
- As a ratepayer we feel we get no say about what happens with our road that we have to live on 365 days of the year so the car rally can have their one day of fun.

### **Ngā Take/Kōrerorero | Issues/Discussion**

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

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

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

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

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

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

### **Mōrearea | Risk**

Council require the following to mitigate risks;

- Public liability insurance to a minimum value of two million dollars,
- Approved traffic management plan for the closed section. This includes signage advising of the road closure and advanced warning signs etc.

- Letter Drops to all residents provide details for the marshals operating the closed section of roads so they can be contacted in case of emergency.
- Thames Valley Car Club has provided a Safety Plan for this event which is attached.





### Ngā Whiringa | Options

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

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

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

### Ngā Tāpiritanga | Attachments

- A.  Thames Valley Car Club Piakonui Rd Safety Plan
- B.  Piakonui Rd Closure 2021 - Submission Troy Allan
- C.  Piakonui Rd Closure 2021 - Submission Amanda Allan
- D.  Piakonui Rd Closure 2021 - Submission Andrew & Alison Gillingham

### Ngā waitohu | Signatories

Author(s)	Mike van Grootel <b>Rooding Manager</b>	
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Approved by	Fiona Vessey <b>Group Manager Service Delivery</b>	
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*Item was taken out of order and considered after 8.1 Safety & Wellness Report*



## Tamihana Street Tree Consultation

CM No.: 2419531

### Rāpopotonga Matua | Executive Summary

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

The trees were removed in October 2020.

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

#### COMMITTEE RESOLUTION

That:

1. **The report be received;**
2. **The Committee approves that MPDC go out for consultation on Tamihana Street only, with the options for trees/no trees. The options considered for consultation are**
  - a). **Kahikatea and small leave maple**
  - b). **Kahikatea and Kowhai**
  - c). **No trees and leave in grass**
  - d). **Other suggestions**

**Moved by: Cr K Tappin**  
**Seconded by: Cr A Wilcock**

**KUA MANA | CARRIED**

#### Horopaki | Background

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

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

Tamihana Street residents. Many schools and ECEs also used the opportunity to come and see the felling first hand. The Communications Team member on site used the opportunity to educate students and teachers on why the trees were problematic for residents, how Matamata-Piako District Council was managing the removal of the palms while keeping the public and property safe and also considering bird life.

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

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

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

## **Ngā Take/Kōrerorero | Issues/Discussion**

### ***Why we provide street trees***

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

Street trees can:

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

### ***Policy matters***

#### ***Tree Strategy 2010***

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

- To recognise the importance of tree planting in achieving a high quality landscape

- To provide for appropriate planned tree planting in the Matamata-Piako District
- To maintain and enhance the amenity, landscape, historical, cultural and botanical value of all trees on Council land, Parks, Reserves, Cemeteries, Esplanades, Street Trees, Corporate buildings.
- To avoid the adverse effects of trees for new plantings
- To mitigate or remedy the adverse effects of trees growing on existing areas
- To complement the Reserve Management Plans where the plans have a specific policy for the management of trees on reserves.

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

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

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

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

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

### ***Technical assessment***

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

### ***Options***

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

- Kahikatea and small-leaved maple planted alternately

- Kahikatea and kōwhai planted alternately

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

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

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

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

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

Council is asked to confirm the options for consultation.

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



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



### Mōrearea | Risk

The following risks have been identified:

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

### Ngā Whiringa | Options

- 1) Council can approve the options for consultation

2) Council can decline to approve the options for consultation

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

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

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

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

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

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

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

**Theme:** Environmental Sustainability

**Community Outcome:** We support environmentally friendly practices and technologies

**Theme:** Healthy Communities.

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


**Theme:** Connected Infrastructure

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

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

To be funded from operational budgets.

### **Ngā Tāpiritanga | Attachments**

A.  Attachment A - Replanting Options

### **Ngā waitohu | Signatories**

Author(s)	Mark Naudé <b>Parks and Facilities Planner</b>	
	Rexine Hawes <b>Communications Officer</b>	
	Todd Makeham <b>Parks &amp; Reserves Operations Manager</b>	

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

**Adjournment of Meeting**

The meeting adjourned at 11.21am to consider items on the Council Extraordinary meeting agenda. The meeting then reconvened at 1.32pm.

**Moved by: Cr D Arnold**

**Seconded by: Cr C Casey**

**KUA MANA | CARRIED**

## Waharoa Rest Area: Opportunity to Purchase Land

CM No.: 2421661

### Rāpopotonga Matua | Executive Summary

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

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

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

#### COMMITTEE RESOLUTION

That:

1. **The report be received;**
2. **Committee authorises staff to negotiate purchasing Lot 1 DP 86557 subject to Council approving the purchase price limit of \$50,000.**
3. **Staff to enquire if Lot 2 can be included in the purchase.**

