



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

**Date:** Wednesday 12 August 2020  
**Time:** 9am  
**Venue:** Te Aroha Council Chambers,  
35 Kenrick Street, Te Aroha  
TE AROHA

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### Ngā Mema | Membership

**Mayor**

Ash Tanner, JP (Chair)

**Deputy Mayor**

Neil Goodger

**District Councillors**

Donna Arnold

Caitlin Casey

Teena Cornes

Bruce Dewhurst

James Sainsbury

Russell Smith

Kevin Tappin

James Thomas

Sue Whiting

Adrienne Wilcock

Phone: 07-884-0060  
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**1 Whakatūwheratanga o te hui | Meeting Opening**

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

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

**3 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 Whāki 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 Matamata-Piako District Council, held on 8 July 2020

**6 Public Forum**

## Sport Waikato Quarterly Report 1 April 2020 - 30 June 2020

RM No.: 2323623

### Rāpopotonga Matua | Executive Summary

The quarterly report for 1 April 2020 – 30 June 2020, is attached to the agenda, as per Memorandum of Understanding between Sport Waikato and the Matamata-Piako District Council.

### Tūtohunga | Recommendation

That:

1. The report be received.

### Consent

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

Sport Waikato receives funding from Council as part of the Long Term Plan. Quarterly reports is a requirement of the Memorandum of understanding between Sport Waikato and Matamata Piako District Council and must be completed for Sport Waikato to meet the terms of the agreement.

Sport Waikato representatives have made their apologies as they would normally present the report in person, they are currently focussing on their review process – as advised to Council and publically signalled - <https://www.sportwaikato.org.nz/news/sport-waikato-signals-transformational-change-to-g.aspx>.

Any questions can be relayed by staff to Sport Waikato for a response.

### Ngā Tāpiritanga | Attachments

[A↓](#). MPDC Council Report 1 April - 30 Jun 2020

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	



# Matamata Piako District Report

Date Range: 1<sup>st</sup> April – 30th June 2020



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### 1. ORGANISATIONAL UPDATE/S – Amy Marfell, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff is guided by the Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato 2025 – which is underpinned by a focus on 3 key areas: Our People; Building Communities; and Regional Leadership.



**OUR PEOPLE**

A focus on the provision of opportunities that meet the needs of the people of our region

MORE ADULTS, MORE CHILDREN  
'OUT THERE AND ACTIVE'



**BUILDING COMMUNITIES**

A focus on quality local delivery of sport, recreation and physical activity experiences

HELPING COMMUNITIES TO HELP THEMSELVES



**REGIONAL LEADERSHIP**

A focus on regional and national partners working together to lead change and enhance outcomes

LEADING AND DELIVERING CHANGE









**COVID-19 Impact on the Sport and Recreation Sector:** The emergence of COVID-19 in New Zealand has indeed prompted unprecedented and uncertain times, and this is certainly being felt among our regional and community sport and recreation partners. During this time, Sport Waikato is still operational with all staff working remotely. The core focus of Sport Waikato during COVID-19 is supporting the play, active recreation and sport system, and in so doing, we are actively connecting with our Regional Sport and Recreation Organisations and local clubs to understand their position and offer support, which includes linking them with resources and advice (including business continuity planning support) and assisting thinking about the opportunities for collaboration, modification and innovation. Sport Waikato remains committed to providing strategic leadership to the sector to ensure long term sustainability, whilst also maintaining a strong and positive connect with participants (via our digital platforms) to promote activity opportunities relevant to the current climate.

**Waikato Regional Sports Facilities Plan (WRSFP) Review:** Despite the current circumstances, the review of the WRSFP will still take place as scheduled to allow continued support for LTP planning processes. While face-to-face forums were planned with Council Technical Managers, these are now being rescoped to make sure that adequate feedback can be given to support the review process via digital mediums. We appreciate the continued engagement of our region's Territorial Authorities with the Plan and review process.





## 2. LOCAL PROJECT UPDATES








Status	On Track	Some Challenges	High Risk	Complete
				
KPI	Project	Overview of Achievements this Period	Impact in the District	Status
To grow participation in local communities to increase the number of individuals who meet the physical activity guidelines	<b>This is ME Piako</b> 	<p>This quarter has seen face-to-face community activations paused as we navigate our new normal post COVID-19. There has been an increased online presence, where This is ME has taken this opportunity to connect with a greater reach around the district and connect the Piako Community Working Group with those working groups in both Waipa and Taupo to share ideas and learnings from their own experiences with the initiative.</p> <p>The This is ME Piako community Facebook group proved to be an invaluable resource over the nationwide COVID-19 lockdown, as a space for women and girls to connect with one another at a time when this was difficult to achieve. With almost 200 members, and continuing to grow, the group is a critical resource to encourage, support and celebrate women and girls to keep active during and share their stories and experiences over these unprecedented times.</p>	Connecting women and girls to local opportunities and stories reflecting real experiences and growing confidence in capabilities. Giving providers a platform to offer female friendly classes eg Womens Only Crossfit class.	
	<b>ECHO Walking Festival</b>	Planning is underway for a walking festival in October to replace the festival that would have taken place during lockdown.	This festival aims to encourage, motivate and inspire people to enjoy walks and longer tramps and give them confidence to participate more frequently.	
To promote and advocate for healthy, active lifestyles	<b>Quarterly E-Newsletter</b>	Develop district specific articles for the Sport Waikato quarterly e-newsletter.	Opportunity to showcase best practice stories and give a wider overview of the work Sport Waikato undertakes across the region.	






LOCAL PROJECT UPDATES...continued










Status	On Track	Some Challenges	High Risk	Complete
				
KPI	Project	Overview of Achievements this Period	Impact in the District	Status
To work with the deliverers of sport, recreation and physical activity to provide sustainable, quality experiences	<b>District Cricket</b>	Initial planning underway to support and implement school cricket sessions culminating in a festival and club participation incentives led by Ramesh from ND Cricket	Cricket had a huge growth at junior level but looking ahead numbers may drop off resulting in a loss of volunteers and sustainability. Gaining more players and club members will produce ongoing sustainability.	
	<b>Strengthening Clubs</b>	To support the recovery and rebuild phase of the sport and recreation sector during this quarter the District Coordinators team and Sport Capability team have collaborated on redeveloping accessible and relevant club capability resources using a variety of delivery platforms in order to strengthen and sustain our community sport and recreation providers. This is in response to identifying that our community providers are being stretched by the demands of changing participation needs and growing compliance obligations which is impacting on their capacity and future sustainability. The Covid-19 pandemic did however highlight that the sport and recreation community were more receptive to online learning opportunities and connections than previously indicated which has enabled our team to explore alternative methods of delivery and support to our communities.	Committee chairs often struggle to lead their committees effectively and with a future focus often because they are too busy dealing with day to day matters. The resources aim to give short, insightful education that will allow them to take manageable steps towards more efficient and more effective clubs.	
	<b>Secondary School Netball</b>	Feedback was received indicating that Thames Valley secondary school teams were not enjoying participating in adult leagues. Alongside DCs in Hauraki and Thames Coromandel, we are connecting with WAI Bop netball to look at options to improve and support local netball centres to be involved in any changes.	Secondary school participation in netball was decreasing and it is hoped if we can address the concerns raised and offer a more fulfilling season then this will be reversed.	



	<b>Piako Gymnastics Club</b>	Acting as a mentor for the president who was struggling to stay on top of club matters . Working with her to develop clear club roles and responsibilities as well as clear policies and direction. Includes support for planning and running meetings.	Part of the leading to enable philosophy to encourage self sufficiency and sustainable clubs.	
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Status	On Track	 Some Challenges	 High Risk	 Complete		
<b>To develop, maintain and grow quality stakeholder relationships</b>	<b>Council Staff Meetings</b>	Meetings with Mark Naude and Bryan Turner to discuss various projects and impact of Covid on ongoing projects plus the Sport and Active Recreation Plan.				
	<b>Open Spaces and Places Strategy</b>	Assistance as requested to review and make suggestions with regards the strategy and related survey .				
	<b>Matamata Stadium Working Group</b>	Sport Waikato continue to support the working group and provide expert advice and local knowledge plus connecting with individuals happy to share their experiences in similar projects.				







### 3. REGIONAL SPORT WAIKATO PROGRAMME UPDATES


Programme	Locally-Specific Programme Updates
	<p>Connected with Morrinsville Sports Junior Rugby Good Sports parent meeting. Working with Kereone Junior Rugby on a plan for a Good Sports Parent evening. Links with the Matamata-Piako District Coordinator on GS December Training. Connected with Morrinsville college contacts on Balance is Better environment for 2021</p>
<p><b>Facilities</b></p>	<p>Regional Sports Facilities Plan Review Update – two successful Stakeholder Workshops were held via Zoom in June. Purpose of the workshop was to take a current and future scan of the places and spaces environment focussing on development of additional priorities moving forward. Draft priorities to be reviewed by the Advisory Group by the end of July 2020 to assist councils with the LTP process.</p> <ul style="list-style-type: none"> <li>• Sport NZ Facility Planning Tool – As we review the Regional Sports Facilities Plan we are mapping all facilities in the newly created Sport NZ Planning Tool. The tool will detail, locate and have the ability to map all council facilities. All councils will have a unique login and will have the ability to manage their own data and view all other district facilities within the tool. This process is currently underway.</li> <li>• The Collaborative Sport Field Study being undertaken by Global Leisure Group on behalf of Hamilton City Council, Waipa and Waikato District Councils in its very final final stages. The report is due for completion by late July 2020.</li> <li>• Sport Waikato continue to advocate the advantages of school/community partnerships where the opportunity exists, potential partnerships currently exist with Matamata College – two court indoor facility, Te Kuiti High School – two court indoor facility and Fairfield College, Turn &amp; Circle Gymnastics Facility.</li> </ul> <p>* Sport Waikato have representation on the Matamata College Working Group, working closely to provide advice and expertise as the group work through the business case process</p>
<p><b>Sport Capability</b></p>	<p><b>NATIONAL VOLUNTEER WEEK 21-28 June</b></p> <p><b>Sport Waikato</b> took a fresh approach to celebrating the National Volunteer Week 21- 28 June launching the “Support Local Sport” Volunteer campaign. In a “Call to Action” a number of sport celebrities featured in a short video encouraging the community to “make a difference” by volunteering in local sport clubs. Click here <a href="https://bit.ly/316RFBM">https://bit.ly/316RFBM</a></p> <p>The campaign was supported by Volunteering Waikato offering free membership for clubs and use of a platform to advertise roles. To make sure clubs were ready to give new and existing volunteers an amazing experience, a series of two “Online” Growing Your Volunteer Team workshops were staged facilitated by EXULT.</p> <p>The promotion was widely promoted across the Waikato Region by direct contact with clubs by District Coordinators and across several E Platforms. The messaging attracted media attention from several local papers and Radio stations</p> <p>This is part of an on going project by Sport Waikato to raise volunteer awareness and engagement in communities through building capability in clubs to provide great experiences to their helpers and members.</p>
 <p><b>Active and Well</b></p>	<p>Active &amp; Well helps people keep active, eat well and lead a healthier lifestyle by providing multiple free programmes to individuals, whanau, or groups with physical activity advice and healthy eating ideas, plus suggestions for low-cost community exercise options through delivery under 3 main programmes.</p> <p><b>GREEN PRESCRIPTION PROGRAMME:</b> The Green Prescription programme is an individual programme for adults and teenagers who are not currently meeting the recommended 150 minutes per week of physical activity. The main goal is to enhance overall lifestyle by increasing physical activity and improving healthy food choices.</p>



	<p>Delivery of the Green Prescription service is now flexible with less-intensive and more-intensive options being offered to help clients make positive behaviour change around exercise and healthy kai.</p> <p>Quarterly referrals = 27</p> <p><b>ORANGA TOOTIKA PROGRAMME:</b> Introducing our new service, Oranga Tootika (the pinnacle of well-being), which combines Waiora (tradition models of wellbeing) and Hauora (modern models of wellbeing), and targets Maaori with high comorbidities. The service allows for home visits and is also significantly longer (up to 12 months) to help Maaori on their journey to better health.</p> <p>Quarterly referrals = 0</p> <p><b>ACTIVE FAMILY, HEALTHY KIDS - WHAANAU KORI, TAMARIKI ORA:</b> The WKTO team, together with the whaanau, look at current food, activity and sleep habits and offer gentle support in setting goals and achieving simple lifestyle changes. They provide information, tips and advice and will cater the programme to suit the whaanau's individual needs.</p> <p>Quarterly referrals = 0</p>
<p>Project Energize</p> 	<p>Project Energize is a Waikato District Health Board funded initiative, whose aim is to increase the quality and quantity of physical activity, and improve the nutritional status of primary and intermediate school aged children in the Waikato. In response to the COVID-19 lockdown Project Energize explored new ways to support teachers by providing fun physical activity ideas and healthy eating tips for children and whaanau to do at home. The team has been busy producing and regularly distributing resources directly to teachers, as well as through the Project Energize Facebook page. Encompassing videos, quick and easy games and activities that could be safely conducted within the household bubble, and simple healthy recipes to cook together as a family, these were a way to continue to communicate the Energize messages of "Eat Healthy, Be Active, Have Fun" in a new way.</p> <p><b>Highlights:</b></p> <p>Nicole Bradley (Matamata and Te Aroha): "A huge focus for my Matamata and Te Aroha schools this term has been nutrition. We have updated our resources for our junior children and now have a sugary drinks book to read with a colouring book that the students get to keep."</p> <p>Brendan Walpole ( Matamata ) : Firth Primary School in Matamata made the most of Level 2 by conducting a very thorough PE Shed Equipment check. With the help of their student leaders we facilitated a stock take, cleaning out old gear as we went along with our counting and sorting. The student leaders then helped me create a wish list of gear they would like to see available during lunchtime play, and in physical education lessons. This was cross checked against the upcoming term focus so we could prioritise our spending.</p> <p>Sophie Millar ( Morrinsville): Morrinsville Intermediate held their first ever Matariki Tournament, which they plan to hold annually. Over 300 students participated in 10 stations throughout the day. Activities included; Takaro-aranga (hand games), Whai (string games), Traditional Maori Games of Ki-o-rahi and Tapu Ae, and cooking traditional Maori kai. Energizers supported the games of Ki-o-rahi and Tapu Ae with a shield presented to the class who won the tournament. It was great the see the whole school involved in a day of activity and healthy kai. The students prepared a hangi and a boil up for the whole school to enjoy at lunchtime.</p> <p>Feedback received " We are so very lucky to have such a fantastic team of Energizers that are like minded in creating healthier communities in our schools. Matamata Primary would be lost without all your support and dedication to our school."</p>





	
 <p><b>Under 5 Energize</b></p>	<p>The Sport Waikato Under Fives team works in the Matamata-Piako District in 2 capacities; Community Education (Under Fives) including distributing Kiwi Manuals, and more recently Under 5 Energize (USE).</p> <p>Due to COVID-19 and the nationwide lockdown, we stopped all face-to-face deliveries from 23 March. We began offering face-to-face deliveries from 13 May when NZ moved to level 2, however uptake of these was low with Early Childhood Educations Centres and community providers working through their restrictions &amp; changes due to Covid 19. Since moving to level 1 in June, ECE centres and community organisations are beginning to schedule deliveries and workshops again.</p> <p><b>Community Education (Under Fives):</b> The Under Fives Fundamental Skills Advisor works with community organisations to deliver workshops to parents. These workshops aim to equip parents with the knowledge to improve the physical development of their young children. 4 workshops were run in this period using the Zoom video conference platform, which 5 educators, 21 parents and their children joined in.</p> <p>Also, Under Fives provide a series of 3 e-books called Kiwi Manuals to new parents in the greater Waikato Region. These contain information and activity ideas to encourage physical activity from birth to age 5.</p>

Notes

- In collaboration, Sport Waikato and Matamata Piako District Council have an extremely important role to play in the recovery and rebuild of sport and active recreation in the district following the impacts of Covid-19. This will not be the same as it was previously, but there will be some exciting opportunities to shape our future for the wellbeing of our district population. We look forward to helping lead and enable our communities toward their future activity goals.





## Te Aroha Domain Working Party - Minutes of Meeting 29 July 2020

RM No.: 2325640

### Rāpopotonga Matua | Executive Summary

Council has set up a Te Aroha Domain Working Party made up of Mayor Ash Tanner, Councillors Teena Cornes, Caitlin Casey, Russell Smith, Sue Whiting, Kevin Tappin and Jill Taylor of Ngāti Rahiri-Tumutumu. Councillor Teena Cornes is the chairperson.

The purpose of this agenda item is to report on the minutes of the Te Aroha Domain Working Party meeting held on 29 July 2020.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. The attached Terms of Reference be approved by Council.
3. Council accept the recommendation from the Te Aroha Domain Working Party to engage the preferred project manager.
4. Council provides any comments or feedback on the work of Te Aroha Domain Working Party.

### Ngā Tāpiritanga | Attachments

[A↓](#). Minutes of Meeting Te Aroha Domain Working Party - 29 July 2020

[B↓](#). Terms of Reference - Te Aroha Domain Working Party

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
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Approved by	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
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	Manaia Te Wiata <b>Group Manager Business Support</b>	
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## Agenda

<b>Meeting</b>	<b>Te Aroha Domain Working Party</b>
<b>Date</b>	29 July 2020
<b>Time</b>	2.48pm
<b>Venue</b>	Council Chambers Boardroom, Zoom meeting
<b>Present</b>	Mayor Ash Tanner, Councillors Teena Cornes (chair), Caitlin Casey, Sue Whiting and Kevin Tappin, Ngāti Rahiri-Tumutumu – Jill Taylor  Group Manager Business Support – Manaia Te Wiata, Asset Manager Strategy and Policy, Roading – Susanne Kampshof, Parks and Facilities Planner – Mark Naude (for party of the meeting only), Committee Secretary – Tamara Kingi
<b>Apologies</b>	Councillor Russell Smith
<b>Externals Present</b>	Xyst representatives – Alison Rawley and Annette Campion, WSP representatives – Dion Collier and Amy Vandy Boffa Miskell representatives – Helen Baggaley and Craig Jones
<b>CM folder</b>	13/8182
<b>Purpose</b>	Regular meeting of the Te Aroha Domain Working Party

Issue	Description	Next Action	Assignee
<b>Minutes from previous meeting</b>	N/A  <i>Update, Discussion and Comments:</i>		

Issue	Description	Next Action	Assignee
<b>Agree on representation of the Working Party</b>	<p>At the workshop it was discussed that the following would represent the Working Party: Cr Teena Cornes (chair), Cr Caitlin Casey, Cr Russell Smith, Mayor Ash Tanner, Cr Sue Whiting and Cr Kevin Tappin. Council would also like iwi to be included. Jill Taylor of Ngāti-Tumutumu will be in attendance as well.</p> <p>Is there anyone else to be included?</p> <p><i>Discussion:</i> <i>The representation above was agreed to.</i></p>		
<b>Agree on Terms of Reference</b>	<p>Terms of Reference will be circulated prior to the meeting.</p> <p><i>Discussion:</i> <i>The Terms of Reference (TOR) were circulated during the meeting. The TOR will be presented to Council on 12 August 2020, for approval. The working party are to provide any comments with regards to the documents to the Chairperson over the next few days.</i></p>		
<b>Proposal – Xyst</b>	<p>Alison Rawley and Annette Campion in attendance at 3pm to present their proposal to the working party.</p> <p><i>Confidential discussion</i></p>		
<b>Proposal – WSP</b>	<p>Dion Collier and Amy Vandy in attendance at 3.30pm to present their proposal to the working party.</p> <p><i>Confidential discussion:</i></p>		

Issue	Description	Next Action	Assignee
<b>Proposal – Boffa Miskell</b>	<p>Helen Baggaley and Craig Jones in attendance at 4pm to present their proposal to the working party.</p> <p><i>Confidential discussion.</i></p>		
<b>Recommendation on preferred appointment</b>	<p>Overall discussion regarding plans in Te Aroha:</p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li>- <i>Will need to look at Whitaker Street in conjunction with the streetscape plan i.e. shared footpath.</i></li> <li>- <i>Each of the plans will need to complement each other.</i></li> <li>- <i>The removal of the skate rink and courts is a high priority with consultation and open spaces. That area will need to be repurposed.</i></li> <li>- <i>Require more accessible toilets.</i></li> <li>- <i>Boundary fence must be in conjunction with Long Term Plan (LTP) and Provincial Growth Fund (PGF).</i></li> <li>- <i>Building upgrades must be in alignment with LTP and PGF.</i></li> <li>- <i>Investigate bathhouse. Must be in conjunction with Ngāti Rāhiri-Tumutumu and PGF.</i></li> <li>- <i>PGF have a destination playground. Need to ascertain the theme and location.</i></li> <li>- <i>Will receive funding of \$500K for this project. It is not a lot of money and therefore, focus should be on improvements MPDC can make with or without the PGF funding i.e. expand on Wilson Street, walking tracks leading to the domain are important, entrance from Boundary St near the old Bendon factory etc. There will be a due diligence process should the working party choose to proceed</i></li> </ul>		

Issue	Description	Next Action	Assignee
	<p><i>without a consultant.</i></p> <ul style="list-style-type: none"> <li>- <i>There are other parcels of funding. It could be more than \$500K.</i></li> <li>- <i>All 3 providers are capable of managing the project. It is important that the working party is comfortable with the consultants.</i></li> <li>- <i>There was discussion on whether a consultant was needed – the money used for consultancy fees could be better used on projects. Majority response was that a project manager was required as Council does not have the capacity to manage the project.</i></li> <li>- <i>The working party will need approximately 2 weeks to respond to each of the providers and advise whether they have been successful with their proposal.</i></li> <li>- <i>There are projects that have been stagnant for a while so need to move quickly.</i></li> <li>- <i>Utilise Council’s current funding stream to get more funding from other sources i.e. retrospective funding, additional funding from LTP of \$150K (toilets) and \$150K (top road parking). Would not use the latter until confirmation of PGF funding \$50K for footpath renewal (again being mindful of the PGF plan).</i></li> <li>- <i>The job of the working party is to steer the focus of the consultants to our wants and needs.</i></li> <li>- <i>Need to consider up to what point we are paying for.</i></li> <li>- <i>Some providers are good at engagement whilst others can engage and deliver.</i></li> <li>- <i>Is the point of the project to refurbish or to be creative?</i></li> <li>- <i>Want to see the whole of the Domain open up to compliment the streetscape.</i></li> <li>- <i>There are basic projects that need doing such as the retaining wall.</i></li> </ul>		

Issue	Description	Next Action	Assignee															
	<p>A business case is required.</p> <ul style="list-style-type: none"> <li>- What does the working party proceed with on terms of what is required and what is nice.</li> <li>- The Domain is a big project. The funds will allow small steps to get to the bigger picture.</li> <li>- There are complications with the Domain because of its heritage status. Simple project could trigger heritage or archaeological process so procurement may be more difficult.</li> <li>- Working party will need to advance without compromising other projects.</li> <li>- Each of the proposals cover the completion of phase 1 only but to different degrees.</li> </ul>																	
<b>Communications Plan update</b>	Communication plan to be discussed at the next meeting.																	
<b>Funding discussion</b>	<p>Funding for the consultant can be funded from the Covid-19 recovery fund.</p> <p>The following from the 2018 LTP:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Funding in LTP</th> <th>LTP Year</th> </tr> </thead> <tbody> <tr> <td>New toilets</td> <td>\$150,000</td> <td>2021-22</td> </tr> <tr> <td>Redevelopment</td> <td>\$500,000</td> <td>2021-22</td> </tr> <tr> <td>Top road parking</td> <td>\$150,000</td> <td>2021-22</td> </tr> <tr> <td>Footpath renewal</td> <td>\$50,000</td> <td>2021-22</td> </tr> </tbody> </table>	Item	Funding in LTP	LTP Year	New toilets	\$150,000	2021-22	Redevelopment	\$500,000	2021-22	Top road parking	\$150,000	2021-22	Footpath renewal	\$50,000	2021-22		
Item	Funding in LTP	LTP Year																
New toilets	\$150,000	2021-22																
Redevelopment	\$500,000	2021-22																
Top road parking	\$150,000	2021-22																
Footpath renewal	\$50,000	2021-22																
<b>Incoming correspondence</b>	None																	
<b>Matters arising</b>	None																	
<b>Next meeting</b>	TBA	Book next meeting	Tamara															



# Terms of reference for the Te Aroha Domain Working Party

## 1 BACKGROUND

The Te Aroha Working Party (TADWP) was set up in 2018 to focus on identifying and prioritizing projects associated with a larger 'Domain Redevelopment' project identified and funded in the 2018-28 LTP.

Besides funds specifically allocated towards a new toilet block and roading/parking improvements, \$500,000 was allocated towards 'Domain Redevelopment' in the LTP. The Working Party was to identify how this money was to be spent.

A number of potential improvements were identified during a walkover of the site. Xyst Limited were subsequently asked to develop business cases for a number of improvement projects identified by the Working Party. This was to identify likely costs of projects and identify issues and options.

Following the application and successful award of a Provincial Growth Fund (PGF) grant, from the Ministry of Business, Innovation & Employment (MBIE), the Matamata-Piako District Council (Council) resolved in November 2018 to enter into development phase funding agreements with the Crown to progress a feasibility study into a Te Aroha Tourism Precinct development. As requirement of the PGF contract with the Crown, Council was required to establish a Programme Governance Group (PGG) to monitor and oversee this programme. Subsequent to the Feasibility Study a Business Case was submitted to MBIE. Council is awaiting the outcome of that application.

The anchor project of the PGF Business Case is the redevelopment of the mineral spas at the Domain – essentially building a new, expanded facility. The PGF funding (if successful) is unlikely to extend to any reserve-related improvements. Council would like to progress with several improvements to Te Aroha Domain regardless of whether the PGF application is successful. There is still \$500,000 in the LTP regardless of any additional PGF money.

A Working Party has been reformed in order to review, prioritise and progress improvement projects at the Domain that are not dependent or interrelated on the PGF anchor project progressing.

## 2 PURPOSE

The purpose of this TADWP is to

- Agree on the Projects
- Prioritise the projects
- Monitor and oversee the execution of the projects

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- Ensure the implementation of the Programme Plan in a timely manner and within Council approved budget

### 3 AUTHORITY

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A desire to re-form the Working Party was expressed at a Council Workshop on 15 July 2020.

### 4 GOVERNANCE STRUCTURE

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It is envisioned that delivery of the projects will be managed by a single Project Manager that has the ability and authority to undertake work projects that have been approved by the Working Party.

