

# Kaunihera | Council



## Mēneti Wātea | Open Minutes



Minutes of a meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 13 October 2021 at 9.00am.

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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

## Ngā whakapāha | Apologies

### Kaimahi i reira | Staff Present

<b>Name</b>	<b>Title</b>	<b>Item No.</b>
Don McLeod	Chief Executive Officer	7.6
Stephanie Hutchins	Governance Support Officer	7.1
Santha Agas	Utilities Asset Engineer	7.2
Barry Reid	Roading Asset Engineer	7.3
Susanne Kampshof	Asset Manager Strategy and Policy	7.3
Manaia Te Wiata	Group Manager Business Support	7.4
Erin Bates	Strategic Partnerships & Governance Advisor	7.4
Ellie Mackintosh	Legal Counsel	7.5

### I reira | In Attendance

	<b>Time In</b>	<b>Time Out</b>
Bevan Goldsmith – <i>Public Forum speaker</i>	9.00am	10.39am

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

Mayor Ash Tanner welcomed elected members, staff and public present and declared the meeting open at 9.00am.

**2 Ngā whakapāha/Tono whakawātea | Apologies/Leave of Absence  
WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION**

That the apology from Cr B Dewhurst be accepted and leave of absence from the meeting be granted.

**Moved by: Cr D Arnold**

**Seconded by: Cr C Casey**

**KUA MANA | CARRIED**

**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**

**COUNCIL RESOLUTION**

That the minutes of the meeting of the Ordinary Meeting of Matamata-Piako District

Council held on Wednesday, 15 September 2021, be confirmed as a true and correct record of the meeting.

**Moved by: Cr C Casey**  
**Seconded by: Cr S Whiting**

**KUA MANA | CARRIED**

**6 Take i puta mai | Public Forum**

Bevan Goldsmith in attendance to discuss residential grievances with noise and light pollution from Number 2 Bath House at Te Aroha SwimZone.

Mr Goldsmith has approached Te Aroha Swim Zone staff to request that the fans used for ventilation be turned off at close of business during the evening to reduce noise reaching his home which backs on to Te Aroha Swim Zone on Wilson Street. This request has not been carried out consistently and has been causing disturbance to his household.

The GM Business Support advised that Staff had been advised to turn off the fans since and spoke to Mr Goldsmith on Monday. Council is not permitted to create a nuisance and the matter will be addressed.

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7 Pūrongo me whakatau | Decision Reports

## Audit and Risk Committee Report of 12 October 2021

CM No.: 2445902

### Rāpopotonga Matua | Executive Summary

Audit and Risk member, Mayor Ash Tanner in attendance to update the Council on the committee business and provide an overview of the minutes and any recommendations from the Audit and Risk Committee on 12 October 2021.

#### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Moved by: Cr D Arnold

Seconded by: Cr C Casey

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Community Partnerships Advisor</b>	
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Approved by	Sandra Harris <b>Corporate Strategy Team Leader</b>	
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	Don McLeod <b>Chief Executive Officer</b>	
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7 Pūrongo me whakatau | Decision Reports

## Request for Extraordinary Water Services for Rural Property at No. 2 Cadman Street, Waharoa

CM No.: 2493719

### Rāpopotonga Matua | Executive Summary

Council has received a land use consent application for the property at 2 Cadman Street, Waharoa, to establish a papakainga type development with 7 affordable housing residential units within the land owned by the Te Hauora O Ngāti Hauā Trust. The subject property is situated within the Rural Zone of the operative Matamata Piako District Plan.

The developer proposes to provide water and wastewater services to the new housing units through the Council water and wastewater systems. Since the property is situated within the Rural Zone in the District Plan, Council needs to make a decision on accepting the developer's proposal to connect new housing units to Council 3 utility systems.

The existing property already has connections to Council's water, wastewater and stormwater systems.

Considering the fact that the Council is supporting papakainga type developments to promote social, cultural and economic wellbeing of the tangata whenua and existing situation on site, the staff recommendation is to accept the developer's proposal subject to Council approval of the developer's design and additional costs of pipe extensions/upgrades are borne by the developer.

### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The report be received;
2. The approval be given to connect the new dwellings at 2 Cadman Street, Waharoa to Council's water supply system as proposed by the developer; subject to developer's water supply design. All costs associated with pipe extensions/upgrades, are borne by the developer.
3. The approval be given to connect the new dwellings at 2 Cadman Street, Waharoa to Council's wastewater system through the existing 150mm gravity main within the property as proposed by the developer subject to developer's wastewater pipe design.

