

# Kaunihera | Council



## Kaupapataka Wātea | Open Agenda



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

**Ko te rā | Date:** Wednesday 8 September 2021  
**Wā | Time:** 9.00am  
**Wāhi | Venue:** Council Chambers  
35 Kenrick Street  
TE AROHA

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### Ngā Mema | Membership

#### **Koromatua | Mayor**

Ash Tanner, JP (Chair)

#### **Koromatua Tautoko | Deputy Mayor**

Neil Goodger

#### **Kaunihera ā-Rohe | District Councillors**

Donna Arnold

Caitlin Casey

Teena Cornes

Bruce Dewhurst

James Sainsbury

Russell Smith

Kevin Tappin

James Thomas

Sue Whiting

Adrienne Wilcock

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

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

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

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

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

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

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

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

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

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**4 Whākī pānga | Declaration of Interest**

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

**5 Whakaaetanga mēneti | Confirmation of Minutes**

Minutes, as circulated, of the Ordinary Meeting of Matamata-Piako District Council, held on 11 August 2021

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

There are no public speakers.

# Lockerbie Playground and development of Public Open Spaces

CM No.: 2485479

## Rāpopotonga Matua | Executive Summary

Lockerbie in Morrinsville are developing the residential land to the north of town. Some of the stages are now already completed and houses are being built on the developed lots.

Council previously agreed to acquire some linkage parks and a neighbourhood park to develop a community playground in the future. One reserve has already been vested with Council and two more are about to.

The Developer has put a proposal forward for Council to partner with them in developing the reserve land and the community playground. With Council funding the upgrade works and the Developer project managing the install at no cost to Council. Timing is critical for the developer though and they wish to see the infrastructure in place soon after the respective stages have been developed.

Council has agreed to consider the funding of the development work in principal at a previous Council meeting on the 11 November in 2020 but wanted staff to work further with the Developer to review some of the scope of works and costs of the proposal.

Some further work has now been completed and the final estimated development costs are as following:

	Construction start	Estimated Construction cost
A - Davies Park East	September 2021	\$78,000
B – Davies Park West	Mid to late 2021 Estimated early to mid 2022	\$100,000
C – Community Playground	<del>February 2021</del> September 2021 (but 3 month lead time for equipment)	\$622,000
D – Tamihana Reserve (linkage park)	Completed - Vested in February 2021 with improvements	0
<b>TOTAL</b>		<b>\$800,000</b>

A decision on funding is now sought from Council.



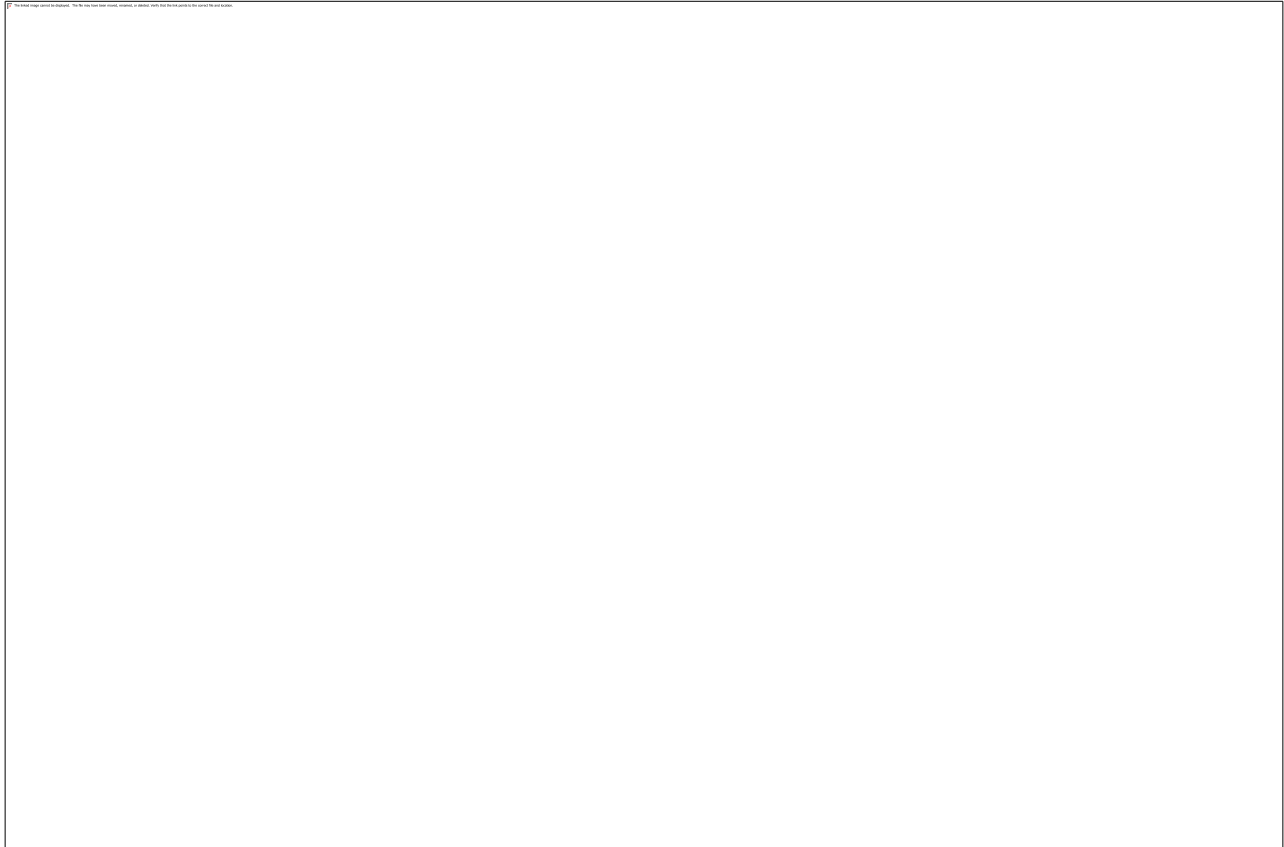
## Tūtohunga | Recommendation

That:

1. Council receives the Report;
2. Council approves the funding to develop Davies Park West, Davies Park East and the Community Playground to a maximum of \$880,000 as per the prices in the report and a 10% contingency applied;
3. Council agrees to provide the funding in line with the timelines provided by either moving some of the LTP funding forward, funding the upgrade works through reserves or a mixture of both.
4. Council approves the delivery of the upgrade works to be managed by the developers' representative and approves the specialised procurement for one quote for the playground equipment, two quotes for the arborist work and two quotes for the soft and hard landscaping work.

## Horopaki | Background

Lockerbie in Morrinsville are developing the residential zoned land to the north of the town. Stage 1A, Stage 1B and Stage 2 have been completed and Stage 3 is near completion. For the currently zoned land there will be around 329 residential lots created and another 163 retirement units.



*A photo of Stage 2 a month or so ago.*

Land further to the North is zoned future residential and there are also plans to go through the Plan Change process and develop this area in the not too near a future. This area would allow for another approximately 1,100 new residential sections.

Planning is currently underway for the future residential area. As part of this, a Master Plan for the infrastructure and Parks and Open Spaces has been developed. The plans indicate that there will likely be another neighbourhood park vested with Council in one of the future stages. The developer is looking to reduce some of the lot sizes and is looking to offset the amenity losses by providing a recreational area that will be vested in Council. The reserve will be vested in Council at no cost.

For the currently zoned Residential Land, Council agreed to purchase land for public Open Spaces as part of the subdivision of Lockerbie. A report with the details was brought to Council in November 2020. Council agreed to purchase a linkage park, a park for a community playground and also two linkage reserves where there are QEII trees present and will be preserved.

The report also included information on the cost of the playground and park developments. The proposal by the Developer was that Council paid for the upgrade works and the Developers would project manage the delivery of the infrastructure as part of the subdivision work they area already undertaking, with no supervision and tendering costs for Council. It is critical for the developer however that works are completed to the timeline that aligns with the development works of the individual stages.



	Construction start	size	Original Development cost
A - Davies Park East	September 2021	12,000m2	<b>\$132,836</b>
B – Davies Park West	Mid to late 2021 Estimated early to mid 2022	14,000m2	<b>\$149,996</b>
C – Community Playground	February 2021 September 2021 (but 3 month lead time for equipment)	1,148m2	<b>\$538,032</b>

D – Tamihana Reserve (linkage park)	Completed - Vested in February 2021 with improvements	1,633m2	<b>\$ 98,692</b>
<b>TOTAL</b>			<b>\$919,556</b>

*The resolution at*

*the time was that Council will consider funding the development of the reserve in principle with staff to negotiate the costs on the development. Agreement is subject to the developer providing a copy of their plans and Council approval.*

Council generally purchases the land at the time of subdivision and these are then vested with Council. The infrastructure on the parks and reserves are then installed as necessary through the Long Term Plan Funding availability. At times there may be special circumstances and reserve funding is sought if there is no allocated funding.

In the Long Term Plan Council has allocated funding for linkage park and walkway developments in the three towns, often looking for some of the funding to be topped up with some of the parks and open spaces financial contributions collected.

Parks and Open Spaces Financial Contributions are not covered in the Development Contributions Policy and allocated to specific projects, they are set on district wide per lot fee which have been in place since the district plan first become operative.

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

The original proposal included the following development costs:

	<b>Development cost</b>
A - Davies Park East	\$132,836
B – Davies Park West	\$149,996
C – Community Playground	\$538,032
D – Tamihana Reserve (linkage park)	\$ 98,692
<b>TOTAL</b>	<b>\$919,556</b>

#### Community Playground

A further workshop was held to discuss the playground proposal with Council. It was discussed that the proposal seemed reasonable but Council wanted staff to check some of the costs, make provision for a future public toilet in the land use plan and remove funding for the park furniture. Council is often approached by groups and individuals wanting to donate seats etc. and Council could partner with service clubs and donors to provide the furniture.

After the workshop there was a number of discussions and meetings held with the developer, the playground provider and our playspace adviser.

A final plan has been developed which both parties are reasonably happy with. The final plan is attached to this report – Attachment 1. There has also been an updated cost proposal prepared by their contractor and playground equipment supplier of \$622,000.

It must be noted that the playground equipment costs have increased, just over the past month they have risen by 10%. There is also the issue that currently there is a three-month delay with sourcing the new equipment being due to covid delays and getting the product here.

### Park Development

The first of the three linkage parks, Tamihana Reserve, has already been vested with Council. The developer has installed all of the improvements at its cost and there is no cost to Council for the development unless it wishes to see additional planting or landscaping in that reserve. It is suggested that this be monitored and if any future work is required, Council undertake this separately.

Davis Park East and Davies Park West are the two QEII covenant areas. A specialised arborist report has been completed for Davies Park East, Area A. The updated cost of the arborist work, new footpath and other work associated with the development work is just under \$78,000.

An updated quote for Davis Park West has also been received. There are less trees in this area so less costs on the pruning but the footpath is longer. The updated cost of the arborist work, new footpath and other work associated with the development work is just under \$100,000.

### Procurement

The benefit for Council with this arrangement is that there is no project management cost associated with this work and it also only requires very minimal Council staff resourcing to deliver the project.

Staff seek an exemption to the procurement policy and engage a direct appointment for the playground equipment supply and installation. To reduce the quotes for the arborist work (approx. \$40,000 in total) to two quotes and also two quotes for the hard landscaping work (approx. \$200,000 in total).

The reasons for this are that once the detailed design is agreed, there is very minimal work involved by council staff to deliver the playground and park development, if Council specifies that the work needs to be placed on the open market, we would have to be involved in developing or at least checking the contract, using our tender system and also the tender evaluation itself. Tendering at this stage would add at least 4-6 weeks' delay. There is a risk that equipment costs may increase again in the meantime.

The following measures have been taken to ensure value for money is still achieved.

- The playground costings have been reviewed by an independent playground specialist that Council currently uses for our annual audits. She has confirmed that these are reasonable and competitive.
- For the hard landscaping one quote has already been received by the developer to establish a reasonable quote, and the plan is to also receive a quote by the current contractor that is completing the other civil work on site, Dempsey Woods. This will then provide two quotes to compare pricing with.
- For the specialised arborist work there has already been one quote received and it is recommended another quote be requested.

The Procurement Policy also looks at local procurement and the following points can be made.

- There are no local playground equipment providers.
- There potentially could be some local providers to install the footpath, but we have been struggling to find local contracts and have not had any tenders for some other recent jobs

that have been advertised. i.e. Avenue Road North footpath and Morrinsville River Walk section across the old landfill.

- We are not aware of any suitably qualified and experienced local arborists that have the resources or capacity to do the work. They also have to be approved arborists. There are no local arborists approved to do work on Council land. Local arborists tend to run small teams that focus on private, residential tree work.

### Overall Funding Agreement

The total updated cost is as following:

	<b>Original Development cost 2020</b>	<b>Updated Development cost</b>
A - Davies Park East	\$132,836	\$78,000
B – Davies Park West	\$149,996	\$100,000
C – Community Playground	\$538,032	\$622,000
D – Tamihana Reserve (linkage park)	\$ 98,692	0
<b>TOTAL</b>	<b>\$919,556</b>	<b>\$800,000</b>

The costs have been reviewed and they are considered to be reasonable. The developer has advised that the hard landscaping cost can likely be reduced further if their current contractor that is on site can be engaged.

A funding agreement will be used to provide some legal requirements. It has been put together to include some procurement requirements, the details of the payments and responsibilities and obligations of the parties involved.

It also sets out steps on communication and approvals, detail of proposals, timing of the works, variations and changes and certifications and practical completion.

### **Mōrearea | Risk**

#### Failure to deliver

There is always a risk that any private business enterprise may become insolvent or may cease to exist prior to completing a project.

Note that this risk is very low as all the lots for Stages 1 to 3 have already been sold.

#### Over or under delivery

There is a risk that a developer's desire to create a high quality product could result in assets that exceed the normal standard of provision (which could result in provision equity issues or increased maintenance costs). There is also a risk that delivered products might not meet expectations.

These risks have been mitigated to a large extent by Council and an independent consultant being involved in the design and approval process to ensure that the agreed outcomes are clear and fit-for-purpose.

### Timing of Delivery

Some discussion on this has already been included in the main part of the report. The timeline is critical for the Developer as they want to see the parks and playground developed as the individual stages are being completed of the subdivision.