The project manager will manage and coordinate day to day activities for and on behalf of the Working Party and will report to the Working Party.

This structure is intended to make a clear delineation of the functions of governance (oversight and strategic direction) and that of management (one of delivery).

### 5 CONSTITUTION

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#### 5.1 CHAIR

The Working Party shall have a chair appointed by Council. The Chair does not have a casting vote. In the case of an equality of votes, the issue shall be referred to Council for decision. Other than for decision making, the Chair determines the rules of procedure, covering matters such as calling of meetings, preparation of agenda, decision making process leading to resolutions and transaction of business between meetings etc. as necessary from time to time.

#### 5.2 MEMBERSHIP

The membership shall comprise of the three Te Aroha Ward Councillors the Mayor and two other Councillors. Councillor Teena Cornes is the Chairperson. Iwi representation from Ngāti Rāhiri-Tumutumu shall also have a representation in the TDWP.

Members shall be appointed by resolution of Council. Membership cannot be delegated unless agreed to by Council Resolution.

Council staff may be assigned to the Working Party to provide secretariat functions or technical support. Council staff assigned to the Working Party are not voting members.

### 6 TERM OF APPOINTMENTS

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The term of appointment for the Chair and members is expected to be for at least two years. The next local government elections in 2022 may give rise to the Working Party being reviewed and Council may

wish to re-affirm the appointments following the election. If an elected member serving on the Working Party does not stand for re-election or if the elected member is not re-elected Council may choose to continue that member's appointment on the Working Party or select a replacement from the new Council.

## 7 MEETINGS

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### 7.1 FREQUENCY

The TADWP shall meet as frequently as necessary. It is intended the TADWP shall meet in a monthly cycle on the week of the month or alternative nearest day if any of the days in that week fall on a public or local anniversary. A special meeting may be called by the Chair at any time to consider matters falling within these Terms of Reference.

### 7.2 QUORUM

The Chair plus any 3 members of the TADWP shall form a quorum, provided at least 3 elected member is in attendance. A duly convened meeting of the TADWP at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the TADWP. Any vacancy in an appointed member position will result in the quorum being reduced accordingly, but shall not be less than 3.

### 7.3 ATTENDANCE AND ATTENDEES

Meetings shall generally be attended in person where possible. Locations may be agreed from time to time with the prior agreement of the Chair so that meetings can be held as and where it is necessary to maintain the timely conduct of the TADWP. Attendance via online methods may be acceptable if agreed in advance with the Chair, who has sole discretion on such decisions.

The meetings will not be held in open/public forum. Only the Chair, members of the TADWP and the Project Manager have the right to attend TADWP meetings. Any stakeholder, officer or employee of Council, or consultant supplier may attend at the invitation of the Chair of the TADWP, and they may collectively or individually be requested to withdraw from meetings of the TADWP if required to do so by the Chair.

### 7.4 RESOLUTIONS

The TADWP shall reach decisions by a simple majority of those voting on issues in question. Any resolution must be;

- evidenced;
  - in writing, or
  - electronically, or
  - visually or
  - in audio,

- identified by the Chair for any or all members that have presented via the means mentioned above, and
- given in advance, the notice and details of the proposed resolution to each member of the TADWP.

Any resolution passed as above is considered valid and effective as would have been necessary to pass such resolution had all members of the TADWP been present at a meeting to consider such resolution, as if it had been passed at a meeting of the TADWP duly convened and held.

### 7.5 MINUTES

Minutes of meetings shall be provided to Council within 30 days of the TADWP meeting. A copy will be provided to the TADWP members.

## 8 REPORTING

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The TADWP will maintain a collaborative relationship with the Council built on regular informal communication from the Chair to the CEO and Mayor.

The TADWP shall provide a copy of the minutes to Council, delivered by the Chair no less than bi-monthly at a meeting of the Council, unless circumstances or progress is such that no report is warranted.

In turn, the TADWP shall receive written monthly programme progress reports from Project Manager 5 working days in advance of TADWP general meetings. These reports will outline progress to the planned timeline, costs against budget, raise key issues impacting progress and highlight key risks and proposed mitigations. The TADWP may seek answers to written and oral questions to the Project Manager at any time.

## 9 COMMUNICATION

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TADWP communication with the media and the wider public will be through the Chair and in accordance with a communications protocol supplied in draft by the Project Manager and reviewed, agreed and approved by the TADWP.

## 10 RESIGNATION OR REMOVAL OF MEMBERS

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Members may resign by giving two months' notice to the Chair. Members doing so are encouraged to recommend a replacement. Council can remove a member at any time and at its sole discretion if it considers a member's behavior or statements may be putting the reputation of Council or the Programme at risk.

## 11 REMUNERATION OF CHAIR AND MEMBERS

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Council will bear the direct costs of participation for members whose participation is not part of their other governance or employment arrangements with Council. The reimbursement of direct costs for members shall include reasonable travel, and a meeting fee of \$250 per meeting to acknowledge the individual's expertise, time commitment in preparing for and attending a meeting. Accommodation expenses may be considered by the Working Party Chair on a case by case basis. Costs will be reimbursed upon submission of a written reimbursement request with the provision of original GST receipts.

## 12 RESPONSIBILITIES AND DELEGATIONS

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Members have a duty to act in good faith and take reasonable care in exercising their duties. Council will not hold members personally liable for any losses suffered as a result of their participation in this programme.

In carrying out its purpose, the TADWP shall:

- 1) provide oversight of the programme by:
  - a) selection of the project manager
  - b) review and approval of a final terms of engagement of the project manager
  - c) recommending project priorities to Council
  - d) approving project plans
  - e) recommending budgets to Council
- 2) Council delegates to the TADWP:
  - a) Selection and appointment of the Project Manager
  - b) The ability to approve financial expenditure in accordance with Council-approved budget.

## 13 DUE REGARD TO LEGAL REQUIREMENTS AND BEST PRACTICE

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The TADWP shall in its decision making, give due regard to any relevant legal or regulatory requirements and any associated best practice guidance, as well as to the risk and reputation implications for Council of its decisions and recommendations.

## 14 CHANGES TO THESE TERMS OF REFERENCE

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The TADWP may recommend to Council changes to this Terms of Reference at any time after the first two months of commencement.

## Solid Waste Working Party - minutes of meetings

RM No.: 2320275

### Rāpopotonga Matua | Executive Summary

Council has setup a Solid Waste Working Party made-up of Councillors Adrienne Wilcock, Caitlin Casey, Bruce Dewhurst and James Sainsbury. Councillor Wilcock is the Chairperson. The Working Party operates under a Terms of Reference approved by Council.

The purpose of this report is to report on the minutes of the Solid Waste Working Party meetings held on 8 July and 15 July 2020.

### Tūtohunga | Recommendation

**That:**

- 1. The information be received.**
- 2. The Committee provides any comments on the work of the Solid Waste Working Party.**

### Horopaki | Background

To ensure that the Matamata-Piako District Community has the best opportunity to set a new direction for solid waste, Council and the Chief Executive have agreed to establish a Solid Waste Working Party comprising of the Mayor and three Elected members, supported by staff, to work to assess and respond to a range of initiatives and opportunities to improve our solid waste services and reduce waste to landfill. The purpose of the working party is to:

- Identify, promote and assess opportunities to support the National, Regional and local Waste strategies to improve the Social, Cultural, Economic and Environmental wellbeing of the Matamata-Piako District community, through local solid waste activities
- Work with Council staff on issues concerning solid waste including development of new plans, policies etc.
- Make recommendations to Council and/or its committees
- Work collaboratively with external partners and stakeholders

The Working Party membership is Councillors Adrienne Wilcock, Caitlin Casey, Bruce Dewhurst and James Sainsbury with Councillor Wilcock acting as the Chairperson. The Working Party operates under a Terms of Reference approved by Council.

The Working Party has held the following meetings:

<b>Working party Meetings</b>	<b>Report/update provided to Council / Corporate and Operations Committee</b>
7 May (via zoom)	13 May
21 May (via zoom)	24 June
10 June	
8 July	Attached for information
15 July	Attached for information

The intention is that the minutes of the working party meetings will be reported to the Council or Corporate & Operations Committee with the Chairperson or their delegate providing a verbal update. Council can then make decisions on issues considered and recommended by the working party.

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

The current focus of the working party is on:

- Long-Term Plan Pre-consultation on kerbside rubbish, recycling and transfer stations
- Section 17A service delivery review;
- Reviewing / updating the Waste Management and Minimisation Plan (WMMP);
- Planning and alignment of the various work streams between Thames-Coromandel, Hauraki and Matamata-Piako District Councils that will lead to new arrangements at the conclusion of the current collection/transfer station contract in 2023.

Council had delegated to the working party to review sign-off the content for consultation.

The consultation is now online: at <https://www.mpdc.govt.nz/have-your-say/solid-waste>  
A copy of the newspaper advertisement is attached for information with the community feedback expected to be reported to Council in late August.

### **Mōrearea | Risk**

There are no risks at this stage.

### **Ngā Whiringa | Options**

There are no relevant options.

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

The receipt of the working party minutes is not a significant issue in terms of the Significance and Engagement Policy.

There are no legal or policy considerations.

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

It is proposed to consult on a new WMMP and this will be reported back to Council at a later date.

### **Ngā take ā-lhinga | Consent issues**

There are no consent issues.

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

There is no financial costs associated with the operations of the Working Party.

Funding of specific initiatives will be from existing budgets, and within Council's Policy on Delegated Authority.

### **Ngā Tāpiritanga | Attachments**

- A [↓](#). Terms of Reference
- B [↓](#). Minutes - Solid Waste Working Party - 8 July 2020
- C [↓](#). Minutes - Solid Waste Working Party - 15 July 2020
- D [↓](#). Talking Trash - Consultation



**Ngā waitohu | Signatories**

Author(s)	Niall Baker <b>Senior Policy Planner</b>	
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Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
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	Don McLeod <b>Chief Executive Officer</b>	
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# Terms of Reference Solid Waste Working Party

## 1 BACKGROUND

Council has existing joint arrangements with Thames-Coromandel and Hauraki District Council for solid waste services.

It is now considered that each Council should develop a separate Waste Management and Minimisation Plan (WMMP) reflecting local community needs and preferences. The existing waste and recycling collection contract expires in 2023 and there is a need to consider now what any new contract would be, and what outcomes we would want to achieve.

Council staff have commissioned a section 17A Local Government Act 2002 service delivery review of solid waste services and are preparing for the Long-Term Plan 2021-31. There is a need to consider what the future of our solid waste arrangements should look like. This includes considering the section 17A review, the development of the new WMMP and any other related matters.

To ensure that the Matamata-Piako District Community has the best opportunity to set a new direction for solid waste, Council and the Chief Executive have agreed to establish a Solid Waste Working Party (SWWP) the Mayor and three Elected members, supported by staff, to work to assess and respond to a range of initiatives and opportunities to assist in improving our solid waste services and reducing waste to landfill.

## 2 PURPOSE

The purpose of this SWWP is to

- Identify, promote and assess opportunities to support the National, Regional and local Waste strategies to improve the Social, Cultural, Economic and Environmental wellbeing of the Matamata-Piako District community, through local solid waste activities
- Work with Council staff on issues concerning solid waste including development of new plans, policies etc.
- Make recommendations to Council and/or its committees
- Work collaboratively with external partners and stakeholders

## 3 AUTHORITY

This SWWP is not a committee of Council, as defined in the Local Government Act 2002/Local Government Official Information and Meetings Act 1987.

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## 4 CONSTITUTION

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### 4.1 CHAIR

The SWWP shall appoint a chairperson. The role of the Chair is to co-ordinate the business of the working party and act as an initial point of contact for staff. To the extent necessary, the Chair determines the rules of procedure, covering matters such as calling of meetings, preparation of agenda, decision making process leading to resolutions and transaction of business between meetings etc. as necessary from time to time.

### 4.2 MEMBERSHIP

The membership of the SWWP shall be comprised of four elected members being;

- Councillor Adrienne Wilcock (Matamata Ward)
- Councillor Caitlin Casey (Te Aroha Ward)
- Councillor Bruce Dewhurst (Morrinsville Ward)
- Councillor James Sainsbury (Matamata Ward)

Councillor Adrienne Wilcock will act as Chairperson.

The SWWP membership may be reviewed in the future to bring in others with skills and experience relevant to the purpose of the working party.

## 5 MEETINGS

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### 5.1 FREQUENCY

The SWWP shall meet as frequently as necessary. This may be reviewed as the work programme and requirements evolve and change.

### 5.2 QUORUM

Three members of the SWWP shall form a quorum. A duly convened meeting of the SWWP at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the SWWP.

### 5.3 ATTENDANCE AND ATTENDEES

Meetings shall be in accordance with the Covid-19 Alert Level protocol and requirements applying at the time of the meeting. This means that meetings will be via Zoom while restrictions on social gatherings and social distancing remain in place (Level 3 and 4). Once restrictions ease meetings may be attended in person where possible.

The meetings will not be held in open/public forum. Any stakeholder, officer or employee of Council, or consultant supplier may attend at the invitation of the Chair of the SWWP and they may collectively or individually be requested to withdraw from meetings of the SWWP if required to do so by the Chair.

#### 5.4 AGENDA

Items for the Agenda can be submitted by any member. This should be through the principal staff representatives Niall Baker or Louisa Palmer.

### 6 REPORTING

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Minutes of SWWP meeting shall be reported to Council at the next available meeting of Council or Council's Corporate and Operations Committee.

The Chair of the SWWP or their delegate will formally report to Council monthly on the Working Party recommendations or more frequently if required.

### 7 RESPONSIBILITIES AND DELEGATIONS

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The Working Party will;

- 1) Work alongside the National and Regional Waste Strategies, Plans & initiatives to assess and support, as appropriate, the initiatives promoted.
- 2) Identify opportunities which are made available from and through National and Regional Agencies, such as the Ministry for the Environment, and understand how Council may best take advantage these to the benefit of the economic and social wellbeing of our District.
- 3) Review Council policy and process to ensure that our waste services function as effectively and effectively as possible, including supporting review of the WMMP, service delivery review, and tendering for new service contract, should that be required
- 4) Identify local initiatives to promote and support the wellbeing of the District and as part of this assess the organisational resource requirements and the financial impact for Council consideration as needed, in the context of solid waste.
- 5) Consider Communication strategies, promotion and activities aimed at reducing waste, educating and and engaging the community in the waste process.
- 6) Act as a clearing house for ideas and suggestions for how Council can support improvements in our waste services, and encourage waste minimisation
- 7) Understand what the barriers and opportunities may be for our community to waste minimisation.
- 8) Understand what other agencies and organisations are already doing in this space, and assist our community in connecting with these initiatives as appropriate.
- 9) Make recommendations to Council and its committees on matters relating to the purpose of the Working Party.

## 8 CHANGES TO THESE TERMS OF REFERENCE

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The SWWP may recommend to Council changes to this Terms of Reference at any time.

Minutes

<b>Meeting</b>	<b>Solid Waste Working Party</b>
<b>Date</b>	8 July 2020
<b>Time</b>	3.13pm
<b>Venue</b>	Council Chambers, Te Aroha
<b>Members / staff in attendance</b>	Chairperson - Councillor Adrienne Wilcock Members – Councillors Caitlin Casey, Bruce Dewhurst, James Sainsbury Support staff - Solid Waste Officer – Louisa Palmer, Michelle-Staines Hawthorne – Corporate Strategy Manager, Senior Policy Planner – Niall Baker, Committee Secretary – Tamara Kingi, Communications Officer – Rexine Hawes
<b>Apologies</b>	Fiona Vessey, Ronnie Tuiavii
<b>CM folder</b>	20/2772
<b>Purpose</b>	Fourth meeting of Solid Waste Working Party

Issue	Description	Next Action	Assignee
<b>Minutes from previous meeting</b>	Discuss any outstanding matters from meeting on 10 June.  Minutes to be approved.		Chair Wilcock
<b>Section 17A</b>	Draft report received from Morrison Low.  Working Party to consider and provide any comments.  <i>Discussion and Comments:</i> The shared resource noted in the report provided by Morrison Low relates	Workshop with full Council on 8 July scheduled to discuss review outcomes (workshop prior to this meeting)	Niall

Issue	Description	Next Action	Assignee
	to a shared contract. More councils will be added in as the contract develops.		
<b>WMMP Review</b>	<p>Review existing WMMP.</p> <ul style="list-style-type: none"> <li>- Current WMMP: <a href="https://www.mpdc.govt.nz/wmmp">https://www.mpdc.govt.nz/wmmp</a></li> <li>- Discussion from Council workshop on 8 July 2020 (prior to this meeting).</li> </ul> <p><i>Discussion and Comments:</i></p> <p>The development of the WMMP is pending the pre-consultation (see below) and waste audit.</p> <p>Niall has provided a draft document to Louisa. Once amended to suit Louisa, it will be bought back to the party. Coms have been alerted.</p> <p>The waste audit has been delayed. It will now occur on 27, 28 and 30 July when picking bags off the street. The second part of the audit will be onsite at transfer stations. The auditor will be asking customers where they are from and what they have. This is to ascertain a fully analysis of what is being thrown away.</p> <p>A report is being prepared and should be ready towards the end of August. The plan is to go out for consultation towards the end of the year.</p> <p>The preference in towns are for wheelie bins. There was discussion around whether the community are more likely to pay more for a private contractor than agree to a rates increase for a new service? The goal is to minimise waste. It has been estimated that Council bags only account for a portion of the total refuse collections in the district. Waste minimisation will be based on volume of waste that is collected. Based on preliminary</p>		

Issue	Description	Next Action	Assignee
	<p>information received to date, we may not have a large impact on the market. We need to ascertain what it is we want to do. We should to aim increase Councils impact on waste minimisation.</p>		
<p><b>Pre-consultation</b></p>	<p>Discuss / approve pre-consultation plan (see below) and topics for consultation</p> <ul style="list-style-type: none"> <li>- future of kerbside collection</li> <li>- future of transfer stations including closure of one of the transfer stations</li> <li>- rural recycling</li> </ul> <p>See below for draft timeline</p> <p>Discussion notes: Example provided of council that have recently consulted. We can present differently and provide a plan which is clearer.</p> <p>Options of what to offer:</p> <ul style="list-style-type: none"> <li>• Bin weekly collection service.</li> <li>• “Pay as you throw” weekly service –tech and billing could prove difficult.</li> <li>• Fees based on size of the wheelie bin.</li> <li>• Include option for food waste. This was discussed with Ministry Task Force with the climate change commission, greenhouse gas commission etc. Transition MM are keen for composting.</li> </ul> <p><b>Rubbish options</b></p> <ul style="list-style-type: none"> <li>• Status quo.</li> </ul>	<p>Staff to finalise pre-consultation with the working party before issuing for consultation</p>	



Issue	Description	Next Action	Assignee
	<ul style="list-style-type: none"> <li>• Weekly funded option.</li> <li>• Opt out.</li> <li>• Charge on bin size.</li> <li>- This will need to be priced (cost – v – convenience)</li> </ul> <p><b>Kerbside recycling</b></p> <ul style="list-style-type: none"> <li>• Status quo (only collecting 1, 2 and maybe 5 plastics). Still take fibre, cardboard and tin in the big wheelie bin.</li> <li>• Suggestion put forward for glass, tin and paper in buckets. Should be flexible in this space.</li> <li>• Fortnight or monthly service. Put forward the Hastings model.</li> </ul> <p><b>Food waste</b></p> <ul style="list-style-type: none"> <li>• Explain the need to the community.</li> <li>• What are the costs? Ask the question – “Do we pay now, or later”. Landfill we pay now; methane we pay later. Change the fees schedule to include total cost first and then itemise it.</li> </ul> <p><b>Transfer stations</b></p> <ul style="list-style-type: none"> <li>• Status quo.</li> <li>• Update all 3 sites, or full upgrade in Matamata to resource recovery centre, part upgrade in Morrinsville and potentially close Te Aroha all together. A group in Matamata have expressed interest in running the resource centre. Business case will need to stack up.</li> </ul> <p>It will be easier to expand the Matamata site as it is flatter land and owned by council. Morrinsville is not on a main road. With the costs involved, we will not be able to sustain all 3 sites.</p>		

Issue	Description	Next Action	Assignee
	<p>Rather than upgrading an existing site, it was suggested that land on Tower Road be a designated site. It is beside a sewage plant and owned by council. Prepare a list of the offer and ask the community whether we have missed something and open up for comment.</p> <p>Our vision is zero waste by 2028. If there is support for this vision, we are required to develop a resource centre. Status quo not an option.</p> <p>Green waste is a big issue. Could consult on organic collection. What would the community be willing to pay for this? Could be a health and safety issue.</p> <p>Measuring the success in terms of minimising waste in terms of volume to landfill. Need to ascertain how much of this is domestic.</p> <p>Council does not have a lot of influence in the waste stream. Should get out of waste completely. In terms of disposal, council can do this well. Without council residents may not dispose of their waste well.</p> <p>Argument on whether we can remove ourselves from waste.</p> <p><b>Rural recycling</b></p> <ul style="list-style-type: none"> <li>• Provide a wheelie bin for cost of service.</li> <li>• Offer rubbish and recycling?</li> <li>• Look at expanding the service to include the lifestyle sections. Rural would have a targeted rate if they wanted the service (same as towns).</li> </ul> <p>We can nominate a road for farmers/lifestyle sections to take their rubbish for collection as it is not viable to drive down all rural roads. Risk of stolen</p>		

Issue	Description	Next Action	Assignee
	<p>or damaged bins.</p> <p><b>Working and commercial roads</b></p> <ul style="list-style-type: none"> <li>• Park side collection.</li> </ul>		
<p><b>Issues to be considered</b></p>	<p>Some issues have arisen around:</p> <ul style="list-style-type: none"> <li>- CBD collections</li> <li>- Collections on private roads</li> </ul> <p>Working party to consider and provide direction.</p> <p>Discussion notes:</p> <p>There has been an increase to requests for recycling in complex properties, such as lifestyle estates. The roads through these estates are not standard council roads. Owners would be required to sign an indemnity if a service is provided, as council could not be liable for damage to the roads. An option could be that residents bring rubbish to a public road, could cause problems with residents of public road. Will need a policy for this.</p> <p>Contractor could provide a commercial service directly to private properties. Needs to go to council.</p> <p>Regional Solid waste bylaw was reviewed in 2017. No active steps have been taken to implement the bylaw. Refer to the bylaw, implement and have consistency. There has to be a process discussion at an operational level. Staff will have an internal discussion and refer back to council. Could be something similar to the road naming process. People who are subdividing will need to know up front.</p>		

Issue	Description	Next Action	Assignee
<b>Business case for resource recovery centre</b>	<p>Working party to provide direction on what they would like to see from a business case.</p> <p>Discussion notes: Will need to have a timeline, capex and cost etc. to plug into the LTP.</p> <p><b>Design</b> Want to avoid the Seagulls design. This will make a difference on what and where we spend money in the next few years.</p> <p><b>New contract in 2023</b> To be as prepared as possible. Should be looking at some capital works by 2022 so the transition to new contract is smooth. If Matamata stacks up as a resource recovery centre we could look at this. Put in the services i.e. power, water, roads etc. needed for these sites so it is ready to go upon the contract change. Could start development at the Matamata site if the greenfield was not agreed to.</p> <p>Will bring back pre consultation next week and get out to the community on the 20<sup>th</sup> July.</p>		Louisa
<b>Incoming correspondence</b>	No correspondence received.		Niall / Louisa
<b>Stakeholders management and correspondence</b>	N/A		
<b>Matters arising</b>	<p>Anything else</p> <p><i>Discussion and Comments:</i> Sharnae is doing an article on rubbish across the district.</p>		

Issue	Description	Next Action	Assignee
	<p>The working party has externals coming in to meet on 15 July. There is a break between the externals so as no cross over. Can have discussion between. Think of questions for externals. All elected members are welcome if they want to be present as it is industry education.</p>		
<p><b>Next meeting</b></p>	<p>15 July 2020: The following external presenters have been booked in:</p> <p>1.30pm Todd McLeay, CE of Smart Environmental and Layne Sefton, Central Region Manager, in attendance.</p> <p>2.45pm Mick Satsangi Waste Management NZ Ltd – Regional Manager Waikato</p> <p>Future meeting: Glen Jones, Enviro Waste Regional Manager.</p>		

Pre-consultation Plan

Start Solid Waste consultation	Starts July 20 Monday	
<b>Solid Waste Digisign?</b>	By 20 July	
<b>Solid Waste Antenno post</b>	Wednesday 22 July Antenno post linking people through to the website	
<b>Solid Waste Video with Ash</b>	Thursday 23 July? Mayor Ash – talking to camera clip. Encouraging people to engage	
<b>Solid Waste EDM</b>	Content of EDM – draft for comms  Banner by 22 July  Draft and schedule by 22 July	
<b>rates and debt Web content finalised</b>  <b>Potential for animated video</b>	Thursday 23 July  Content loaded and tested by this date for going live Monday 27 July	
<b>Solid Waste Facebook – sharing videos (boost posts?)</b>	Throughout consultation period. Shared to community pages	
<b>Solid Waste Editorial or councillor columns?</b>	For publishing week of 27 July? Write article (or get other contributors to write articles?)	Working party to consider doing this.
August 7 – <b>End Waste Min consultation</b>		

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August 12 – waste min feedback/submissions to Council		
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Minutes

<b>Meeting</b>	<b>Solid Waste Working Party</b>
<b>Date</b>	15 July 2020
<b>Time</b>	1.30pm
<b>Venue</b>	Te Aroha Council Chambers
<b>Present</b>	Councillors Adrienne Wilcock, Caitlin Casey, Bruce Dewhurst, James Sainsbury Fiona Vessey – Group Manager Service Delivery, Solid Waste Officer – Louisa Palmer, Michelle-Staines Hawthorne – Corporate Strategy Manager, Senior Policy Planner – Niall Baker, Committee Secretary – Stephanie Glasgow
<b>Externals present</b>	Todd McLeay – Smart Environmental Chief Executive, Layne Sefton, Central Region Manager, Mick Satsangi – Waste Management NZ Ltd (Regional Manager Waikato)
<b>Apologies</b>	Ronnie Tuiavii - Solid Waste Contract Manager
<b>CM folder</b>	20/2772
<b>Purpose</b>	Fifth meeting of Solid Waste Working Party