Moved by: Cr K Tappin  
Seconded by: Cr S Whiting

**KUA MANA | CARRIED**

### Horopaki | Background

The property at no.2 Cadman Street, Waharoa is situated within the Rural Zone of the current District Plan. The legal description of the site is Lot 1 DPS 15087 and area is approximately 16,200m<sup>2</sup>. The site was previously used as a tavern and this use has been ceased some time back. In 2004, the title was transferred to Te Hauora O Ngāti Hauā Trust. At present, the old building is used as a community centre cum office of the health and social services arm of the local tribe Ngāti Hauā.

The Council received a land use consent application on behalf of Te Hauora O Ngāti Hauā Trust for a papakainga type development to establish 7 affordable housing residential units at no. 2 Cadman Street, Waharoa and Retrospective Land Use consent to change land use of the old tavern building to Office/Community Facility in the rural zone.

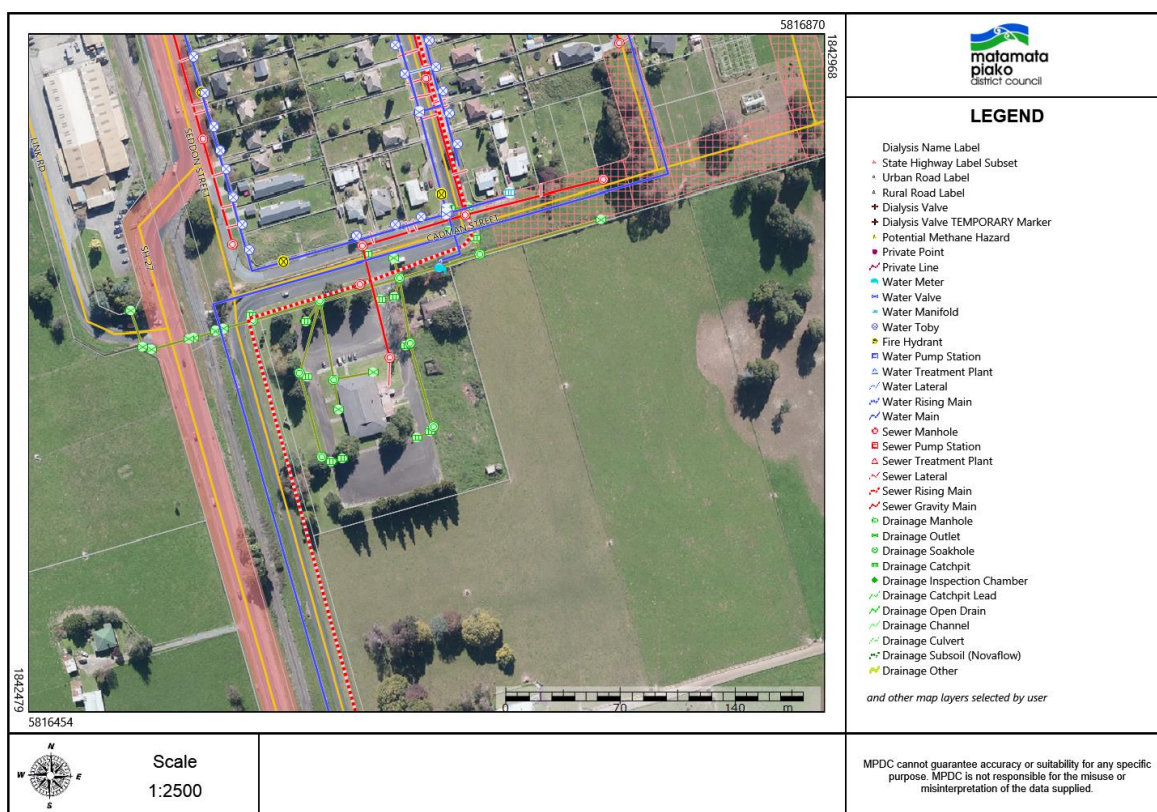
The existing buildings of subject property is already serviced by Council’s water and wastewater services. The water is supplied through 32mm uPVC rider main and wastewater is connected via a 150mm gravity main to the Council system at Cadman Street. The property also has a stormwater connection.

The proposal does not include creation of additional titles within the property.

