

Te Manawhenua Forum Mo Matamata-Piako

Kaupapataka Wātea | Open Agenda



Notice is hereby given that an ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako will be held on:

Ko te rā | Date: Tuesday 2 March 2021
Wā | Time: 9.00am
Wāhi | Venue: Council Chambers
35 Kenrick Street
TE AROHA

Ngā Mema | Membership

Mayor Ash Tanner, JP

Deputy Mayor Neil Goodger

Ngāti Hāua

Principal Member

Mrs Te Ao Marama Maaka (Chair)

Alternate Member

Ms Rangitionga Kaukau

Ngāti Hinerangi

Mr Tony Harrison

Ms Hinerangi Vaimoso

Ngāti Maru

Mrs Kathy Ngame

Mr Wati Ngamane

Ngāti Rāhiri-Tumutumu

Mrs Jill Taylor

Mr Daniel Braid

Ngāti Paoa

Mr Gary Thompson

Mrs Glenice Puke

Ngāti Whanaunga

Mr Michael Baker

Mr Gavin Anderson

Raukawa

Ngāti Tamaterā

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1 Whakatūwheratanga o te hui | Meeting Opening

2 Karakia

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

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

4 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.”

5 Whakaaetanga mēneti | Confirmation of Minutes

Maori representation - Wards

RM No.: 2395762

Rāpopotonga Matua | Executive Summary

The Local Electoral Act 2001 (“Act”) requires Council to review its representation arrangements every six years. Council conducted its last review in 2018. Māori Wards were considered as part of this process and feedback from Forum members gathered.

Under the current legislation (as of 22 February 2021), Council must publicly notify any decision to establish a Maori Ward and include information that a public poll can be demanded to overturn the Council resolution. If a valid demand in writing signed by 5% of electors is received, then the Council must hold a binding poll (the outcome of the binding poll lasts for two elections). Polls have proven to be significant barrier to councils trying to establish Maori Wards.

Since the legislation has been in place 24 Councils have attempted to establish Maori wards or constituencies but only two have been successful – Waikato Regional Council and Wairoa District Council. (The Bay of Plenty Regional Council has Maori wards set up under special legislation).

Hon Nanaia Mahuta, Minister of Local Government has sent Council the attached letter advising that a Bill will be introduced to Parliament to remove the binding poll option from the process for establishing Māori wards and constituencies (including both council-initiated and elector-demanded polls). This will make it easier for Councils to introduce Maori Wards.

It is intended that legislative reform to Māori wards processes would be passed in two stages over the next three years. The first stage makes immediate changes to establish transitional measures for the 2022 local elections. Council now has the opportunity to consider establishing Maori Wards for the 2022 local elections. Any resolution to do this would need to be made by 21 May 2021.

Based on the number of councillors staying the same at 11 councillors, and the population calculations set out in the legislation one Māori ward Councillor could be provided for Matamata-Piako District at the 2022 elections.

The purpose of this report is to give Te Manawhenua Forum Mo Matamata-Piako (“Forum”) the opportunity to provide feedback to Council on the establishment of a Māori ward, in light of the repeal of the binding poll provisions.

Tūtohunga | Recommendation

That:

1. The information be received.
2. The Forum recommend that Council consider the establishment of a Maori Ward/s for the 2022 triennial election.

OR

3. The Forum recommend that Council consider the establishment of a Maori Ward/s for the 2025 triennial election.

Horopaki | Background

The Local Electoral Act 2001 (“Act”) requires Council to review its representation arrangements every six years. Council conducted its last review in 2018. Māori Wards were considered as part of this process and feedback from Forum members gathered. No specific resolution was passed by the Forum the last time this was considered.

Under the Local Electoral Act 2001, councils decide their own representation arrangements, including whether to establish Māori and/or general wards and constituencies.

Under the current legislation, Council must publicly notify any decision to establish a Maori Ward and include information that a public poll can be demanded to overturn the Council resolution. If a valid demand in writing signed by 5% of electors is received, then the Council must hold a binding poll (the outcome of the binding poll lasts for two elections).