Issue	Description	Next Action	Assignee
Minutes from previous meeting	Minutes from meeting of 8 July 2020 confirmed		
Smart environmental here to discuss new contract with new recycling	Smart Environmental presented on new recycling guidelines.  <i>Discussion and Comments:</i> <ul style="list-style-type: none"> <li>Levy received of \$2,000 for landfill of paper and plastics. Council will receive half of the levy. The levy will be in</li> </ul>		Niall

Issue	Description	Next Action	Assignee
<p><b>guidelines</b></p>	<p><i>assistance to increase the pockets of innovation.</i></p> <ul style="list-style-type: none"> <li>• <i>The new guidelines have smart innovative solutions that are regionally scalable</i></li> <li>• <i>Looking at how they can work closely with councils i.e. how to collect waste, work with the community etc.</i></li> <li>• <i>Signal certainty with packaging of to show expectation of which direction we are heading. Be honest i.e. not everything can be recycled. Change public sentiment to give the power back to the buyer. Move responsibility on to the consumer.</i></li> <li>• <i>The recycling symbol was developed by the American chemical industry.</i></li> <li>• <i>They are attempting to recover valuable commodity in the waste industry. There are many different versions of plastics but they are being disposed of the same.</i></li> <li>• <i>Some councils have moved to monthly collection. Our council could reduce frequency of collection service.</i></li> <li>• <i>Green Gorilla managed to recover 87% of construction waste e.g. levy tyres.</i></li> <li>• <i>From 1 July 2022 the fee will be \$60 a tonne for 4 years.</i></li> <li>• <i>More than half the volume of a bin is organic. A waste plan is needed to engage with the community. There could be a back door service for those with medical certificate. The shape of bins in Te Aroha needs to be considered, as some bins have narrow bases.</i></li> <li>• <i>The plan should future proof with the technology change going forward. Plan now for the long term.</i></li> </ul>		

Issue	Description	Next Action	Assignee
<p><b>Waste Management NZ Limited here to discuss new contract</b></p>	<p>Waste Management NZ Limited gave PowerPoint presentation</p> <p><i>Discussion and Comments:</i></p> <ul style="list-style-type: none"> <li>• <i>Collection site in Hamilton and processing in Tirohia</i></li> <li>• <i>Plastic packaging material flows are linear and production is at 78 million tonnes annually.</i></li> <li>• <i>Waste Management recycle 77% of production and market back to NZ.</i></li> <li>• <i>Waste minimisation and diversion – minimise waste to move away from linear cycle and back to circular cycle. By limiting production and distribution, you minimise waste.</i></li> <li>• <i>Minimisation needed before it is collected i.e. sorting at the source, to effectively minimise waste.</i></li> <li>• <i>Council should focus on minimisation before diversion.</i></li> <li>• <i>They have an education coordinator to help make waste changes throughout the workplace. The goal is to educate people and provide the right services.</i></li> <li>• <i>There is no perfect way to understand the needs of a community.</i></li> <li>• <i>3 services provided are recycling, glass and waste, with a maximum of 3 bins which is based on an overseas model.</i></li> <li>• <i>There is no longer a market for paper, only cardboard.</i></li> <li>• <i>Bin sizes are 120 litres for general waste, 80 litres for food waste. Every bin is weighed as the truck cannot lift more than 65 kg.</i></li> <li>• <i>2038 Tirohia is closing, collection would be direct to Tirohia</i></li> </ul> <p>3 single waste streams are easier to sort. Welcome to look at Materials Recovery Facility (MRF) in Tauranga</p>		

Issue	Description	Next Action	Assignee
<p><b>Discussion on options for public consultation</b></p>	<p><u>Kerbside Rubbish:</u> Status quo with targeted rate – current costs to be explained, but not presented as an option to the community.</p> <p>Option 1: 120L bin with weekly option of \$150 targeted rate (commonly preferred size).</p> <p>Option 2: Council exists from providing the service.</p> <p><u>Kerbside recycling:</u> Status quo with targeted rate of \$42. Current costs to be explained, but not presented as an option to the community.</p> <p>Option 1: Council provides 3 crates (or multi compartment bins) separated at source. Monthly glass, plastic and paper. Option 2: Council exits from providing the service</p> <p><u>Food waste:</u> Provide the costs and ask the community if they would support a food waste collection.</p> <p><u>Transfer stations:</u> Current service offering to be explained, but not presented as an option to the community, as we need to do more to meet our goals.</p> <p>Option 1: Develop Matamata and/or Morrinsville as resource recovery centers, retaining the Waihou transfer station. Option 2: Develop Matamata and/or Morrinsville as resource recovery centers, closing the Waihou transfer station.</p>		

Issue	Description	Next Action	Assignee
	<u>Zero waste</u>		

Ask the community if they would support our zero waste aspiration.

<b>Incoming correspondence</b>	N/A		
<b>Stakeholders management and correspondence</b>	N/A		
<b>Matters arising</b>	No matters arising.		
<b>Next meeting</b>	To be confirmed		

# TRASH TALK

## The future of rubbish and recycling

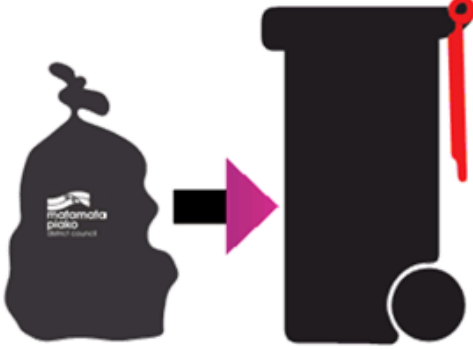


New Zealand has a rubbish and recycling crisis on its hands. We can't send recycling overseas like we used to, and only a limited number of plastics can be recycled in New Zealand. Because of this, more rubbish is headed for landfill. On top of this – the costs to dispose of rubbish to landfill have been increasing, and will continue to do so.

The rubbish and recycling 'problem' isn't someone else's responsibility. We all need to recognise that what we're doing now isn't working, and we need to make changes.

Our rubbish and recycling collection contract comes to an end in 2023. We need to review this system to ensure we're providing rubbish and recycling services that will encourage people to actively reduce the amount of waste they are producing, recycle correctly, and look at reusing, repurposing and composting instead of sending more waste to landfill.

We know 2023 is a long way away, but there's a lot of work to do between now and then to prepare for any changes. Visit our website for more information on the challenges, the options and the estimated costs, and tell us what you think by 7 August 2020.

[mpdc.nz/trash-talk](http://mpdc.nz/trash-talk)

Rubbish	Recycling	Transfer Stations
<p>Rubbish bags are no longer a good long term option - there are health and safety issues around the manual handling/weight of bags, they get ripped open by animals; and the bags themselves are another item in landfill.</p> <p><b>Future alternatives:</b></p> <p><b>Option 1:</b></p> <ul style="list-style-type: none"> <li>A small (80L) wheelie bin for rubbish, collected weekly. Funded through rates</li> </ul> <p><b>Option 2:</b></p> <ul style="list-style-type: none"> <li>No Council rubbish collection (people take their own rubbish to the transfer station or arrange private collection)</li> </ul> 	<p>Recycling the way we do now is not working well. We need to make changes to ensure what is collected, is being repurposed and diverted from landfill.</p>  <p><b>Future alternatives:</b></p> <p><b>Option 1:</b></p> <ul style="list-style-type: none"> <li>Three rates funded collection crates/ or multi-compartment wheelie bins for cardboard, plastics, tin and glass</li> </ul> <p><b>Option 2:</b></p> <ul style="list-style-type: none"> <li>No Council recycling collection (people take their own recycling to the transfer station or arrange private collection)</li> </ul>	<p>Transfer stations don't encourage rubbish reduction but resource recovery centres do. These centres are community facilities where you can drop off unwanted items and materials for reuse and recycling – diverting them from landfill.</p> <p><b>Future alternatives:</b></p> <p><b>Option 1:</b></p> <ul style="list-style-type: none"> <li>Develop resource recovery centres in Matamata and/or Morrinsville</li> <li>Close the Waihou Transfer Station and divert all rubbish and recycling to the resource centres</li> </ul> <p><b>Option 2:</b></p> <ul style="list-style-type: none"> <li>Develop resource recovery centres in Matamata and/or Morrinsville</li> <li>Maintain the Waihou Transfer Station</li> </ul> 



## Alteration of Designation 36 (Proposed Reserve).

RM No.: 2326690

### Rāpopotonga Matua | Executive Summary

The purpose of this report is to seek Council's resolution in relation to the alteration of designation 36 (proposed reserve) under Section 181 (3) of the Resource Management Act 1991 (RMA) along the Waitakaruru stream and Piako River in Morrinsville.

### Tūtohunga | Recommendation

That:

1. Council receives the report.
2. Council acting as both territorial authority and the requiring authority agree with the alteration.
3. Council approves the alteration of the designation 36 (proposed reserve) under Section 181 (3) of the Resource Management Act 1991 (RMA), altering the proposed reserve along the Waitakaruru stream and Piako River and from south of the golf course to Studholme Street in Morrinsville and consequently amend the District Plan in accordance with plans 1B and 2B attached

### Horopaki | Background

Designation 36 was consulted on and implemented through our first generation plan which was notified in 1996. In addition, the area of land (esplanade reserve/designation) was part of public consultation prior to the implementation of our Passive Reserves Management Plan 2009 under Section 41 of the Reserves Act 1977.

### Ngā Take/ Kōrerorero | Issues/Discussion

Currently, the district plan maps show designation 36 (proposed reserve) weaving in and out over the Waitakaruru stream and Piako River, as well as the esplanade reserve (please see plans 1A and 2A). However, the designation is for a proposed reserve and it is common sense that a public reserve can not be developed or used on top of a river/stream. Consequently, the designation as reflected on our District Plan maps can not be implemented/developed for the intended purpose.

The RMA under Section 181 (3) allows for the alteration of a designation subject for the following criteria:

Section 181(3) states:

*(3) A territorial authority may at any time alter a designation in its district plan [or a requirement in its proposed district plan] if—*

*(a) the alteration—*

*(i) involves no more than a minor change to the effects on the environment associated with the use or proposed use of land or any water concerned; or*

*(ii) involves only minor changes or adjustments to the boundaries of the designation [or requirement]; and*



- (b) *written notice of the proposed alteration has been given to every owner or occupier of the land directly affected and those owners or occupiers agree with the alteration; and*
- (c) *both the territorial authority and the requiring authority agree with the alteration— and sections 168 to 179 [and 198AA to 198AD] shall not apply to any such [alteration].*

Section 181 (3) (i) “No more than minor change to the effects on the environment associated with the use or proposed use of land”

We are confident that the adverse effects on the environment associated with the proposed use will be less than minor considering the designation now sits on top of the river/stream and the alteration will change its boundary to align with the esplanade reserve (please see the attached plans 1A and 2A). The alteration of the designation 36’s boundary will not change the esplanade reserve’s purpose.

In addition, the esplanade reserve is part of the Track Strategy consulted under the Reserves Management Plan and a walkway is a permitted activity in the residential and rural zones under rule 8.6.2.3 of the District Plan. Therefore, changing the boundary of the designation to align with the esplanade reserve will not change the effects on the environment associated with the use or proposed use of land.

Section 181 (3) (ii) “involves only minor changes or adjustments to the boundaries of the designation”

The plans attached show that the adjustment to boundaries will be minor. It consists of a peripheral change, moving designation 36 from the top of the stream to align with the esplanade reserve that adjoins the stream.

As indicated above, we are satisfied that moving the boundary of the designation to align with the esplanade reserve meets both of the requirements of section 181(3)(a) of the RMA.

Section 181 (3) (b) “Land directly affected”

We consider that “land directly affected” is a narrower test and different to the test under Section 95E of the RMA which speaks about “affected parties”. In this instance, we consider that the “land directly affected” is the land to which the altered designation would apply. The esplanade reserve is under Council ownership and therefore, no notification is required to move the designation into the esplanade reserve.

Section 181 (3) (c) “both the territorial authority and the requiring authority agree with the alteration”

For this particular case, Council is the requiring authority as well as the territorial authority and a resolution is sought for Council to agree with this alteration.

Conclusion

In light of the above, we are confident that the requirements for the threshold test of section 181(3)(a) of the RMA have been met to alter Designation 36 boundaries to align with the esplanade reserve in accordance to the attached plans.

**Mōrearea | Risk**

Like all decisions there is the potential risk of legal challenge. Section 181 (3) does not require consultation with adjoining properties who may feel impacted /affected by the alteration

However, given in this case that Council is the Requiring Authority and Territorial Authority we have sought legal advice which confirmed that this alteration meets the requirements of Section 181 (3) and the District Plan can be updated without triggering Sections 168 to 179 and 198AA to 198AD of the RMA.

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

Section 181 (3) of the Resource Management Act 1991.

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

Minor costs will be incurred to update the District Plan, however this will be covered by existing budgets.

### Ngā Tāpiritanga | Attachments

[A↓](#). Plan 1A - PPLEDesChange.gws

[B↓](#). Plan 2A - PPLEDesChange.gws

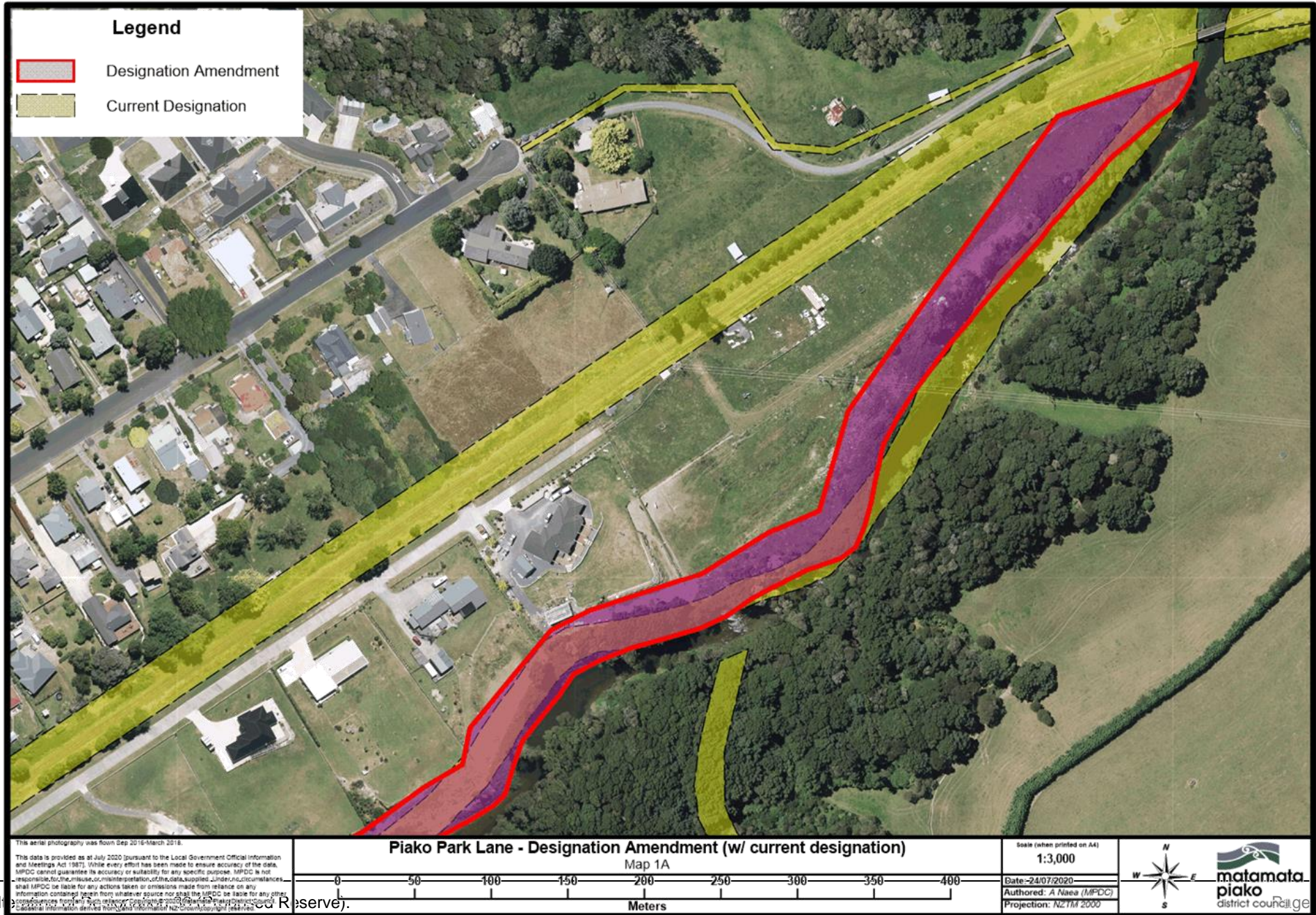
[C↓](#). Plan 1B - PPLEDesChange.gws

[D↓](#). PPlan 2B - PPLEDesChange.gws

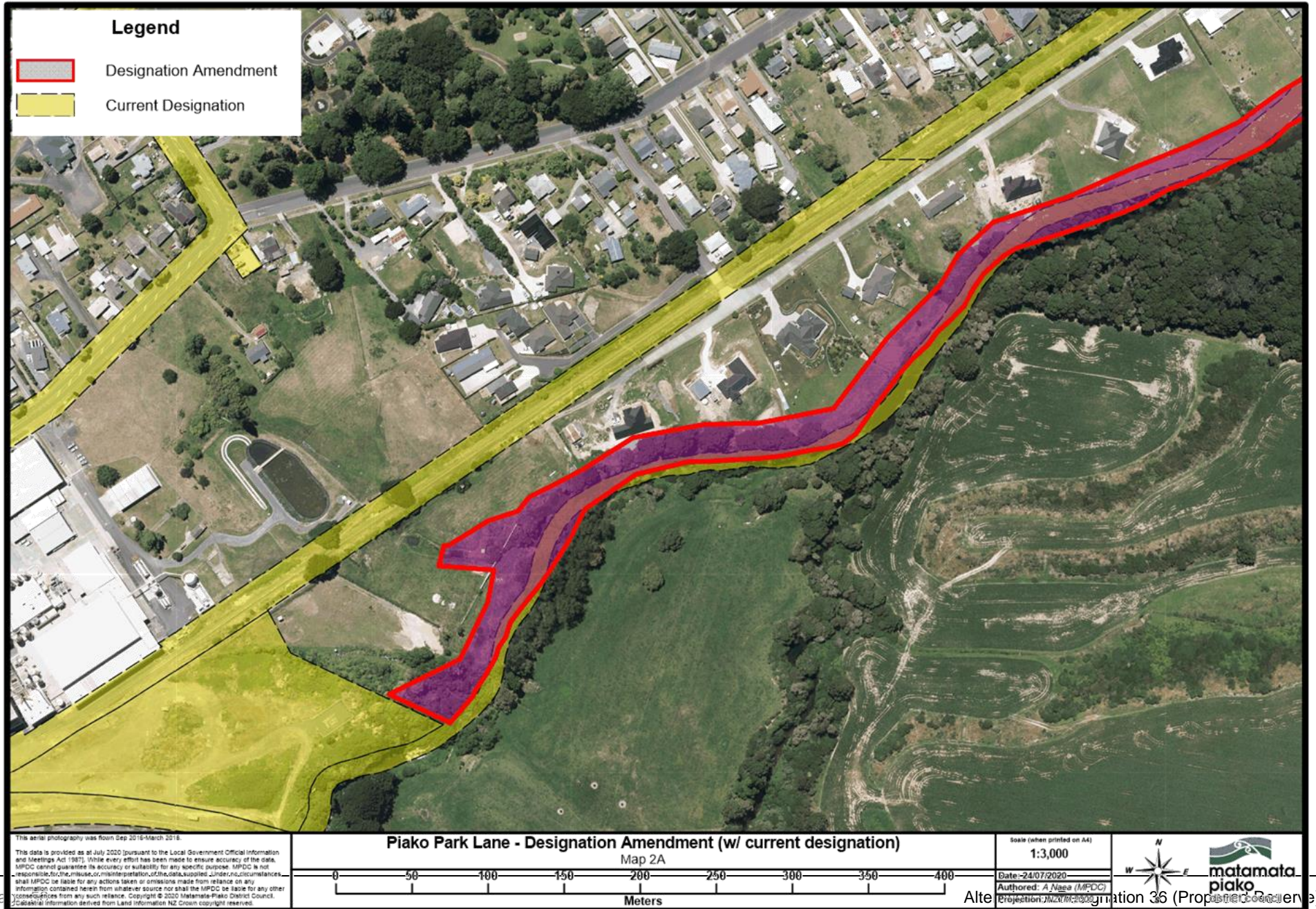
### Ngā waitohu | Signatories

Author(s)	Joao Paulo Silva <b>RMA Policy Planner</b>	
Approved by	Ally van Kuijk <b>District Planner</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	

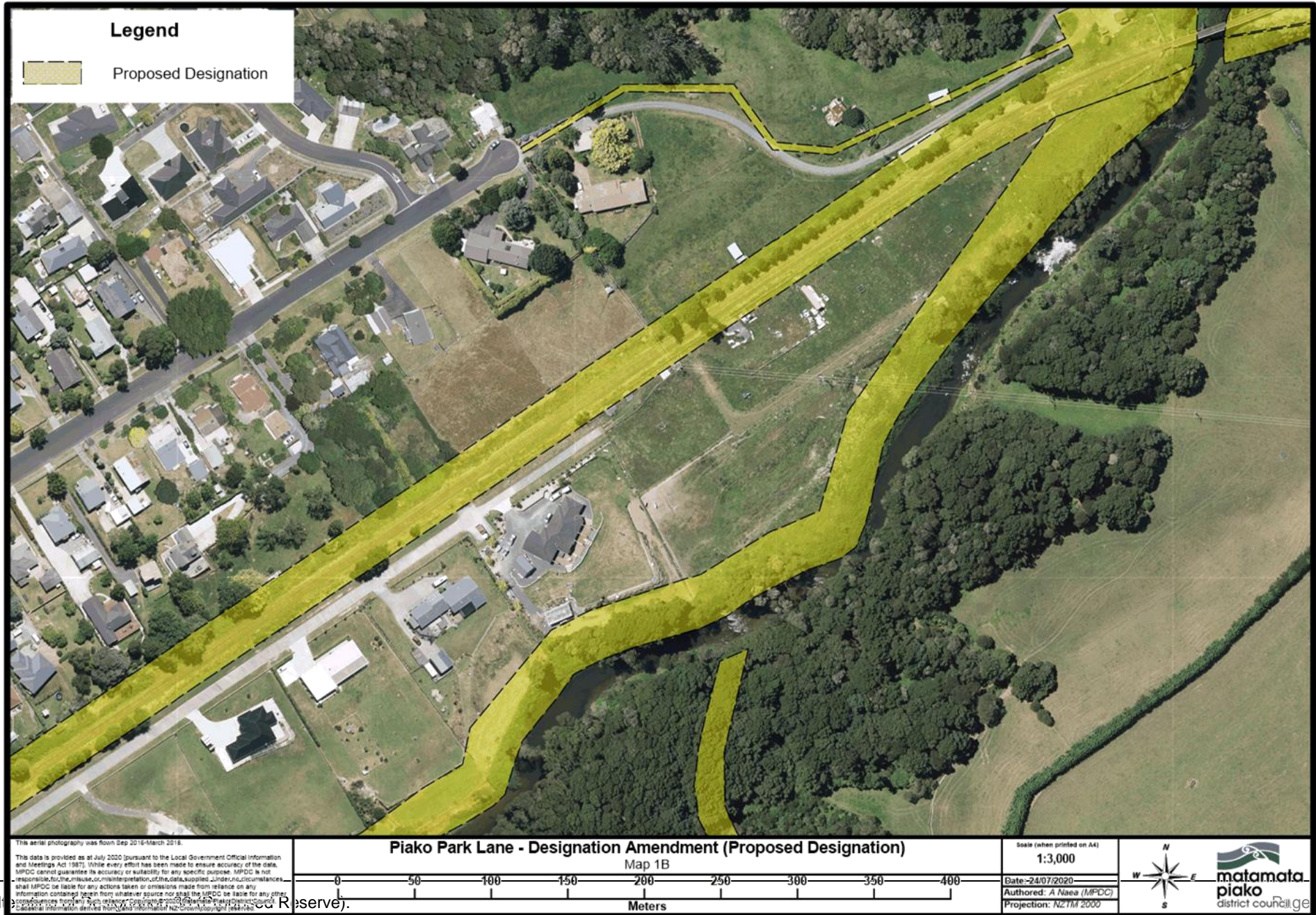




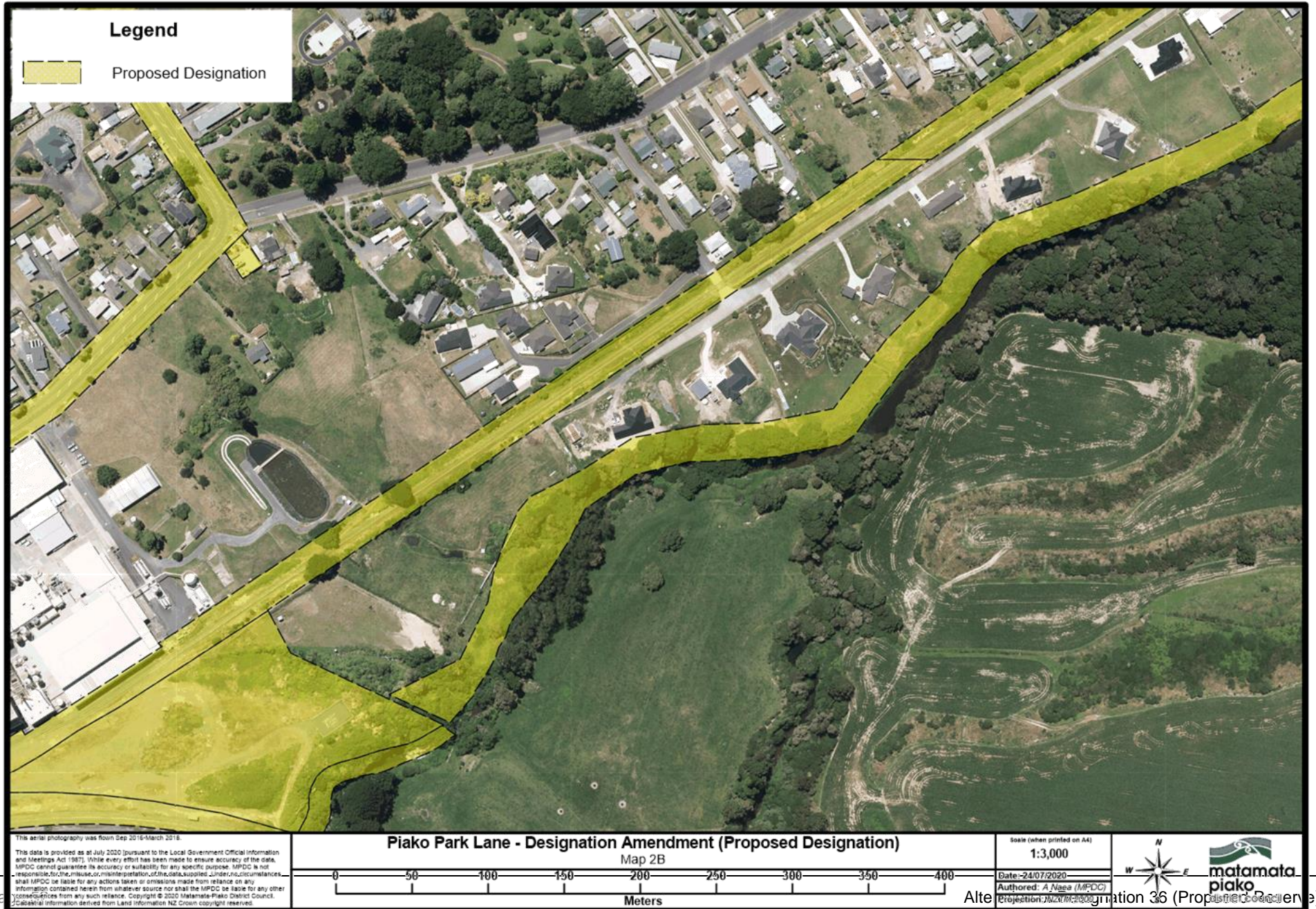












## Te Manawhenua Forum mo Matamata-Piako Update

RM No.: 2320135

### Rāpopotonga Matua | Executive Summary

Te Manawhenua Forum chair, Te Ao Marama Maaka, in attendance to provide an update.