The developer’s proposal includes providing water and wastewater services to the new dwellings by connecting to the Council’s water supply and wastewater systems.

At present the Council is in the early stages of preparing a Plan Change 54 (PC54) to the District Plan. The purpose of this plan change is to support and provide an enabling framework for quality papakainga development that supports the social, cultural and economic wellbeing of tangata whenua.

The proposed site and 3 waters services are shown in the map below.



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Date: 09/09/2021

### Ngā Take/Kōrerorero | Issues/Discussion

At present, the Council policy on providing utility services to rural and rural residential zones, only in special circumstances. Although the existing buildings in this property are serviced with Council

services, the Council has to consider and make decision on extension of these services to any new development within the property.

If the planned development goes ahead, provision of safe drinking water and safe disposal of wastewater is important for the health and safety of the small community who will be living in the new housing units.

### **Ngā Whiringa | Options**

The options that are available for providing 3 waters services to the proposed papakainga development are given below.

#### **Water**

Option 1 – Develop their own water supply for the new housing units. This might involve constructing a new bore, water treatment plant, storage and reticulation within the property or outside the property. If constructed, this system will be a private registered community water supply and need to be fully compliance with the new drinking water standards (DWS) and regulations.

The risks of this option are as follows;

- The cost of installation and ongoing maintenance will be very high and will not fit for the purpose of providing low cost affordable housing for the iwi families
- It will be difficult to operate and maintain the system to meet the new DWS and comply with proposed new drinking water regulations as the required skills and resources might not be available for the Trust

The risks associated with this option are high.

Option 2 – Supply water from Council's water supply system by extending the existing extraordinary connection to serve new housing units. The water supply flow and pressure at this location is adequate to supply water to new housing units. However, to meet firefighting requirements, the Council water main at Cadman Street need to be extended by about 50m and install a new hydrant.

There are no major risks associated with this option and this option is a better option due to following reasons:

- The Council supplied water is already available for this property and the new dwellings can be supplied by extending/upgrading the existing pipes. The cost of the pipe extensions/upgrades has to be borne by the developer as there is no additional benefit to the Council by doing these changes
- The small community living in this cluster of houses will have a safe and reliable water supply
- There is no risk to the Council
- The Council is proactively supporting the cause of providing low cost affordable housing to this papakainga community.

The staff recommendation is to accept the proposal by the developer to service the new housing units as an extraordinary water supply by extending/upgrading the existing pipes and recover the cost from the developer due to following reasons:

- The Council supports papakainga type developments and providing a water service connection to these housing units can be considered as a special case,
- The property is already serviced by Council's water supply.



## Wastewater

Option 1 – Develop onsite wastewater disposal system. There is sufficient space for onsite wastewater disposal within the property.

The main risk with this option is health risk to the small community if the onsite disposal system is not maintained properly or failed.

Option 2 – Connect the new dwellings to the existing wastewater pipe which serves the other buildings within the property.

There are no risks associated with this option.

This option is a better option due to following reasons:

- The Council's wastewater service is already available to this property
- There is no upgrades or extensions required to the Council's wastewater system to service this development
- There is no adverse effect on Council's wastewater system by receiving additional wastewater from this development
- The Council proactively help to reduce health risk to the community living in this small cluster of houses

The staff recommendation is to accept the proposal by the developer to provide the wastewater service to the new housing units by connecting them to the existing 150mm wastewater pipe in the property due to following reasons:

- The Council supports papakainga type developments and providing a wastewater service connection to these housing units can be considered as a special case,
- The property is already serviced by Council's water supply.

## Stormwater

According to the proposal additional stormwater run-off due to the development will be managed within the property boundary. Therefore, the Council's stormwater system will not be affected by the proposed development.

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

The town strategies and the district plan review made it clear that Council utility services would not be provided to rural-residential subdivisions. However, the Council can make a decision to provide these services to rural and rural-residential subdivisions in special circumstances. Providing water and wastewater services to housing units in the Papakāinga development can be considered as special circumstance as explained in the above section.

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

The implementation of the proposed development will be subject to developer obtaining land use consent for the development.