Local Electoral (Māori wards and Māori constituencies) Amendment Bill

In order to improve the democratic representation of Māori interests, ensure equity in representation and provide a Māori voice in local decision-making the Bill:

- repeals the provisions in the Local Electoral Act 2001 that relate to polls on the establishment of Māori wards and constituencies
- prohibits binding council-initiated polls on whether to establish Māori wards or constituencies (while retaining the right for councils to initiate non-binding polls to gauge public sentiment) and
- Establishes a transition period ending on 21 May 2021 in which any Council may, regardless of any previous decisions or previous poll outcomes, resolve to establish Māori wards or constituencies for the 2022 local elections.

The options are for Council to:

1. resolve to establish Māori Wards for the next (2022) election before 21 May 2021, or
2. resolve to take no further action at this stage and await Council’s next representation review in 2024.

Note: with Option 2, Council would need to make a decision to establish a Maori Ward by November 2023 in order to apply for the 2025 election (as the Bill’s transition period would not apply by then).

Council has informally discussed the above at a workshop and asked that the issue be referred to the Forum for consideration. A recommendation is sought from the Forum on the desired way forward.

At the December 2020 Forum meeting, members asked that the issue of Maori Wards be added to the work programme for 2021. It is timely to do this now in the context of the recent law changes.

Ngā Take | Issues / Kōrerorero | Discussion

Māori ward options

The number of Māori members to be elected to the Council depends on a mathematical formula based on the Māori and general electoral populations of the district, related to the total number of councillors.

Māori wards and constituencies are subject to the same population ratio rules as general wards and constituencies. This ensures that all representation at the council is fair.

This formula is set out in the Local Electoral Act 2001. For Matamata-Piako District, the effect of applying this formula is:

Number of Māori Councillors	1	2
Total Number of Councillors	6-13	14-30

Note: Under the Act, Councils can have between 6 and 30 Councillors.

Therefore, for a Council comprising 11 Councillors, as current, the total number of Māori Councillors would be one, based on rounding the formula figure of 1.25 to the nearest whole number. Similarly, for 14 Councillors, the number would be 1.59, rounded to the nearest whole number, being two. If Council decide to create a Māori ward or wards then the total number of Councillors will also need to be reviewed through the representation review.

Some potential representation scenarios are attached.

For Matamata-Piako District, the likely scenarios for a Māori ward system would be:

- a) One ward comprising electors on the Māori roll covering the whole of the district, electing one or two Councillors. Whether one or two Councillors are elected depends on the total number of Councillors, as shown in the table above, or
- b) Two wards comprising electors on the Māori roll covering different parts of the district, each Māori ward electing one Councillor each. This option would only be possible if the Council is to comprise 14 or more Councillors. Even with this scenario it's possible the Māori Ward would need to be district-wide. Further investigation would be required.

Based on the number of Councillors staying the same at 11 Councillors, one Māori ward can be proposed for Matamata-Piako District.

If a Māori ward or wards were established, the remaining Councillors would be elected by either a single ward for general electors or a number of wards (as currently the case) or by some other arrangement.

As at 2020 the total population for Matamata-Piako District was 36,330. Of that number, the General Electoral Population is 32,200 and the Māori electoral population 4,130. The Local Government Commission has this information on their website these based on the Statistics NZ 2018 census figures.

The 'General Electoral Population' means total resident population of the district from the last census excluding the Maori electoral population. In summary, the 'Maori Electoral Population' is a figure represented by:

- those registered on the Maori Electoral Roll,
- a proportion of the persons of New Zealand Maori descent who are not registered on any electoral roll
- a proportion of the persons of New Zealand Maori descent under the age of 18 years

The Maori electoral population figure is worked out using a calculation specified in the Electoral Act 1993.

The General Electoral Population or Maori Electoral Population is not same as the number of people enrolled to vote in the district (i.e. electors).