#### Tūtohunga | Recommendation

That:

1. The information be received.

#### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

#### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	



## Hetana Street Reserve: Mini-putt Proposal

RM No.: 2320859

### Rāpopotonga Matua | Executive Summary

Council has been approached by a Matamata-based events company that wishes to operate a mini putt facility at Hetana Street Reserve.

A masterplan for the future use and development of Hetana Street and the Reserve is currently under development.

Council may wish to consider whether a short term use arrangement, that does not impede future development plans, might be appropriate in the circumstances.

As the proposed activity would require resource consent, Council is asked to consider whether or not it would grant landowner approval to enable a resource consent application to be lodged.

### Tūtohunga | Recommendation

That:

1. The report be received;
2. Council provides landowner approval, in principle, subject to regulatory requirements being met [or] *Council does not provide landowner approval for the establishment of a temporary mini-putt facility at Hetana Street Reserve;*
3. (a) Council determines to treat the request as an ordinary reserve booking and to levy fees and charges as per Council's adopted Fees & Charges Schedule;

OR

(b) Council resolves to publically notify its intent to grant a licence under Section 54(1)(d) of the Reserves Act 1977 to Differenz to operate a mini-putt facility at Hetana Street Reserve, on a temporary basis, subject to any other regulatory requirements being met.

### Horopaki | Background

Council has been approached by a Matamata-based events company that wishes to operate a mini putt facility at Hetana Street Reserve. The proposal would involve occupying a portion of the area known as the 'Village Green' on a regular, temporary bases over the summer. The operation would be run as a commercial venture. Attachment A provides information about the proposal.

The proposal would occupy approximately 120 square metres or 6% of the green. The applicant has indicated that all structures associated with the mini putt proposal would be removable should the area be required for community events.

The applicant envisions 12-15 mobile holes that are suitable for all ages with some of the holes Waikato themed so for example "Firth Tower", "Wairere Falls", "Waikato River" etc. The applicant would like to operate regularly on Fridays, Saturdays and Sundays from November 2020 to March

2021 and occasionally outside these hours/months for group and corporate bookings. Set up and pack out should take half an hour and everything will be stored in a trailer that the applicant would remove the equipment each day. There would be no requirement for electrical power except for battery power for an EFTPOS terminal. Rubbish would be removed by the operator.

The applicant is seeking approval in principle from Council as landowner.

Hetana Street Reserve is gazetted as Recreation Reserve under the Reserves Act 1977. The Act enables Council to issue a licence for a 'trade, business or occupation' for the proposal under section 54(1)(d) of the Act, subject to public notification or a notified resource consent.

Council also has the ability to approve reserve bookings at specified fees. The proposed activity would require resource consent under the District Plan rules. Council could provide approval in principle subject to regulatory requirement being met.

Should Council agree to a licence for the activity, Council needs to consider rental and any other licence terms and conditions. The proposal is a commercial activity, therefore a commercial rental or a percentage share in revenue arrangement may be appropriate.

Alternatively, Council may simply want to treat the request as a reserve booking and apply the relevant booking fees.

## Ngā Take/ Kōrerorero | Issues/Discussion

### *Masterplan*

A masterplan for the future use and development of Hetana Street and the Reserve is currently under development. The Village Green has been used for events in the past. Initial stakeholder consultation has indicated a desire to retain the Village Green an open grassed area. The i-SITE has indicated that they wish to see the Green remain as an open space but have also lended support to the mini-putt proposal.

As the masterplanning process is still underway the long-term compatibility of the activity with the masterplan cannot be adequately assessed. It is likely however that physical works projects identified in the master plan will not all occur simultaneously and it may be some time before some projects are implemented. Council may therefore wish to consider whether a short term use arrangement, over the summer months, that does not impede future development plans for the reserve or street layout, might be appropriate in the circumstances.

*Private use/benefit of public space*

The mini putt proposal would involve the temporary occupation of public space by a private enterprise however it is also likely to activate the overall space to some degree by offering an additional visitor experience.

*Timing*

The applicant would like approval in principle as soon as practicable to enable them enough time to manufacture the equipment in time for the summer season and sufficient time for regulatory approval processes.

**Mōrearea | Risk**

There is a risk that the activity may not be compatible with the masterplan however this risk can be minimised by only entering into a short-term arrangement and imposing appropriate conditions.

If the term is less than three months, Council may also charge a bond in accordance with its Fees and Charges Schedule if the proposal is treated as a reserve booking.

**Ngā Whiringa | Options**

1. Council can provide approval as landowner.
2. Council can decline to provide approval as landowner.

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

Hetana Street Reserve is gazetted as Recreation Reserve under the Reserves Act 1977. While the reserve management plan allows for 'community events such as fairs and festivals' it does not anticipate commercial events or long term occupation of the reserve by commercial enterprises.

There are two ways of treating the temporary occupation of the Reserve. Council can approve it as a 'Reserve Booking' and charge a daily charge of \$20 per day plus an initial booking fee of \$16 in accordance with Council's adopted Fees and Charges Schedule.

Council could also use its powers under Section 54(1)(d) of the Reserves Act 1977, which enables Council to issue a licence for a 'trade, business or occupation'. This process is subject to public notification or a notified resource consent, unless the activity is anticipated in the management plan for the reserve in which case notification is not required. This option would normally be used for longer-term, higher risk or higher value activities. This option does however give council the option to negotiate fees.

If Council wishes to issue a licence for the temporary occupation at the reserve, it must also determine what charges Council may wish to impose on the applicant. Staff recommend that if this option is chosen, the applicant should pay the cost of public notification in the newspaper as well as staff time associated with this (estimated to be around \$500). Council may wish to consider whether it wishes to charge a daily rental or a percentage of revenue.

The activity would require resource consent under the District Plan rules. Council could provide approval in principle to enable the applicant to lodge a resource consent application.

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

Section 119 of the Reserves Act requires that a licence under Section 54(1)(d) is publically notified unless the activity is in accordance with the management plan of the Reserve or is subject to a notified resource consent. Council would need to notify its intention to grant a licence in a Matamata newspaper and allow one month to receive objections. Objections (if any) must then be considered and Council must then resolve whether or not to grant the licence.

A resource consent application must be processed within twenty working days.

### Ngā take ā-lhinga | Consent issues

See Legal and Policy section above.

### 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:** Quality infrastructure is provided to support community wellbeing.

**Theme:** Economic opportunities

**Community Outcome:** We are a business friendly Council.

**Theme:** Healthy Communities

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

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

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

The cost of public notices for a licence under the Reserves Act is estimated to be in the region of \$500 which could be recovered from the applicant as well as the cost of preparing the licence document.

If treated as an event booking, Council may recover charges in accordance with its adopted Fees & Charges Schedule.

### Ngā Tāpiritanga | Attachments

[A↓](#). Mini putt proposal

### 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>	





# MATAMATA MINI GOLF

THE PLAN



# DIFFERENZ.

## EVENT MARKETING & MANAGEMENT

Matamata based Differenz. Ltd had developed and delivered 300 events since 2014, attracting 175,000 people. As a small family business we aim to **get kids active** and **bring families together** with different, unique event concepts.

We work with councils, business associations, schools, shopping centers, universities and corporates throughout NZ. We're proud to have donated over **\$100,000** to schools in NZ.





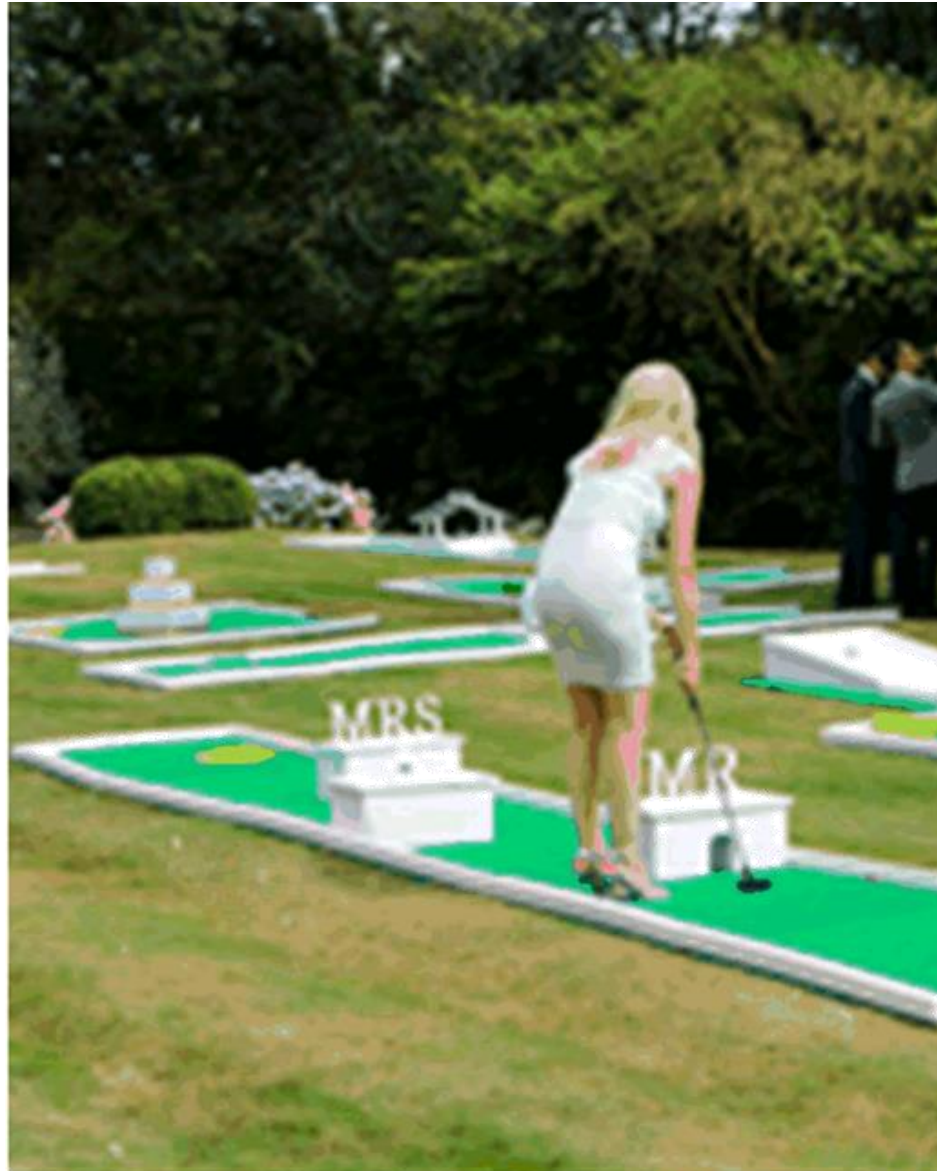
- Mobile set up
- Waikato themed
- 12-15 holes
- no rubbish
- no power



- An activity in town centre for
- corporate functions
- birthday parties
- local families
- tourists
- all ages

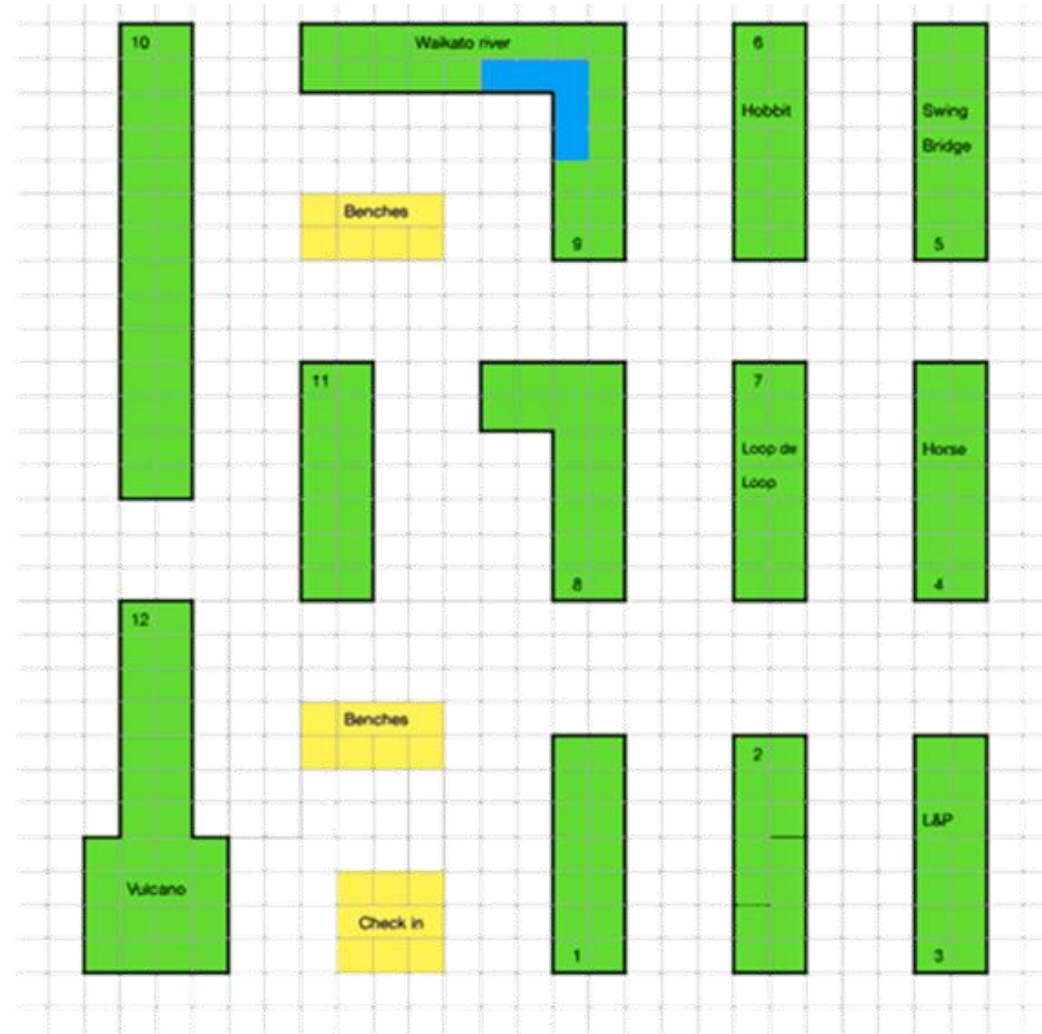




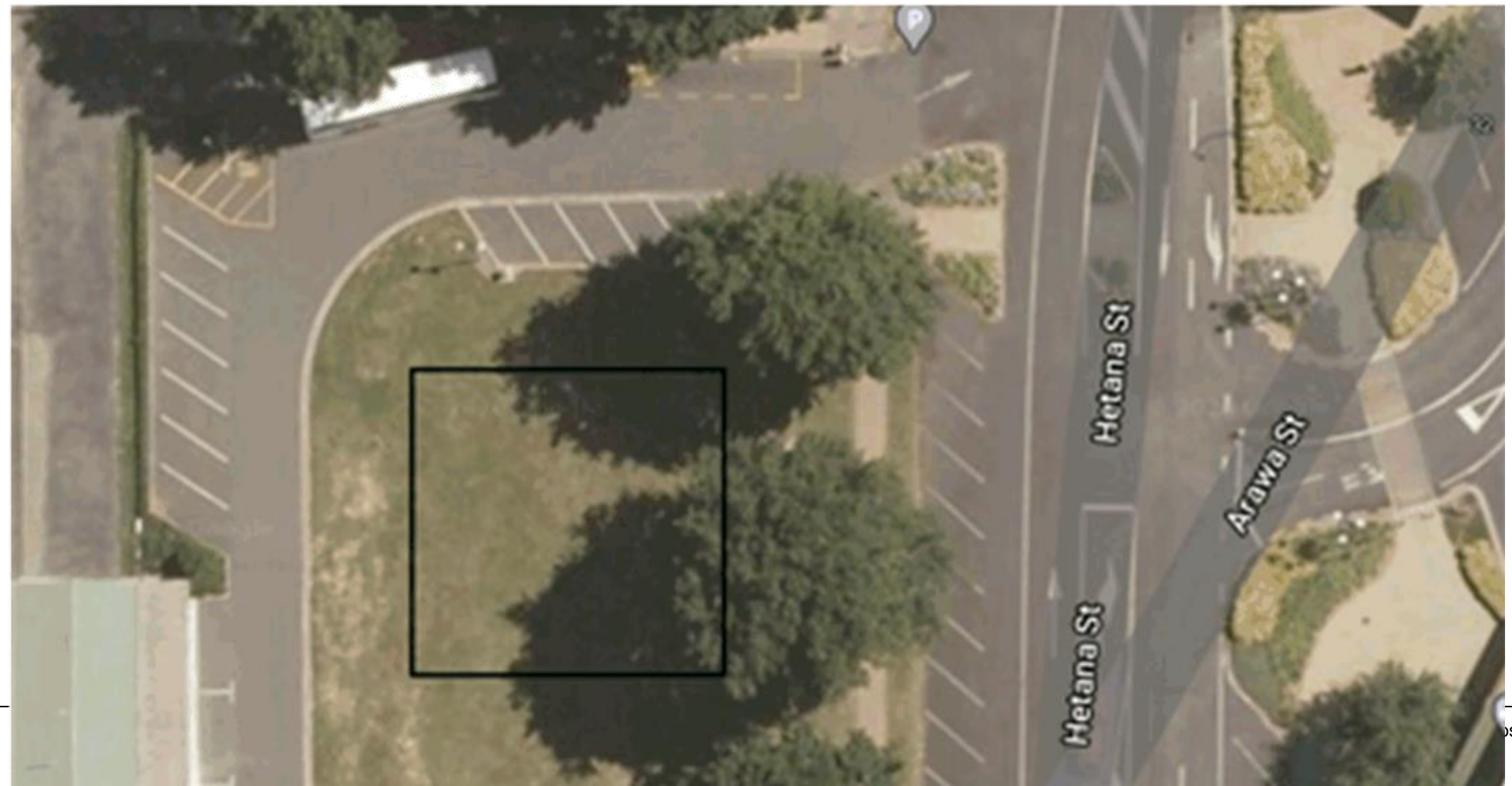




Space required  
- roughly 100 m<sup>2</sup>  
- 4 tear drop flags



Hetana reserve (North side)  
- close to public toilets  
- close to businesses  
- close to parking  
- close to i-Site



# DIRECTIONAL SIGNAGE ●

6X MOBILE A-FRAMES (80CM X 80CM)

Set up during only opening hours only











## OPERATING DAYS AND TIMES

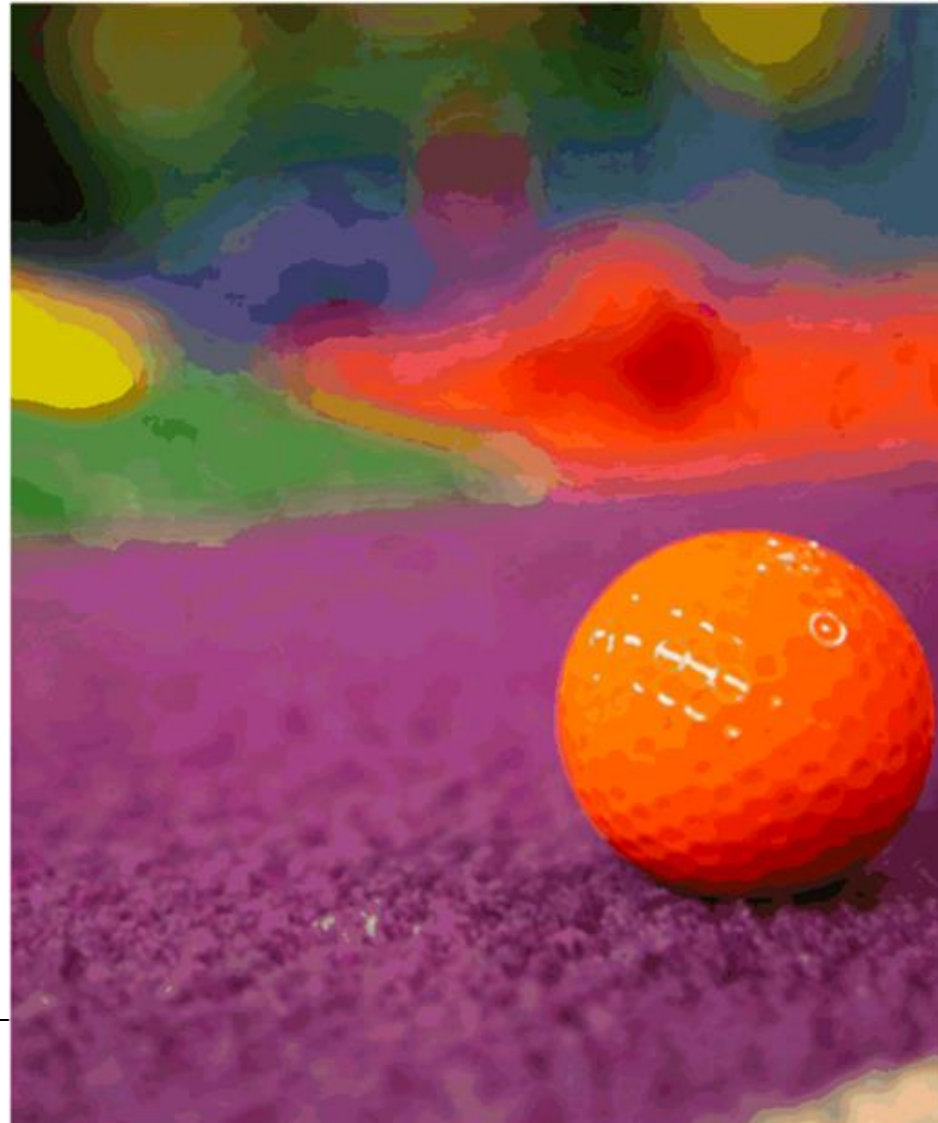
### EARLY OCTOBER UNTIL EASTER

Friday 11am - sunset  
Saturday 11am - sunset  
Sunday 11am - 5pm

+ (public) holidays

+ a couple of themed late nights  
(glow in the dark/christmas)

Not operating on extreme weather  
days







**DIFFERENZ.**

8 McKenzie Place  
Matamata 3400

Robin de Goeij  
robin@differenz.co.nz  
021 390 510



## LGNZ Remit AGM 2020

Trim No.: 2306668

### Rāpopotonga Matua | Executive Summary

This report seeks feedback from Council on twelve remits proposed for the Local Government New Zealand (LGNZ) Annual General Meeting (AGM) for 2020. The topics covered are:

1. Public Transportation
2. Housing
3. GST returned to Councils
4. Natural hazards and climate change
5. Regional balance of transfers
6. Electoral cycle
7. Water bottling
8. Quorum online attendance
9. Macrons
10. Rates rebates
11. CO2 emissions

### Tūtohunga | Recommendation

That:

1. **That Council provides its feedback on the support or otherwise of the proposed remits:**
  - 1) **Public Transportation**
  - 2) **Housing**
  - 3) **GST returned to Councils**
  - 4) **Natural hazards and climate change**
  - 5) **Regional balance of transfers**
  - 6) **Electoral cycle**
  - 7) **Water bottling**
  - 8) **Quorum online attendance**
  - 9) **Macrons**
  - 10) **Rates rebates**
  - 11) **CO2 emissions**

### Content

#### Horopaki | Background

This report seeks feedback from Council on remits proposed for the Local Government New Zealand (LGNZ) Annual General Meeting (AGM) for 2020.

The proposed Remits are attached to this report - the topics covered are:

- 1) Public Transportation
- 2) Housing
- 3) GST returned to Councils
- 4) Natural hazards and climate change



- Item 7.7
- 5) Regional balance of transfers
  - 6) Electoral cycle
  - 7) Water bottling
  - 8) Quorum online attendance
  - 9) Macrons
  - 10) Rates rebates
  - 11) CO2 emissions

The remits have been made in advance of the 21 August AGM in order to allow Council representatives to gauge the views of the Council's prior to the meeting.

### **Ngā Take | Issues**

Staff have provided some comments on the remits as follows:

#### **1. Public Transportation**

This remit calls on the Government to work with councils to maintain the financial viability of public transport during the recovery phase of COVID-19 – where in other countries the return to public transport has been slow.

Public transport is a Regional Council function. However, Council does contribute financially to the provision of public transport services in the district – the bus service from Paeroa – Te Aroha - Morrinsville – Hamilton, and recent funding for a new service from Matamata – Hamilton, which is due to commence in 2020/21.