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

**Community Outcome:** The decision on allowing water and wastewater connections from the proposed development to Council services aligns with the following community outcomes:  
Healthy Communities – Our community is safe, healthy and connected

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

There is no cost to the Council as a result of accepting the developer's proposal to provide water and wastewater connection from Council services to the proposed development as all costs of pipe extensions/upgrades have to be borne by the developer.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

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

7 Pūrongo me whakatau | Decision Reports

## Road Naming - Bennett Homes - 25 Tower Road, Matamata

CM No.: 2502011

### Rāpopotonga Matua | Executive Summary

Council is requested to approve a single road name from the three (3) options provided by developer Bennett Homes, for a private access way at 25 Tower Road, Matamata (part of a 14 lot residential subdivision). The names are Pourewa Lane, Rakau Lane and Lily Lane.

This report is to be read in conjunction with Drawing No. 21-31326-01-R1 and Council's road naming policy (02 October 2019), both attached.

It is recommended Council accept the preferred access way name *Pourewa Lane*.

### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. This report be received
2. Council accept the preferred access way name (Pourewa Lane)

Moved by: Cr A Wilcock

Seconded by: Cr S Whiting

**KUA MANA | CARRIED**

### Horopaki | Background

Bennett Homes a Matamata-based building firm/developer (specialising in new home builds and house & land packages), has made application to name their new, 14-lot residential subdivision located at 25 Tower Road, Matamata.

### Ngā Take/Kōrerorero | Issues/Discussion

Only one access way name is to be approved by Council. Bennett Homes assessed each of their preferred access way names against 6. *Naming Considerations (a-f)* from the road naming policy.

Their preferred name is Pourewa Lane, with alternative names Rakau Lane (alternative 1) and Lily Lane (alternative 2). All three names were checked and met naming considerations in terms of 1) historical/cultural significance, 2) flora and fauna and 3) people important in the history of the area. Evidence for each as provided by the developer are outlined below.

#### 1. Pourewa Lane

The newly created private access way is situated off Tower Road in Matamata. The reference to the Tower in Matamata is of great historical significance to the community. The Firth Tower was built in 1882 by Josiah Clifton Firth to provide a lookout over the Matamata countryside. The Firth Tower Historical Reserve is administered by the Matamata-Piako District Council and museum exhibits and displays are the work of the Matamata Historical Society. The Heritage Centre houses the archives of the Matamata area. So, as you can see it's a very significant historical site and name in our community.

Because the new access way is situated off Tower Road we would like to pay homage to the Tower name. We considered the role that Te Reo plays both in Aotearoa and in our Matamata community, with many street names in Matamata being in Te Reo Maori. We thought by suggesting **Pourewa Lane** as our first preference we would be honouring both the historical significance of the nearby Firth Tower as well as our value of Te Reo in Matamata.

## **2. Rakau Lane**

The new private way has beautiful, mature trees lining its entrance and is in fact off a road that is known for its natural character, and the established trees in the area contribute to this. People often enjoy this area for their daily exercising and walks, due to the outlook and the trees. We also wanted to consider using a Maori street name as Matamata has been a community to honour Te Reo and has many Maori street names throughout the community. Therefore, our second preference for naming suggestions is **Rakau Lane** (Te Reo for Tree Lane), which acknowledges the importance of the established trees and existing natural character within the area.

## **3. Lily Lane**

Our 3<sup>rd</sup> suggestion for the new private access way; **Lily Lane**, comes from our own personal family as developers. Lily is in fact our eldest daughter's name. Her heritage stems a long way back into the history of Matamata with her great, great grandparents moving to the Matamata community and Lily too lived here in Matamata as a baby and younger child. She often still refers to Matamata as her home.

## **Mōrearea | Risk**

The applicant's request for road naming has been assessed as having little to no risk to Council. Any potential reputational risk has been mitigated through careful road name selections.

## **Ngā Whiringa | Options**

Listed below (in order of preference) are the names for the access way.

1. Pourewa Lane (preferred)
2. Rakau Lane (alternative 1)
3. Lily Lane (alternative 2)

Only one name is to be accepted by Council. No further considerations have been made.

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

Council's road naming policy (02 October 2019) requires that private access ways must be a 'Lane' and must serve a minimum of six lots. Also a policy requirement, Bennett Homes have supplied a drawing displaying the residential lots and the single access way. Drawing No. 21-31326-01-R.

Consultation requirements with Mana Whenua do not apply in cases of private access ways, but adherence to Council's property numbering; naming considerations, criteria and all private access way considerations all do apply – all policy requirements have been communicated to the developer and therefore are considered met.

A search of Council's Street Register for conflicting street names has been completed with no issues appearing for any of the three abovementioned options. A similar LINZ check has also confirmed the suitability of the three names and provide confidence to Council.