Option 1 – Recommend that Council consider establishing a Māori ward or wards for the 2022 election

The Council has the option establish a Māori ward for the 2022 election (by making such a decision by 21 May 2021).

Establishment of a Māori Ward would trigger a representation review in 2021. The representation review was last completed in 2018/19 and without a Maori Ward is not due until 2024/25 (prior to the 2025 election).

A Māori ward is intended to strengthen democratic participation by giving voice to a group who, historically and currently, are under-represented and have a low level of participation in local government (e.g. voting). It could help bring about more diversity of representation, responsiveness (due to the networks a Maori councillor may bring). It would potentially provide a mandate for the councillor to represent Māori interests.

This option also recognises the Council's obligations under the Local Government Act 2002 to increase participation of Māori in decision-making and to recognise the diversity of its communities.

It is also consistent with the Local Electoral Act requirements to consider the principle of fair and effective representation for individuals and communities.

Establishment of a Māori ward or wards would trigger the Council's representation review process in 2021, and could have implications for the overall number of Councillors etc.

Option 2 – Recommend that Council consider establishing Māori ward or wards for the 2025 election

This is the current arrangement as Maori wards were last reviewed for the 2018 election and need to be reviewed every six years, Council has the option to establish a Māori ward for the 2025 election.

In this option the Council would resolve to establish a Māori ward before 23 November 2023. Establishment of a Māori Ward would trigger the Council's representation review which must be completed prior to the 2025 election, and could have implications for the overall number of Councillors etc. Council is due to carry out a representation review in 2024/25 if not done prior.

The effect of this option would be to postpone the introduction of a Maori Ward until the 2025 election. It would enable further discussion and consideration on this matter, as the Council would not need to make a decision on this until 2023.

This option may also give time for any further legislative change to come into effect (as signaled by the Minister in the attached letter), but there is no guarantee that any changes will be made in time to take effect for the 2025 election.

Māori Representation in New Zealand and previous poll results

Introducing a Māori Ward under the current legislation is not straight forward based on the experience of other Councils. 24 Councils have attempted to establish Maori wards or Constituencies, with most of them having polls and the Council decisions overturned with only two Councils having been successful.

Councils with Maori Wards / constituencies are BOP Regional Council (introduced 2001 by specific legislation), Wairoa District Council (result of poll in 2016 50% for, 42.5% against), Waikato Regional Council (introduced 2013 by Council resolution – no poll received in response to council resolution).

Apart from Wairoa District Council and Waikato Regional Council all previous polls undertaken in New Zealand resulted in a 'no' vote and no Māori wards were established

(See table below for recent examples).

Council	Result
Western Bay of Plenty District Council 2018	22% for, 78% against
Whakatāne District Council 2018	44% for, 55% against
Palmerston North City Council 2018	31% for, 69% against
Kaikoura District Council	2018 20% for, 80% against
Waikato District Council 2015	20% for, 80% against
Far North District Council 2015	32% for, 68% against
New Plymouth District Council 2015	17% for, 83% against
Hauraki District Council 2013	19% for, 81% against

Several Councils such as Tauranga City, Taupo, Whaktane are going through the process of creating a Maori Ward at the moment. The law change will mean any request for a poll or poll underway will be cancelled.

Opportunities and challenges

Potential opportunities of a Maori Ward

The principal advantage for establishing a Māori ward or wards is to provide a direct Māori voice on the Council - an opportunity to enhance understanding and decision making directly at the Council table. This voting right would reflect the respect and mana of partnership at the table as intended by the Treaty of Waitangi and would ensure the Māori perspective on any topic is fully represented as it would be reflected directly in the vote.

This voting right would mean one of 13 votes on Council (assuming a Maori Ward Councillor adds to the current arrangement of 11 Councillors plus Mayor).