If Council staff is to manage the direct delivery of the project it would struggle to ensure the delivery milestones are met. This could be made a priority but would mean other capital work identified in the Long Term Plan would need to be moved out further.

### Cost

There is a risk that allowing a third party to develop the land may cost more than if Council did it. The cost estimates provided by the developer appear to be reasonable. Council staff currently have limited capacity to undertake the work and if Council wished to develop the parkland itself, it is highly likely that Council would need to engage external consultants/project managers to undertake this work, which would add to the costs. This cost is generally in the order of 15% of the total project cost.

The developer has offered to waiver project management and supervision costs for these park developments, saving at least 15% of the cost we would generally incur.

### Project Cost overrun

There is a risk, like with any project that the final project costs could be above the estimates provided due to a number of circumstances that can occur. There are things such as poor ground conditions, material supply issues, creek in scope of works etc. which could influence the final cost.

Council generally places a 10% contingency on projects to allow for some of these issues to be dealt with if they arise.

It is therefore recommended that Council applies a 10% contingency to the proposed project cost and allows a reasonable budget for the project manager and Council staff to deliver the project and not have to come back to Council with any small variations.

Any major variations which are above the 10% overall contingency, would need to be discussed with Council prior to proceeding.

### Council input

There is a risk that Staff won't be managing the project and have not been intensely involved with the design or completed any public engagement specifically with the new playground. Staff have been involved in reviewing the playground proposal but have let the developer drive the project and will rely on them to deliver this.

It is in the developer's interest to deliver a good product.

It is suggested that Council work on some communication with the Morrinsville community on this project and explain to them some of the benefits for Council by partnering with the developer to deliver the project.

### **Ngā Whiringa | Options**

Council can agree to fund the development work and partner with the Developer to deliver the work. This will require Council to bring some allocated funding forward or find additional funding for the works.



Or Council can decline to work with the developer and leave the parks undeveloped. The down side to this is that the lots or sold so as they are being built on there is no infrastructure in place for the residents to utilise the park land and land reserved for a playground.

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

There is currently no policy that prohibits Council allowing a private developer to develop parkland on its behalf.

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

If Council agrees to the developer's proposal, a communications plan is proposed to be developed and a detailed timeline for implementation.

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

There are no consent issues as the parks are already gazetted.

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

**Theme:** Connected Infrastructure

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

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

**Community Outcome:** We have positive partnerships with external providers of infrastructure in our district

**Theme:** Healthy Communities

**Community Outcome:** Our community is safe, health and connected

**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 Developer pays a parks financial contribution under the RMA which is \$1,381.95 (incl. GST) per lot.

	Number of lots	Status / estimated timing of 224 – DC payment
Stage 1A	85	Paid April 2021
Stage 1B	38	Expected October 2021
Stage 2	66	Expected December 2021
Stage 3A	45	Expected July 2022
Stage 3B	95	Expected July 2022
Retirement Village	163	Expected 2022-2024
Plan Change Area	1100	Expected 2023-2030



Taking the figures above, Council will collect approximately 1,600 financial contributions over the life of the development, a total of around \$1,900,000 (exclusive of GST). It must be noted that the plan change for the 1,100 new lots still needs to go through a formal decision process before being zoned residential, there are no guarantees that the plan change will be adopted.

The 2021 LTP has the following funding currently allocated which could potentially be used for the park development:

- Funding Source 1: MV Playgrounds
  - \$300,000 in 2023/24
- Funding Source 2: Destination Playgrounds
  - \$1,000,000 in 2024/25, 2025/26 and 2026/27 – \$3,000,000 in total
- Funding Source: MV Linkage Parks & Walkways
  - \$270,000 in 2023/24
  - \$320,000 in 2027/28

As most of the funding is in future years, funding would need to be brought forward if Council wishes to fund the works with budgeted capital funding.

Council could also look at using a mixture of capital and reserve funding.

### Ngā Tāpiritanga | Attachments

[A↓](#). Lockerbie Playground Plan

### Ngā waitohu | Signatories

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
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Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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FOR INFORMATION



# CAFE PLAYGROUND + EARLY CHILDCARE CONCEPT

LOCKERBIE ESTATE DEVELOPMENT, MORRINSVILLE

REV 1 | 28 MAY 2021



# LOCKERBIE


ESTATE

**DOCUMENT QUALITY ASSURANCE**

BIBLIOGRAPHIC REFERENCE FOR CITATION:

Boffa Miskell, 2021. *Subdivision Concept Sketch Package* for Lockerbie Estate Limited

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<b>PREPARED BY:</b>	Topsy Steele Graduate Landscape Architect Boffa Miskell Ltd	
<b>REVIEWED BY:</b>	Morne Hugo Associate Partner   Landscape Architect Boffa Miskell Ltd	
<b>STATUS: [DRAFT]</b>	Revision / version: 1	Issue date: 28 May 2021

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File ref: BM19694\_Cafe\_Childcare\_playground\_20210318

FOR INFORMATION

CAFE PLAYGROUND + EARLY CHILDCARE CONCEPT

- - - Boundary
- 1 Early childcare centre
- 2 Carpark
- 3 Cafe
- 4 Toilets
- 5 Playground zone
- 6 Shared path
- 7 Existing Trees
- 8 Fence - Black stained timber post and rail.  
Early Childhood centre fence - refer to architects drawings.



EARLY CHILDCARE AND CAFE LANDSCAPE CONCEPT | SCALE: 1:1,000 @ A3 | 28 MAY 2021





FOR INFORMATION





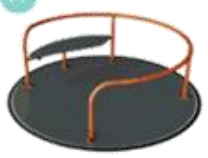






CAFE PLAYGROUND

--- Boundary

----- Fence

- 1 Early childcare centre
- 2 Carpark
- 3 Cafe
- 4 Proposed Trees
- 5 Shared path
- 6 Toilet

PLAYGROUND EQUIPMENT

- 7  ENTRY SEESAW, 4 PERSON
- 8  TREE CLIMBER
- 9  SPRINGER
- 10  OCTAGONAL TOWER WITH MONKEY BARS
- 11  WHEELCHAIR CAROUSEL
- 12  SWING WITH 'YOU & ME' SEAT
- 13  HAMMOCK
- 14  DOUBLE TOWER WITH SPIDER NET
- 15  5 WAY SWING SET
- 16  TIMBER STEPPING LOGS
- 17  TIMBER BALANCE BEAMS



PLAYGROUND LANDSCAPE CONCEPT | SCALE: 1:500 @ A3 | 28 MAY 2021





# CAFE PLAYGROUND

## FOR INFORMATION



### MATERIALS & FURNITURE

- 1 Exposed aggregate (1/2 black oxide, exposed aggregate with 10mm local chip)
- 2 Reharvest chip softfall (as per manufactures specification and detail)
- 3 Wet Pour (in natural based colours as per manufactures specification and detail)
- 4 120mm wide 1/4 black oxide, formed concrete edging (level with settled grass)
- 5 Cafe decking
- 6 Asphalt
- 7 Lawn

### FURNITURE



STREETSCAPE 'MONDO' BENCH (OR SIMILAR)



STREETSCAPE 'MONDO' SEAT (OR SIMILAR)



STREETSCAPE 'VALOS' BIN (OR SIMILAR)

### FENCE



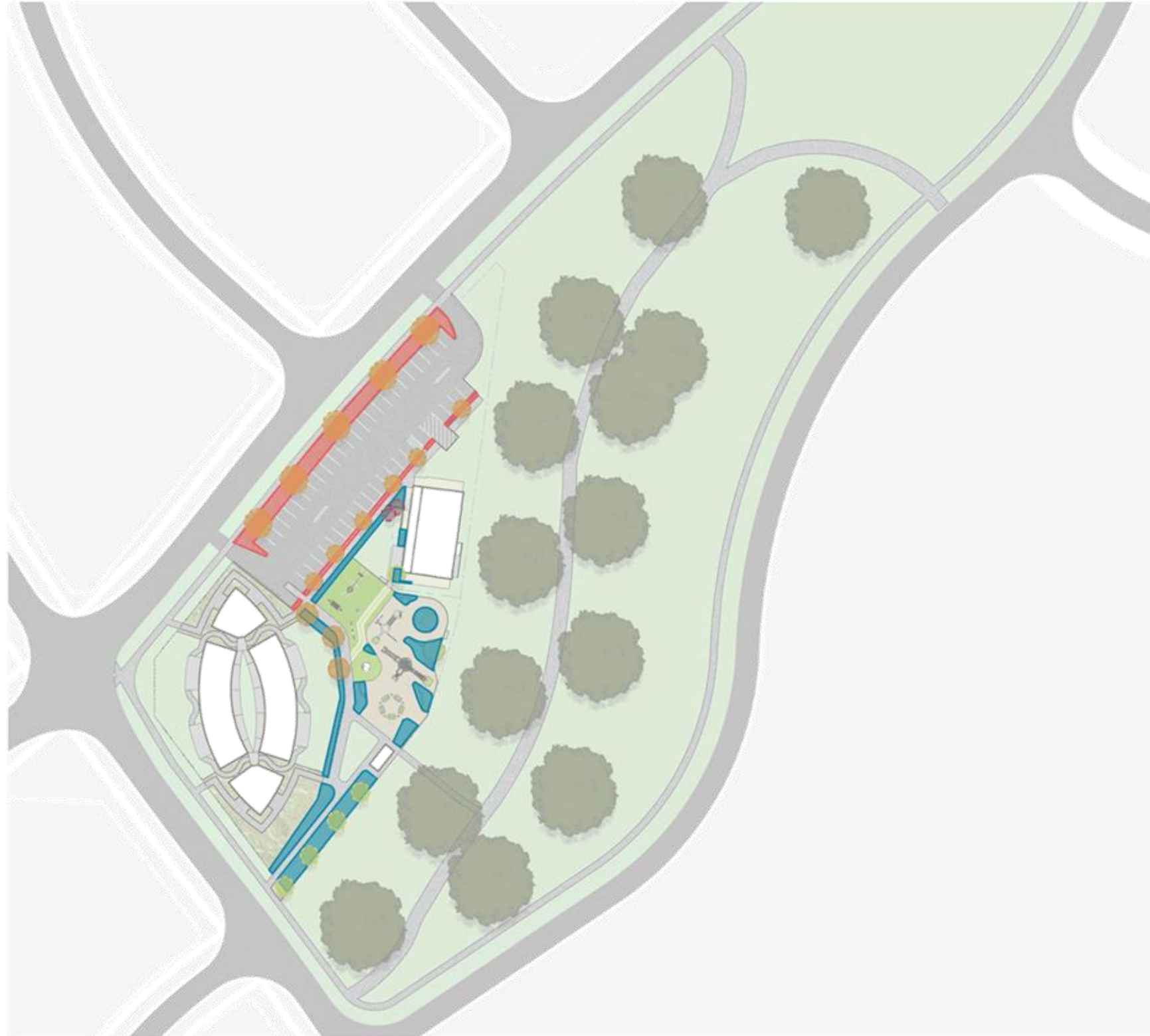
BLACK STAINED POST AND RAIL FENCE

PLAYGROUND LANDSCAPE CONCEPT | SCALE: 1:500 @ A3 | 28 MAY 2021





# CAFE PLAYGROUND



PLAYGROUND LANDSCAPE CONCEPT | SCALE: 1:1000 @ A3 | 28 MAY 2021

## FOR INFORMATION

### TREES



### PLAYGROUND PLANTING



### CARPARK & STREET PLANTING





#### About Boffa Miskell

Boffa Miskell is a leading New Zealand professional services consultancy with offices in Auckland, Hamilton, Tauranga, Wellington, Christchurch, Dunedin and Queenstown. We work with a wide range of local and international private and public sector clients in the areas of planning, urban design, landscape architecture, landscape planning, ecology, biosecurity, cultural heritage, graphics and mapping. Over the past four decades we have built a reputation for professionalism, innovation and excellence. During this time we have been associated with a significant number of projects that have shaped New Zealand's environment.

[www.boffamiskell.co.nz](http://www.boffamiskell.co.nz)

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09 358 2526	07 960 0006	07 571 5511	04 385 9315	03 366 8891	03 441 1670	03 470 0460

## SwimZone Matamata - Reroofing Indoor Pool

CM No.: 2487682

### Rāpopotonga Matua | Executive Summary

The roof structure of the Matamata Swim Zone indoor pool is to be removed because it is an earthquake risk.

The pool will be made good for the Summer Season.

Council asked that staff report back on the request to provide for a “temporary roof” and outline ways this could be achieved.

In considering this proposal it was identified that the project could involve a joint Community / Council working party facilitated by an external Consultant.

It is suggested to manage the risk of unintended consequences Council asks the Working Party to prepare a Business Case on identified options for Council to consider its preferred approach and for that to be further assessed in detail by the Working Party.

### Tūtohunga | Recommendation

That:

1. **A Working Party of Community and Council representatives be established.**
2. **A suitably qualified Consultant be appointed to facilitate the Working Party deliberations.**
3. **A Business Case be prepared with the working party for reporting to Council on the options for roof replacement for Swim Zone Matamata.**
4. **A budget of \$30,000 be provided for the initial work of the Consultant and Working Party.**
5. **A budget for any further work be determined on consideration of the Business Case.**

### Horopaki | Background

An earthquake assessment, for Swim Zone Matamata identified that the Indoor Pool support structure, Gymnasium area and Squash Courts did not meet the required minimum of 33% of Earthquake Code loading.

For public safety purposes, Council agreed that the Indoor Pool roof would be removed and the periphery made good and make the facility available for the summer season.

In addition, we commissioned a peer review of the earthquake rating for the rest of the buildings with a view of identifying what options we have for their future.

This assessment will be available by the meeting date.

Informal discussions with parties associated with the facility acknowledge that a short term focus on getting the facility open for summer is appropriate.

However what of the future?

A presentation in the public session of the Council meeting on 11 August 2021, proposed that Council look to install a temporary roof with a suggestion that this will provide time for a longer term view.

Council asked this proposal be reported on. That is the purpose of this report.

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

The Matamata Swim Zone has been a Learn to Swim and swim training facility with both a heated indoor pool and a heated outdoor pool, for many years.

The roof structure built for the indoor pool was a separately constructed portal frame building, installed in the late '80's.