Moved by: **Mayor A Tanner**

Seconded by: **Cr A Wilcock**

**KUA MANA | CARRIED**

#### Horopaki | Background

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

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

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

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

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

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

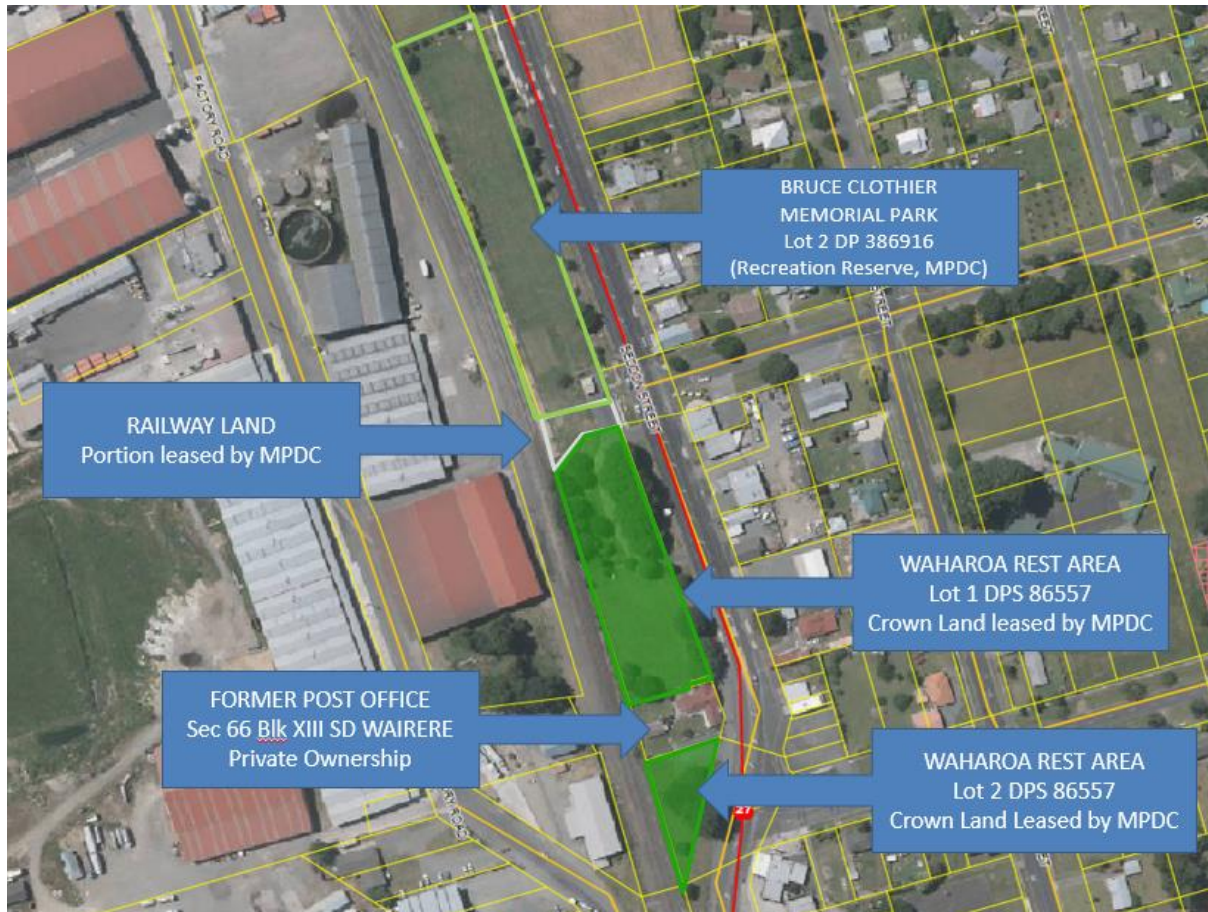


Figure 1: Locality map

## Ngā Take/Kōrerorero | Issues/Discussion

### Strategic purposes

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

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

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



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

### Railway land

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

### Land status

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

### **Mōrearea | Risk**

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

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

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

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

### **Ngā Whiringa | Options**

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

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

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

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

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

**Theme:** Connected Infrastructure

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

**Theme:** Connected Infrastructure

**Community Outcome:** Quality infrastructure is provided to support community wellbeing.

**Theme:** Healthy Communities

**Community Outcome:** Quality infrastructure is provided to support community wellbeing.

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

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

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

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

*Item was taken out of order and considered after 8.2 Waikato Civil Defence and Emergency Management Group Joint Committee – Minutes 1 March 2021*

8 Information Reports

## Safety and Wellness Report

CM No.: 2422661

### Rāpopotonga Matua | Executive Summary

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

#### COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Mayor A Tanner

Seconded by: Cr A Wilcock

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

- A.  Quarterly Safety & Wellness Report Jan-March 2021

### Ngā waitohu | Signatories

Author(s)	Kate Stevens <b>Safety and Wellness Team Leader</b>	
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Approved by	Kelly Reith <b>People, Safety and Wellness Manager</b>	
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*Item was taken out of order and considered after 7.3 Matamata Futures Presentation*

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

CM No.: 2422852

## Rāpopotonga Matua | Executive Summary

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

### COMMITTEE RESOLUTION

That:

1. The report be received.

Moved by: Cr R Smith

Seconded by: Cr C Casey

**KUA MANA | CARRIED**

## Issues for Consideration

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

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

## Ngā Tāpiritanga | Attachments

- A.  CDEM Waikato Joint Committee Minutes - 1 March 2021

## Ngā waitohu | Signatories

Author(s)	Vicky Cowley <b>Emergency Management Officer</b>	
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Approved by	Dennis Bellamy <b>Group Manager Community Development</b>	
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*Item was considered after 7.2 Road Naming for Stage 2, Terminus Street Development, Te Aroha*

## Chief Executive Officer's Report

CM No.: 2426575

### Rāpopotonga Matua | Executive Summary

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

#### COMMITTEE RESOLUTION

That:




1. The information be received.

Moved by: Deputy Mayor N Goodger

Seconded by: Cr J Thomas

**KUA MANA | CARRIED**

#### Ngā Tāpiritanga | Attachments

- A.  Final CEO report for period ending March 2021
- B.  Council Consents Received March 2021
- C.  MPDC Dashboard Quarter 1-3

#### Ngā waitohu | Signatories

Author(s)	Debbie Burge <b>Executive Assistant to the Mayor &amp; CEO</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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2.04pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF KOMITI O TE KAPOREIHANA  
ME NGĀ WHAKAHAERE | CORPORATE AND  
OPERATIONS COMMITTEE HELD ON 28 APRIL  
2021.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....  
Cr Kevin Tappin