The operating costs of public transport are funded through the National Land Transport Fund (NLTF), council funding, and fares. The Land Transport Management Act 2003 enables regional councils to set standards for public transport services to be provided in their regions, and helps them and the NZ Transport Agency obtain value for money from subsidised services. The majority of public transport services are provided by the private sector under contract to local councils. Government aims for half the operating costs of public transport services to be funded through fares, with the remaining costs split between central and local government. Separate government funding is provided for the SuperGold Card public transport scheme, which enables card holders to travel free on off-peak public transport services. Capital investment in Wellington and Auckland metro rail is funded by separate Crown appropriations.

Staff understand that Waka Kotahi and Ministry of Transport (MoT) have policy guidance around additional public transport funding that will be made available to public transport providers during the COVID-19 event. However, staff have no further details on this. In general funding of public transport can be challenging as New Zealand does not necessarily have the infrastructure or density of population that can make mass transit more successful in other countries.

As with many areas of local government activity ongoing support from central government is welcomed – as this means the rate payer would be subsidising less of the cost of providing this service.

#### **2. Housing**

Housing affordability is an important issue to all New Zealanders and their families and an issue of intergenerational equality. Home ownership has declined in the Matamata-Piako District, similar to many other areas in New Zealand.

Matamata-Piako's housing affordability problem needs to be contextualised in relation to public perceptions and affordability in other regions:

- Results from the 2018 Waikato Quality of Life Survey show most people feel their housing costs are affordable. Approximately 62% of Matamata-Piako respondents agreed or

strongly agreed their home was affordable, compared to 56% for the Waikato region overall and just 41% for Auckland.

- Home loan affordability has been improving as a result of record-low interest rates.
- Average house values remain below the New Zealand average, despite substantial increases in recent years. The ratio of median house price to median household income is comparable to other districts in the region.
- Average weekly rents also remain below the New Zealand average.
- Only around 0.5 per cent of Matamata-Piako residents were estimated to be 'severely housing deprived' in 2013.

While housing affordability is important for all people for the District, it is a major issue for families and households with limited resources, people with disabilities and older people. Some of this is reflected in the high demand for Council's Elderly Person Housing rentals.

Many new homes are built at the high end of the market, whereas the average household income in the District is slightly below the national average. There continues to be pockets of social deprivation (including housing deprivation) in parts of the district.

What is being proposed, and how this may affect what we do

The remit is proposing three things that could potentially assist with the nationwide housing affordability issue;

#### Making Inclusionary zoning a legal tool under the RMA

Inclusionary zoning seeks land or financial contributions from developers being vested to nominated housing land trust. For the avoidance of doubt, this remit proposes that councils have the clear legal opportunity in legislation to pursue inclusionary zoning. It would not be mandatory.

*The term inclusionary zoning refers to district plan rules that require a portion of new land development to be retained as affordable housing for people on low-to-moderate incomes. The theory of inclusionary zoning is that when land is up-zoned (for example, from rural to residential), it creates a significant uplift in value, and the community should share in the benefit of that uplift. This value uplift is enabled through council planning processes, including but not limited to private plan changes, granting of resource consents or council-initiated district plan rezoning under the Resource Management Act (RMA) process.*

To date this has been done in Queenstown Lakes District with the establishment of the Queenstown Lakes District Community Housing Trust established in 2007. The district plan change providing for inclusionary zoning was settled in 2013 following an appeal to the High Court.

The remit suggests that the risk of lengthy legal action may deter other councils from considering inclusionary zoning in their district plans. By making it a legal option (not mandatory), the remit suggests that other councils may pursue inclusionary zoning to ensure sufficient land is made available for affordable housing.

The remit is only suggesting that the inclusionary zoning becomes a legal tool available for council in their considerations for district plan rules, it is not suggesting that it should be mandatory.

The impact therefore, if the remit results in changes to the RMA, will not directly result in changed to our district plan, but rather providing an additional tool for consideration at the time of reviewing the relevant sections of the district plan.

### Working Group on Affordable Housing

The remit Seeks to establish a working group on affordable housing, comprising of relevant/affected councils, central government (MHUD, Kāinga Ora, MSD), iwi, and the community housing sector

### Affordable Housing National Policy Statement

The remit advocates to central government for an affordable housing National Policy Statement to be developed. Any NPS proposed by central government would be subject to consultation, at which point Council may choose to make a submission.

### **3. GST returned to Councils**

The remit advocates Government to use the appropriate mechanisms to enable the 15% Goods and Services Tax (GST) charged on rates be returned to councils to spend on local or regional infrastructure projects.

Goods and Services Tax (GST) is a value-added tax in New Zealand. GST in New Zealand is designed to be a broad-based tax system with few exemptions. Exceptions that do exist include rents collected on residential rental properties, donations, precious metals and financial services. End users pay this tax on all liable goods and services indirectly, in that the purchase price of goods and services includes GST.

GST was introduced by the Fourth Labour Government of New Zealand on 1 October 1986 at a rate of 10% on most goods and services. It replaced existing sales taxes for some goods and services. GST was a part of the economic reforms initiated by Labour Finance Minister Roger Douglas. GST was introduced in conjunction with compensating changes to personal income tax rates. Since its introduction it has had two increases, on 1 July 1989 the rate increased to 12.5% and on 1 October 2010 it increased again to 15%.

GST-registered organisations and individuals pay GST only on the difference between GST-liable sales and GST-liable supplies (i.e., they pay GST on the difference between what they sell and what they buy: income less expenditure). This is accomplished by reconciling GST received (through sales) and GST paid (through purchases) at regular periods (typically every two months, with some qualifying companies opting for one-month or six-month periods), then either paying the difference to the Inland Revenue (IRD) if the GST collected on sales is higher or receiving a refund from IRD if the GST paid on purchases is higher.

Businesses exporting goods and services from New Zealand are entitled to "zero-rate" their products: effectively, they charge GST at 0%. This permits the business to claim back the input GST, but the eventual, non-New Zealand based consumer does not pay the tax (businesses that produce GST-exempt supplies are not able to claim back input GST). Because businesses claim back their input GST, the GST inclusive price is usually irrelevant for business purchasing decisions, other than in relation to cash flow issues. Consequently, wholesalers often state prices exclusive of GST, but must collect the full, GST-inclusive price when they make the sale and account to the IRD for the GST so collected.

The proposal contained in the remit from Hamilton City Council and New Plymouth District Council is that a portion of the GST collected by central government should be made available to councils to assist in covering the cost of local or regional infrastructure. It has not been made clear in the Remit how this funding could theoretically be apportioned.

One example for the allocation of funding collected through a national scheme is the \$4 billion per annum of land transport through the National Land Transport Programme. Local government is responsible for about \$800 million of this per annum, which it invests in maintaining and improving its roads and providing public transport and other services.



Central government invests around \$3 billion each from the National Land Transport Fund (NLTF), which it uses to provide funding assistance for local road costs and public transport, maintain and improve the State highway network, and provide national services like road policing and road safety advertising. NLTF revenue comes from fuel excise duty, road user charges (RUC), and motor vehicle registration and licensing fees. All revenue from these sources is hypothecated, or earmarked, to land transport expenditure apart from about \$7 million of fuel excise revenue that goes to search and rescue and recreational boating safety activities.

This is an interesting example because petrol is an example of a tax on a tax. Fuel is taxed (excise tax) and then GST is paid on top of that. In 2018 Revenue Minister Stuart Nash rejected suggestions to take GST off petrol, saying it would benefit wealthier people more.

GST on rates is essentially a “tax on a tax” as rates operate like a form of tax. Some may view Council rates as payment for the services provided. For example, if a resident takes rubbish to the transfer station (and paid GST on the cost) would that be considered a tax?

In Australia, council rates are specifically exempt from GST. Similarly, VAT (value-added tax) is not charged on council tax in Britain.

The removal of GST from rates would allow an immediate 15% in charges to ratepayers – which could be of substantial benefit to those on low and fixed incomes.

The issue is likely to be that central government will be unlikely to want to lose the income it gets via GST on local rates. That revenue would need to be replaced with an increase in general taxation, probably income tax. Arguably, income tax has the advantage of being a more acceptable level of relativity to ability to pay.

#### **4. Natural hazards and climate change – coastal communities**

This remit proposes central government undertakes, in collaboration with all of local government, a comprehensive review of the current law relating to natural hazards and climate change adaptation along New Zealand's coastlines.

The focus of the remit is on coastal areas, the management of which is becoming a significant issue for some communities. Staff are of the view that while this is a significant issue, coastal districts are best placed to consider support of the remit.

## **5. Regional balance of transfers**

This remit suggests that LGNZ work with Treasury, Statistics New Zealand and other government agencies to develop an annual regional balance of transfers that show how much each region contributes in taxes and how much each region receives in government funding.

According to the Waikato Plan summary report (February 2014), the Government is the single largest investment partner involved in delivering our community outcomes, where for every \$1 local government invests in the Waikato Region, central government invests \$9. Our combined investment in 2011/12 was \$8 billion. The report says "It is vital that we collectively engage with central government on the high priority issues that face our communities and ensure this investment addresses high priority national and regional issues".

One of the issues with the Remit is regional and central government boundaries do not always align. For example, the Waikato District Health Board geographic area is not the same as the Waikato Regional Council area. This means establishing how much spending "in the region" has been made could be challenging to establish. If say, a hospital is upgraded within the Waikato DHB boundary but outside of the Waikato Regional Council area would this be considered central government investment in the Waikato? These challenges could probably be addressed through data gathering/analysis. Is regional or territorial authority breakdowns of data more appropriate?

Agencies providing breakdowns of expenditure and collection of revenue at a regional level would help transparency, but the question is what is the information to be used for? It is suggested a regional balance of transfers could create competition between regions, as it would show which regions are receiving more investment and may not take into account population growth in a particular region.

Taxation is usually generated locally for national benefit and geographic spread (i.e. the national interest). This Remit could lead to a request for regional taxes to align with the level of tax paid by that region.

## **6. Electoral cycle**

This remit proposes the local government electoral cycle be extended from three to four years.

The impact of having local and national elections (if they remain at a 3 yearly cycle) occurring at the same time every 9 years should be considered. It would have potential to create voter confusion as the way the elections are conducted is different. The only way around it as would be to extend the parliamentary term also to four years. Both central and local government would need to adopt this so the local elections could be on a different year to central government elections.

It is questioned whether voting for local government organisations every three-years would constitute 'voter fatigue', as stated in the remit. Arguably a three year term keeps elected representatives more responsive to the voters.

The remit states that elections every four years would reduce the cost of elections over time, but it could also be the reverse and increase the electoral cost with the possible need for more by-elections (due to some elected members not being able to commit to the role for the full term such as where their circumstances have changed).

The decision making arrangements would need to be reviewed if there is a change to a four year term. Currently the Long-Term Plan is on a three year cycle and the review years are not aligned with the triennial elections so a newly elected Council is effectively working from the Long-Term Plan set by the previous Council for over a year. The Long-Term Plan may need to be shifted to a four yearly review cycle, and the timing of other key plans and policies would need to be reviewed also.

A four year term may provide greater opportunity for Council to see projects through. A new Council may take some time work out what it wants to achieve, and it can take time for newly elected members to become familiar with their roles and understanding of the business before advancing the changes they want to see. With campaigning occurring in the year of the election, arguably this leaves too little time in between for taking steps that may be necessary but will not be popular.

## 7. Water bottling

The Remit seeks that that LGNZ works with the Government to:

1. Place a moratorium on applications to take and/or use water for water bottling or bulk export;
2. Require and enable regional councils to review inactive water bottling consents, with a view to withdrawal of the consent and discourage consent 'banking';
3. Undertake an holistic assessment of the potential effects of the current industry, its future growth and the legislative settings that enable Councils to effectively manage those effects; and
4. Initiate a comprehensive nationwide discussion on the issue of water bottling and implement any changes to legislation and policy settings as required.

A report for the Ministry for the Environment titled '*Water Bottling in New Zealand: Industry overview and initial analysis of potential charges*' dated January 2018 states that the water bottling industry in New Zealand is very small currently when compared to the size it could be if all of the consented water was extracted.

In line with the Resource Management Act (RMA), Waikato Regional Council (WRC) manages the taking and use of water in region through their regional plans. It does this by establishing rules for when resource consents are required to take water are required and setting limits for how much water can be taken from our regions aquifers, rivers, and streams.

Anyone can apply for a resource consent for any purpose, including overseas interest. There are no grounds in the RMA to reject or decline an application on nationality. Applications for resource consents must include an assessment of environmental effects that will occur as a result of the activity. The assessment of environmental effects is in relation to the effects of the water abstraction on the environment, such as effects on the aquifer, effects on ecological values, effects on cultural values and effects on others who abstract water from the water body. The application must also assess whether the proposed water abstraction is consistent with the objectives and policies of the regional plan.

Potentially section 30 of the RMA gives regional councils the power to allocate water to the highest and best use, which arguably might not be water bottling. However the RMA is essentially effects-based legislation so there needs to be sound effects-based reasoning to address those effects. There would likely need to be evidence that justified prioritising one water use over another. For example if there was a desire to prioritise public water supply over another use (such as bottling) it would need to be tested out and asked is there a shortage of water? What are the allocation limits in the aquifer or surface water? What are you trying to address? And would stopping other uses address that effect? The key point is currently it must be based on environmental considerations and not moral views.

Numbers 2-4 seem reasonable however placing a moratorium on applications to take and/or use water for water bottling or bulk export would be better done once step 2-4 is completed first so that could inform whether a moratorium is necessary.

### **8. Quorum online attendance**

This remit requests that the legislative amendments introduced for COVID-19 are retained (beyond the term of the Epidemic Preparedness (COVID-19) Notice 2020) as an option for local authorities to adopt via their Standing Orders.

Because MPDC is a relatively geographically compact area, attending remotely due to distance has not been seen as a significant issue. Previous councils also had a preference for attendance in person. Remote attendance at meetings can also change meeting dynamics. Meetings held wholly online should also be live streamed.

The remit would provide councils with the flexibility to set their own expectations and standards regarding meeting attendance. Use of online meetings/attendance should be balanced against the other matters above, but it would be beneficial to allow Councils to decide how this is managed.

### **9. Macrons**

Waipa District Council, supported by Zone 2, has submitted a remit to the LGNZ AGM to advocate for Central Government to enable local authorities to use macron where applicable in their legal name. The remit includes multiple options for how this may happen, and recommends that LGNZ as the industry body undertake further investigations on the feasibility of these before submitting to central government.

Matamata-Piako District Council adopted its te reo policy in September 2019. The policy clearly states that the organisation will use macrons where applicable in accordance with the Māori language commission, and in consultation with local iwi. The policy was prepared in consultation with Te Manawhenua Forum, and individual iwi held hui to discuss their position before making recommendations to Council. Of the 8 iwi represented on the Forum, only one voted against use of the macron.

Dr Tom Roa from University Of Waikato provided independent expert advice on the matter and has, together with his team at the university, undertaken all translations from English to te reo to date. The Māori name for Matamata-Piako District Council is Kaunaheria o rohe Matamata-Piako. As such, there is no macron in Matamata-Piako.

If central government were to update legislation to enable use of macron in legal names for local councils, this would not affect Matamata-Piako District Council.

Use of the macron would be in accordance with Council's own policy.

It is acknowledged that some iwi do not use macron, including Waikato Tainui. Any change to legal names of councils should be done in consultation with the local iwi of that council's rohe.

### **10. Rates rebates**

The Remit proposes that the Government lift the level of rates rebates available for low and fixed income property owners – with yearly increases taking into account the cost for inputs into local government services.

The rates rebate scheme is a partial refund for people who pay rates to their council, providing financial relief for low income residents who own their own home

A few years ago the Minister of Local Government reviewed the scheme and the maximum rebate and qualifying income were readjusted to take account of inflation in the intervening period. Successive governments have honoured the commitment given at that time to annually reassess both aspects in order to keep up with movements in the Consumers Price Index.

The latest available information (from 2018) suggests around 98,000 claims were paid, totaling around \$55 million (although both have been dropping in recent years) across New Zealand.

Matamata-Piako District Council processed;

- 944 for the 2019/20 year
- 959 for the 2018/19 year
- 1060 for the 2017/18 year
- 1080 for the 2016/17 year

Staff agree that smaller rates increases have meant that less ratepayers have been able to receive a rebate - and this reflects in the statistics above.

Income has steadily increased over the years but unless there was an increase in rates to match this it's meant less people qualify.

Staff consider rates rebates should remain with Local Government as it allows our organization to offer it as an option for low income earners and debt recovery (we can also apply some of the rebate to water debt). Council is also the "face" of local rates and people already engaging with us about paying their rates, so we can talk to them about rebates they may be eligible for.

In regards to the process for rebates it could be streamlined by Government departments sharing information e.g. IRD. There could also be opportunity to do this from a Real Me log in where each local authority would receive the application and process their section:

The rates rebate processes are currently paper based and therefore not well attuned to the modern business environment or to changing user expectations that services will be delivered online. Council has a process whereby we book appointments with ratepayers to go through the form and make sure they supply the right information, and we find this works reasonably well. Other Councils have different processes, for example sending out the forms and receiving them back.

Staff have concerns about elderly ratepayers being required to apply for rebates in a totally digital world. We suggest a hybrid of both digital and existing systems for the near future and move to a fully digital space in approx. 5 years.



## 11. CO2 emissions

This remit seeks that the Government implement an independent scheme, based on the United Kingdom model operated by the Department of Business, Energy and Industrial Strategy, to measure and report on carbon emissions at a district level.

In 2019 the Zero Carbon Bill was passed into law. The law will set up an independent climate change commission, which will advise governments on how to meet targets set in law by the bill – zero net carbon emissions by 2050 and a reduction of between 24 and 47 per cent of methane emissions by 2050. These targets are intended to keep global warming to within 1.5C by 2050.

Local government is a reporting entity under the Act, and any entity stated in the Act under Section 5ZW may be requested to provide information to the commission for reporting purposes.

### *Section 5ZW*

- (1) *The Minister or the Commission may, in writing, request that a reporting organisation provide all or any of the following information:*
- (a) *a description of the organisation's governance in relation to the risks of, and opportunities arising from, climate change:*
  - (b) *a description of the actual and potential effects of the risks and opportunities on the organisation's business, strategy, and financial planning:*
  - (c) *a description of the processes that the organisation uses to identify, assess, and manage the risks:*
  - (d) *a description of the metrics and targets used to assess and manage the risks and opportunities, including, if relevant, time frames and progress:*
  - (e) *any matters specified in regulations.*

In addition the OAG outline its expectations for the next LTP as follows:

*For the 2021-31 LTPs, we consider that there is a need for a comprehensive discussion of resilience and climate change issues with the community. This discussion needs to include financial and non-financial effects.*

*It makes little sense for all councils to individually think about how to improve reporting on resilience and climate change issues. There is the need and opportunity for increased leadership on deciding what data is needed, who will collect it, its quality, and what councils need to disclose in future accountability documents, including the LTP. We recommend that central and local government both continue to consider how increased leadership can be provided on these matters.*

Given the clear direction from central government, it would be logical that additional support and a coordinated approach be considered more carefully.

## **Analysis**

### **Options considered**

The options available are to support or not support the individual remits.

### **Analysis of preferred option**

Staff have not identified a preferred option.

### **Legal and statutory requirements**

Any issues are set out under the individual heading above.

### Impact on policy and bylaws

If successful some of the above will result in new policy.

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

None of the above topics are specifically contemplated as part of the current Long Term Plan and Annual Plan.

### Impact on Significance and Engagement Policy

Some of the above issues would likely trigger Council's Policy are require consultation on some level with the community.

### Communication, consultation and decision making processes

Council's representatives at the LGNZ AGM will convey Council's preferences to the organisation and members.

### Ngā take ā-lhinga | Consent issues

There are no consent issues.

### Timeframes

A response to the Remits is required for the LGNZ AGM in August.

### Contribution to Community Outcomes

2.a) Our community/iwi will be informed and have the opportunity to comment on significant issues

2.c) Council's decision making will be sound, visionary, and consider the different needs of our community/iwi

## Financial Impact

### i. Cost

There is no financial impact at this stage.

## Ngā Tāpiritanga | Attachments

[A](#). LGNZ 2020 Remits

## Ngā waitohu | Signatories

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Item 7.7

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Who's  
putting local  
issues on  
the national  
agenda?

**We are.  
LGNZ.**  
Te Kāhui Kaunihera o Aotearoa.

# 2020 Annual General Meeting

## Remits



# 1

## Public transport support

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- Remit:** That LGNZ:
- Acknowledges the Government for its recognition during COVID-19 of public transport as an essential service;
  - Acknowledges the strong financial support provided by the Government through Waka Kotahi NZTA during the COVID-19 Alert Levels, that enabled councils to continue to provide public transport for people providing essential services and transport for the public to receive essential services up to 30 June 2020;
  - Recognises that councils will continue to be under significant financial pressure to maintain the viability of public transport under current FAR rate settings for many months during the recovery phase from COVID-19; and
  - Calls on the Government to work with councils to maintain the financial viability of public transport during the recovery phase of COVID-19.

**Proposed by:** Greater Wellington Regional Council

**Supported by:** LGNZ Regional Sector

### Background information and research

#### 1. Nature of the issue

The Remit is important as an acknowledgement to the Government from the Local Government sector for the strong support for public transport during the response to the COVID-19 pandemic emergency, and to reinforce the need for ongoing support during recovery from COVID-19 to ensure the financial viability of public transport in councils across New Zealand.

The Remit meets the tests for acceptance of a proposed Remit to the LGNZ AGM in that it addresses a major strategic “issue of the moment”, and it has a national focus articulating a major interest and concern at the national political level.

**2. Background to its being raised**

This Remit gives deserved acknowledgement to the Government for its strong support of public transport during the response phase to the COVID-19 pandemic emergency. We know from experience in China that recovery of patronage on public transport has been slow following the passing of the worst of COVID-19. The recovery phase from COVID-19 in New Zealand may take many months, and even years, based on current projections.

The Government through Waka Kotahi NZ Transport Agency (NZTA) required and funded the delivery of public transport (as an essential service) throughout the Alert Levels.

NZTA has also funded:

- The shortfall in revenue for bus, ferry and train operations;
- The additional costs that resulted from COVID-19 such as cleaning, stickers and advertising collateral; and
- The Total Mobility Service receiving a full subsidy for a taxi service up to \$80 /trip until the end of June.

As at 11 June, we do not know what financial support will be available from the Government through NZTA for public transport beyond financial year 2020/2021. This Remit is calling for the Government to continue to work in partnership with councils to ensure the ongoing viability of public transport in the regions, cities, towns and communities across New Zealand.

**3. New or confirming existing policy**

This issue is not currently covered by existing LGNZ policy.

It is new policy, in so far as it relates to COVID-19 and the associated ongoing financial viability of public transport. One possible tool could be an increase in the appropriate Financial Assistance Rate (FAR) during the Recovery Phase from COVID-19.

**4. How the issue relates to objectives in the current Work Programme**

The issue directly relates to Issue "1. Infrastructure and Funding" of LGNZ's "The six big issues for New Zealand councils, Our work, Our policy priorities":

<https://www.lgnz.co.nz/our-work/ourpolicy-priorities/the-six-big-issues/>

This also indirectly relates to LGNZ's social priorities, as it is vital that public transport continues to be available to those in our communities who rely on it.

**5. What work or action on the issue has been done and what was the outcome**

Because of the speed by which the pandemic has become an issue, no work has been undertaken on this issue by either LGNZ or the proposer. Current government support has primarily been concerned with the need to sustain public transport through the immediate response or emergency phase. This Remit is concerned with the sustainability of public transport during the recovery and rebuild phase's post-COVID-19.

**6. Any existing relevant legislation, policy or practice**

- Land Transport Management Act 2003 , no 118 (as at 22 October 2019):  
<http://www.legislation.govt.nz/act/public/2003/0118/77.0/DLM226230.html>
- Draft Government Policy Statement on Land Transport, 2021/22 – 30/31 including Outcome “Inclusive Access” (which includes “access to work, education and healthcare”), and Outcome “Resilience and security” (which includes “recovering effectively from disruptive events”):  
<https://www.transport.govt.nz/multimodal/keystrategiesandplans/gpsonlandtransportfunding/gps-2021/>
- National Action Plan 3 “Unite Against COVID-19”, as of 23 April 2020, National Crisis Management Centre:  
<https://uniteforrecovery.govt.nz/assets/resources/legislation-and-key-documents/COVID19-National-Action-Plan-3-as-of-22-April-extended.pdf>

**7. Outcome of any prior discussion at a Zone or Sector meeting**

Zone and Sector Meetings have not been held during COVID-19 Alert Levels.

**8. Suggested course of action envisaged**

That the President of LGNZ write to the Minister of Transport and the Minister of Local Government, to convey the Remit and seek a meeting with the Ministers to discuss a joint work programme between the Government and councils (through LGNZ) on policy to maintain the financial viability of public transport during the recovery phase of COVID-19.



## 2 Housing affordability

- Remit:** *That Local Government New Zealand (LGNZ):*
- *Calls on the Government to introduce legislation that would fully enable councils to address housing affordability in their communities through a range of value uplift and capture tools, one such tool being 'inclusionary zoning';*
  - *Seeks to establish a working group on affordable housing, comprising of relevant/affected councils, central government (MHUD, Kāinga Ora, MSD), iwi, and the community housing sector; and*
  - *Advocates to central government for an affordable housing National Policy Statement to be developed.*
- Proposed by:** Hamilton City Council and Christchurch City Council
- Supported by:** Tauranga City Council; Tasman District Council; Waipa District Council; South Waikato District Council; and Waitomo District Council

### Background information and research

#### 1. Nature of the issue

Many towns and cities in New Zealand are grappling with how to provide more affordable housing – dwellings that are affordable to buy or rent for households on low to median incomes with secure tenure.

A more joined-up response is necessary. This remit therefore calls for:

- A working group on affordable housing be established, comprising of relevant/affected councils, LGNZ, central government (MHUD, Kāinga Ora, MSD), iwi and the community housing sector; and
- LGNZ to advocate to central government for an affordable housing National Policy Statement to be developed.

The remit also covers one specific proposal: inclusionary zoning.

Councils need more tools to enable them to respond to housing needs in their communities. One such tool is inclusionary zoning that seeks land or financial contributions from developers being vested to nominated housing land trusts.



While this is not commonplace in New Zealand currently, it is widespread in other major housing hotspots around the world including in parts of the United Kingdom, Australia and the United States.