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### Ngā Tāpiritanga | Attachments

- A. Final Road Naming Policy Adopted 2 October 2019
- B. Bennett Homes - Drawing No. 21-31326-01-R1 for 25 Tower Road Residential Subdivision

### Ngā waitohu | Signatories

Author(s)	Barry Reid <b>Roading Asset Engineer</b>	
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Approved by	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
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7 Pūrongo me whakatau | Decision Reports

## Hetana Street Innovating Streets Trial

CM No.: 2504978

### Rāpopotonga Matua | Executive Summary

Council was successful in obtaining Waka Kotahi funding to trial safety improvements for Hetana Street, Matamata.

Funding of up to \$491,107 was made available to Council through the Innovating Streets for People pilot fund. There were a number of conditions with the funding including the requirement to use Tactical Urbanism methodology.

The project has involved changes to Hetana Street as follows:

- A one day trial was held on 4 December 2020
- A multi-month trial that was established in April 2021.

It was anticipated that the project would generate considerable local interest and a degree of opposition.

Feed-back from the community through the process has been summarised and included with this report.

The monitoring and evaluation report for the project is also attached.

The report concludes that the trial configuration has resulted in a safer environment on Hetana Street for pedestrians.

Council's Roading team also consider that from a safety perspective, the trial configuration has improved the situation.

This report contains 5 options for Council to consider:

1. Canvass the community on support or otherwise of the one-way system.
2. Abandon the trial and revert back to two way.
3. Proceed with design and costing to make the one-way configuration permanent.
4. Investigate two way traffic with measures to improve pedestrian safety and accessibility eg formalised raised pedestrian crossings.
5. Continue the trial through the summer period.

### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council staff investigate two way traffic with measures to improve pedestrian safety and accessibility eg formalised raised pedestrian crossings.

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

**KUA MANA | CARRIED**

## **Horopaki | Background**

Staff have been concerned about pedestrian\visitor safety at the intersection of Hetana Street and Broadway in Matamata for some time.

The iconic Hobbiton themed i-Site building at the intersection has been very successful at attracting visitors. This has also increased the potential pedestrian/traffic conflicts in the vicinity.

Waka Kotahi has also been concerned about the issue.

In 2020 Waka Kotahi made available funding for Councils to use Tactical urbanism methodology to help create more people-friendly spaces.

The methodology involves implementing temporary tactical demonstrations and trial interventions to provide “real world” testing of designs with the community.

Council was successful in an application for funds under the Innovating Streets for People pilot fund to focus on Hetana Street.

Waka Kotahi agreed to provide up to \$491,107.50 (plus GST) which was 90% of the estimated total project cost of \$545,675.

The potential interventions in the application submitted to Waka Kotahi were:

- Make Hetana Street One-way from Broadway to Arawa Street
- Create raised crossings at the entrance to Hetana Street from Broadway, and the Hetana Street\Arawa Street intersection and use them as thresholds to reduce speeds to enable a safer, pedestrian and cyclists focused zone on Hetana Street.
- Reduce speeds on Arawa and Broadway to support the speed reduction on Hetana Street.
- Create continuous footpaths using courtesy crossings to formalise the desired lines along Hetana Street and widen the existing footpaths on Hetana Street.
- Create physically separated cycle lanes along Broadway into Hetana Street.
- Restrict right-turning from Broadway into Hetana Street.

In 2014, Council conducted a one-way trial of Hetana Street and reduced access through the Broadway median strip.

Learnings from that trial were important inputs into this project.

As a part of the Tactical Urbanism methodology a one day trial was held on 4 December 2020.

This had the dual purpose to:

- Provide a very visible sign to the community of the project and generate community feed-back
- Test the one way layout to inform the design of a multi-month trial.

The one way direction for the one day trial was North-South (ie from Broadway to Railside) as this was deemed to best suit the flow of visitor traffic.

One major decision arising from this trial was to reverse the direction to South-North for the multi-month trial. This was the assessed preference based on feed-back from the one- day trial.

Hetana Street was closed for a week commencing 19<sup>th</sup> April to allow the installation of one-way measures for the multi-month trial.

Hetana Street was scheduled for pavement rehabilitation work in 2019/2020. The work was delayed due to the trial. This ensures that any permanent change to Hetana Street arising from the trial can be considered in the pavement rehabilitation design.