Plans were underway to replace the timber-laminated beams forming the roof to the Indoor Pool. As part of the preparation for the work, it was prudent to assess the earthquake capacity of the supporting columns and foundations.

These were deficient. Given the public use of the building, the earthquake assessment was extended to looking at the balance of the building.

The other areas of the facility were also found to be less than the code minimums (33%) and the users were immediately advised.

The Gymnasium relocated to another premises, the Learn to Swim program relocated to an outdoor pool and the Squash Club extended their use to the end of the squash season. , whilst a peer review of the earthquake ratings was undertaken.

Given this situation with little time in which to take any significant action, the decision was to completely remove the roof of the indoor pool and make good, in readiness for summer opening.

This work is to be done in November.

At this time, no further work is committed. Nor is there any commitment for significant capital development for the complex in our current LTP

On 11 August 2021, a public submission was given to a recent Council meeting, putting the case that whilst the longer-term review of the facility would likely take some years, it was considered important to replace the roof of the indoor pool in the short/medium term.

Council requested that staff consider how this could be achieved and it be formally reported on.

In reflecting on how best to approach this situation it was identified that short term actions can lead to long term consequences and / or lead to outcomes that weren't envisaged.

If there are decisions to be made it was suggested that a way to approach this was for Council to establish a working party, made up of Council and Community representatives

As to how this can be approached the Working Party could be asked to consider one option or a number of options, namely;

- 1) Not replacing the roof
- 2) Replacing the roof with a temporary structure either on the current indoor pool or the current outdoor pool
- 3) Replacing the roof on either the current indoor pool or outdoor pool with a permanent solution
- 4) A mix of 2 or 3.

Option 2 could infer the possibility of a future substantive redevelopment of the current complex (outside of simple pool renewal or remodelling in their current position). The period for a full redevelopment would, based on current LTP projections and commitments, be a number of years away.

Option 3 infers that the current facilities will remain substantively the same, as is the case in the current LTP forward plans, accepting renewals and remodelling of pools is still possible.

It also means that a roof will be 12 to 18 months away at best.

Unless there is a commitment to a temporary roof with the decision to do a permanent roof without further pool redevelopment.

Undertaking a Business Case approach that considers options, consequences, risks etc would help give clarity and inform Council who would determine what option to take and what constraints to establish in a project brief.

### **Mōrearea | Risk**

If the indoor pool roof isn't replaced in the medium term, in some form, there is a risk that the Learn to Swim program will not continue – at least for all times of the year. The reasons for this are the cool air temperatures in the winter in particular put people off using the facility despite the heated water.

It was argued that the Learn To Swim program provided for Te Aroha and Morrinsville residents, given that there are no winter and less active swim programs available in these towns.

On the other hand replacing the roof with a substantive long life structure would obviously limit opportunities for other development options in the future.

While a medium term life structure increases operating expense in the short term and provides time for future direction of the facility.

However there is a risk that in progressing a single option of a “temporary” roof structure there is a natural inclination of scope creep. In other words the intention at looking at a temporary structure may move into looking at something more permanent or give rise to downstream outcomes that Council may not want to commit to.

To minimise the risk Council could request for a Business Case be prepared by the Working Party to provide clarity as to the pros / cons, consequences, risk for a number of options.

### **Ngā Whiringa | Options**

The options are

- 1) Council determine the direction it wants to take now and determines that the solution or limited solutions it wants looked at by a working party.
- 2) Council request a Business Case considering various options that can be identified and for Council to decide the preferred direction after that.

Irrespective the suggested approach is;

- 1) Council establish a Working Party made up of Community and Council representatives
- 2) Appoint a suitably qualified Consultant to ;
  - a. Prepare a Business Case with input from the Working Party for various options to be assessed and reported back to Council.
  - b. Facilitate a Community/ Council working party to consider Councils preferred option(s)
  - c. Makes recommendations appropriately

An Architect would offer the most appropriate skills sets and if agreed we could identify providers and their availability.

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

It would be appropriate given the high profile of this project to prepare a Communications Plan and have a communications as part of the project process.

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

A Building Consent will be required.

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

The project costs will be in two parts

- 1) A initial sum of \$30 k to engage the Consultant and manage the Working Party
- 2) A construction budget of an estimated \$500 k to complete the work if a temporary roof is committed to.

The initial cost is an operating expense and the second phase would be primarily a renewal / capital costs that would be funded over the assessed life of the replacement option and be depreciated against the facilities operating expense.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Don McLeod <b>Chief Executive Officer</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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# Multi and Single-Year Community Grants Policy - Minor Amendments

CM No.: 2488908

## Rāpopotonga Matua | Executive Summary

In August 2020 Council approved the new Multi and Single-Year Community Grants Policy as part of the Long Term Plan project. Our first Single-Year Community Grants funding round (previously known as the Community Ward Grants) is currently open and closes on Wednesday 8 September.

Staff have had a number of calls from potential applicants so far this funding round regarding some of the criteria and guidelines. To address some issues raised in these calls minor amendments to the attached policy have been drafted and highlighted in red for Councils consideration. Staff would like to clarify some of the proposed amendments prior to making decisions on the current funding round.

## Tūtohunga | Recommendation

That:

1. **The information be received.**
2. **Council approve the amended Multi and Single-Year Community Grants Policy as attached.**

## Horopaki | Background

There are five criteria/guidelines suggested for discussion and amendment.

- 1) What must accompany the application – inclusion of “The applicant’s latest bank statement for all accounts. These need to be no greater than three months old.” This is to allow community groups who do not have full annual accounts to still be eligible to apply for funding. Would then also add “The applicant’s most recent annual financial accounts if available.” to the current requirement.
- 2) Removal of the need for “A printed bank deposit slip with the name and account details of the applicant group.” This is already covered by the criteria “Current proof of bank account in the name of the applicant group.”
- 3) Removal of minimum amount requirement for application, “Minimum grant amount of **\$1,000** per application”. A number of groups have expressed concern with this minimum amount as they regularly request smaller amounts but these smaller amounts are very important to their groups.
- 4) Changing the current requirement of one funding round per year back to the previous two funding rounds per year. Under the current policy groups are required to uplift funds within three months and if there is only one funding round per year this would exclude a number of groups applying for the funding due to timing.
- 5) Extending the time limit of funds being uplifted from three months to six months as per previous policy. This requirement again may exclude a number of groups applying for the fund due to timing. Six months allows a reasonable time to uplift funds and if it is anticipated to be longer than six months they could apply to the following funding round if it moves back to twice per year.

### Ngā Take | Issues / Kōrerorero | Discussion

With the introduction of the Maori Ward Councillor following the 2022 elections Council is encouraged to give some thought as to how this will impact the Single-Year Community Grants Policy moving forward. If there are potential budget impacts of this moving forward Council will need to capture these in budget discussions for the 2022/23 Annual Plan.

### Ngā Whiringa | Options

- Council approve the attached Multi and Single-Year Community Grants Policy

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

This could result in minor amendments to the Multi and Single-Year Community Grants Policy.

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

We would like to clarify some of the proposed amendments prior to making decisions on the current funding round.

### Ngā Tāpiritanga | Attachments

[A↓](#). Minor amendments to Multi and Single-Year Community Grants Policy

### Ngā waitohu | Signatories

Author(s)	Sandra Harris <b>Placemaking and Governance Team Leader</b>	
Approved by	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	



## Multi and Single-Year Community Grants Policy 2021



**Ngā Wāhanga**  
Te Rautaki ā-Rōpū

**Department**  
Strategic Partnerships and Governance

**Te Tūmomo Kaupapahere:**  
Mō Āwaho

**Policy Type:**  
External Policy

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

**Council Resolution Date:**  
26 August 2020

### Ko te pūtake o tēnei kaupapahere | Policy Purpose

This Policy sets out Council's criteria and allocation process for grants to community organisations through Council's contestable community grants fund. The Policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or major event sponsorship and capital projects.

#### Multi-Year Community Grant

Matamata-Piako District Council's Multi-Year Community Grant supports the operational management of community infrastructure and community gathering spaces, to deliver services, programmes and activities that benefit the social, cultural and environmental wellbeing of communities in Matamata-Piako.

#### Single-Year Community Grant

Matamata-Piako District Council's Single-Year Community Grant supports not-for-profit community organisations that deliver services, programmes and activities that benefit the social, cultural and environmental wellbeing of communities in Matamata-Piako.

### Ngā Tautuhinga | Definitions

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

### Kaupapahere | Policy

The total financial assistance provided to the community through grants and funding covered by this Policy is set out in the Long Term Plan and Annual Plan budgets.

Council will assess applications for funding from the Multi-Year Community Grants as part of its Long Term Plan consultation process. Councillors for each ward are delegated to assess applications for funding from the Single-Year Community Grants.



## Ngā kaupapa ka tautokona ā-pūtea | What we fund

### Multi-Year Community Grant

Multi-Year Community Grants will fund organisations for operating costs delivering:

- A multi-purpose space available for the community to utilise.
- Opportunities for the wider community to increase social connection.
- Programmes and activities delivered in the facility that addresses the needs of the local community.

Emphasis will be given to groups who provide or manage community spaces/ facilities used by the community and/or other groups. These organisations may also provide a range of services to the community.

### Single-Year Community Grant

Single-Year Community Grants will fund organisations for:

- Programme development and implementation.
- Operating and administrative costs relevant to programmes.
- Equipment and resources that support the programme or organisation.

Consideration will be given to the number of volunteer hours contributed and any in kind donations toward the project.

Funding consideration will be given to community organisations which:

- Strengthen participation across diverse communities.
- Build the capability of communities to become sustainable.
- Work collaboratively across the community sectors.
- Are able to achieve one or more of the Council's Community Outcomes.
- Are able to contribute to one or more of the community well-beings.

Secondary criteria & considerations:

- Young people are involved in the project/organisation.
- Iwi are involved in the project/organisation.
- The breadth and scale of community involvement in the project/organisation.
- Other sources of funding that may be available to a project/organisation.
- The proportion of project funding being sought and how any remaining proportion will be funded.
- The likelihood of the project/organisation becoming self-sustaining.

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

- Applications for purposes that do not directly relate to the grant.
- Subscriptions and memberships.
- Projects/programmes and related costs which have already occurred.
- Any costs involved in preparing the application.
- Catering costs.
- Projects or operational costs already substantially funded by Council.
- Political organisations.
- Repayment of debt, loan, mortgage repayments or investments of any kind.
- Project costs that will be directly paid back to Council.

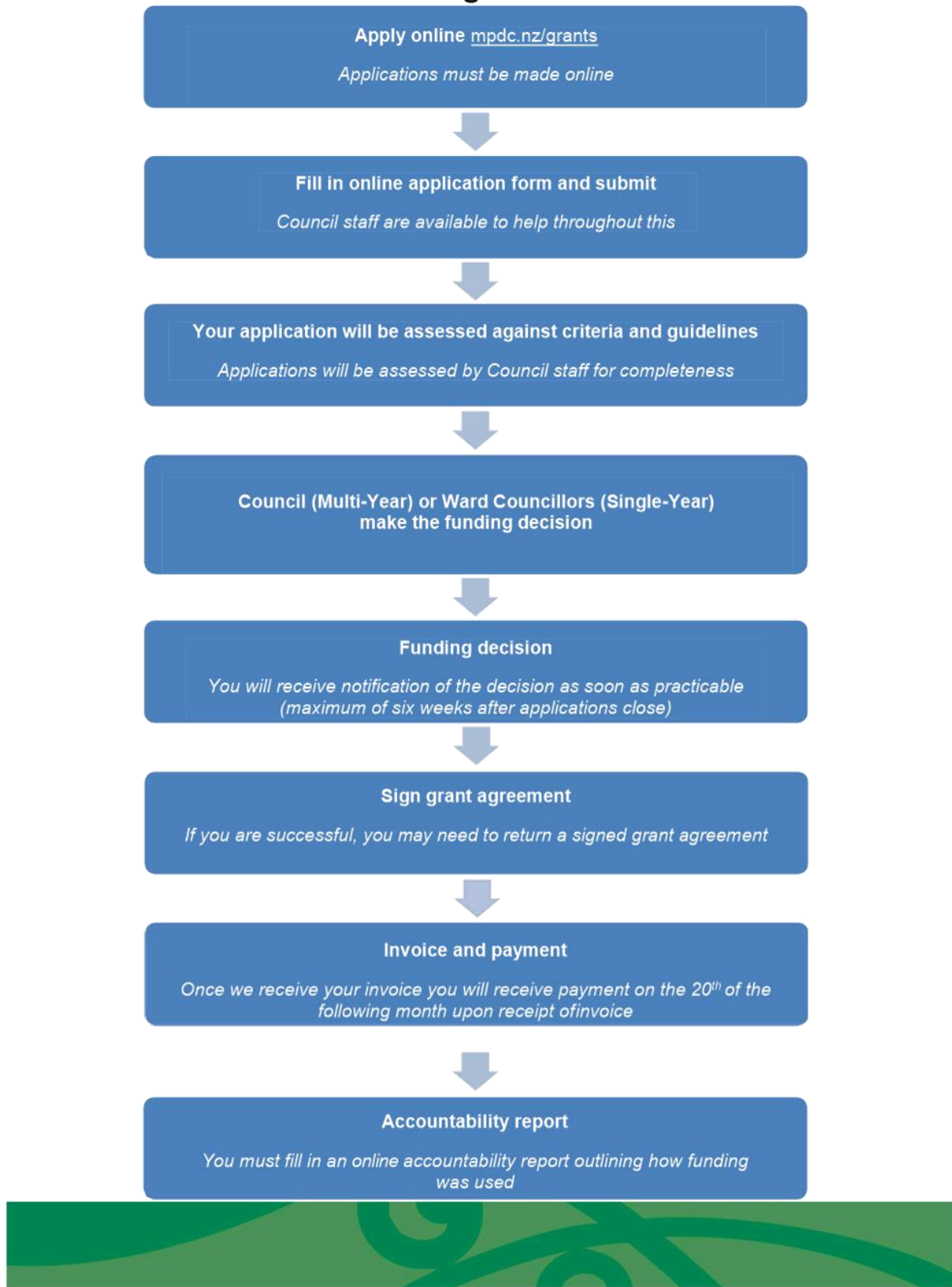
## Ngā Hua | Outcomes

Organisations receiving grants are expected to demonstrate how their projects will relate to the Council's Community Outcomes, and contribute to the community well-beings (Environmental, Social, Cultural and Economic)

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

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

## Funding Process





## Schedule 1 - Guidelines

### How must applications be made?

All applications must be made through the Matamata-Piako District Council online grant application system [mpdc.nz/grants](http://mpdc.nz/grants). No paper applications will be accepted.