The term inclusionary zoning refers to district plan rules that require a portion of new land development to be retained as affordable housing for people on low-to-moderate incomes. The theory of inclusionary zoning is that when land is up-zoned (for example, from rural to residential), it creates a significant uplift in value, and the community should share in the benefit of that uplift. This value uplift is enabled through council planning processes, including but not limited to private plan changes, granting of resource consents or council-initiated district plan rezoning under the Resource Management Act (RMA) process.

As an example of inclusionary zoning, a council's district plan could require that land developers provide 5 per cent of titled sections from up-zoned land or on a specific unit threshold of consented residential development, or the equivalent monetary value, to a community housing trust. This land would then be retained on behalf of the community in perpetuity and used for affordable housing.

It is critical that government reinstate the ability to secure financial contributions as one of the options for local government funding for securing and providing a basis for a monetary contribution. This remit supports the Resource Legislation Amendment Act 2017 (RLAA) and its proposal to repeal the current provisions which stop the ability to secure contributions after April 2022.

An early form of inclusionary zoning was central to the early success of the Queenstown Lakes Community Housing Trust (QLCHT), enabling it to grow its housing stock significantly since it was established in 2007. Inclusionary zoning was a key tool for the Queenstown Lakes District Council (QLDC), utilised primarily for the period from 2006 through to 2013, ensuring that the Council could negotiate the inclusion of affordable housing through the planning process.

Although QLDC's first inclusionary zoning plan change was settled in July 2013, Queenstown was subject to legal challenges in the Environment Court, High Court and Court of Appeal by some land developers during the period 2009-2013 on its plan change to add a set of objectives, policies and rules into its district plan. The settlement forced the Council to make its inclusionary zoning provisions a matter of assessment, rather than rule-based and mandatory, reducing the effectiveness of these provisions in addressing the District's severe housing affordability issues. Today these provisions represent an inclusionary zoning opportunity that was not completely realised, having achieved only piecemeal and limited further contributions, facilitated through non-mandatory schemes and with limited certainty going forward.

Because of continuing acute housing affordability issues, the QLDC intends notifying new inclusionary zoning provisions in the next stage of its district plan review and is anticipating the same legal challenges and likely lengthy and costly appeals process.

The housing affordability challenge is wide ranging and complex. Inclusionary zoning is not the sole answer. However, it is a vital tool in enabling councils to secure a longer-term supply of land or funds in partnership with registered housing trusts and that legislation is needed to ensure inclusionary zoning can be applied consistently across the regions and minimise the risk of legal challenge.

For the avoidance of doubt, this remit proposes that councils have the clear legal opportunity in legislation to pursue inclusionary zoning. It would not be mandatory.

## 2. Background to its being raised

### The Queenstown Lakes Community Housing Trust

In 2007, QLDC recognised a serious lack of affordable housing in its district and acted by forming the QLCHT. The trust is an independent, not-for-profit, community-owned organisation that maintains a strong relationship with the Council, with a shared goal of creating decent, secure housing for the community. The consensus to establish the QLCHT and develop planning tools to deliver affordable housing were two of 34 action items set out in the 2005 'Housing Our People in our Environment' strategy, a significant milestone of council commitment to address its housing issues with local leadership, and central government participation and investment.

The Trust operates across the housing continuum. As at June 2019, it had assisted 130 households into their assisted ownership programmes, ten into rent-to-buy schemes and 34 into affordable rental properties. The Trust has over 600 households on its waiting list and has set the goal of providing 1,000 homes over the next ten years. This goal was reaffirmed through the October 2017 Mayoral Housing Affordability Task Force report.

QLDC negotiated its first inclusionary zoning agreement with a developer over 15 years ago. This resulted in a cash payment of over \$5 million, which enabled the trust to buy a large piece of land and build its first development in an affordable subdivision of Queenstown. Since then, subsequent agreements with developers have delivered residential land valued at over \$12 million to the Trust, with some further cash contributions.

This remit suggests that the approach taken by QLDC has been one of the few effective approaches in the country in capturing and retaining value uplift for delivery as affordable housing.

### Proposed National Policy Statement on Urban Development 2019 (NPS-UD)

Although the proposed NPS-UD looks at providing for intensification and a range of housing typologies, density and variety to support housing capacity assessments, the policies are not generally focused on housing affordability, despite this being an essential part of providing for peoples wellbeing in the proposed Objective O2 of this NPS.



#### Establishment of the Waikato Community Lands Trust

A housing stocktake, carried out by the Waikato Regional Housing Initiative in 2018, found that Hamilton was the third least affordable house market in New Zealand, with a median house price of 6.8 times the average household income. Three times the median income is considered affordable.

In 2019, Hamilton City Council approved the establishment of the Waikato Community Lands Trust to help address housing affordability – a community owned trust with the purpose of holding land in perpetuity to provide access to affordable housing for the benefit of the community (like the QLCHT model). Hamilton City Council also committed an initial \$2 million to the Trust as a seed funding for purchasing land. However, for the trust to grow its capacity and build a sustainable, long-term model going forward, inclusionary zoning provisions will be needed.

#### Other councils

While we understand that other councils are interested in exploring the use of inclusionary zoning, few have the appetite for the risks of legal challenge through the Environment Court, High Court, and Court of Appeal that QLDC faced. However, if there were an acceptable pathway that councils could follow to enable their implementation of a local housing strategy, founded on a robust needs assessment, which allowed inclusionary zoning as one of their tools, many are likely to consider such a path. The lack of enablement to local government was raised as the primary barrier to wider uptake at the 25 February LGNZ Housing Symposium.

#### Challenges to implementing inclusionary zoning

At present, councils that introduce inclusionary zoning provisions into their district plan open themselves up to legal challenge. The risk of lengthy and expensive legal challenges is a key barrier to councils adopting inclusionary zoning as a housing affordability lever.

The risk of legal challenge can be seen from the Queenstown example. In 2010, the QLDC inclusionary zoning requirements were challenged in the Environment Court. The outcome of the initial legal challenge was favourable for the Council and housing trust. The Court decided that the inclusionary zoning provisions were allowed under the RMA because they were a way for the Council to 'mitigate' the impacts of its policy to protect the area's unique landscape by constraining land use (which is critical for tourism and economic development in the area but puts pressure on land prices).

Appeals to the High Court and Court of Appeal by a small set of developer appellants during the period 2009-2013 on its plan change to add a set of objectives, policies and rules into its district plan were focused only on whether affordable housing was an RMA matter. The successive rulings in council's favour affirmed that in the specific case of QLDC's tourism-based economy focused on protecting the outstanding natural landscapes of the district, housing affordability was in fact a matter within scope of resource management, and therefore, application of district plan provisions. However, the substantive case of whether the specific rules and implementation provisions were correct was never heard by any Court.

Therefore, a cloud remains as to whether the specific mandatory tools designed by QLDC for implementation through a local housing trust would comply with the RMA. The settlement forced the Council to make its inclusionary zoning provisions a matter of assessment, rather than rule-based and mandatory, reducing the effectiveness of these provisions in addressing the District's severe housing affordability issues.

QLDC is currently considering further provisions for delivery of affordable housing through its District Plan Review. Clear legal authority from central government to enable councils to address affordable housing would assist both QLDC, Hamilton City Council, and likely any Council around New Zealand which has the local mandate to develop and implement its local housing plan.

**3. New or confirming existing policy**

This is a new policy.

**4. How the issue relates to objectives in the current Work Programme**

Affordable and healthy housing are key ingredients to promoting wellbeing in local communities. LGNZ has recognised housing affordability as a key issue and its National Council agreed that housing should be a 2018 priority topic. As part of its Housing 2030 Project workstream, LGNZ currently has two separate working groups – the Supply Working Group and Social and Community Housing Working Group.

**5. What work or action on the issue has been done and what was the outcome**

Community Housing Aotearoa (CHA) has outlined in its submissions to central government on the Urban Development Bill the need for councils to have clear enabling authority to implement tools locally such as inclusionary zoning. The reason CHA supports this approach is that it supports local strategies between councils and community housing providers across the country to combine local land value uplift with investment through philanthropic channels, blended with central government investment (such as the Income Related Rent Subsidy for social housing or Progressive Homeownership fund) to deliver locally-relevant housing solutions. CHA will continue to work with councils and Local Government New Zealand on the enabling approach to see this tool work for councils that choose to utilise it.

**6. Any existing relevant legislation, policy or practice**

The RMA enables district plans to explore inclusionary zoning policies to a limited degree but only if councils retain the ability to seek and secure financial contributions. However, without a legislated mandate for affordable housing and in the absence of legislation like the Housing Accord and Special Housing Areas Act (2013) (HASHAA) which is now rescinded, this still comes with uncertainty and relies on individual councils making a strong demonstrable evidence-based case for its own housing need and has a risk of legal challenge.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

Not possible in the revised timeframes.

**8. Suggested course of action envisaged**

We assume that, by August's LGNZ AGM, it will be too late to alter the proposed NPS-UD, although it may be possible to make changes at the time of any subsequent amendment. Instead, the remit calls for LGNZ to advocate for there to be a National Policy Statement specifically focused on affordable housing.

This remit also encourages a working group be formed, comprising of relevant/affected Councils, central Government (MHUD, Kāinga Ora, MSD), iwi, and the community housing sector. The group would work on the inclusionary zoning proposals set out in this remit, and work in partnership on other means of addressing the affordable housing challenge, leading to the delivery of the proposed National Policy Statement.



# 3

## Returning GST on rates for councils to spend on infrastructure

<b>Remit:</b>	That Local Government New Zealand (LGNZ) request that the Government use the appropriate mechanisms to enable the 15 per cent Goods and Services Tax (GST) charged on rates be returned to councils to spend on local or regional infrastructure projects.
<b>Proposed by:</b>	Hamilton City Council and New Plymouth District Council
<b>Supported by:</b>	Auckland Council; Christchurch City Council; Tauranga City Council; Nelson City Council; Tasman District Council; Gisborne District Council; Waipa District Council; Waikato District Council; and South Waikato District Council

### Background information and research

#### 1. Nature of the issue

Whereas GST is not applied on the vast majority of other taxes, it is applied on rates. This causes hundreds of millions of dollars per year to leave the area in which they were generated and go to central government, whilst driving up rates.

One option, of course, would be not to levy this 'tax on a tax'. The option proposed in this remit is that LGNZ negotiate with central Government for this sum to be returned to councils for them to spend directly on local or regional infrastructure. This option has been proposed by – amongst others – respected economist Shamubeel Eaqub.

As well as, we believe, being a fairer and more rational system, this would provide much needed support to councils, whilst ensuring the money is ringfenced to be spent on infrastructure projects of local, regional and national benefit, thus helping to address New Zealand's longstanding infrastructure challenge.

#### 2. Background to its being raised

In 2017, a remit from Gisborne District Council proposing that a proportion of all GST be returned to the region in which it was generated, for councils to use on servicing visitor infrastructure was supported at LGNZ's Annual Conference, although subsequent discussions with the Government did not prove fruitful.



Three years on, with pressure on local government greater than ever following the COVID-19 outbreak, we think the time is right to raise a similar issue. This remit has also been developed noting that the need for investment in New Zealand's infrastructure, particularly in its three waters infrastructure, is ever clearer.

**3. New or confirming existing policy**

The proposed remit would be consistent with LGNZ's position, as voted through at Annual Conference in 2017, that some GST should be returned to the local or regional level. However, the exact focus of this remit is different.

The issue around GST was also raised by LGNZ in its February 2015 Funding Review discussion paper, as well as in their submission to the New Zealand Productivity Commission's Local Government Funding and Financing Inquiry that commenced in July 2018.

Hamilton City Council also raised the issue of investigating use of various financing tools that are linked to the growth and development in a council's administrative area in its submission to the Productivity Commission's Local Government Funding and Financing Inquiry. The submission noted that "this could involve councils receiving a set portion of the Government's GST 'take' from their administrative area, or alternatively, a set amount of the total 'spend' in a council's administrative area that is captured as an additional levy to the current GST component, potentially in the form of an increase to the GST rate. Such funding streams should be dedicated to core infrastructure maintenance and enhancement".

**4. How the issue relates to objectives in the current Work Programme**

The remit is broadly consistent with existing LGNZ policy, but with a slightly different focus.

**5. What work or action on the issue has been done and what was the outcome**

No formal work undertaken.

**6. Outcome of any prior discussion at a Zone or Sector meeting**

Not possible in the revised timeframes.

# 4

## Natural hazards and climate change adaptation

<b>Remit:</b>	That central government undertakes, in collaboration with all of local government, a comprehensive review of the current law relating to natural hazards and climate change adaptation along New Zealand's coastlines, and coordinates the development of a coastline strategy for the whole of New Zealand which would cover: the roles and responsibilities of territorial authorities, regional councils and central government; greater direction on an integrated approach; and development of principles for "who pays".
<b>Proposed by:</b>	Hauraki District Council
<b>Supported by:</b>	Hawke's Bay Regional Council, Thames-Coromandel District Council; Napier City Council; Hastings District Council; and Northland Regional Council.

### Background information and research

#### 1. Nature of the issue

Central government has provided guidance to local government on how to apply a risk-based adaptive approach to planning for climate change in coastal communities. Many councils are now following this guidance and working with their communities using adaptive planning approaches. As these councils look ahead to how adaptive approaches can be implemented, they are encountering limitations in existing legislation and a lack of guidance from central government on the legalities and practicalities of doing so.

Councils report difficulty in determining their respective roles (territorial and regional) and who should do what in the area of managing the risks of natural hazards arising from climate change. Furthermore, they note that there is a lack of direction over who pays for what and who owns/maintains/is liable for any assets that may be required.

Councils also have many unanswered questions around how a managed retreat option should be implemented. For example, where managed retreat is identified as a preferred adaptation option, how should this be undertaken, by who, where should costs fall, whether compensation is payable and if so by whom?

Furthermore, councils see difficulties in how adaptive approaches can be implemented through statutory documents such as District and Long Term Plans, especially as councils are being asked to plan at least 100 years into the future using adaptive approaches which may require rapid implementation (eg in response to a 'trigger' event). This combination of long timeframes, deep uncertainty, and potentially rapid action is not well provided for by these documents.



**2. Background to its being raised**

Beginning in 2014, Hawke's Bay councils (Napier City Council; Hastings District Council; and Hawke's Bay Regional Council) and tangata whenua partnered to develop a Coastal Hazards Strategy that was ultimately the first project of its type to follow the approaches set out in the Ministry for the Environment's coastal hazards guidance (the Guidance). The councils and tangata whenua are now working on the implementation phase of the strategy.

Hauraki District Council are working with Waikato Regional Council, Waikato District Council and Iwi to prepare a community plan (Wharekawa Coast 2120) for the western Firth of Thames area, using a similar approach to the Hawke's Bay Coastal Strategy, and following the Guidance. Hauraki District Council is aware of other work of this nature being undertaken in the Waikato region by Thames-Coromandel and Waikato District Councils, in the Wellington region, and scoping is underway for work in the Northland region.

All of these projects recognise the importance of regional and territorial authorities working collaboratively with their communities to respond to increasing natural hazard risks in coastal areas, due to climate change. These projects are at different stages of development, but eventually will all be facing the same implementation issues.

**3. New or confirming existing policy**

This remit is a new policy.

**4. How the issue relates to objectives in the current Work Programme**

This remit raises issues around how local government can practically implement approaches and responses to natural hazards risks in coastal areas developed under the Guidance. These issues are related to LGNZ's policy priorities: Climate Change and Environment (Natural Hazards). In particular, the topics of community resilience and climate future fit, as well as LGNZ's climate change project.

**5. What work or action on the issue has been done and what was the outcome**

The Ministry for the Environment recently published a case study on challenges with implementing the Hawke's Bay Coastal Strategy. This case study highlights many of the issues identified by this remit and provides more detailed analysis.

The Wharekawa Coast 2120 Joint Working Party (comprising elected members and iwi representatives) recently considered a paper on project implementation funding issues. Discussions regarding this information, and other papers reviewing Deep South Science Challenge research, prompted the preparation of this remit.

Also of relevance to the issues raised by this remit is the Productivity Commission's recent local government funding and financing inquiry.

**6. Any existing relevant legislation, policy or practice**

The following legislation is considered relevant to the remit: Resource Management Act 1991 and New Zealand Coastal Policy Statement 2010, Local Government Act 2002, Public Works Act 1981, and Building Act 2004.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

This has not been discussed at zone or sector meetings to date.

**8. Suggested course of action envisaged**

LGNZ works with central government to prepare a nationwide coastal strategy that provides further direction on an integrated approach to climate change adaptation issues including:

- a. The roles and responsibilities of territorial and regional councils;
- b. How managed retreat should be implemented including funding arrangements and whether compensation is payable and if so by whom;
- c. A protocol for considering how costs for adaptation actions should be allocated both between local government itself (territorial and regional councils), between local and central government, and between public and private beneficiaries;
- d. How adaptive planning approaches should be implemented, for example by providing better linkages between LGA and RMA processes or by potentially new natural hazard risk management and climate change adaptation-specific legislation; and
- e. How councils could be supported to implement appropriate restrictive zoning behind defensive measures to respond to 'moral hazard' issues.

# 5

## Annual regional balance of transfers

<b>Remit:</b>	That LGNZ work with Treasury, Statistics New Zealand and other government agencies to develop an annual regional balance of transfers to show how much each region contributes in taxes and how much each region receives in government funding.
<b>Proposed by:</b>	New Plymouth District Council
<b>Supported by:</b>	Thames-Coromandel District Council; South Taranaki District Council; Hastings District Council; Rangitikei District Council; and Rotorua Lakes Council.

### Background information and research

#### 1. Nature of the issue

Regional New Zealand often questions whether the government returns more or less to the region than it receives in tax and other revenue sources. This remit proposes that LGNZ work with relevant government agencies – particularly Treasury and Statistics New Zealand – to develop an annual publication of a regional balance of transfers outlining the inwards and outwards flow of money between the region and the government.

As with many regions, Taranaki has perceived that it has received low investment from government compared to the amount of tax paid by the region. Various attempts have been made to provide an estimate of the gap, however obtaining regional financial information from government agencies has proved difficult. Many agencies cannot provide breakdowns of expenditure and collection of revenue is difficult to obtain at a regional level.

A regional balance of transfers would provide transparency for all of New Zealand and promote more open democracy where inclusiveness and accountability is strengthened. It would enable better performance measurement and the assessment of outputs in a community against that of other regions and New Zealand.

#### 2. Background to its being raised

Attempts to get a clear picture of a regional balance of transfers – identifying what is paid to and received from central government – have been unsuccessful. There is great inconsistency in reporting and data collection between government agencies and a general unwillingness to be open and transparent in what is spent in regions.



Official Information Act requests often generate responses such as “our information is not structured in such a way that would enable the questions to be answered”.

It is recognised that a full set of actual data may not be able to be provided and assumptions will need to be made in some situations, such as when making “overhead allocations” to the regions for national costs of government.

In recent years there has been a greater focus on measuring the performance of local authorities but not of the performance of central government. A regional balance of transfers would be one factor to help measure equity and the performance of government.

A balance of transfers would also go a long way to build trust in government through transparency and accountability of where public money is spent and where it has come from and in decision-making. This data would also be able to be used by government ministers to help monitor the performance and of their portfolios in an open and consistent manner.

According to Treasury, an objective of the Government “is to continually improve public confidence in the tax system and Inland Revenue. The system should help people meet their obligations, be fair, and inspire confidence. The Government is committed to raising revenue in ways that meet these objectives”. It is believed that the gathering and reporting of a regional balance of transfers would greatly assist government in this aim.

**3. How the issue relates to objectives in the current Work Programme**

This remit is related to the LGNZ and New Zealand Initiative work on localism whereby this data would help ensure that power and authority flows up from citizens and communities, not down from the government.

LGNZ has led the way in the assessment of council performance through the successful CouncilMARK™ programme that provides qualitative assessment of council performance across a wide range of facets. This remit would help LGNZ to do the same for our communities when considering central government performance and equity.

This remit would also contribute to LGNZs six big issues for New Zealand councils – particularly infrastructure and funding, social and economic.

**4. What work or action on the issue has been done and what was the outcome**

Attempts have been made to gather the required information from government agencies to create a regional balance of transfers. This has been unsuccessful as the data is apparently not gathered.

**5. Any existing relevant legislation, policy or practice**

The remit seeks LGNZ to work with Treasury, Statistics New Zealand and other government agencies to develop a regional balance of transfers to show how much each region contributes in taxes and how much each region receives in government funding. To be successful, this would require directives to all government agencies to gather data and give it to either Treasury or Statistics New Zealand to compile and report on.

**6. Suggested course of action envisaged**

This remit suggests that LGNZ work with Treasury, Statistics New Zealand and other government agencies to develop an annual regional balance of transfers that show how much each region contributes in taxes and how much each region receives in government funding. This is likely to require government Ministers to give such a directive.

# 6

## Local Government electoral cycle

<b>Remit:</b>	That the local government electoral cycle be extended from three to four years.
<b>Proposed by:</b>	Northland Regional Council; Rotorua Lakes Council; Whanganui District Council; and Hamilton City Council.
<b>Supported by:</b>	Hastings District Council; Palmerston North City Council; Napier City Council; Manawatū District Council, South Taranaki District Council, Rangitikei District Council

### Background information and research

#### 1. Nature of the issue

The election cycle, or term of office, refers to the number of years an elected representative serves between local government elections. In New Zealand, the length of the term of office of a local government elected representative is three years. At a meeting of Northland Regional Council on 18 February 2020, it was agreed to seek formal support for this remit from Zone One as a pre-requisite for proposing at the LGNZ 2020 AGM.

#### 2. Background to its being raised

##### Northland Regional Council's remit background

Advocates for extending the election cycle to four years would say that a longer electoral term:

- Promotes longer term thinking and decision-making by councillors. An example of this would be a longer electoral cycle would encourage councillors to lengthen their investment horizon when making financial investment decisions;
- Allows for more time to implement a local government vision by extending the productive working time of a council and reducing councillor turnover;
- Gives more time for new councillors to learn and conduct their duties thereby increasing councils' overall productivity as councillors spend more time governing and less time campaigning;
- Reduces voter fatigue and in turn may result in increased voter turnout;
- Reduces the administration costs of setting up and inducting a new council thereby increasing operational efficiency – particularly of governance staff;



- Provides more opportunity to direct energy and provide certainty for longer term planning and more significant activities such as large capital projects;
- More stable decision-making framework for council through greater opportunity for long term planning;
- Enables implementation of longer term council policies within a single term of office;
- Less pressure on new councillors to get up to speed;
- Longer terms have the potential to be more conducive to stable governance; and
- Provides cost savings by reducing the number of elections. The cost of the last election was approximately \$180,000 – a four year cycle would save this complete amount each third electoral cycle.

Opponents would say that:

- A longer electoral term is a barrier to participation as potential councillors must make a longer commitment to their term in office;
- There is additional expense to educate the public of the change as New Zealanders are very accustomed to three year electoral cycles for both local and national government;
- The shorter term enforces more accountability on elected representatives who face getting voted out if they don't perform as expected;
- Elected representatives must engage more frequently with constituents as they seek to stay top of mind for the next election;
- A longer term may be seen by some as reducing accountability as the community must wait a year longer to judge their council's performance through the voting process; and
- A longer time between elections gives voters less opportunity to express their opinions on the performance of their elected officials.

Extending the local government electoral cycle from three to four years would result in local government and central government elections being held in the same year once every three years. If this was considered to be an issue, then the central government electoral cycle could also be extended to four years. Similar advantages and disadvantages to the change would apply.

#### Rotorua Lakes Council remit background

By international standards, New Zealand's three- year electoral cycle is short. Far more jurisdictions have a four-year term for central government and in most cases, the length of term of office of local government will be the same as that of their central government.

Madden (2013, July 16) notes that "New Zealand is the only liberal democratic country with a unicameral system and a three-year term. Other unicameral democracies with proportional electoral systems – such as Israel, Sweden, Norway, Denmark and Finland, have four year terms."

Boston et al. (2019) state “For decades, numerous politicians, civic leaders and academics have supported extending the term of Parliament to four years. It has been argued that a modest extension of this nature would enhance the capacity for governments to undertake thoroughgoing policy reforms in a more careful, considered, evidence-informed manner...”

The members of the Constitutional Advisory Panel (2013, November) found that while a reasonable proportion of people supported a longer term, others felt that “elections are the best means for voters to hold government to account and should not be made less frequent.”

Those in favour of a four-year term provided the following reasons for their support:

- The ability to take more time to develop and implement policy could result in the public having better information about the intention of policy, to weigh the pros and cons and see results.
- The three-year term was seen as reducing certainty as policies are perceived to change every three years.
- Conversations regularly highlighted that any extension to the term of Parliament would need to be counter-balanced by mechanisms to improve law-making and accountability.

An Australian report (Bennett, 2000) promoting four-year terms for the House of Representatives provided a list of benefits that supporters for a four-year term claim.

Those of relevance to New Zealand Central and Local government include:

- Longer terms would encourage governments to introduce policies that were long-term rather than merely politically expedient.
- Longer terms would enhance business confidence.
- Over time money would be saved by having fewer elections.
- Australians dislike the frequency they are required to vote.
- Longer periods between elections would raise the standard of political debate.

Boston et al. (2019) note that any reforms to the electoral cycle would require public endorsement via a referendum and that the main political challenge would be convincing the public of the desirability of change. They also point to the two referenda held in New Zealand in 1967 and 1990 on increasing the parliamentary term, which were both heavily defeated. The Constitutional Advisory Panel (2013, November).

While achieving public support for change would be a challenge, another commentator (Singh, S., 2019) notes that the composition of New Zealand has changed dramatically since the two referenda. He points out that New Zealand’s migrant population has significantly increased and that “to many...who have lived overseas and seen a five-year parliamentary term, the idea of a three-year cycle, is an intriguing deviation from an experience they have understood as normal.”



While the case for changing the electoral cycle for central government may be stronger, discussion by elected members in local government in New Zealand supports a change to a four-year term for local government also. Their comment is included below.

- The new norm is that there is an expectation that central and local government will work together in partnership. The current three-year electoral cycle is unbalanced. In addition, generally seven out of every ten years is an election year for either local or central government. This is disruptive and short-term political decision-making results.
- In local government, a longer electoral cycle would enable new councillors to be better educated and informed on long term, infrastructure and financial planning. Currently the importance of the Long Term Plan window (ten years) is not well understood in the sector.
- Short-term political decision-making by local government results in uncertainty and a lack of investor confidence. This is also detrimental to the new partnership approach that councils are seeking to develop with their local investors and stakeholders.