Mana whenua provided tikanga guidance and were involved in delivering aspects of the project as follows:

Ngāti Hauā - tikanga, supply, install and maintain plantings

Ngāti Hinerangi – tikanga, street and planter artwork

Ngāti Raukawa - tikanga

The project team comprised:

- Councillor Sue Whiting
- Steve Edwards General Manager Matamata Chamber of Commerce
- Council staff (George Ridley then Ann-Jorun Hunter then Erin Bates, Rexine Hawes, Stephen Collecutt)
- External consultants (Crank for Project management, Resilio for Urban design, MR Cagney for Monitoring and Evaluation, Gray Matter for Transport advice)

Staff are very grateful of the support of Councillor Sue Whiting, the Mayor and Councillors who with staff, fronted members of the public through the project.

Council discussed the trial at a workshop on 28 July 2021. A copy of the presentation is attached as it provides a valuable commentary on the project.

The other attachments are:

- MRCagney Monitoring and Evaluation Report
- Rooding team assessment of the Hetana Street trial configuration.

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

### **Tactical Urbanism and Co-Design**

Waka Kotahi's pilot scheme had excellent intent and provided funding and a framework to address an existing problem on Hetana Street.

Unfortunately the time-frame associated with the funding did not allow for a key aspect of the Tactical urbanism\Co-design process.

Claimable expenses for the scheme had to be expended by 30 June 2021.

As a result it was not possible to engage with the Community before the trial design had to progress.

As a consequence there was some criticism from the community that Council was either fixing the wrong problem or fixing a problem that didn't exist.

The one compensating factor is that as a trial, all changes are reversible.



It was anticipated that the project would be controversial and generate considerable local interest.

If a proper engagement process had been undertaken, Council may have concluded that a trial should not proceed.

We believe engagement would have improved community understanding of the issues we are attempting to address.

Whilst the time-frame associated with the funding was limiting, Waka Kotahi's guidance and support through the project was excellent.

### **Change and public opinion**

The 2014 trial was terminated earlier than expected in 2015 due to the weight of public opposition.

As a result, Council and staff were understandably apprehensive about the public reaction to this project. It was fully expected that there would be opposition.

What we could not predict is whether the vocal opposition would persist through the trial or would wane.

The workshop presentation provides a good overview of the quantum and nature of feed-back after the multi-month trial commenced.

There is also some discussion on the online survey and social media feed-back in Section 4.5 of MRCagney's monitoring and evaluation report.

The following extracts are from the Waka Kotahi Draft Handbook for Tactical Urbanism in Aotearoa:

*"Your evaluation approach may need to allow for the time lags between changes in perception and changes in behaviour"*

*"When you make changes to the character of the street, it will take some time for people to adjust to the change. During this settling in time, it is important to be patient and not jump to conclusions about the success of the project. Initially, some people might have an adverse reaction to temporary intervention. While these experiences and opinions are valid and should be considered, they should not bring the project to halt or be informal determinants of failure."*

Our project advisors recommended that our multi-month trial should be in place for at least 2 months to allow for people to adjust to the change.

We have not canvassed the community again. We cannot comment whether the lack of public criticism now is acceptance, endorsement or feed-back fatigue.

### **Monitoring and Evaluation Report**

There was a requirement of the project to have a monitoring evaluation plan that identified how the project would be evaluated. This included:

- Project goals
- Collection of baseline data
- Monitoring and evaluation methods

The main conclusions from the report (Section 5) are summarised below:

- The changes to Hetana Street provided a safe place for pedestrians
- There was a clear increase in community awareness of narratives in Hetana Street, which contributes towards an enhanced mana whenua connection to place
- One-waying Hetana Street was done without significant traffic congestion
- There was no conclusive evidence that Hetana Street was made more accessible or attractive

The report identified a number of complexities that affected the monitoring and evaluation:

- Seasonality – the trial took place in winter. Demand for parking may be greater in summer and traffic volumes may be different.
- The intercept surveys had relatively small sample sizes.
- There was no baseline data about people’s diversity on the streets of Matamata during a “normal day.
- Data on traffic excluded analysis of queuing and delays at intersections in the town centre.
- There was an unexpected increase of heavy vehicles on Hetana Street. This is a negative impact on pedestrian safety and amenity.

### **Roading Team Technical View**

The Roothing team has provided comment and recommendations from a roading engineering perspective.

The Team supports the retention of the one-way system as per the multi-month trial due to the resulting safety improvements.