### What must accompany the application?

- The applicant's latest bank statement for all accounts. These need to be no greater than three months old.
- The applicant's most recent annual financial accounts if available.
- Accountability report must have been received for any previous grants before any new grant application will be processed if applicable.
- Current proof of bank account in the name of the applicant group.
- ~~A printed bank deposit slip with the name and account details of the applicant group.~~

### What are the requirements that have to be met?

- Successful applications may be required to complete a grant agreement prior to payment of the grant.
- Successful applicants must adhere to the accountability reporting requirements.
- Recipients that fail to submit accountability reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
  - Accountability conditions have been met and/or grant monies returned.
  - The organisation can demonstrate their ability to meet Council's eligibility criteria for a grant.
  - The organisation is capable of delivering the project outcomes of which they are making an application for.

### How will I know if funding has been approved?

Applications will be assessed and decided by Council or Ward Councillors. You will be notified of the decision as soon as practicable (maximum of six weeks after applications close). The decision of the Council/Ward Councillors is final.

#### For Multi Year Grants - Application process:

How much is available?	Maximum funds available <b>\$20,000</b> per annum
When can I apply?	Funding rounds occurs every three years as part of the LTP consultation process
Grant decision	Applicants will be advised in June/July every three years
Uplifting funds	Funds must be uplifted before the end of each financial year (30 June)

#### Who can apply?

Applicants must be a legally constituted community group or organisation which:

- Is located in Matamata-Piako.
- Is sustainable and have the capacity to deliver agreed outcomes.
- The word 'community' is used in its broadest sense: it signals that our Multi-Year Community Grants programme will support the social, cultural and environmental wellbeing of Matamata-Piako people and neighbourhoods.



**For Single-Year Community Grants - Application process:**

How much is available?	Maximum funds available <b>\$10,000</b> per ward per annum
How much can I apply for?	<del>Minimum grant amount of \$1,000 per application</del> Maximum grant amount of <b>\$5,000</b> per application
When can I apply?	<del>There will be one funding round per year.</del> There will be two funding rounds per year.
When will I know?	Applicants will be advised of the decision as soon as practicable (maximum of six weeks of applications closing).
Uplifting funds	Funds must be uplifted within <del>three-six</del> months of being granted.

**Who can apply?**  
Applicants must be a not for profit community group,

- The applicant group must have been in operation for a minimum of 12 months.
- Projects must take place within the Matamata-Piako District boundaries.
- Organisations must have the capacity to deliver outcomes.
- The word 'community' is used in its broadest sense: it signals that our single-year community grants programme will support the social, cultural and environmental wellbeing of Matamata-Piako people and neighbourhoods.

**What will not be funded?**  
Groups who already receive a Matamata-Piako District Council Multi-Year Community Grant.



## Plan Change 53 - Settlements

CM No.: 2489908

### Rāpopotonga Matua | Executive Summary

Settlements Plan Change 53 seeks to introduce new provisions for our settlements under the Matamata-Piako District Plan.

No appeals have been received on Council's decision in regards to Plan Change 53. Therefore, this reports seeks Council's resolution to seal the plan change and set an operative date.

A copy of Plan Change 53 has been pre-circulated prior to the Council meeting.

### Tūtohunga | Recommendation

That:

1. Pursuant to Clause 17 of Schedule 1 of the Resource Management Act 1991, Plan Change 53 is approved, sealed with the seal of Council, and signed by the Mayor and Chief Executive Officer; and
2. Pursuant to Clause 20 of Schedule 1 of the Resource Management Act 1991, Plan Change 53 become operative on 29 September 2021.

### Horopaki | Background

Plan Change 53 – Settlements, was initiated to invoke planning rules that support rural settlements, small rural house lots and communities. The purpose of PC53 is to provide a new Settlement Zone which is tailored to the nature and type of activities taking place in the community, as well as ensuring cohesion and character of a settlement.

Plan Change 53 has worked through the consultation process set out in Schedule 1 of the Resource Management Act 1991 ('The Act'). The proposed plan change was publicly advertised inviting submissions on 18 November 2020. Further submissions were invited from 3 February 2021, following by a hearing which was held on Monday 17 May 2021. Council accepted the plan change (with modifications) on 30 June 2021 and the decision was publically notified on 7 July 2021. The appeal period closed on 18 August 2021 and no appeals were received.

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

Under Clause 17 of Schedule 1 of the Resource Management Act 1991, Council is required to approve the plan change and this is given effect to by affixing the seal of the Council to the proposed plan change.

Once the plan change is operative the District Plan will be amended to reflect the proposed changes. The rules of the plan change are already being treated as operative in accordance with the provisions of the Act because there were no appeals.

Under clause 20 of Schedule 1 of the Resource Management Act 1991, Council is required to publicly notify the date on which the plan change will become operative. This will be in the *Piako Post* and the *Matamata Chronicle*.

**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:** Planning rules that support rural settlements and small rural house

**Community Outcome:** By changing the district plan provisions, this Plan Change meets community desires to enable settlements to continue to grow and develop.

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

Author(s)	Kumesh Naidu <b>Graduate RMA Policy Planner</b>	
Approved by	Ally van Kuijk <b>District Planner</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	



# Submission - Natural and Built Environments Exposure Draft

CM No.: 2489835

## Rāpopotonga Matua | Executive Summary

The purpose of this item is to seek Council's approval to retrospectively endorse the submission in regards to the Natural and Built Environments Exposure Draft.

## Tūtohunga | Recommendation

That:

1. For Council to retrospectively endorse the submission.

## Horopaki | Background

### Natural and Built Environments Exposure Draft (NBA – ED)

Once enacted, the Natural and Built Environments Act (NBA) will be the main replacement for the Resource Management Act (RMA).

Central government has released NBA – ED which provides early insight into key aspects of the legislation including the purpose of the NBA, the National Planning Framework and the Natural and Built Environments plans.

A workshop with Council was held on 28 July 2021 to provide background to and seek Council's feedback on, the NBA – ED. Following the workshop, Council engaged Paula Rolfe as a consultant to produce a submission on the matter. The Submission was lodged on 4 August 2021.

Components of the legislation that were not developed for the NBA – ED, will be considered in the remainder of 2021 before being included in the full bill. The second opportunity for feedback will be at the introduction of the full NBA bill, to Parliament in early 2022.

## Ngā Take | Issues / Kōrerorero | Discussion

The submission on the NBA – ED outlines concerns around:

- Further development and drafting of objectives needed
- Diminished local government ability to deliver a variety of statutory functions
- The NBA could be a complicated resource management system leading to legal uncertainty
- The need for regional specific limits allowing flexibility
- Resourcing Iwi participation

## Ngā Whiringa | Options

Option 1:

- For Council to retrospectively endorse the submission.

Option 2:

- For Council to withdraw the submission.

*Recommended:*

Option 1.

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

Section 75 (3) of the Resource Management Act 1991; District Plans must give effect to national policy statements and regional policy statements.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Kumesh Naidu <b>Graduate RMA Policy Planner</b>	
Approved by	Ally van Kuijk <b>District Planner</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	

# Hamilton and Waikato Tourism - Annual Report 2020-21

CM No.: 2489025

## Rāpopotonga Matua | Executive Summary

Jason Dawson, Chief Executive of Hamilton and Waikato Tourism, in attendance to present Hamilton Waikato Tourism's Annual Report 2020-21 which is attached to the agenda.

## Tūtohunga | Recommendation

That:

1. The information be received.

## Ngā Tāpiritanga | Attachments

[A↓](#). HWT annual report 20/21

## Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Sandra Harris <b>Placemaking and Governance Team Leader</b>	
	Don McLeod <b>Chief Executive Officer</b>	

# Hamilton & Waikato TOURISM

## Annual Report to Matamata-Piako District Council 1 July 2020 – 30 June 2021

Hamilton & Waikato Tourism (HWT) is the region's Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend. It leads destination management, destination marketing, business events & conventions, major event coordination and the Thermal Explorer Regional Events Fund for the region.

Hamilton & Waikato Tourism is a subsidiary company under the Council Controlled Organisation (CCO) of Waikato Regional Airport Limited. It has a commercial board with Annabel Cotton as its Chair.

During the 2020-21 financial year, HWT was funded through a public/private partnership with the region's tourism industry and seven local authorities including Hamilton City and Matamata-Piako, Ōtorohanga, Waikato, Waipā, Waitomo and South Waikato Districts.

From 1 July 2021, Hamilton & Waikato Tourism will no longer be funded by South Waikato District Council to promote and support tourism businesses in South Waikato District. The withdrawal of support follows a decision by the council to cut its \$60,000 annual investment and not renew its three-year funding agreement with Hamilton & Waikato Tourism.

### Key highlights



## Executive summary

Hamilton & Waikato Tourism has been relentless in leading the restart, recovery and reset strategy for Waikato's visitor economy to ensure our sector could move from 'survive' to 'thrive'. From supporting our tourism and event businesses through the long-term impacts of COVID-19, using this time to reset the industry for the future, lobbying for additional Government support and executing multi-channel marketing campaigns targeting the leisure, business and events market in key 'drive and fly' markets, including Australia when the quarantine-free travel opened.

Locals and wider Waikato residents are a key audience for our tourism businesses which make-up a third of their market. We decided to accelerate and enhance our locals campaign through the new 'Mighty Local' platform which included a new 'hot deals' section on our website waikatoz.com to incentivise our residents to explore their own backyard on weekends and school holidays.

We continue to partner with Tourism New Zealand's 'Do Something New, New Zealand' national domestic marketing campaign to successfully drive demand, visitation and expenditure into our region. We also collaborated with a number of other regions to drive visitation and expenditure into Waikato such as our first-ever Auckland partnership and working with our Central North Island regions like Bay of Plenty, Rotorua, Taupo, Ruapehu and Tairāwhiti Gisborne with a 'Get Out More NZ' short-break itineraries. Our geographic location continues to drive our success with 2.6 million people living within a three-hour drive radius of our region.

The long-term economic and social impact for the tourism sector is ongoing. It has been estimated that 42% of New Zealand's visitor economy comes from international tourism and there is an expected gap of \$12.9 billion in visitor expenditure. Tourism is vital to the region's recovery with every \$178,000 of tourism spend creating a job; this equates to 40 international visitors or 480 domestic overnight trips. International visitors spend on average \$232 per day which is over three-times more than local residents at \$74 per day or domestic travellers at \$155 per day.

Compared to 2019-2020, tourism spending has increased 11% for the Waikato tourism region over 2020-2021 achieving \$785 million in visitor expenditure for the year ended June 2021. Although we are seeing increased expenditure and visitation across the region, it is a very different story for the Waitomo District which continues to remain well-below industry averages with double-digit expenditure decreases and visitor numbers over 75% down compared to pre-COVID levels.

The latest figures released by the Business Events Data Programme show the Waikato region secured 13% market share of all New Zealand business events being held in Q1 2021. With 196 business events held in the region during January to March 2021, this placed the Waikato region second in the country behind Wellington at 29% for the number of meetings, conferences and exhibitions held.











Over 17,000 delegates were hosted in the region during this time, equating to a 13% market share of the total number of delegates hosted in the country, third behind Wellington (28%) and Auckland (14%).

Domestic business events delegates have always been an important visitor segment for the region contributing \$480 per day to the economy, double the amount of the leisure visitor. Business events are also a key seed market driving repeat visitation and further economic benefit as delegates will often return for a holiday with their friends or family.

The first round of funding from the Thermal Explorer Regional Events Fund was announced in June 2021 with \$1.6 million allocated to a total of 15 events from the Waikato, Rotorua, Taupō and Ruapehu regions. The selected events are a mixture of new and existing and include business, sport, culture and exhibitions. In total, the events are predicted to attract over 120,000 attendees, with two-thirds being visitors from outside the host region.

## Performance targets

Given the restart journey for the visitor economy post-COVID, Hamilton & Waikato Tourism (HWT) revised five performance targets which are set in the 'Schedule of Services for Local Government 2020-2021'. The results are provided below.