Dr Mike Reid notes that for a four-year term for local government to be acceptable to New Zealand citizens, there must be an adequate accountability framework to protect communities. He notes that if local government was to move to a four-year term, there must be a way for citizens to call a new election should the governing body become inoperable. An accountability framework could include a recall provision which would, on the basis of a petition signed by a sufficient number of residents, force a new election, as argued for in the LGNZ manifesto in 2017.

# 7

## Water bottling

<b>Remit:</b>	That LGNZ works with the Government to: <ol style="list-style-type: none"><li>1. Place a moratorium on applications to take and/or use water for water bottling or bulk export;</li><li>2. Require and enable regional councils to review inactive water bottling consents, with a view to withdrawal of the consent and discourage consent 'banking';</li><li>3. Undertake an holistic assessment of the potential effects of the current industry, its future growth and the legislative settings that enable Councils to effectively manage those effects; and</li><li>4. Initiate a comprehensive nationwide discussion on the issue of water bottling and implement any changes to legislation and policy settings as required.</li></ol>
<b>Proposed by:</b>	Queenstown-Lakes District Council
<b>Supported by:</b>	Greater Wellington Regional Council; Tauranga City Council; Thames-Coromandel District Council; Upper Hutt City Council; and Waitaki District Council.

### Background information and research

#### 1. Nature of the issue

The water-bottling industry in New Zealand is young and relatively unregulated. A comprehensive review of legislation and policy needs to be developed in order to fully understand and address its potential effects on community wellbeing and resilience.

The sustainability of water bottling and its associated implications for global plastic waste, local property rights and Māori freshwater rights need to be considered. The effects of climate change on groundwater systems are not yet well understood. Further research is required.

The implications of 'banking' water-bottling consents needs to be fully explored. The amount of water bottled reaches 157.8 million litres annually (as at January 2018), however there are consents available to extract 71.575 million litres of water per day for both bottled water and for mixed uses. The consequences of rapid uptake and growth in the industry are unknown, but could artificially raise land values and make access to water unaffordable.



Therefore, where water is unlikely to be bottled, consents should be available to be reviewed, or in the case of mixed-use consents, water bottling removed as a purpose of the water take.

It is timely to reconsider legislation and policy, given many catchments are nearing their allocation limits and the National Policy Statement for Freshwater Management is under development.

It is important to note that the intent of this remit is not to impact existing water-bottling operations, nor to make judgements on the merits or otherwise of the industry. The focus of this remit is on obtaining a comprehensive understanding of the industry, its potential for growth, the range of externalities such growth may cause and the policy and legislative settings required to address this.

## 2. **Background to its being raised**

### The Industry

Large-scale water bottling is a relatively new industry in New Zealand. As a result, there is no clear policy governing the use of water for bottling, and the industry is not specifically regulated. Managing the effects of the industry requires the alignment of a range of interdependent policies and legislative tools that determine who can access water, for what purpose and under what conditions. A review is required to understand how best to co-ordinate these tools.

The value proposition of water bottling has resulted in the 'banking' and sale of water bottling consents, raising the value of land and effectively creating an unregulated market for water. This can lead to confusion between these outcomes and s122(1) RMA which states that a resource consent is neither real nor personal property. This issue is exacerbated by increasing demand for water, the fact that many catchments are at or approaching full allocation, and the extent to which some regional plans enable existing water consents to be varied to enable water bottling. As the future utilisation of water will become increasingly competed for, understanding what our communities' priorities for this resource are must be fully debated and understood.

Any review needs to also consider the value and reliance placed on consents by owners and operators, and the impact on established property rights, which will need to be addressed.

### Overseas Interests

Since 2013, New Zealand Trade & Enterprise (NZTE) has invested in eight water bottling companies through its Focus 700 Group programme, to support the growth of water exports. Although NZTE no longer encourages the sale of NZ's water, it does facilitate the sale of land for the holders of water permits. It is worth noting that certain provisions of the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP) make it unclear whether NZ drinking water suppliers can be prioritised to ensure NZ communities will always have access to affordable clean drinking water.

Under the OIA foreign investment in NZ's water cannot be managed effectively as water is not defined as a 'sensitive' asset. Treasury has confirmed that our existing free trade agreements do not allow the creation of new classes of sensitive assets.

Therefore, foreign investment in water bottling can only be limited where the water is to be extracted from sensitive land and only if the 'good character' or 'benefit to NZ' tests are not met.

In 2018 Land Information New Zealand (LINZ) Minister Eugenie Sage was unable to decline Cresswell NZ's application to purchase of sensitive land for a water bottling plant. She stated that the provisions of the Overseas Investment Act prevented her declining the application. Subsequently, the government has proposed amendments to the OIA6 that (if enacted) will allow applications involving the extraction of water for bottling to be declined if they are likely to result in a negative impact on water quality or sustainability.

#### Community Sentiment and Maori Cultural Values

New Zealand has demonstrated community concern in relation to water bottling in recent years, presenting petitions and participating in protests on a number of occasions.

On the matter of water export and Maori cultural values, Ngati Awa has appealed the Environment Court Decision arguing that the application is "for too much water to be sold too far away" (at [35]). Their position is that in these circumstances te mauri o te wai and their tangata whenua right to act as kaitiaki of the water are lost.

#### Waste and Plastic

On the matter of plastic production, it is unclear under which vehicle this can be managed. In the Minority Judgement of the Environment Court against Cresswell NZ (10 December 2019), Commissioner David Kernohan found (at [346]) that "the pollution created from the production and specifically end use disposal of plastic water bottles does not meet the objectives and policies of the RMA". However, the Majority of the Court found that the end uses of the water which involved putting the water in plastic bottles were found to be "ancillary activities which are not controlled under the Regional Plan" and that there had been "no suggestion that control of such activities comes within the ambit of the functions of the regional council under s30RMA" (at[64]).

#### Impact on Local Government

The effects of the water bottling industry on local councils, as water suppliers and as the owners of transport networks, may be significant and there are a number of examples of this being the case. However, their ability to submit and appeal may be limited by notification provisions.

There are currently three appeals before the High Court. These challenge applications for consent in Belfast and Otakiri and deal with questions related to the allocation of water for water bottling including the ability to consider the effects of plastic bottle production as an end-use of water, the effects of water export on te mauri o te wai and kaitiaki rights under Te Tiriti and the correct process for changing the purpose of a water take.



A levy on water bottling is a response to perceived issues of fairness but this policy could itself have unintended consequences if implemented in isolation and without an assessment of the kind proposed by this remit.

QLDC is therefore proposing comprehensive policy and legislation based on consultation with councils and the community.

**3. New or confirming existing policy**

This Remit represents a new policy position for LGNZ and for central government.

**4. How the issue relates to objectives in the current Work Programme**

This remit could accelerate the debate on water allocation and highlight any issues within the RMA and/or the NPS-FM. This could significantly influence the existing LGNZ programme of work in relation to strategic and policy advice to Central Government.

The results may feed into Stage 2 of the reform of the RMA as well as LGNZ's Water 2050 project which could lead to changes that ensure communities are resilient in the face of climatic changes that will impact productive land and water bodies, including sources of drinking water.

The following matters may be raised in delivery of the current work programme in relation to this remit:

Resource Management Act

- Adding consideration of the effects of plastic production to the RMA as a Part 2 matter of national importance.
- Adding effects on Climate Change to the RMA as a Part 2 matter of national importance.
- Greater use of regional councils' powers under s30 RMA to allocate water amongst competing activities with a view to:
  - Zoning water and controlling its use in the same way land use is controlled.
  - Using water allocation as a tool to incentivise resilience and sustainable outcomes.
  - Protecting our deep, clean aquifer water for domestic and community supply.
- Reviewing the provisions governing the variation and transferability of water permits and the effects of those on consent holders' rights as well as the possibility for unregulated water markets.

National Policy Statement on Freshwater Management Development

- Redefining 'efficient allocation' in the draft NPS-FM and regional plans so that when councils are deciding "how to improve and maximise the efficient allocation of water" and identifying in "methods to encourage the efficient use of water"<sup>12</sup> within regional plans, it is clear they are seeking to not only maximise jobs and minimise 'waste', but also to maximise the wider economic, social, cultural, environmental and health benefits of water allocation.
- Re-wording Policy 4 of the draft NPS-FM and the policies for implementing integrated management of land and freshwater (at 3.4 (1) to (4))<sup>13</sup>. The proposed approach is one directional, considering only the effects of land use on fresh water. Rewording these policies may lead to more efficient and sustainable allocation of water.

**5. What work or action on the issue has been done and what was the outcome**

QLDC wrote to Minister Parker in February requesting a moratorium on new and existing water bottling consents. This was written in support of an initial proposal by Upper Hutt City Council.

**6. Any existing relevant legislation, policy or practice**

Existing legislation, policy and practice reflects a complex landscape where far greater alignment is required if effective regulation and understanding is to be achieved.

There is some concern that a levy implemented in isolation may not address the issues that communities and local councils will be faced with if the industry grows. Concerns have also been raised that a levy may incentivise or prioritise the grant of water bottling consents as a result of the revenue stream that would be created.

Section 30 RMA 14 provides regional councils with the power to add rules to their plans to allocate water amongst competing activities, in much the same way as district councils can zone land and prioritise, discourage, prohibit or otherwise control different land uses. This power has not been exercised to any great extent to date. Regional Councils have preferred to allocate water on a 'first complete application, first assessed' basis in line with case law, and to grant consent as long as the water 'take' is sustainable and the purpose reflects efficient use. However, in theory, regional councils could undertake a broader assessment of the effects of using water for bottling, and then either prioritise, discourage or prohibit water bottling (across whole catchments or for specified water bodies or depths).

Christchurch's ground water zones are by and large fully allocated and new applications to take water are prohibited. Consent holders have been applying to Environment Canterbury to vary existing industrial and irrigation consents to enable water bottling. There is no ability to use s127 due to the activity being outside the scope of the original applications.



The process being used to vary the consents involves the grant of a new 'use' consent. Whether this process is lawful under the RMA and the Canterbury Land and Water Regional Plan, will be determined by the Court. This highlights the difficulty for planners implementing resource management provisions that are unclear and inadequate in terms of managing the allocation of water in fully allocated catchments. Three consents have been varied in this way and a fourth is being processed.

Plan changes of this nature would come at significant cost to the ratepayer and could not be implemented quickly. Signalling such a plan change might trigger a wave of applications. Therefore, and given that this is an issue that will affect all councils (albeit in different ways), the best way forward is likely to be a moratorium on new consents followed by a review or discussion covering the matters set out below. Any significant policy changes could be required to be implemented via Schedule 1 and an amendment to the NPS-FM, but only if a clear problem is identified and only after consultation with LGNZ and Councils.

The Overseas Investment Amendment Bill (No 3) also references water bottling and this is now with the Select Committee Finance and Expenditure (submissions closing 31 August 2020). Currently the Amendment Bill reads that if overseas investment in sensitive land involves the extraction of water for bottling or other extraction in bulk for human consumption, then an additional factor of the benefit to NZ test would be whether the overseas investment is likely to result in a negative impact on water quality or sustainability. If enacted this would not apply to all investments in water bottling plants by overseas interests.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

Not considered by a Zone or sector meeting.

**8. Suggested course of action envisaged**

That LGNZ works with the Government to:

- Place a moratorium on applications to take and/or use water for water bottling or bulk export;
- Require and enable regional councils to review inactive water bottling consents, with a view to withdrawal of the consent and discourage consent 'banking';
- Undertake a holistic assessment of the potential effects of the current industry, its future growth and the legislative settings that enable Councils to effectively manage those effects.
- Initiate a comprehensive nationwide discussion on the issue of water bottling and implement any changes to legislation and policy settings as required.

# 8

## Quorum when attending local authority meetings

<b>Remit:</b>	That LGNZ requests central government amend legislation to enable elected or appointed members, connecting remotely to a public council meeting, be included in the quorum. This would provide an option for local authority meetings to be held completely remotely, if required.
<b>Proposed by:</b>	Waikato District Council
<b>Supported by:</b>	Hamilton City Council; Hauraki District Council; Thames-Coromandel District Council; Taupō District Council; Ōtorohanga District Council; South Waikato District Council; Waipa District Council; and Waitomo District Council.

### Background information and research

#### 1. Nature of the issue

Prior to the COVID-19 pandemic, legislation required that members had to be physically present at a meeting to be included in the quorum. Under the LGNZ template Standing Orders, members attending by audio or audio-visual means can participate and vote on matters presented at meetings.

To enable public meetings to continue during COVID-19, the COVID-19 Response (Urgent Management Measures) Legislation Act 2020 (the COVID-19 Act) amended sections of the Local Government Act 2002 (LGA) and Local Government Official Information and Meetings Act 1987.

These amendments included:

- Local authority or committee members who join a meeting by audio or audio-visual means were counted for the purpose of a quorum.
- Open public meetings to be livestreams, where reasonably practicable to do so.
- Provide either an audio or video recording, or written summary, of the open public meetings on the local authority's website as soon as practicable after the meeting.

For many councils, this has provided an opportunity to adopt an innovative approach to hold public meetings, resulting in benefits for local government democratic processes, financial and resource efficiencies and environmental improvements (detailed further below).

This remit requests that the legislative amendments introduced for COVID-19 are retained (beyond the term of the Epidemic Preparedness (COVID-19) Notice 2020) as an option for local authorities to adopt via their Standing Orders.

For clarity, the remit:

- Contemplates that:
  - Members attending meetings by audio or audio-visual link are still entitled to participate and vote on agenda items; and
  - Requests to attend a meeting by audio or audio visual link should still be made to the Chairperson, for his/her approval, prior to the meeting, as detailed in the LGNZ template Standing Orders;
- Does not propose that meetings where a quorum (or more) of members attends remotely become the only or dominant means to hold local authority meetings; simply that this is retained as an option for each council to consider using via its Standing Orders; and
- Supports the retention of the COVID-19 LGOIMA amendments to protect transparency and public access to local authority meetings.

## 2. Background to its being raised

The LGA was amended in 2014 to enable members to join a meeting by audio or audio-visual link, subject to certain procedural requirements being met and the local authority's Standing Orders permitting such remote attendance. However, only members physically present are to be counted toward the meeting's quorum. For council meetings, this requires:

- Half of the members to be physically present (if the number of members, including vacancies, is even); or
- A majority of members to be physically present if the number of members (including vacancies) is odd.

The COVID-19 Act was enacted in response to the restrictions imposed on the New Zealand population, including travel prohibition and social distancing. The COVID-19 Act's amendments to the LGA and LGOIMA (noted above) meant public meetings could be undertaken entirely by remote means (ie audio or audio-visual), subject to certain requirements to protect public access and transparency of local authority meetings. In particular, all members of a local authority or committee could attend remotely and be included in the quorum for a meeting (rather than having to be physically present at a specified meeting venue). These legislative amendments will be repealed on the expiry or revocation of the Epidemic Preparedness (COVID-19) Notice 20201.

The remit's proposal is made in a climate of uncertainty about the long-term impacts of the global pandemic, including financially for communities and councils alike, as well as the opportunities and flexibility that the legislative amendments have brought for local authorities and their respective communities in relation to public meetings.

**3. New or confirming existing policy**

This remit supports LGNZ's existing policy framework around local democracy and the environment, in particular. No new policy work is required.

**4. How the issue relates to objectives in the current Work Programme**

The remit supports some of LGNZ's key policy priorities:

Local democracy

- Remote meetings help with LGNZ's goals of reinvigorating local democracy and modernising local government legislation.
- Wider public access to local authority and committee meetings, with potential of a significant increase in members of the public able to view livestreamed coverage compared to travelling to attend a meeting. This is a particular benefit for local authorities with large geographic boundaries or that have a significant rural resident population.
- The wider reach of livestreamed meetings also enhances community engagement and understanding of local government, which may have a positive effect on voter participation at local authority elections.
- The public still being able to participate in open public meetings, if required, via audio-visual tools available.
- Supporting more diversity in representation as this would facilitate people who are unable to travel or be present in person because of workload, family commitments, disability or other factors.

Climate change

- Enabling members and communities to adapt towards a low carbon economy through reduction in travel.

**5. What work or action on the issue has been done and what was the outcome**

With the advance of COVID-19 Act changes, local authorities have been required to implement, and benefitted from, innovative ways to continue holding public meetings while maintaining the public's access to local government decision-making. This has been able to be achieved at minimal cost to local authorities, which may not otherwise be in a position to put in place more high-tech options for live-streaming of meetings from council offices. As a result, for some councils, returning to a requirement for a quorum to be physically present at all meetings will be a 'step backwards'.



In addition to the advantages already canvassed, providing an option for local authorities to have a quorum (or more) of members attending meetings remotely has resulted in:

- More efficient use of members' time (eg reduction in travel required) for their other roles and responsibilities; and
- Reduced operating costs associated with holding public meetings at council premises.

**6. Any existing relevant legislation, policy or practice**

The current, temporary legislative framework that has enabled greater utilisation of remote meetings has been noted above. The remit proposes that the legislative amendments to the LGA and LGOIMA are embedded permanently, with each council having the option of incorporating this framework in its Standing Orders (similar to that contemplated under clause 25A(1)(a), Schedule 7, LGA).

**7. Outcome of any prior discussion at a Zone/Sector meeting**

The issues in this remit have been discussed at the Waikato Mayoral Forum.

**8. Suggested course of action envisaged**

LGNZ is to:

- Work with central government and relevant stakeholders to advocate for legislative changes to the LGA and LGOIMA, enabling a quorum (or more) of members to attend a public local authority meeting remotely; and
- Update the Standing Orders template to reflect the proposed legislative changes, which each local authority can adopt as an alternative option to holding 'in person' meetings.

# 9

## Use of macrons by local authorities

<b>Remit:</b>	That LGNZ work with central government to put in place a simplified process for the addition of macrons to council names if requested by that council or its community.
<b>Proposed by:</b>	Waipa District Council
<b>Supported by:</b>	Zone Two

### Background information and research

#### 1. Nature of the issue

Waipā is proposing that LGNZ work with central government to address the issue of the use of macrons by local authorities through legislative or other reform. Local authorities are corporate bodies created by statute under the Local Government Act 2002 (LGA), the legal names are listed in Schedule 2 of the LGA which can only be changed through rather complex legislative processes. Councils are not able to have trading names in the way that companies do, but some councils use a 'trading name' for the name or brand that the council prefers to operate under, which is different from the legal name in the LGA.

This is not uncommon, for instance, Kapiti Coast District Council trades as the Kāpiti Coast District Council, the Rotorua District Council trades as the Rotorua Lakes Council and the Manawatū-Whanganui Regional Council trades as the Horizons Regional Council.

There are some particular situations where Council needs to use its legal names (eg legal proceedings, contracts, invoices, etc) but other than that, it can use a trading name, for example for branding and signage.

#### 2. Background to its being raised

To date, changes to local authority names to include macrons have resulted from applications to the New Zealand Geographic Board, which can alter the name of a district if the local authority consents to (third parties can apply), or requests the alteration. There is no fee for the request but a council will incur costs in preparing an application by undertaking research and preparing evidence to support the application (such as evidence of consultation with local Iwi).

Consideration of applications can take one to two years and involve the Geographic Board undertaking consultation on the matter. Any opposition is referred to the Minister for Land Information for decision. If the application is successful, then there will be a formal change in name for the district and the Government is obligated to instigate an Order in Council process to change the name in Schedule 2 of the LGA.

There are three councils which have gone through this process in the last two-three years. The Manawatū-Whanganui Regional Council applied to change its own name (to include the macron and adding an 'h' in to "Whanganui"). The two other changes for Ōpōtiki and Ōtorohanga District Councils resulted from applications by the Office of Treaty Settlements as part of settlement agreements with local Iwi.

Other councils, including Waipā use macrons but for which there is no macron in the legal name, as follows:

- Kaikōura District Council;
- Kāpiti Coast District Council;
- Rangatīkei District Council;
- Taupō District Council; and
- Whakatāne District Council.

There are other councils which could include macrons but which do not currently use them and for which there is no macron in their legal name. For this reason, Waipā District Council considers that this matter has implications for the local government sector as a whole and that it would not be efficient or cost effective for councils to individually go through the legislative processes to change a name. Perhaps the use of a macron could be managed at a national level through a change for example to the LGA.

### 3. Suggested course of action envisaged

Based on legal advice from Simpson Grierson, there are five potential options for addressing this issue at a national level as follows:

- Option 1: New Zealand Geographic Board could proactively change the names of districts and regions.
- Option 2: The Minister of Local Government could recommend local authority name changes that involve the addition of the macron (no legislative reform required for either of these options).
- Option 3: Parliament could amend Schedule 2 of the LGA to change all local authority names that should include macrons.
- Option 4: Parliament could amend Schedule 2 of the LGA to change the names of self-elected local authorities who wish to include macrons in their names.
- Option 5: Parliament could insert a new section in the LGA to provide that use of a local authority name, or a district or region name, with the addition of a macron, is lawful and will not invalidate any action.



There are a number of advantages and disadvantages associated with each of these options. It is more appropriate that LGNZ assess the options and any other possible options and explore them further with central government. Waipā District Council passed the following resolution at its meeting on 31 March 2020 in relation to using a macron and in particular to a proposed LGNZ Remit:

That –

- a) The 'Use of Macron in Local Authorities Names' report (document number 10374311) of Jennie McFarlane, Legal Counsel be received;
- b) Council adopt a trading name of "Waipā District Council" incorporating the use of a macron to reflect correct pronunciation, which may be used in all circumstances other than when the legal name of Council under the Local Government Act 2002 and other local government legislation is required to be used;
- c) Council approve taking a remit to the next Annual General Meeting of Local Government New Zealand (LGNZ), whenever that is held, requesting that LGNZ work with central government to address the use of macrons and changes to the names of local authorities, through legislative or other reform, in the interests of the local government sector and the wider community, in accordance with the process required by LGNZ for remits;
- d) Council to approve seeking support at the next Zone Two meeting or directly, from other local authorities in New Zealand for the proposed remit as required by the LGNZ remit process; and
- e) Council undertake further consultation with Waikato Tainui.



# 10

## Rates rebates for low income property owners

<b>Remit:</b>	That the Government lift the level of rates rebates available for low and fixed income property owners – with yearly increases taking into account the cost for inputs into local government services.
<b>Proposed by:</b>	Whanganui District Council
<b>Supported by:</b>	Palmerston North City Council; Napier City Council; Manawatū District Council; South Taranaki District Council; and Rangitikei District Council.

### Background information and research

#### 1. Nature of the issue

The following issues have been identified:

- The level of rates rebates for low and fixed income property owners as a proportion of rates has gradually reduced for those on low and fixed incomes.
- This level of support has not kept pace with the cost of living and provides significant financial hardship for some members of the community.
- This level of support has not kept pace with the benchmark for council costs and provides significant financial hardship for some members of the community.

#### 2. Background to its being raised

The rates rebate scheme is a partial refund for people who pay rates to their council, providing financial relief for low income residents who own their own home. This is funded by central government through the Department of Internal Affairs. A person who directly pays local authority rates, and meets the household income criteria, is currently eligible for a rates rebate of up to \$640.

In 2006 the rates rebate was significantly increased and over the last decade there have been incremental yearly adjustments, however, these have lagged behind CPI increases. A further small boost to the scheme was introduced in 2019 – lifting the rate from \$630 to \$640 and the income abatement threshold from \$25,180 to \$25,660.

As local authority costs have increased above that of inflation, this has resulted in local authorities either needing to increase rates or reduce existing levels of service. The effect of this is that, over time, the level of rates rebates as a proportion of the total local authority rates has significantly decreased.

This issue is of particular concern for low and fixed income property owners who may be experiencing housing stress, notwithstanding the fact that they may own their own family home mortgage-free (eg superannuitants).

As at 2 March 2020 the Department of Internal Affairs had approved payments for 103,367 applications – a total of \$60,201,285 (GST inclusive).<sup>1</sup>

**Table 1: Increase in rates rebate, CPI and local authority costs from 2010 to 2020**

Year	Max Rebate	% Change	CPI (Stats NZ)	Difference between CPI and Max Rebate increases	Benchmark for local authority costs (Berl)	Difference between local authority costs and Max Rebate increases
2010/11	\$ 570	3.64%	5.35%	-1.72%	2.28%	1.36%
2011/12	\$ 580	1.75%	9.51%	-7.76%	3.05%	-1.30%
2012/13	\$ 590	1.72%	7.23%	-5.51%	1.94%	-0.21%
2013/14	\$ 595	0.85%	1.64%	-0.79%	1.68%	-0.83%
2014/15	\$ 605	1.68%	3.80%	-2.12%	2.09%	-0.41%
2015/16	\$ 610	0.83%	4.28%	-3.45%	1.29%	-0.47%
2016/17	\$ 610	0.00%	1.74%	-1.74%	1.49%	-1.49%
2017/18	\$ 620	1.64%	1.48%	0.16%	1.88%	-0.25%
2018/19	\$ 630	1.61%	1.67%	-0.05%	2.77%	-1.16%
2019/20	\$ 640	1.58%				

### 3. New or confirming existing policy

This remit would build on existing policy and would require the level of rates rebate to increase, with yearly adjustments taking into account the cost increases for inputs into local government services.

<sup>1</sup> <https://www.stuff.co.nz/national/119883361/productivity-commission-recommends-scrapping-rates-rebate-scheme>  
Retrieved 12 March 2020.



The Productivity Commission suggests that: “the rates rebate scheme is poorly targeted and unfair”. It recommends that it be replaced with a national rates postponement programme, or that the scheme at least shift to being online. Local Government Minister Nanaia Mahuta has indicated that the government is carefully considering the recommendations.

**4. How the issue relates to objectives in the current Work Programme**

‘Social’ is one of LGNZ’s five policy priorities. This focuses on disparity, housing issues and ageing communities:

“Social: Working alongside central government and iwi to address social issues and needs in our communities, including an aging population, disparity between social groups, housing (including social housing) supply and quality, and community safety.”

**5. What work or action on the issue has been done and what was the outcome**

This remit was originally prepared in 2018 and submitted for consideration. The LGNZ Remits Committee reviewed this and referred it instead to officials to raise with the Productivity Commission as part of the review of local government funding.

The Productivity Commission has since recommended that the government remove the rates rebate system and replace it with a national scheme for postponing rates. The Commission considered that central government is in the best position to tackle pressures on low-income households facing high housing pressures and the current scheme is inequitable, as well as administratively ‘cumbersome’ and modest in its approach (amounting to little over \$12 a week).