The Team has also identified works that would need to be completed in addition to the rehabilitation if the one-way system is made permanent.

The works have not been costed and funding has not been identified.

### **Mōrearea | Risk**

The Tactical urbanism methodology involves trial interventions to test the effectiveness of proposed solutions. This is in itself is a risk mitigation measure. That is the trial can be amended or removed.

Financial - the cost and therefore funding for work required to make Hetana Street permanently one-way is unknown. This will need to be quantified if Council wishes to proceed with this option.

### **Ngā Whiringa | Options**

1. Canvass the community on support or otherwise of the one-way system
2. Abandon the trial and revert back to two way
3. Proceed with design and costing to make the one-way configuration permanent.
4. Investigate two way traffic with measures to improve pedestrian safety and accessibility eg formalised raised pedestrian crossings.
5. Continue the trial through the summer period.

Option 1 will give Council greater certainty about the current community views of the project  
Option 5 will provide Council the opportunity to understand any seasonal impacts (positive or negative).

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

There are no legal or policy issues.

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

We expected a high level of local interest (and probable) objection to the project, and so the communication strategy was a critical component.

Rexine Hawes provided a good overview of the communication tactics used during the project in the workshop presentation of 28 July 2021.

Staff feel that the strategy and tactics were very effective in responding to feed-back and promoting the project purpose.

It will be important to effectively communicate Council's decision on the trial review.

### **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, Healthy Community, Vibrant Cultural Values

**Community Outcome:** Infrastructure and services are fit for purpose and affordable, now and in the future. Our community is safe, healthy and connected. We promote our arts, culture, historic and natural resource.

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

The total project costs to date are \$329,294 as compared to the estimate of \$545,675. Note the project costs do not include the project team internal staff time.

Waka Kotahi has funded \$291,767 for the project. Funding ceased on 30 June 2021.

Any ongoing costs eg decommissioning or trial extension will have to be funded from Council's local share of the project. The balance of local funding remaining is \$17,041.

### **Ngā Tāpiritanga | Attachments**

- A. Hetana Street Innovating Streets - Council Workshop 28 July 2021
- B. Hetana Street Monitoring & Evaluation FINAL Report
- C. Hetana Street Innovating streets - Roading Team Comments

### **Ngā waitohu | Signatories**

Author(s)	Manaia Te Wiata <b>Group Manager Business Support</b>	
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Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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7 Pūrongo me whakatau | Decision Reports

## 630 Ngarua Road - House in Roothing Corridor

CM No.: 2505372

### Rāpopotonga Matua | Executive Summary

Trevor and Elly Lalich have recently inherited the home and property at 630 Ngarua Road. They have identified that the house is currently not within the property boundary and sits within the roading corridor. They are looking at options to resolve this issue.

#### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The land be surveyed and the required piece of land be sectioned off and sold to the owners (providing it meets all Council, building and planning requirements).
2. Council confirm that the cost of the surveying, title plans, valuation and all other associated costs are to be halved.

Moved by: Deputy Mayor N Goodger  
Seconded by: Cr J Thomas

**KUA MANA | CARRIED**

### Horopaki | Background

Council was alerted to this situation as Trevor Lalich has investigated subdividing his parents' house off the farm block.

The attached image shows how MPDCs GIS system displays the boundary line.

Council's in house surveyor has noted;

*"The line work representing the boundary on the GIS image is displaced and should not be taken as where the true boundary is.*

*I defined that boundary and took remote measurements to the house when I surveyed that section of Ngarua Road, in anticipation that the encroachment would become an issue.*

*The boundary actually passes through the house, so there is definitely a significant encroachment into road reserve."*

### Ngā Take/Kōrerorero | Issues/Discussion

Trevor Lalich has mentioned that the house was built back in the 1960s. Staff have looked through all the records relating to this property and advise there is no building consent on file, Council's historical files are not always reliable that far back. There are two explanations of how this may have occurred,

1. There was never a building consent requested and it was built without Council's consent.
2. An error was made by either the Council or other involved party (e.g. builder or surveyor).

The issue is that none of these options can be determined to be true. Unfortunately Trevor's parents recently passed away so we are unable to ask them for any clarification.

Trevor has requested that Council cover half of the cost of the related fees (legal, surveying and valuation) to complete the boundary adjustment as he believes this was Council mistake and they would pay the valuation cost of the land. However, as stated above there is an equal possibility that Council never received a building consent.