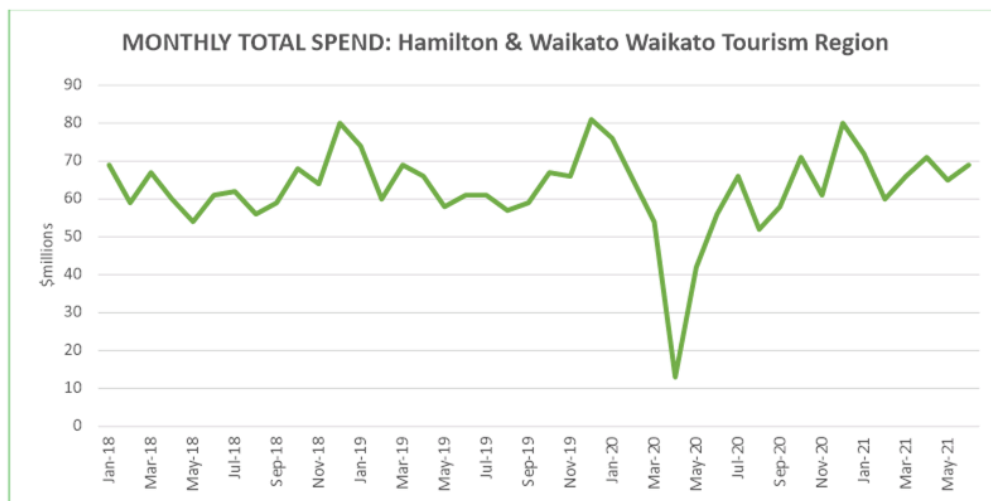
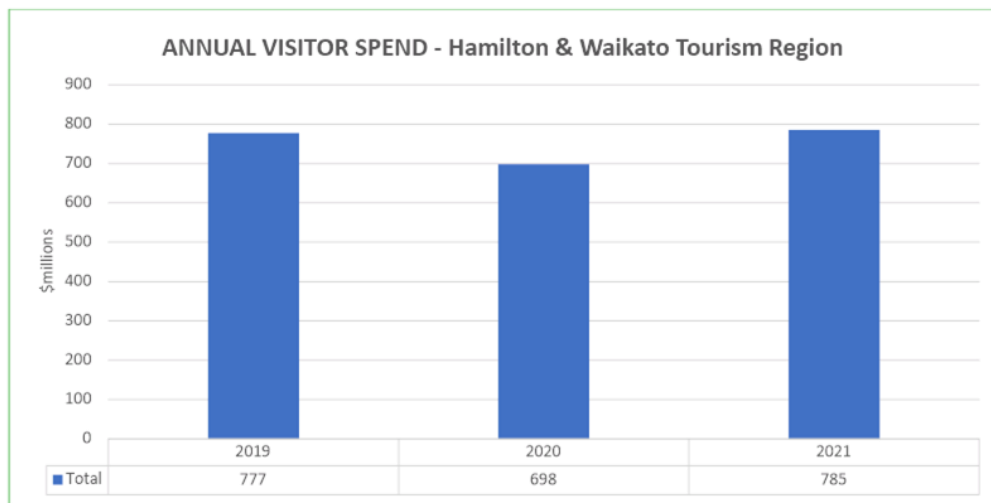
Measure	Result
 <p><b>Visitor nights</b> 0% increase of total visitor nights' vs national compared to 2019-20</p>	 <p><b>1.187m</b> guest nights (Accommodation Data Programme, Year ending June 2021)</p>
 <p><b>Visitor spend</b> 0% increase in visitor spend across the region compared to 2019-20</p>	 <p><b>11%</b> up on previous year \$785million annual expenditure (MBIE; TECT; Year ending June 2021)</p>
 <p><b>Conventions, incentives &amp; business events</b> Rebuild &amp; restore market share of total business events to 5%</p>	 <p><b>13%</b> market share of business events hosted within NZ Second behind Wellington (Business Events Data Programme Q1 2021)</p>
 <p><b>Industry investment</b> \$100,000 of industry contribution towards marketing activities &amp; campaigns</p>	 <p><b>\$160,000</b> domestic campaigns, famil in-kind contributions &amp; visitor guide sales (As at 30 June 2021)</p>
 <p><b>Media &amp; travel trade</b> 10 media outlets hosted + 50 travel trade trained or hosted</p>	 <p><b>23</b> media outlets hosted <b>12</b> agents hosted <b>1200</b> agents trained (As at 30 June 2021)</p>



## Visitor statistics and expenditure

The Ministry of Business, Innovation and Employment (MBIE) have discontinued the Monthly Regional Tourism Estimates (MRTEs) as they were becoming unreliable within the Covid-19 environment. They have replaced the data with an interim data set capturing electronic card transactions. The key difference is that this data does not make any estimates for online or cash spending. This interim data set provides some district level information but is more limited than the older MRTE's. MBIE have provided three years of TECT data for comparisons.

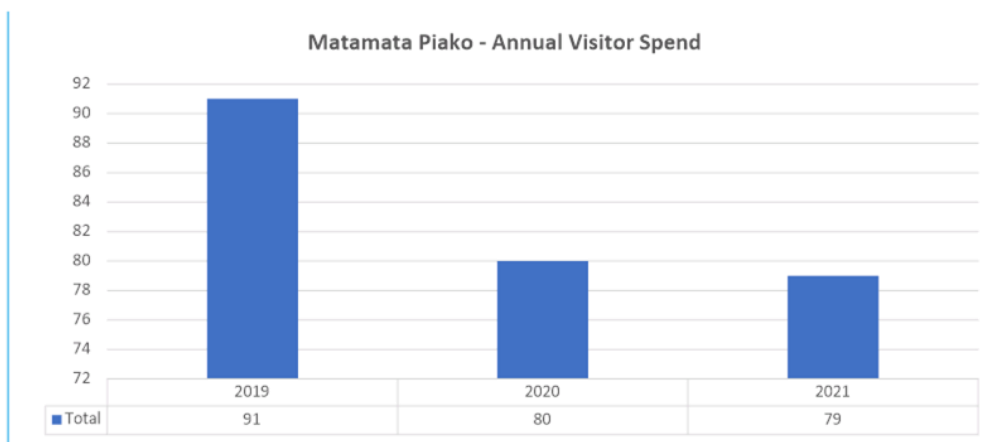
Compared to 2020, tourism spending has increased 11% for the Waikato RTO region for the year ended June 2021.



Source: Tourism Electronic Card Transactions, MBIE (June 2021)

## Visitor expenditure in Matamata-Piako District

Annual visitor expenditure for Matamata-Piako District decreased 1.3% to year end June 2021. For the year ending June 2021, the visitor economy injected \$79 million into Matamata-Piako's economy (based on electronic card transactions).

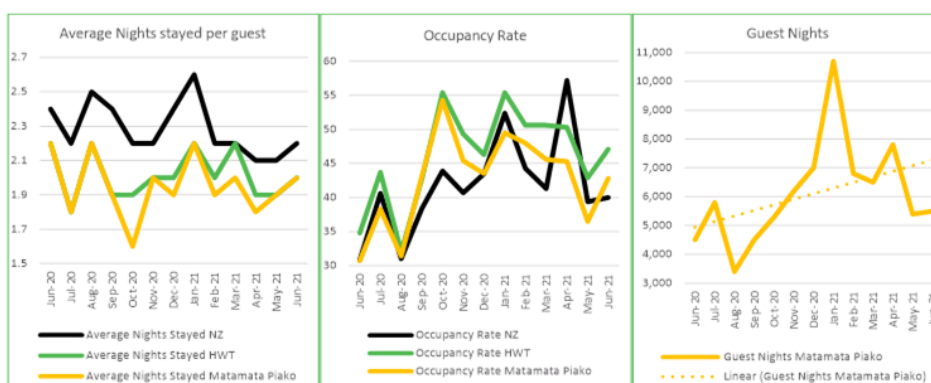


Source: Tourism Electronic Card Transactions, MBIE (June 2021)

## Commercial accommodation in Matamata-Piako District

The new national 'bed nights' measurement tool, the Accommodation Data Programme (ADP) began providing monthly measurements from June 2020.

Matamata-Piako District has 13 commercial accommodation providers contributing data into this programme (unlike the old Commercial Accommodation Monitor, this is not a legal requirement). The occupancy rate for Matamata-Piako accommodation providers in June 2021 was 42.8%. In comparison, the Waikato region achieved 47.1% and the national occupancy was 40%. People stayed an average of two nights per visit/stay. This resulted in 5,500 guest nights in June 2021. For the 12 months up to and including June 2021, Matamata-Piako achieved 74,900 guest nights.

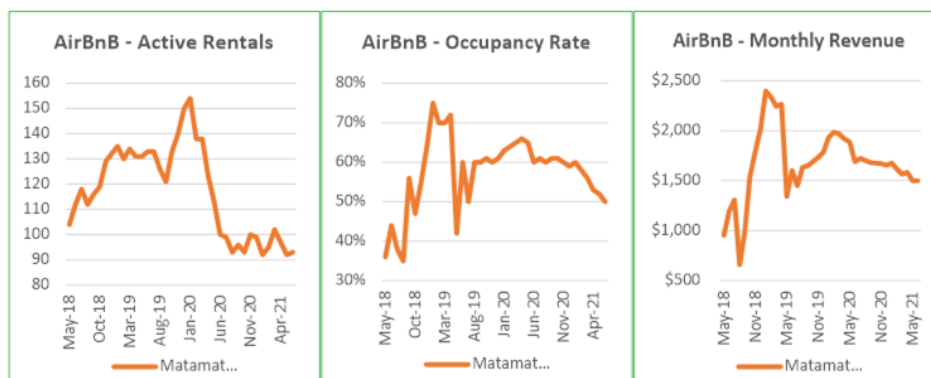


Source: Accommodation Data Plan, MBIE (June 2021)

## Non-commercial accommodation in Matamata-Piako District

Matamata-Piako District also had 93 properties listed on AirBnB during June 2021 as alternative accommodation to the traditional commercial offerings. This has declined from 100 listings (down 7) in June 2020.

These properties experienced 50% occupancy during June 2021. For the 12 months May 2020 to June 2021, the average occupancy rate for AirBnB properties in Matamata-Piako was 57%.



Source: AirDNA (June 2021)

## Trade & leisure marketing

### Domestic marketing

#### External domestic markets: Open for Exploration Campaign

Our domestic marketing campaign, 'Open for Exploration', ran from June to August targeting the key drive markets for the Waikato (Auckland, Bay of Plenty, Rotorua, Taupo and Taranaki).

This campaign ran across Facebook, Instagram, Google Display & Search, YouTube and digital placements with NZ Herald, the campaign was designed to complement the 'Do something new, New Zealand' national campaign by encouraging visitors to see new things in familiar places, while also exploring the known and unknown adventures of the Waikato. The campaign creative included user generated content (UGC) imagery, videos featuring our tourism operators welcoming visitors back and the 'Do Something New NZ' device.

#### External & internal domestic markets: school holiday promotions

Given the environment and the importance of the September 2020 school holidays for operators after lockdown, HWT undertook a specific digital 'school holidays' campaign. The campaign targeted drive markets as well as Waikato residents to promote travel to and within the Waikato and channels included social media advertising and e-DMs.

### **Hot Deals platform**

HWT launched a free, user-generated platform designed to showcase operators' latest promotions, experiences, deals and information to HWT's consumer audience while optimising their Google My Business (GMB) posts at the same time.

The platform integrates a wide variety of Waikato businesses – from activities and accommodation to tour operators, as well as retail and hospitality providers. Businesses are able to upload their own offer, experience, deal or upcoming event through the platform and the information displays on waikatoz.com as well as their Google business listing. HWT understands this to be the first platform in NZ that allows for this to happen, providing time and process-efficiencies for operators across the two channels.

### **External domestic markets: Summer 'It's just magic!' campaign**

Our Summer inspiration campaign 'It's just magic,' targeting key drive markets inspiring them to visit the Mighty Waikato as part of their summer travel plans, was live from 18 November to 14 December. Like the rest of New Zealand, we have never had to promote the region to domestic visitors over the summer period as our tourism operators are normally busy with international visitors.

The Summer campaign was primarily video-led and focused on highlighting personal experiences of previous visitors to the region. We know the Waikato is well placed for a short break, so this campaign targeted this type of travel rather than the traditional week-long breaks taken over the summer period.

### **Internal domestic market: Christmas Campaign - Gift Guide**

Our annual Christmas Gift Guide campaign launched into the local Waikato market on 30 November and concluded on 21 December. With the theme of 'Give the gift of Magic' the campaign encouraged Waikato residents to gift experiences from local tourism businesses or tickets to upcoming local events. This campaign targeted the internal domestic market for the Waikato through Facebook and Google adverts and advertising in local newspapers including the Cambridge Edition, Hamilton Press, Matamata Chronicle and Waikato Times.

### **Internal domestic market: Summer 'It's just magic!' Campaign**

The Summer "Explore Your Own Backyard" campaign used the same personal concept as the external summer campaign with video pieces from locals who had visited and loved Waikato various attractions. Aimed to encourage locals who weren't travelling out of the Waikato during this time to explore the region over the festive holiday season, this campaign launched in late December and ran through January. The online campaign featured domestic operator partners and the region's natural assets such as walks, waterfalls, beaches and cycleways as well as summer events and school holiday activities.

### **'Get Out More NZ' Domestic Campaign – Central North Island collective**

For the first time, HWT partnered with our neighbouring regions Bay of Plenty, Rotorua, Taupō, Ruapehu and Tairāwhiti Gisborne in the domestic market. Targeting drive markets through online and print channels, the first phase of the 'Get out More NZ' campaign ran from September until mid-December with the second phase running from late March until late May 2021. The collective produced a lift-out print magazine as part of the second phase

which was distributed via the Dominion Post, Waikato Times, The Press (Christchurch), Taranaki Daily News, Manawatu Standard and Sunday Star Times. A total of 99,800 copies were distributed.

As part of our collaborative activity, the group exhibited at the 2020 Motorhome & Caravan Show as well as at Fieldays 2021. Using a life-size viewmaster and the theme of 'view something new' as the hook, the aim was to raise awareness and drive preference for holidays in the Central North Island.

### **Love This, Love That Campaign – Auckland JV**

For the first time, we partnered with Auckland RTO on a joint campaign to encourage residents to enjoy experiences in their extended backyard. The campaign launched on 22 March and ran through until late April. Based on the familiar expression 'love thy neighbour', the campaign targeted Auckland and Waikato residents and was designed to encourage travel around the two regions during autumn by showcasing activities and attractions across five themes – nature, active breaks, family, relaxation and wellness, and food. We also worked with Urban List to create articles that tie into campaign theme.

### **External & internal domestic markets: Easter & School Holidays Campaign**

We launched a digital campaign at the end of March to target local and travellers over the Easter break and April school holidays period. This campaign was targeting both Waikato residents, and those within a drive distance of the region encouraging travel to and around the region during autumn by showcasing activities and attractions on offer via digital ads. This phase of domestic marketing activity ran until late-April across Facebook in various ad formats.

### **Kids Cycling Guide**

Cycling continues to be a key special interest topic for both local and domestic visitors to the region. HWT worked with influencer and travel guide creator Outdoor Kid to create a "Family-Friendly Guide to Cycle Trails in the Waikato". The guide features rides such as Te Awa - The Great NZ River Ride.

### **Internal domestic market: Mighty Locals Campaign**

To continue the 'Mighty Local' message we developed during lockdown in 2020, we launched a digital campaign to encourage local residents to continue to explore their own backyard, and to share great Waikato experiences with visiting family and friends from NZ or Australia. This campaign launched in early May and ran until late June, running across Google Display Network and Facebook.

### **Tourism New Zealand - Urban Experiences Campaign**

As a region with a main metro, we worked with Tourism New Zealand and the other four main cities across the country (Auckland, Wellington, Christchurch and Dunedin) on an 'Urban Experiences' campaign to encourage city visitation through short breaks and holidays. The first phase of the campaign launched mid-October using the content platform Neat Places and showcased each city through five local experts' guides of their favourite things.