This has not found favour with many groups – particularly those who advocate for older New Zealanders. For example, the national president of Grey Power has stated that the organisation “absolutely disagreed” with abolishing the scheme. In addition, a local association (Tauranga and Western Bay of Plenty) submission to the Commission recommended a resetting of the maximum rebate to restore it to previous levels and to align this with cost of living increases. This suggested a maximum rebate of \$1,000 – indexed each year by the average rate increase across the country.

**6. Any existing relevant legislation, policy or practice**

Rates Rebate Act 1973

- Provides for a rates rebate on local council rates by a specified amount each year, dependant on income.
- Since 2008 the specified amount has been adjusted each year through Orders in Council.
- 2019/20 – Maximum rebate - \$640.

Accommodation Supplement

- Available for very low incomes.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

With the relevant Zone meeting postponed, support was sought from councils directly. The following councils endorse this remit:

- Palmerston North City Council;
- Napier City Council;
- Manawatū District Council;
- South Taranaki District Council; and
- Rangitikei District Council.

**8. Suggested course of action envisaged**

That LGNZ pursue an increase in the rates rebate for low income property owners and that this should match ongoing cost increases for local government.

**9. Discussion and conclusion**

The affordability of rates is not just a question of the quantum of rates and charges but also the ratio of rates and charges relative to income. The rates rebate scheme was introduced in 1974 and was designed to provide assistance to low income residential ratepayers. Over the longer term the quantum of the rates rebate has generally matched CPI, however, this ignores the fact that local authority core inputs are rising well above those of core inflation. Furthermore, over time the Act has not kept pace with the changing nature of tenure or technology. It is requested that the Government lift the level of rates rebates available for low and fixed income property owners.



# 11

## Local Government's CO2 emissions

**Remit:** That the Government implement an independent scheme, based on the United Kingdom model operated by the Department of Business, Energy and Industrial Strategy, to measure and report on carbon emissions at a district level.

**Proposed by:** Whanganui District Council

**Supported by:** Palmerston North City Council; Napier City Council; South Taranaki District Council; Hastings City Council; and Horizons Regional Council.

### Background information and research

#### 1. Nature of the issue

The following issues with the current system have been identified:

- There is no national standard for reporting on carbon emissions at a district or regional level.
- The system lacks incentives, structures and information sharing mechanisms that would enable and encourage local government authorities, regional economic development agencies and individual businesses to:
  - Identify best practice in similar regions; and
  - Undertake targeted work that prioritises the reduction of their CO2 emissions.
- The proposal that large energy users publish Corporate Energy Transition plans as outlined in MBIE's Discussion Document: *Accelerating Renewable Energy and Energy Efficiency*, will only address these concerns to a limited degree.

#### 2. Background to its being raised

New Zealand is committed to both domestic and international climate change progress. As a party to the United Nations Framework Convention on Climate Change (UNFCCC) and the Kyoto Protocol, progress towards meeting our commitments is documented in New Zealand's National Communication and Biennial Reports.

These summarise New Zealand's domestic greenhouse gas emissions profile, climate change policies and measures, our support for developing countries, and progress on implementing our obligations under the UNFCCC. At present, New Zealand is not meeting its international targets and further actions need to be taken.

A feature of our national psyche is the pride New Zealanders place on performing above our weight in the sporting arena. There is significant, untapped potential for the nation's competitive streak to be harnessed in pursuit of fulfilling our climate change mitigation ambitions. Developing and reporting on an externally administered measure of each district's progress in reducing its climate impact in terms of CO2 outputs is one such way of doing this.

**3. New or confirming existing policy**

The remit may require minor amendment to the Local Government Act to ensure that information that is needed for calculations to be made is required to be produced at specified intervals.

**4. How the issue relates to objectives in the current Work Programme**

This remit directly aligns with LGNZ's 'Environment' policy priority. In particular, it supports the Climate Change Project and is related to Outcome three: "A local government view on emission reduction targets for New Zealand, and how to achieve these."

It assists with the following project deliverable: "Support councils to take action to mitigate the impacts of climate change, and encourage greater action by their communities on contributing to the reduction of greenhouse gas emissions."

**5. What work or action on the issue has been done and what was the outcome**

No work has been undertaken specifically on this. However, the proposed model recommends use of the United Kingdom's approach, which is administered by the Department of Business, Energy and Industrial Strategy:

<https://www.gov.uk/government/statistics/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics-2005-to-2017>

The United Kingdom Greenhouse Gas inventory (GHGI) is compiled annually and reported on an end-user basis using international best practice guidance, drawing on a variety of National Statistics and sector specific data sources.

This is a technically complex statistical analysis which individual local authorities would be unable to replicate, but provides consistent inventories and emissions projections of greenhouse gases and air quality pollutants.

The credibility of the report allows the results to be reported each year to the UNFCCC and the European Monitoring Mechanism Regulation (MMR). It is also used to assess compliance with the United Kingdom's domestic and international emissions.

The model has been used since 2005 and provides: "an important body of information [for] local authorities (LAs) and other relevant organisations to help identify high emitting sources of CO2 and energy intensive sectors, monitor changes in CO2 emissions over time and to help design carbon reduction strategies." (Local and Regional Carbon Dioxide Emissions Estimates for 2005–2017 for the UK Technical Report:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/812146/Local\\_authority\\_CO2\\_technical\\_report\\_2017.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/812146/Local_authority_CO2_technical_report_2017.pdf))

Over the period for which this model has been used, and where figures are currently available (2005-17), emissions have decreased in all regions of, and for all 391 local authorities, in the United Kingdom. A scan of local authorities suggests that performing well on these measures is a key ambition that drives decision-making for many of these bodies.

**6. Any existing relevant legislation, policy or practice**

- Local Government Act 2002.
- Climate Change Response Act 2002.
- Climate Change Response (Zero Carbon) Amendment Act 2019.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

With the relevant Zone meeting postponed, support was sought from councils directly. The following councils endorse this remit:

- Palmerston North City Council;
- Napier City Council;
- South Taranaki District Council;
- Hastings District Council; and
- Horizons Regional Council.

**8. Suggested course of action envisaged**

That a suitable government department be tasked with:

- (a) Analysing and publishing each district's carbon emissions, in order to provide the most reliable and consistent possible breakdown of CO2 emissions across the country; and
- (b) Publishing interactive local authority level emissions maps that allow users to zoom in to any district and see the emissions for the area, as well as identify the significant point sources. Such maps should be possible to filter by different sectors, to view how emissions have changed across the time series so that areas of best practice can be identified.

This system would provide incentives, structures and low cost information sharing mechanisms that would enable and encourage local government authorities, regional economic development agencies and individual businesses to identify best practice in similar regions or businesses. It would also encourage them to undertake targeted work to reduce their CO2 emissions.

**9. Discussion and conclusion**

This proposal aligns with New Zealand's international commitments, our national direction and LGNZ's work programme in terms of the mitigation of climate change. It is a system that has been shown to have positive benefits in the United Kingdom and leverages existing characteristics of New Zealanders to achieve these collective goals.



### Remits not going to AGM

The Remit Screening Committee's role is to ensure that remits referred to the AGM are relevant, significant in nature and require agreement from the membership. In general, proposed remits that are already LGNZ policy, are already on the LGNZ work programme or technical in nature will be referred directly to the National Council for their action. Remits that fail to meet criteria will be declined.

#### 1. Chief Executive remuneration

**Remit:** That LGNZ works with central government to investigate the potential of a centralised and independent organisation (such as the State Services Commission or the Remuneration Authority) to establish recommended remuneration levels/packages of local government chief executives.

**Proposed by:** Hamilton City Council

**Supported by:** Tauranga City Council; Waipa District Council; Tasman District Council; and Napier City Council.

**Recommendation:** That the remit is referred to the National Council for consideration.

#### 2. Loans for low cost housing

**Remit:** That the Government provide interest-free loans to support the delivery of new low cost housing by relevant agencies, including councils, and that central government consider any additional mechanisms that would support councils and other relevant community agencies to respond to the housing crisis.

**Proposed by:** Whanganui District Council

**Supported by:** Palmerston North City Council; Napier City Council; Manawatū District Council; South Taranaki District Council; and Hastings District Council.

**Recommendation:** That the remit is declined on the basis that it is largely the same as the social housing remit adopted in 2019.

## Mayoral Diary for July 2020

RM No.: 2320747

### Rāpopotonga Matua | Executive Summary

The Mayoral Diary for the period ending 31 July 2020, is attached to the agenda.

#### Tūtohunga | Recommendation

That:

1. The information be received.

#### Ngā Tāpiritanga | Attachments

[A↓](#). Mayoral Diary July 2020

#### Ngā waitohu | Signatories

Author(s)	Debbie Burge <b>Executive Assistant to the Mayor</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	

### Mayoral Diary July 2020

<b>Wednesday 1 July</b>	<p><b>Council workshop</b> Official council meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday's of the month. On those in between Wednesday's we have council workshops, where staff can present information to us that will be coming up in future meetings, so we have more of a grasp of the information when that time comes. Today we had a full day in the council chamber discussing:</p> <p>Efficiency and Effectiveness Report, Banks Road Development, Lockerbie Estate development, Council Mark – LGNZ Excellence Programme, TMF Heads of Agreement, Long Term Plan Grants, Review of pre-consultation, Open spaces strategy pre consult discussion, Solid Waste Working Party (s17A update) and Waharoa Provincial Growth Fund</p>
<b>Thursday 2 July</b>	<p><b>Meeting with Council staff</b> With Corporate Strategy manager and our CEO Don about a Treaty Settlement meeting happening later in the day.</p> <p><b>Site meeting with Te Aroha property owner</b> Council engineering staff and I met on site with a property owner to talk about a building project and council and private services on the property.</p> <p><b>Meeting with Work and Income NZ</b> I met with Cathrine Henderson (Work Services Manager) and Trish Wenn (Work Broker) from WINZ. We talked about people retuning to NZ and the skills that they can potentially bring with them and how they may be able to fill gaps with staff shortages.</p> <p><b>Meeting with Te Aroha resident</b> This meeting was to discuss clarity around the PGF funding and how the funds have been distributed.</p> <p><b>Pare Hauraki Collective Treaty Settlement meeting</b> At this meeting held at Hauraki District Council, with neighbouring councils Thames-Coromandel and Hauraki we talked about the up and coming collective agreement, what it means for the rivers and when we can finally have this signed off, what it might mean for council with catchments and rivers.</p>
<b>Monday 6 July</b>	<p><b>Meeting with Matamata resident</b> I met with a Matamata local to discuss a tourism idea he has for the district. I have put him in touch with others who have floated this idea in the past so they can meet and have further discussion about it.</p> <p><b>Te Aroha Business Association meeting</b> The main topics discussed were the Cruise In, the new local radio station Positively Te Aroha, and there was also a presentation from ken Night from Generate KiwiSaver. We were interrupted and had to end the meeting early as the fire alarm went off and we had to vacate the building!</p>
<b>Wednesday</b>	<b>Council meeting</b>

<p><b>8 July</b></p>	<p>Items discussed at this month's council meeting included: Covid Recovery Fund, Annual Customer Survey and Quarterly Performance Dashboards, CCO Monitoring –Waikato Regional Airport Limited – Final Statement of Intent 2020/21, Morrinsville Tennis Club – grant extension request, Long Term Plan 2021-31 Pre-consultation, and the Mayoral Diary for June 2020.</p> <p>We also had Workshops on Long Term Plan Grants, Solid Waste Working Party (s17a update), Waharoa Provincial Growth Fund, Climate Change and a presentation from Sport Waikato</p> <p>Council also took the opportunity to farewell Health and Safety manager Sandy Barnes after 32 years of service. Sandy has a new job in Whakatane where her and her fiancé live. We thank Sandy for her contribution of the years and wish her all the best for her new job.</p>
<p><b>Thursday 9 July</b></p>	<p><b>Tahuna Fire Brigade</b> Councillor James Thomas and I attended the monthly meeting regarding concerns around fencing. There are Council bore heads on council land next to the fire station, and regulation fencing that needs to go up around them would impede on their parking when they attend emergencies. We are working with the brigade on a solution.</p> <p>The brigade also shared how they have been finding things since Covid, that it was very quiet over the lockdown period around the district particularly the call outs to vehicle accidents.</p>
<p><b>Friday 10 July</b></p>	<p><b>Street scape</b> Project Manager George Ridley met with the Te Aroha Councillors and myself about the upcoming project.</p> <p>We also had a site visit to the Te Aroha domain and looked at some jobs that need doing around there.</p>
<p><b>Monday 13 July</b></p>	<p><b>CEO and Mayor meeting</b> Weekly catch up with our CEO Don.</p> <p><b>Te Aroha PGF stakeholder meeting</b> We had a meeting with regular users of the domain to talk about the draft business case and supporting application that has been submitted for funding. A very positive feel around the room.</p> <p><b>Morrinsville River Walk Clean Up</b> Morrinsville councillors and I met with clean up coordinators Milan and Nathan, iwi representatives, and WRC staff regarding the clean up.</p>
<p><b>Tuesday 14 July</b></p>	<p><b>Creative Waikato meeting</b> Te Aroha Councillor Caitlin Casey and I met with Creative Waikato CEO Jeremy Mayall. We talked about exploring possibilities for post covid recovery through arts activities.</p>



	<p><b>Te Manawhenua Forum</b> Our first meeting back after Covid 19, we discussed: PC54 and District Plan Update, Hauraki Gulf Forum, Heads of Agreement, Annual Plan 2020/21 and associated documents update, Māori Representation – Wards, LTP 2021-31 Project Update, LTP 2021-31 Pre-Consultation, Correspondence addressed to TMF from Mapuna Turner, TMF Satisfaction Survey for 2019/20, Council's response and recovery efforts to Covid-19, Annual Customer Survey and Quarterly Performance Dashboards, Rautaki mō te Pāka me ngā Wāhi Wātea Parks and Open Spaces Strategy, and Waikato Regional Council shovel ready projects within Matamata-Piako rohe</p> <p><b>Filming for social media</b> Filming with staff for the latest 'mayors message'</p> <p><b>Site visit</b> The old dairy factory site at Manawaru village has been converted to 'Café 77'. I called in to see Stuart Bay and have an update on the building progress. They are looking at a grand opening in September. The climbing wall is awesome and a great café set up with amazing mountain range views.</p>
<p><b>Wednesday 15 July</b></p>	<p><b>Council workshop</b> A morning workshop on Morrinsville Rec Grounds, LTP Infrastructure and Morrinsville Stormwater Project.</p> <p><b>Te Aroha Continuing Education meeting</b> The group invited me to be their guest speaker for their monthly meeting. Held at the Mountain View Church there was an excellent turn out of around 70 people. I talked about my background in council, and what council's plans are for Te Aroha. Another positive vibe in the room, people seem happy with how things are tracking and are grateful with the ongoing communication coming out of council.</p> <p><b>Meeting with Matamata Futures</b> CEO Don and I met with Frank Healy and Alan Candy as representatives of the trust who are looking into the community stadium for Matamata. They updated us on their progress, and we discussed the bills that have been incurred so far as part of the co-founding agreement.</p>
<p><b>Thursday 16 &amp; Friday 17 July</b></p>	<p><b>Rural and Provincial meeting in Wellington</b> Hot topic everywhere in local government now is the 3 waters reform. This is going to be an interesting space to keep an eye on.</p>
<p><b>Monday 20 July</b></p>	<p><b>CEO and Mayor meeting</b> Weekly catch up with our CEO Don.</p> <p><b>Video messaging</b> Recording the Mayors Message for social media, and new Morrinsville Public Radio Station</p> <p><b>Meeting with council staff</b> Meeting with Corporate Strategy Manager to discuss the agenda for the</p>

	<p>Waikato Plan meeting later on in the day.</p> <p><b>Waikato Plan Leadership Committee</b> Excerpt from the agenda for this meeting:</p> <p><u>Workshop (4 June 2020) Update</u> Report to provide the Committee with a record and summary of key themes from the Waikato Plan Leadership Committee Workshop on 4 June 2020.</p> <p><u>Strategic Partners Forum Alignment</u> Report to provide the Committee with a summary of the report "The Waikato Plan Strategic Partners' (SPF) Forum: Position and Potential".</p> <p><u>Waikato Plan Priorities - Review</u> Report to provide an introduction to discussions on Waikato Plan priority areas for 2020/21.</p> <p><u>Waikato Plan Projects Update</u> Report to provide the Committee with a general update regarding the projects under the Waikato Plan.</p> <p><u>Communication Plan</u> Report to provide the Committee with a draft Waikato Plan Communications Plan.</p> <p><u>Waikato Plan Strategic Direction and Priorities Forum</u> Report to provide the Waikato Plan Leadership Committee with an opportunity to raise and discuss matters which align with the Waikato Plan strategic direction and priorities in an open forum.</p> <p>Council will be discussion the benefit of being part of this committee going forward.</p> <p><b>Meeting with Cruise In committee</b> Council events staff and I met with the committee to talk about their grant funding application to council.</p>
<p><b>Tuesday 21 July</b></p>	<p><b>Te Aroha Rail Way</b> The rail way committee extended an invitation to Council to a Morning Tea, to be held at the Railway Station.</p> <p>The committee members showed us the new signage/fencing, and the Train Engine that has been relocated onto the track. It was also an opportunity for council and the committee to thank the contractors who contributed and the donation made by Danny from Valley Metals.</p> <p>There is potential for a lot more visitors to the Cycle Trail, and to also view the Miniature and Model Trains, and this was a chance for the committee to show what they are trying to achieve.</p> <p><b>Morrinsville Business After 5 (BA5)</b> Hosted by Telfar and Young, and held at the Morrinsville Museum. They presented interesting information around valuations of property, both rural and residential and the interesting trends around values.</p>

<p><b>Wednesday 22 July</b></p>	<p><b>Corporate and Operations meeting</b> This monthly meeting chaired by Councillor Kevin Tappin included decisions and discussion around: Appointment to Waikato Plan Leadership Committee, Appointment to Waihou-Piako Flood Protection Advisory Subcommittee, Significant and Engagement Policy Review Advisory, Recovery Working Party Minutes – Discussion on Aroha Cruise In Funding Agreement, Health and Safety Update, Chief Executive Officer’s Report, and Waikato Arts Navigator. Workshops followed on: Solid Waste Update and a pre-consultation Update</p> <p>Agendas and minutes of councils meetings can be found on our website: <a href="https://www.mpd.govt.nz/council-documents/minutes">https://www.mpd.govt.nz/council-documents/minutes</a></p>
<p><b>Thursday 23 July</b></p>	<p><b>Videoing for Waikato Property Association meeting</b> I was invited to attend an online meeting of this group later in the month, however it clashed with a prior engagement. Instead I recorded and sent a video, promoting our district and all it has to offer, highlighting opportunities and outlining areas for investment!</p> <p><b>Morrinsville Menz Shed</b> The Morrinsville ward councillors and I met with the Menz Shed group where we talked about their search for a suitable piece of land to build a workshop on as they have outgrown their current location.</p> <p>Council will work with the group on helping them find a suitable solution.</p> <p><b>Morrinsville drive around</b> Councillor Bruce Dewhurst and I took some time to drive around the township to look at areas of concern that residents have raised with Bruce and other councillors.</p>
<p><b>Friday 24 July</b></p>	<p><b>Three Waters Reform Workshop</b> This workshop was hosted by the joint Central and Local Government Steering Committee held at the Claudlands Event Centre.</p> <p>They follow an announcement of a \$761 million funding package from central government designed to support economic recovery post COVID-19 and address persistent systemic issues facing three waters.</p> <p>The workshops were designed to enable discussion and support councils in considering whether to opt-in to the Three Waters Reform Programme.</p> <p>Councillors Arnold, Wilcock, Casey, Witing and Dewhurst joined me at the forum.</p> <p>Further information on the programme can be found here: <a href="https://www.dia.govt.nz/Three-Waters-Reform-Programme">https://www.dia.govt.nz/Three-Waters-Reform-Programme</a></p> <p><b>Meeting with NZ Police</b> At the conclusion of the meeting councillors and I met with Senior Sargent Rod Carpinter who is the Prevention Manager for the Eastern</p>

	<p>Waikato area Rod has taken a position with Hamilton Central for a year and a replacement for our district is on the way.</p>
<p><b>Saturday 25 July</b></p>	<p><b>Adrian Worsley Gallery</b> An open day was held at the gallery which drew a good crowd throughout the day. On display was Adrian's latest big creation, a sculpture commissioned by Keep Matamata Beautiful. This life sized piece of art will be situated in Broadway Matamata on its completion.</p> <p>A truly talented artist right on our doorstep! Keep up the great work Adrian.</p> <p><b>Te Aroha Netball</b> I was invited to the opening day of junior netball in Te Aroha, and what a cracker of a day it was. With blue skies in the background, I was given the honour of shooting the first official goal of the season. Happy to say it only took a few attempts, thanks to Debs training!</p> 
<p><b>Sunday 26 July</b></p>	<p><b>Swap Park commemorative planting</b> The drive behind this community project was Ezra Campbell, a resident of Matamata who saw an opportunity to bring Matamata schools, businesses, iwi and community groups together to plant trees to commemorate those who have died and are suffering from Covid19 worldwide, and to acknowledge the efforts Matamata made to overcome New Zealand's third largest Covid19 cluster.</p> <p>Part of the project saw 198, eco sourced, kahikatea trees taking root in Matamata soil, a community project led by the Swap Park Community Group – in partnership with Matamata Kohanga Reo.</p> <p>The group received a Matariki Tu Rakau fund from Te Uru Rakau– the government's billion tree initiative and support from Matamata-Piako District Council.</p> <p>There was an excellent turn out on the day, and in no time the 198 kahikatea trees were in the ground.</p>



Thank you to all of those who attended on the day, our iwi representatives and to Ezra for your vision and coordination of this project. Well done Matamata!



<p><b>Monday 27 July</b></p>	<p><b>Regional Transport Committee meeting and workshop</b> A lot of updates received at this meeting including:</p> <p><u>Waka Kotahi New Zealand Transport Agency Update</u></p> <p>Presentation to provide the Committee with an update from Waka Kotahi New Zealand Transport Agency Director Regional Relationships (Upper North Island), Steve Mutton.</p> <p><u>Regional Road Safety report</u></p> <p>Report to update the Committee on regional road safety issues, the review of the operative Waikato Regional Road Safety Strategy and speed management.</p> <p><u>The Regional Transport Story</u></p> <p>Report to seek the Committee’s endorsement of the Waikato Regional Transport Story, a communications tool for regional transport stakeholders.</p> <p><u>Transport Planning and Projects Report update</u></p> <p>Report to update the Committee on current regional transport policy and planning matters as at 8 July 2020.</p> <p><u>Regional Public Transport Projects update</u></p> <p>Report to provide the Committee with an update on the implementation of the Waikato Regional Public Transport Plan 2018-28 and key regional public transport projects.</p> <p><u>Regional transport issues forum</u></p> <p>Report to provide the Committee with an opportunity to raise and discuss regionally significant transport issues in an open forum.</p> <p><u>Development of Regional Land Transport Plan 2021</u></p> <p>Report for the Committee to consider recommended changes to the 2021 Regional Land Transport Plan (RLTP) vision, objective and priorities as workshopped by the Committee on 29 June 2020. The report also describes example headline targets for the Committee’s consideration and initial feedback.</p> <p>The workshops that followed the meeting were on the Regional Land Transport Plan development and Proposed Approach to Speed Management.</p> <p><b>Meeting with Morrinsville residents</b> Councils Communications staff and I met with Elouise Botha who has created the app “My Kiwi Town”. The idea of the app is to bring social, local and mobile platforms together in a single system.</p>
<p><b>Tuesday 28 July</b></p>	<p><b>Bayleys Matamata</b> I was invited to drop in to see the real estate team at Bayley’s, we had morning tea and talked about parking and the street scape.</p> <p><b>Starfish and Matamata College</b> Nadine from Starfish and Kym from Matamata College met with me to talk about our youth. We went to Starfish and learned about the great work they are doing with our youth, getting them work ready, and assisting them with the necessary services eg driver licencing.</p>

	<p><b>Meeting with Matamata resident</b> We met to discuss some tourism and investment ideas for our district.</p> <p><b>Meeting with Matamata resident</b> Discussed some ideas around environmental issues.</p> <p><b>Post-settlement readiness</b> As we are moving towards a Post-Settlement era, council staff met with me talk about identifying opportunities for improvement to ensure the Council is well prepared for the post-settlement era.</p> <p><b>Meeting with council events staff</b> I met with our Events and Promotions Co-ordinator Rachael Singh to discuss some future council run events and the progress they are making.</p>
<b>Wednesday 29 July</b>	<p><b>Council workshop</b> Workshop topics included: Infrastructure Strategy – strategic direction setting and key challenges, Assets Discussion and Capex including Waharoa to Matamata walkway, EPH, Menzshed Query on Land in Morrinsville, Open Spaces Strategy (results of phase 1), Regional engagement and collaboration and Iwi engagement</p> <p>In the afternoon, at the conclusion of the workshops, there was a Te Aroha Domain Working Party meeting.</p> <p><b>Te Aroha Lions</b> I was invited as a guest speaker at the monthly Lions Club meeting in Te Aroha.</p> <p>I gave them a general update on what has been happening as Mayor since the election last year until now, and what council is doing in the Covid recovery space.</p> <p>They seem to be very happy with how council has responded and were positive about the communication coming out of council.</p>
<b>Thursday 30 July</b>	<p><b>Meeting with Stuff reporters</b> Local reporter Sharnae Hope is moving on from covering local government and she brought along her replacement Chloe who will now be covering all news about our council.</p>

**Filming with Council staff**  
About the mayors messaging promotion of your voice your vision consultation.

**Te Aroha Domain**  
The Te Aroha ward councillors along with Kevin Tappin, Sue Whiting and council staff had a site visit to the domain. We looked at a few things and got clarity around the scope of spending in the

domain.	
<b>Friday 31 July</b>	<b>Meeting with council staff</b> To discuss a planning issue about a property in Te Aroha  <b>Property Brokers</b> I was invited to draw their promotion which had come to an end for property buyers and sellers, it was a great evening catching up with local businesses and the prize winner received a trip to Queenstown!  <b>Te Aroha Little Theatre</b> We attended the opening night of the Steel Magnolias at the Te Aroha little theatre. Cr Cornes and her family were also in attendance. The cast put on an amazing performance, very professional. A great asset for our town.



## 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 Morrinsville West Stormwater Update July 2020

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)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	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.

### C2 Solid Waste Contract Variation Update (Smart Environmental Limited)

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)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. .  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.