Asset and roading staff have been consulted with and they do not have an issue with this as long as the roading corridor remains the required 20m width (10m from the centre line). The GIS system does show there to be enough room to meet this requirement. The length of the area (the area where the roading corridor is extra wide) is about 220m long.

### Mōrearea | Risk

If Council does agree to pay for this they could be setting a precedence for future situations when there is no data to back up one stance or another.

### Ngā take ā-lhinga | Consent issues

Any consenting and regulatory issues would be dealt at the time they arose and the sale and sectioning off the land would not proceed if there was to be any non-compliance as a consequence. Staff are unsure at this time if there would be enough distance between the edge of the roading corridor and the house as required under regulations.

There may also be requirements to remove some of the planting that was established for safety reasons. This is within the (now determined) roading corridor.

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

If Council did decide to split the cost of the associated fees the costs would be covered by the proceeds obtained in the sale (this is assuming that the valuation amount surpasses the associated fees).

### Ngā Tāpiritanga | Attachments

A. 630 Ngarua Road - Boundary Issue Image

### Ngā waitohu | Signatories

Author(s)	Ellie Mackintosh <b>Legal Counsel</b>	
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Approved by	Niall Baker <b>Policy and Legal Team Leader</b>	
	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

7 Pūrongo me whakatau | Decision Reports

## Mayors Covid Salary Reduction

CM No.: 2502960

### Rāpopotonga Matua | Executive Summary

As per the direction of the Remuneration Authority (COVID-19 Measures) Amendment Act 2020 Mayor Ash Tanner took a reduction in his mayoral salary of \$3,041.93 from 9 July 2020 to 6 January 2021

The intent of the reduction was to help lift the burden of the community during the Covid 19 crisis.

Councillors request to reallocate the amount of the reduction to a community purpose and a suggestion is the Mayoral budget, which is a discretionary fund he could use.

### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The amount of \$3,041.93 is allocated to the Mayors budget (GL 3006)

Moved by: Cr S Whiting

Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

### Horopaki | Background

The Remuneration Authority (COVID-19 Measures) Amendment Act 2020, s 4 clearly stated that mayors were to have their pay reduced for a certain period of time during the COVID crisis. As a result there are limited options for what is available for Council to do with this money. It could be used in the broader Council funds or reallocated into a specific budget. The legislation does not dictate what is to be done with the money once it has been removed from the Mayor's remuneration. One thing is certain the money cannot be re-delegate back to the Mayor as this would be contradictory to the legislative change and in turn could leave Council open to the risk of legal challenge.

With the legislative intention being to help lift the burden of the community, staff do not see an issue with Council relocating this money to a place they think the community would be benefitted from, e.g. the Mayoral Fund.

### Ngā Whiringa | Options

Reallocate the funds to a certain budget that would fall within the realm of 'lifting the community burden', or do nothing and leave the money in the wider Council fund.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Don McLeod <b>Chief Executive Officer</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	

8 Ngā Pūrongo Whakamārama | Information Reports

## Acknowledgement of the passing of Dr Neil Algar

CM No.: 2502865

### Rāpopotonga Matua | Executive Summary

Council would like to acknowledge the recent passing of Dr Neil Algar at the end of September.

Neil was the former Mayor of Matamata Borough, a former Councillor of Matamata-Piako District Council and past Chairman of the Matamata Community Board.

Neil contributed significantly to Matamata and the district, both in his role in local government, and community groups such as Lions, SeniorNet, the Historical Society and his church. He was a well-respected member of our community and will be missed.

On behalf of Council Mayor Ash wrote a letter to the Algar family, offering our deepest condolences to them.

### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information is received.

Moved by: Cr J Sainsbury

Seconded by: Cr C Casey

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Ash Tanner <b>Mayor</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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8 Ngā Pūrongo Whakamārama | Information Reports

## Mayoral Diary for September 2021

CM No.: 2506683

### Rāpopotonga Matua | Executive Summary

The Mayoral Diary for the period 1-30 September 2021, is attached to the agenda.

#### WHAKATUANGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Moved by: Mayor A Tanner

Seconded by: Cr D Arnold

**KUA MANA | CARRIED**

#### Ngā Tāpiritanga | Attachments

- A. Mayoral Diary September 2021

#### Ngā waitohu | Signatories

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

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF KAUNIHERA | COUNCIL  
HELD ON 13 OCTOBER 2021.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....  
Ash Tanner, JP