The second phase of this campaign went live mid-January until the end of February 2021, again partnering with Neat Places to create more bespoke guides for each city. The Hamilton guide was distributed to all i-SITES in the region and Hamilton Airport. Billboard advertising at Hamilton Airport was also introduced in February. Hamilton was Tourism New Zealand's top performing city for the Urban Leisure campaign with a referral rate of 36%.

### **Tourism New Zealand - summer campaign**

Tourism New Zealand worked with Regional Tourism Organisations (RTOs) across the country to develop the content for their summer campaign. The production crew visited the Waikato during early October filming in three locations to showcase different ways to 'do something new' in the region over summer. Surfing in Raglan was a key feature of the creative, as well as visiting Hamilton Gardens and kayaking with Lake District Adventures. This campaign launched into market late November to play off the back of their 'firework' song launch in early November in which the region also features.

### **Content Creators Project**

HWT worked with Tourism New Zealand and social media agency Socialites on a content creation project. The programme matched micro-influencers around New Zealand with operators in each region who needed assistance with creating visual content for their social media channel. The content created by the influencers can be used by the operators, HWT and Tourism New Zealand as well.

Tourism New Zealand funded five influencers per region and HWT funded an additional four to enable the region to access a total of nine content creation pieces. The project also included some workshops and resourcing to lift capability and upskill operators in their own social media content creation and utilisation as well.

### **Regional Events**

HWT supported regional events throughout the year by profiling them in campaign activity, on social media and with coverage on waikatoz.com. Events are an important driver for domestic visitation as well as local expenditure, and post-COVID they provide great reasons for repeat visitation to a region. The events section of waikatoz.com has ranked amongst the most visited sections of the site illustrating that the interest and demand for events remains high.

### **Summer Events**

A specific 'Waikato Summer Events Guide' campaign launched mid-January and concluded mid-February after running for four weeks. This campaign targeted Waikato residents and key drive markets including Auckland, Taranaki, Bay of Plenty and Manawatu. Ads targeting these markets ran on Google and Facebook as well as a print version distributed as an insert (117,000 copies) in the Bay of Plenty Times, Cambridge Edition, Hamilton Press, Manawatu Standard, Taranaki Daily News, Piako Post and Waikato Times.

### **Fieldnights Campaign**

In support of Fieldays we implemented our annual 'Fieldnights' campaign. This campaign is designed to encourage exhibitors and visitors who are in the region for Fieldays to explore more while they are here, whether that be on tourism experiences or dining out at local



eateries. This small campaign launched the first week of June and ran until the conclusion of the Fieldays event on 18 June.

### **The Apprentice Aotearoa**

HWT partnered with Great Southern Television and Hamilton City Council on a task challenge for episode three of The Apprentice Aotearoa. Classics Museum and Hamilton Gardens were featured, plus Mayor Paula Southgate and HWT CE Jason Dawson were panel judges.

### **Matariki Events Campaign**

A new initiative this year was the creation of a specific 'Waikato Matariki Events' campaign which launched in early June and will conclude at the end of July to coincide with Matariki from 11 June – 31 July. Supporting the Matariki Ki Waikato festival, this campaign is targeting Waikato residents encouraging them to participate in events happening across the region to celebrate the Māori New Year. This campaign ran across digital channels and included 84,000 printed copies of an events guide which was distributed through the Waikato Times, Hamilton Press and Cambridge Edition in June.

### **Annual Visitor Guide**

50,000 copies of the 2021 Official Regional Visitor Guide were distributed in late December 2020. This is a reduced number from the 2020 distribution due to the impacts of COVID-19 and international borders being closed. The guides have proven popular as New Zealanders travel through their own backyard, with national distribution through i-SITEs and airports, displays at visitor attractions, used at trade shows, and conference delegate packs. This guide remains a cost-neutral project with discounted advertising sales (out of recognition of the impact of COVID on industry) funding the production and distribution of the guide.

### **Media**

Post-lockdown, we have had a successful year for domestic travel media coverage with a number of media pitches, famils and hosting. Domestic media platforms and publications are content hungry and we have leveraged this opportunity. Coverage includes content in:

- Kia Ora magazine
- NZ Herald Travel Supplements
- NZ House & Garden
- Cuisine magazine
- NewsHub
- Good magazine
- AA Directions
- MindFood
- Coverage across the Stuff network in print and online

HWT undertook a content partnership with Cuisine magazine for their January edition. This partnership included an eight-page feature on the region's F&B offering by editor Kelli Brett, plus a regional map of foodie hot spots, a Waikato eatery being showcased in their five-page bar bites article and a four-page recipe feature with guest chef Martin Bosley showcasing Waikato produce and products.

### Virtual International Media Marketplace Australia

HWT attended the Virtual International Media Marketplace event on 5 -6 May. The AU/NZ media focused event highlighted trends and changes in the media industry and featured a series of speaker sessions including; Australia industry insights, how to collaborate with media and consumer behaviours in 2021.

The 'marketplace' is an exhibition-style event that brings top Australian and New Zealand travel journalists and freelancers together for a series of 16 x 15min appointments. We are currently working through media opportunities that have resulted from the event in collaboration with our neighbouring regions. HWT attended the event alongside other regions from the ECNI collective, to showcase not only each of the individual regions but also highlight the collective offering in the Central North Island.

### International marketing

While no physical training or sales activity with international travel trade has been possible (on or offshore), we have continued to undertake virtual trade training and promotional activities throughout the year. This resulted in over 1,200 travel sellers (wholesalers, product managers, frontlines OTAs, home-based agents) across the globe being trained on the Waikato.

#### Webinars

- **TNZ North America – Relaxation & Romance webinar:** 180 agents from around North America tuned in for the NZ Relaxation & Romance webinar which featured a live cross to Waikato and the Hamilton Gardens along with five other destinations around the country.
- **TNZ Australia Virtual Famil:** This the first 'virtual famil' activation where six regions across New Zealand were selected as part of a Relaxation & Romance themed event. For Waikato, we featured Zealong Tea Estate where HWT and a representative from Zealong toured the plantation and took part in a tea tasting together.
- **TNZ UK/Europe – Wildlife webinar:** The Waikato was selected to be the only RTO to present to 140 travel sellers around the UK/Europe in TNZ's Wildlife webinar. HWT presented on the wildlife experiences available in the Waikato including Sanctuary Mountain Maungatautari and trade-ready experiences that showcase glowworms such as Waitomo operators and Lake District Adventures.
- **Explore Central North Island webinars:** HWT took part in two ECNI webinars for the NZ and AU markets in early December – the first being a Thermal Explorer Highway overview/update and the second being a dedicated Waikato webinar. For the dedicated webinar HWT provided a regional overview and we invited a selection of trade-ready operators to provide updates on their businesses through live crosses so viewers could see and hear what was happening in real time and provided an interactive element.
- **TNZ South East Asia Virtual Road Trip:** HWT took part in the TNZ South East Asia Virtual Road Trip series by contributing to two webinars based on the products available in the Waikato. The first of the webinars was on the 3rd of March and attracted 119 agents. This webinar featured highlights and videos from Hobbiton Movie Set and Sanctuary Mountain Maungatautari along with a regional introduction about further products in the Waikato. The second webinar was on the

17th of March and attracted 118 agents. This webinar was livestreamed from The Henley in Cambridge, and also featured highlights and videos from Hamilton Gardens and Discover Waitomo's Ruakuri Cave.

- **TNZ Korea Webinar:** HWT also took part in a webinar with TNZ Korea. This was on 31 of March and attracted 74 agents. The key product that was featured was Hamilton Gardens as the webinar was livestreamed and hosted from the gardens. There was also a regional introduction about the other key trade products available in the region.
- **TNZ Japan Webinar:** HWT hosted a webinar in early May with TNZ Japan. The 253 attendees joined HWT, TNZ and Hobbiton Movie Set for the webinar which was livestreamed from Hobbiton Movie Set. While showcasing the Green Dragon Inn and The Millhouse on Set, HWT also provided an introduction to the region and highlighted other key trade products available.
- **Southern World Trade Training:** 2 x 2 ½ hour one-on-one virtual training session. 48 agents and Southern World team (NZ IBO and USA based wholesaler). Live chat and presentation to update and train agents on the regional offerings and updates.
- **TNZ Australia Virtual Trade Show:** Online event with over 200 Australian and NZ retail and wholesale agents. Virtual stand, live chat and PPT presentation sessions, plus a 6-minute mainstage video.
- **ANZCRO Webinar:** Part of a wider JV initiative with ANZCRO – webinar session to train agents and support ANZCRO in promotion of the region and the development of Waikato packages. This webinar went live to 77 Australian agents – and the full 137 registrations received the link to watch again or share. A new Waikato blog page on ANZCRO site was also created. The webinar featured a regional 101, product updates, and a live cross and virtual tours with Hobbiton Movie Set and THL/Ruakuri Cave, as well as a virtual tour of Hamilton Gardens. This was presented from Hidden Lake Hotel in Cambridge.
- **ECNI Kiwi Trade Chat:** Virtual Trade Show – one-on-one online appointments with 34 Product Managers from NZ and Australia as part of the ECNI Group trade training programme. Discussions, queries and regional power point presentation featuring key products and product updates.

### Accor Famil

We hosted an Accor-organised famil in November with 12 key Inbound Tour Operators (ITOs). During the visit, we showcased Zealong Tea Estate and Good George Brewery, including their tours and experiences. The itinerary included Novotel Tainui Hamilton to view the new executive rooms and we presented on what the wider region has to offer. As a result, several of the ITOs have reached out about follow-up opportunities and itinerary creation for their NZ-based clients and international clients when borders open.

### JV campaign with Flight Centre NZ

HWT partnered with Flight Centre NZ in December on a week-long content promotion through Flight Centre's brands (Flight Centre, Travel Associates and Travel Managers) and retail stores. The campaign was delivered through GDN and Facebook advertising and as well e-DMs and in-store billboards.

### TRENZ

The tourism industry's largest international buying and selling event TRENZ did not happen due to the continued international border closure.

Instead, TRENZ Hui was held in May where 750+ people from across the industry came together for two days of strategy sessions and industry workshops. While it wasn't like the traditional 'selling' trade show, it was an opportunity to connect on a large scale and plan for the future of the sector.

### Marketing activity for Matamata-Piako District

A summary of specific trade and leisure marketing for Matamata-Piako District is detailed below.

Target market	Campaign or activity	Matamata-Piako experiences profiled
<b>Media – domestic &amp; international famils</b>	Media hosting and famils profiling Hamilton: <ul style="list-style-type: none"> <li>• AA Directions</li> <li>• Sunday Star Times</li> <li>• Stuff.co.nz School Holidays</li> <li>• Growing up without borders</li> <li>• Kia Ora Magazine</li> <li>• Mike Yardley</li> </ul>	Hobbiton™ Movie Set, Herd of Cows?, Te Aroha Mineral Spas, Te Aroha Township, Mokena Geyser, Adrian Worsley, Villa Nine, Hauraki Rail Trail
<b>Media - domestic</b>	Matamata-Piako was profiled as part of regional promotions in the following publications: <ul style="list-style-type: none"> <li>• NZ Herald Travel Supplements</li> <li>• Avenues Magazine</li> <li>• NZ Herald</li> <li>• Stuff</li> <li>• NZ House &amp; Garden</li> <li>• Family Times</li> <li>• AA Directions</li> <li>• Sunday Star Times</li> <li>• Lets Travel Magazine</li> <li>• Kia Ora Magazine</li> <li>• Kiwi Tripsters podcast</li> <li>• For the love of Travel</li> </ul>	Hobbiton™ Movie Set, Wairere Falls, Wallace Art Gallery, Herd of Cows?, Te Aroha Mineral Spas, Te Aroha Township, The Old Forge, Matamata township, Morrinsville township, Waiorongomai Valley, Firth Tower, Hauraki Rail Trail, O-del-emz, Eat Café, Good Merchant, Kowhai Creamery, Mt Te Aroha, Adventure Te Aroha, Adrian Worsley, Cafenine Café, Loxy & Co, Wallace Gallery, Annah Stretton shop + café, Morrinsville River Walk
<b>Travel Trade – webinars</b>	International trade training webinars: <ul style="list-style-type: none"> <li>• TNZ SEA Virtual Road Trip</li> <li>• TNZ Korea</li> <li>• TNZ Japan</li> <li>• ANZCRO Waikato</li> <li>• TNZ Virtual Expo</li> <li>• Southern World Virtual Trade Training Event</li> </ul>	Trade-ready products included: Hobbiton™ Movie Set, Villa Walton, Hauraki Rail Trail, Red Barn



<p><b>Travel Trade – Explore Central North Island Alliance</b></p>	<p>HWT are part of the Central North Island RTO alliance known as ‘Explore Central North Island’ which includes the two touring routes – The Thermal Explorer Highway and the Pacific Coast Highway.</p> <p>Trade training webinars Dec:</p> <ul style="list-style-type: none"> <li>• Thermal Explorer highlights</li> <li>• Waikato region update</li> <li>• ECNI 'Kiwi Chat' virtual trade expo</li> </ul>	<p>Trade-ready products included: Hobbiton™ Movie Set, Villa Walton, Hauraki Rail Trail, Red Barn</p>
<p><b>Domestic consumer -Local, Hamilton &amp; Waikato</b></p>	<ul style="list-style-type: none"> <li>• School Holidays – Sept 2020</li> <li>• Hot Deals – Oct 2020 &amp; Jan 2021</li> <li>• Christmas Gift Guide – Dec 2020</li> <li>• Locals – It’s just magic! – Dec 2020 – Jan 2021</li> <li>• Get Out More NZ – phase one and two</li> <li>• Christmas Gift Guide – Dec 2020</li> <li>• Summer Events – Jan – Feb 2021</li> <li>• Easter &amp; School Holidays – April 2021</li> <li>• Kids Cycling Guide – Apr – May 2021</li> <li>• Mighty Locals – May – June 2021</li> <li>• Fieldnights – June 2021</li> <li>• Matariki Events – June – July 2021</li> </ul>	<p>Hobbiton™ Movie Set, Waiorongomai Valley, Hauraki Rail Trail, Wairere Falls, Mokena Geyser, A Day in the Domain, Hobbiton Summer Harvest Festival, The Old Forge, Mt Te Aroha, Te Aroha Domain, Te Aroha Mineral Spas, Howarth Memorial Wetlands, Firth Tower, Café 77, Matamata township, Swim Zone Te Aroha, Tutumangao Falls, Te Aroha Museum Birthday &amp; Matariki Celebration, MPDC libraries - Story Walks Around the Libraries: A story for Matariki</p>
<p><b>Domestic consumer - External Drive &amp; Fly Markets</b></p>	<ul style="list-style-type: none"> <li>• Open for Exploration Campaign – July - August 2020</li> <li>• School Holidays – Sept 2020</li> <li>• Hot Deals – Oct 2020 &amp; Jan 2021</li> <li>• It’s just magic! – Nov – Dec 2020</li> <li>• Summer Events – Jan – Feb 2021</li> <li>• Easter &amp; School Holidays – April 2021</li> <li>• Kids Cycling Guide – Apr – May 2021</li> <li>• Love This, Love That Auckland Campaign</li> <li>• Fieldnights – June 2021</li> </ul>	<p>Wairere Falls, Mokena Geyser, Hobbiton™ Movie Set, Waiorongomai Valley, Hauraki Rail Trail, A Day in the Domain, Hobbiton Summer Harvest Festival, The Old Forge, Mt Te Aroha, Te Aroha Domain, Te Aroha Mineral Spas, Howarth Memorial Wetlands, Firth Tower, Café 77, Whakapipi Lookout, Matamata township, Swim Zone Te Aroha, Tutumangao Falls</p>



Target market	Campaign or activity	Matamata-Piako experiences profiled
<b>Domestic consumer – Chinese New Zealanders</b>	Ongoing campaign activity has continued through our Weibo social media channel, blogs, forums etc	Matamata township, Morrinsville River Walk, Te Tapui Loop Track, International Hobbit Day 2020, Wairere Falls, Hobbiton™ Movie Set, Waiorongomai Valley, Te Aroha township, Mount Te Aroha, Whakapipi Lookout, The Scoop Gelato, Kowhai Creamery, The Howarth Memorial Wetland walk, Mokena Geyser, Tutumangao Falls, Te Aroha Mineral Spas.
<b>Domestic &amp; International consumer - guides</b>	2021 Hamilton & Waikato Regional Visitor Guide	Matamata-Piako district, towns and events profiled in ‘Regional highlights’, ‘Matamata’, ‘Te Aroha’ and ‘Morrinsville’ sections. Matamata-Piako district-based tourism operators have advertised in their respective sections
	Guide to Waikato Walking Trails	Wairere Falls, Mokena Geyser in Te Aroha Domain, Whakapipi Lookout, Kaimai Ranges, Waiorongomai Valley, Te Aroha Mineral Spas
	Kids Cycling Guide	HAURAKI RAIL TRAIL: Te Aroha to Matamata section and Paeroa to Te Aroha section plus features, places and eateries along the trail
	Guide to Waikato Cycle Trails	Hauraki Rail Trail, Mount Te Aroha, Te Aroha Domain, Mokena Geyser
<b>Domestic &amp; international consumer, travel trade and media</b>	Quarterly e-newsletters distributed to our consumer, trade and media databases	Hauraki Rail Trail, Red Barn, Villa Walton, Morrinsville Fireworks Extravaganza, Hobbiton™ Movie Set, Waiorongomai Valley, Adrian Worsley’s gallery, Hobbiton Movie Set Tour Family Pass, International Hobbit™ Day, Domain Cottage Café, Wairere Falls, Hobbit Southfarthing ‘Celebration Ale’, Hobbiton Summer Harvest Festival, Hobbiton’s Second Breakfast Tour, Day in The Domain Te Aroha, Adventure Te Aroha.

Target market	Campaign or activity	Matamata-Piako experiences profiled
<b>Domestic &amp; International consumer</b>	Matamata-Piako profiled through HWT's website and various social profiles including Facebook, Instagram, Twitter & YouTube	Wairere Falls, Morrinsville Christmas Parade, Matamata township, Te Tapui Loop Track, Matamata Christmas Parade, A Hobbiton Christmas, Hobbiton™ Movie Set, International Hobbit Day, Morrinsville River Walk, Morrinsville Fireworks Extravaganza, Waiorongomai Valley, Te Aroha township, Aroha Cruise In, Mount Te Aroha Summit Track, "The House Cow" Heard of Cows?, Number 2 Bath House at Te Aroha Swim Zone, Aroha Cruise In, Hobbiton™ Movie Set's Mid-Winter Feast, The Scoop Gelato, Kowhai Creamery, Dog friendly walks in Matamata & Te Aroha, Hobbiton Summer Harvest Festival, Mt Te Aroha, Hauraki Rail Trail, Howarth Memorial Wetland, Waiorongomai Valley, Tutumangao Falls, A Day at the Domain Te Aroha, Morrinsville township

## Conferences, incentives & business events

### Conference leads and rehousing

During the 2020-21 financial year, Business Events Waikato managed 18 leads, four bid document requests and 50 referrals as well as some basic assist requests such as supplying regional imagery. Our business events team successfully relocated 16 business events after Jet Park Hotel Hamilton Airport became a designated Managed Isolation Facility earlier in the year and we were able to re-house most of the events within the Waikato.

We are fortunate the Waikato is predominantly a domestic conference destination and easy to get to from key markets. Our marketing activity is focused on multi-day association and the corporate conference market.

Unfortunately, three of our largest commercial accommodation providers are now unavailable as they are Managed Isolation Facilities which has impacted on the conference market, significantly reducing our offer for larger multi-day association conferences. Hosting some of these conferences is now very challenging due to limited accommodation availability.

In addition to our limited commercial accommodation inventory, the biggest threat to the conference market is uncertainty. Event organisers cannot confidently book conference venues and accommodation, plus they are afraid of the force majeure clauses in contracts. Currently venues are experiencing short lead-in times which brings its own challenges.

### Business Events Waikato Showcase

The Business Events Waikato Showcase scheduled for 24<sup>th</sup> September 2020 had to be cancelled due to the change in COVID-19 alert levels. The business events team have rebooked this event to be held on 23<sup>rd</sup> September 2021. The target market for this event will be local organisers, meeting planners, EAs and PAs based within driving distance of the Waikato. We will predominantly target corporates who organise one day meetings through to multi-day conferences and events.

### Convention Bureau activity

Summary of specific conference marketing activity (1 July 2020 to 31 June 2021)

Activity	Detail
Enquiries	86 enquiries managed
Buyers Hosted	<ul style="list-style-type: none"> <li>International Hobbit Day - 5 Waikato PCOs</li> <li>Pre BE:Reconnected dinner – 6 hosted buyers</li> <li>Bespoke famils – 4 local buyer famils hosted</li> <li>Wellington Soiree – 50 buyers, co-hosted with 6 BE partners</li> <li>Pre-MEETINGS dinner – 7 buyers, co-hosted with three BE partners</li> <li>Local buyer famils – 6 postponed March 2022</li> <li>Mega Famil – 1 postponed until Nov 2021</li> </ul>
Trade Shows & Event Attendance	<ul style="list-style-type: none"> <li>AuSAE LINC – shared site with Dunedin business events</li> <li>BE:Reconnected – BEIA</li> <li>Office &amp; PA Show – shared site with Hobbiton™ Movie Set</li> <li>Association X + Business Exchange</li> <li>MEETINGS – Australasian trade show in Auckland</li> <li>AuSAE Networking Lunch, Auckland</li> <li>AuSAE BA4, Auckland</li> <li>AAPNZ Waikato annual breakfast – Abby Camp represented</li> <li>AAPNZ BAs throughout the year</li> </ul>
BE partner activity	<ul style="list-style-type: none"> <li>BEW partner zoom</li> <li>Reunite Industry Dinner</li> <li>Christmas partner breakfast</li> <li>BEW sustainability breakfast</li> <li>Hobbiton event</li> <li>Gold partner catch ups</li> <li>HWT Symposium</li> </ul>
Campaigns & advertising	<ul style="list-style-type: none"> <li>WBN quarterly advertorial</li> <li>Pre-MEETINGS LinkedIn campaign</li> <li>Preview Mag advertorial (pre-MEETINGS magazine)</li> <li>Meetings Newz advertising</li> </ul>

	<ul style="list-style-type: none"> <li>• BEW Directory</li> <li>• www.meetwaikato.com</li> <li>• HWT Industry Newsletter – BE inclusion</li> <li>• Locals LinkedIn campaign</li> <li>• Mighty Waikato Campaign – phase 1 July, phase 2 Dec 2020</li> </ul>
<b>Matamata-Piako District BE partners</b>	Hobbiton Movie Set™, The Red Barn, Matamata-Piako District Council

## Restart, recover & reset the visitor economy

Hamilton & Waikato Tourism has been instrumental in leading the restart, recovery and reset of the regional tourism and events sector. The impacts of the COVID-19 pandemic were swift and severe for the entire visitor economy which includes tourism businesses, activities and attractions, accommodation providers, retail and hospitality, transport operators, conferences and business events, major events and venues, education institutions, plus the many suppliers who partner with the sector.

There are a number of key initiatives underway to support the rebuild and reset of Waikato’s tourism sector.

### Strategic Tourism Assets Protection Programme (STAPP)

The \$230m Strategic Tourism Assets Protection Programme (STAPP) was announced in the Government’s budget in May 2020 to protect the assets in the tourism landscape that form the core of our essential tourism offerings to ensure their survival through the disruption caused by COVID-19. Grants and loans were allocated to tourism businesses, Inbound Tour Operators and Regional Tourism Organisations.

#### TOURISM BUSINESSES

130 tourism businesses received a total of \$261m in support comprised of a mix of grants and loans. The Waikato region were successful with initial funding support provided to the following tourism businesses:

- Discover Waitomo: up to \$4m over two years (year one will be a grant and year two will be a loan if required)
- Ōtorohanga Kiwi House: \$500,000
- Waitomo Adventures: \$500,000
- Spellbound Glowworm and Cave Tour, Waitomo: 401,440
- Caveworld Waitomo: \$290,000

### REGIONAL TOURISM ORGANISATIONS

Hamilton & Waikato Tourism successfully applied for a maximum of \$700,000 to address the significant shortfall in industry investment. Their criteria for applying for the grant was to retain existing local government investment.

The financial support could only be used to enhance work from the Aotearoa New Zealand Government Tourism Strategy in the following three priority areas:

1. domestic marketing;
2. industry capability; and
3. adopting a destination management approach.

Out of the 27 programmes of work we successfully received funding under the three tagged areas listed above, 11 were collaboration projects with other regions which border the Waikato.

Specific STAPP projects we have either completed or will be finalised by December 2021 for Matamata-Piako District include:

- Developing a locals Ambassador programme to train frontline staff in the history, stories of people and place of Matamata-Piako District, plus exceptional customer service - **underway**
- Review and refresh of touring routes (collaboration project with Visit Ruapehu and Destination Rotorua) - **underway**
- Co-curate and development of food tourism experiences, including itineraries, marketing initiatives and product development (collaboration project with Destination Rotorua) – **complete and action plan developed**
- Domestic marketing to build demand and attract visitation to the district, including event promotion and a joint Auckland drive market campaign with Auckland Unlimited (previously ATEED) - **completed**
- Participation in the national and Central North Island domestic marketing campaigns driving visitation into the district - **completed**
- Regional tourism marketing advisory services for tourism businesses - **underway**
- Launching a regenerative tourism leadership programme to enhance sustainability initiatives for tourism operators - **completed**

All other projects from participation with Tourism New Zealand's national domestic marketing campaign, partnerships with AA Traveller and the NZ Motor Caravan Association through to procurement of visitor travel data, will benefit the city and wider region as well.

### Tourism Communities: Support, Recovery and Reset Plan

In addition to the \$20.2 million in grants that was allocated to RTOs through the Strategic Tourism Assets Protection Programme (STAPP) by the Government in 2020/2021, the \$26 million Tourism Communities: Support, Recovery and Re-set Plan was announced in May for RTOs to manage, plan, promote, and market tourism activities in their regions. This funding is for the 2021/2022 financial year.

As a medium-large RTOs with a local government contribution of \$1 million to \$3 million, HWT are eligible to receive up to \$1 million.



This funding support is available for a programme of activity across three categories and appropriately scaled to the RTO's needs, priorities and agreed investment plan;

1. **Destination Management & Planning**
2. **Industry Capacity Building and Product Development**
  - Engaging specialist support to assist with planning, industry capability building and product development;
  - To provide capacity to implement the work programme across the three categories;
  - RTO capability building including participation in MBIE-RTNZ forums and events; and
  - Feasibility and business case development (please specify the specific opportunities).
3. **Domestic and International Marketing.**
  - Tactical domestic marketing activity including creative development, enhancing digital platforms, media buying, and PR activity;
  - Tactical international marketing activity that complements Tourism New Zealand's marketing activities including creative development, enhancing digital platforms, media buying, and PR activity;
  - Event and business event promotion (eg. promotion of venues, events, marketing);

This work must be completed by using RTO staff, or by external capability.

On 17<sup>th</sup> August 2021, Minister of Tourism, Hon Stuart Nash, visited the Waikato and announced our Reset Investment Plan application was successful and we will receive \$1 million to undertake the activities listed above and implement the new regional Destination Management Plan.

### **Adopting a destination management approach for Waikato**

Destination management brings together different stakeholders to achieve the common goal of developing a well-managed, sustainable visitor destination. It is an ongoing process that requires destinations to plan for the future and considers the social, economic, cultural and environmental risks and opportunities.

Adopting a destination management approach enables communities and destinations to respond to changing conditions and determine the type of tourism they would like to have and the benefits they would like to receive, taking an active role in managing these.

Destination management requires a holistic and integrated approach with three interdependent components:

1. **Visitor Experience:** the Waikato's experience offering, including activities, attractions, supporting infrastructure, services and amenities.

2. **Marketing and Promotion:** the destination’s marketing and promotional activity, creating demand and enabling the destination to be competitive, productive and sustainable.
3. **Resource Management:** the region’s strategy, policy and regulatory frameworks, Te Tiriti o Waitangi, co-governance arrangements, organisational structures and the investments that support the destination.

We have successfully managed to attract funding from the Ministry for Business, Innovation and Employment to undertake this work. After the first round of stakeholder consultation, a Draft Waikato Destination Management Plan will be released for a second round shortly.

### Major and regional events

Hamilton & Waikato Tourism know that hosting major and business events are crucial to lead the economic and social recovery of the Waikato region. Tourism New Zealand research indicates that up to one-third of domestic travel is primarily driven by people looking to participate in events.

Post-COVID, the national funding made available has enabled us to activate our Regional Major Events Strategy.

#### Regional Events Fund – Thermal Explorer Highway

The four regions of the Thermal Explorer Highway collective including Waikato, Rotorua, Taupō and Ruapehu were approved \$3.75 million for regional events by Tourism Minister Stuart Nash on 18 December 2020.

The Regional Tourism Organisations (RTOs) from Waikato, Rotorua, Taupō and Ruapehu, alongside their council partners, worked together on developing a collaborative regional events investment plan for the next 2-3 years to drive additional domestic visitation into their regions.

Hamilton & Waikato Tourism were selected as the Lead Entity for the Regional Events Fund across the four regions. We see the collaboration between Waikato, Rotorua, Taupō and Ruapehu will lead to a strong and compelling event proposition for our four regions, who also partnered together for the Domestic Events Fund.

The bulk of the \$3.75 million fund will be used to create a contestable fund with successful events being supported over a three-year period. The focus will be on the development of iconic or anchor events, with a mix of new and expansion of existing events. Another portion of the funding will be used to run capability building workshops and training for event organisers and suppliers, plus develop or update existing regional event strategies; with the remainder to cover administration, legal and event measurement.

The first round of funding from the Thermal Explorer Regional Events Fund was announced in June 2021 with \$1.6 million allocated to a total of 15 events from the Waikato, Rotorua, Taupō and Ruapehu regions. The selected events are a mixture of new and existing and include business, sport, culture and exhibitions. In total, the events are predicted to attract

over 120,000 attendees, with two-thirds being visitors from outside the host region. The second round for the Contestable Fund will open in February 2022.

### **Industry support**

The Kirikiriroa-Hamilton Ambassador workshops continue to be offered monthly and we now have trained 221 people.

We continue to coordinate the Event Venues and Crowded Spaces Forum, with the latest meeting held in May 2021. This forum is an opportunity for venues to share intelligence, emergency services to update venues, plus changes to health, safety and risk mitigation, including COVID-19 actions. The next meeting will be held in August 2021.

### **Regional Business Partner Network**

The Government provided funding for subsidised business advice services under the COVID Business Recovery Programme. In the Waikato region, this was delivered through the Regional Business Partner (RBP) programme with Te Waka. Hamilton & Waikato Tourism were sub-contracted to Te Waka for three months to provide advice and support for tourism businesses. In total, 77 tourism businesses were supported through the RBP programme.

### **Establishment of Waikato Screen**

The Waikato Regional Council has decided to allocate one of its first grants from the Regional Development Fund to Hamilton & Waikato Tourism. Over the next three financial years, \$575,000 will be granted to HWT to establish a Waikato Film Office – to be called 'Waikato Screen'.

Waikato Screen will be established as a separate entity and be co-located with HWT for the next three years. HWT will then contract Waikato Screen to undertake the role of a Regional Film Office including marketing activities to showcase Waikato as a desirable screen destination. They will also work alongside prospective filmmakers to facilitate their needs from film permits through to post-production, creating sustainable employment opportunities within Waikato.

### **Conclusion**

As we continue to lead the rebuilding and reimagining of our tourism industry post-COVID, our key focus areas for the coming six months include:

- continue to work with our industry to stimulate domestic demand throughout the winter/spring season;
- support tourism businesses through delivery of free industry capability building training;
- undertake a second round of consultation for the Draft Waikato Destination Management Plan;
- investigate, review and enhance existing and new touring routes around the region and across borders;

- accelerate sales, marketing and trade activity in the business events sector to maintain market share;
- support the development of large-scale commercial accommodation to increase average length of stay;
- assist new visitor experience development across the region;
- lead round two of the Regional Events Fund for Waikato, Rotorua, Ruapehu and Taupō;
- complete the additional 27 programmes of work funded under STAPP to boost our economic and social recovery;
- continue to lobby and advocate for the tourism sector with Government; and
- establishment of a Regional Film Office to be called 'Waikato Screen'.

On behalf of the board and management of Hamilton & Waikato Tourism, we would like to sincerely thank Matamata-Piako District Council, our local government partners and the industry for their continued support, especially as we continue to work our way through the long-term impacts of COVID-19. Your proactive and supportive approach managing the impacts of COVID-19 has been greatly appreciated by the tourism sector and our community.

**Jason Dawson**  
Chief Executive  
Hamilton & Waikato Tourism  
August 2021

## Mayoral Diary for August 2021

CM No.: 2491424

### Rāpopotonga Matua | Executive Summary

The Mayoral Diary for the period 1 – 31 August 2021, is attached to the agenda.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Ngā Tāpiritanga | Attachments


[A↓](#). Mayoral Diary August 2021

### Ngā waitohu | Signatories

Author(s)	Debbie Burge <b>Executive Assistant to the Mayor &amp; CEO</b>	
Approved by	Ash Tanner <b>Mayor</b>	



**Mayoral Diary  
August 2021**

<p><b>Monday 2 August</b></p>	<p><b>CEO catch up &amp; meeting with staff</b> I had my weekly catch up with CEO Don, and then council staff about what is coming up with week.</p> <p><b>Regional Transport committee meeting</b> Items we were updated on included: Waka Kotahi New Zealand Transport Agency KiwiRail Update Regional Road Safety Report Transport Planning and Projects Report update Regional Land Transport Plan - Regional Transport Emissions Response Regional Transport Issues forum</p> <p><b>Meeting with iwi</b> Our Kaitakawaenga Māori - Iwi Liaison Officer and I met with Tūmuaki, Anaru Thompson. We talked about Maori Words, what is happening with central government and how it may effect iwi/maori and general discussion on local government also.</p>
<p><b>Tuesday 3 August</b></p>	<p><b>Meeting with artist</b> Met with Ron and Elizabeth, who are looking for a location in the district to house her art collection, and she has her sights on the Te Poi Hall. We are connecting her with our property team to see what the possibilities are.</p> <p><b>Dog registration competition</b> The overall winner of this year's Paw Print colouring in competition is Savanna from Te Aroha. Savanna won her family a year of free dog registration. I visited Savana and met the family dogs Cosmo and Jeanie who were more than happy to pose for a photo with me!</p> 
<p><b>Wednesday 4 August</b></p>	<p><b>Council workshop</b> Items discussed at this workshop included: Dog Bylaw, Feedback on Māori Electoral Roll, and a Health and Safety Governance workshop</p>

<p><b>Thursday 5 August</b></p>	<p><b>3 Waters Reform – entity B hui</b> All councils from Entity B were represented at this hui, including the regional councils. There were Mayors and Chairs, Chief Executives, Water reform leads, Department of Internal Affairs, Local Government NZ and Taituarā's partner, Tūhura and partners. It was a full days meeting face to face which allowed for better discussion and the ability to delve deeper into certain areas of the reform.</p>
<p><b>Friday 6 August</b></p>	<p><b>Meeting with minister of transport</b> Neighbouring mayors Sandra Goudie, Toby Adams and I met with Michael Wood and NZTA representatives to talk about issues we share across our districts. I reminded him not to forget about our roads, with concerns around pot holes and lack of maintenance on our State Highways.</p>
<p><b>Saturday 7 August</b></p>	<p><b>Morrinsville Fire brigade long service function</b> Brian (Tiny) Watters has completed 50 years of service as a volunteer fire fighter. Over those 50 years Brian attended around six thousand callouts! I attended a function held to recognise this outstanding service and commitment to his community.</p> <p>We are very fortunate to have volunteers like Brian, who give so much of themselves to our groups and communities in the Matamata-Piako District. We must also acknowledge the support of our employers who release our brigade members to attend call outs, this is also appreciated</p> <p>We thank Brian's family for the support they have given him over the years in all aspects of a fireman's life. Without the support of friends, family, and employers, our volunteer fire fighters could not do the outstanding job for us day in and day out.</p>
<p><b>Wednesday 11 August</b></p>	<p><b>Council meeting</b> The meeting opened with a Public Forum where we heard from representatives of Matamata Swimming Club and Squash user group. We then got into the items on the agenda which included topics on Te Aroha Spa / Hot Pool Project Budget &amp; Governance Terms of Reference, Long Term Plan 2021-31 Audit Report, Regional Transport Committee Meeting Report and the Mayoral Diary for July 2021. We then went into Workshops including an iSite update, procurement Policy Review – iwi and local procurement, Communications Engagement on the 3 Waters reform. We concluded with Questions and Answer session with our CEO Don.</p>
<p><b>Thursday 12 August</b></p>	<p><b>Matamata dog park meeting</b> Council staff and I met with Peter Vossion on site in Matamata to talk about proposals for a dog exercise park.</p> <p>We looked at an area on Peria Road which Peter was very happy to support.</p> <p><b>Te Aroha Spa Governance Group meeting</b> The main item of interest for this meeting was a presentation from Visitor Solutions and Spa Evolutions.</p>

	<p><b>Meeting regarding Business Awards</b> Events and Promotions Coordinator Rachael Singh and I met with the recipient of this years Contribution to Community award recipient.</p>
<p><b>Friday 13 August</b></p>	<p><b>Insurable Risk Profiling presentation</b> We had a presentation from our insurers on a variety of topics including Risk Governance, Technology, Material Damage, and Liability.</p>
<p><b>Monday 16 August</b></p>	<p><b>CEO catch up &amp; meeting with staff</b> I had my weekly catch up with CEO Don, and then council staff about what is coming up with week.</p> <p><b>Waikato Plan Leadership committee meeting</b> This meeting was held virtually online.</p> <p><b>Te Aroha Citizens Advice Bureau AGM</b> I attended the Annual General Meeting, where I was able to acknowledge the service of Sheila Dobson who is leaving the CAB after 20 years of service.</p> <p>This is a very commendable contribution to the community, and it was great to be able to recognise Sheila at the meeting.</p>
<p><b>Tuesday 17 August</b></p>	<p><b>Youth meeting in Morrinsville</b> I met with Jade Lynn who is trying to get a youth hub up and running in Morrinsville.</p> <p><b>Matamata Roller Skate park meeting</b> I met with a group who are interested in seeing if it is viable to have a roller skate park set up in Matamata and we discussed potential locations and what steps would need to be taken.</p>
<p><b>Wednesday 18 August</b></p>	<p><b>COVID-19 Level 4 lockdown</b> We found ourselves in a Level 4 lockdown with the announcement only coming on Tuesday night.</p> <p>With the changes that come about due to Covid-19, the information to report back on in the next month will be different. All council meetings will be held via online video conferencing and phone calls.</p> <p>I have had a number of meetings and engagements cancelled, some of them can hopefully be rescheduled after this lockdown is over.</p> <p>I had daily meetings with Council management and civil defence for briefings on where things are at for our district.</p> <p>Council's communications team has done an excellent job keeping the district updated via our website and social media.</p>
<p><b>Thursday 19 August</b></p>	<p><b>Phone conversation with resident</b> I had a discussion with a Matamata resident who works in Auckland with general concerns.</p>

	<p><b>Civil Defence update</b> Daily update from our controller on how the Covid situation is going in the Waikato Region and the role Civil Defence are playing.</p> <p>The direction is to contribute to the wider efforts, and to contain the spread of COVID-19. Civil Defence will do this by:</p> <ul style="list-style-type: none"> <li>• Supporting Iwi, agencies and essential community providers, to enable communities and whānau to self-isolate</li> <li>• Supporting our DHB(s) and the Ministry of Health to provide their relevant essential services</li> <li>• Providing emergency welfare services, where there are no other means of support available</li> <li>• Contributing to the national intelligence picture</li> </ul>
<b>Saturday 21 August</b>	<p><b>Phone conversation with resident</b> A concerned Morrinsville resident and I had a discussion around their concerns over the lockdown and the impact on businesses.</p> <p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<b>Sunday 22 August</b>	<p><b>Phone conversation with a resident</b> A Matamata business owner phoned regarding concerns over some businesses trading and breaching lockdown rules, and the impact of the lockdown on small businesses.</p> <p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<b>Monday 23 August</b>	<p><b>Waikato Mayoral Forum</b> Had a prevention from the vaccination roll out team and gave us an insight that the programme was going really well, at that stage MPDC was 49% immunised. Boarder areas for when we drop to level 3 were also discussed. 3 Waters came up in conversation as well.</p> <p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<b>Tuesday 24 August</b>	<p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<b>Wednesday 25 August</b>	<p><b>Corporate and Operations (COC) meeting</b> The COC meeting and following workshops were held online and we discussed: Dog Control Bylaw – proposed amendments for community consultation, Meura Street Trees, Safety and Wellness Report, Overview of the 3 water reforms and the various aspects of delivery and governance, Financial impacts and implications of the reforms, Identification of concerns and issues by Council about the reforms, Reforms Options matrix, general 3 Water discussion (wrap up) and Communications plans, Covid-19 Response Manager update and Question and answer session with CEO Don McLeod.</p>



	<p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<p><b>Thursday 26 August</b></p>	<p><b>Radio interview with Nga Iwi FM</b></p> <p><b>Waharoa (Matamata) Aerodrome Committee Meeting</b> This meeting was also held virtually, and we discussed: Review of Meetings 2021, Māori Ward and Representation Review, Raungaiti Marae entranceway, LTP 2021-31 update, Policy reviews 2021/22, District Plan Update and the committee Work Programme.</p> <p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<p><b>Friday 27 August</b></p>	<p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<p><b>Monday 30 August</b></p>	<p><b>Catch up with CEO</b> Over the phone.</p> <p><b>Waikato Mayoral Forum catch up</b></p> <p><b>Civil Defence daily update</b> Daily update with our regional controller</p>
<p><b>Tuesday 31 August</b></p>	<p><b>Civil Defence daily update</b> Daily update with our regional controller</p>

Since lockdown began on 18 August, and in addition to what I have noted above, I have had numerous calls in general, from worried business owners whose income has dropped dramatically to people with concerns about the 3 water reform and the general direction the government is taking.

These are the common themes I am hearing among our community.



## 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 Request to purchase Council Land

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
<p>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.</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>.</p> <p>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).</p> <p>.</p>	<p>s48(1)(a)</p> <p>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.</p>