People of New Zealand Māori descent and who are enrolled to vote can choose which electoral roll they want to be on – the General roll or the Māori roll. Electors who said they were of New Zealand Māori descent when they enrolled to vote will get a Māori Electoral Option pack in the mail every 5 years — after every census. The period for changing rolls runs for 4 months. The last option was held in 2018. For those already enrolled, the next opportunity to change rolls will be in 2024. Which electoral roll to choose is a personal choice for those eligible to be on the Maori roll.

The number of, and boundaries for Māori and general electorates for Parliament is set using results from the option and the census.

One consideration could be that those on the Māori electoral roll will only get to vote for one (or possibly two) Councillors, whereas those on the general roll are likely to be able to participate in voting for a greater number of Councillors (for example they get 4 votes for the Matamata Ward candidates vs one vote for a Maori Ward Councillor) - depending on the representation arrangements in place for the district. If the affected electors are made aware of this, they may be in the best position to this weigh up.

There is limited information available of voter turnout by ethnicity. There is evidence from a report done by Auckland Council from the 2019 local election that showed there was an 11 percentage point difference in voter turnout between electors who indicated Māori descent and those who did not (25% compared with 36%). Such figures do need to take into account numbers of candidates etc.

Wairoa District Council introduced a Maori Ward at the 2019 elections. The voter returns for the Maori wards in Wairoa District was 45% and 55.9% for the General Ward, although it is understood that Maori stood and were successful in the general ward as well. The two Maori Constituencies for Waikato Regional Council had candidates elected unopposed in 2019.

We do not have readily available information on the voting returns of the Maori constituencies for Bay of Plenty Regional Council compared to the general constituencies, as the BOP Regional area crosses several different Territorial Authorities and the way election results are presented differs.

It's unknown if a Maori Ward would increase overall voter turnout, but it's possible that it would encourage Maori to vote if there are specific candidates that can directly represent them.

Potential challenges of a Maori Ward

It has the potential to become a divisive issue. The consideration of Māori wards in New Zealand has historically resulted in opposed views and it is unlikely there will be a unified public view on this matter in Matamata-Piako District.

There are various arrangements, both formal and informal, for Māori to contribute to Council decision-making processes. Having a Maori ward on Council is one of many options to strengthen Maori involvement in council decision making and the Council-Iwi relationship. It may be that the Forum considers there is no need for dedicated representation.

Council appointing voting members to committees and potentially advisory members to Council may be alternative arrangements that could be explored further. For example, an Iwi/Maori representative could be appointed to Councils Corporate and Operations Committee. Council has sought a nomination from the Forum to the Audit & Risk Committee (refer separate agenda item) and Forum members have recently been appointed to the Solid Waste Working Party amongst other working parties. These members would undertake the same preparatory duties as Councillors and contribute to discussions with their expertise and knowledge.

Affording voting rights on Committees to Iwi/Maori Representative/s would move participation in decision making from passive to active as provided for in Treaty of Waitangi and as expressed in the LGA (refer to Legal/Policy section below).

Clause 31 of Schedule 7 of the LGA provides that a council can appoint non-elected members to a committee if the council believes that person has the skills, attributes or knowledge to assist the work of the committee.

Iwi may prefer liaising directly with the council. Arguably Māori wards are more about addressing matters of ethnic representation, and may not necessarily empower Iwi relationships. Te Mana Whenua Forum itself is an avenue where mana whenua issues can be discussed.

The Matamata-Piako District has a number of Iwi/hapu groups and the ability of a single Maori Ward Councillor to represent their views may be challenging. It may be that a Maori Ward Councillor would provide a Maori perspective into Council discussions rather than direct representation of individual iwi views.

The Forum may wish to give consideration to its role if a Maori Ward is created, for example how would the Maori Ward Councillor interact and receive advice from the Forum?

There is no requirement for an elected Māori Councillor to be affiliated to any local Iwi/hapu. They would need to be on the Māori Electoral Roll to be eligible to stand for election. There is no requirement for any Councillors (whether Māori Ward Councillors or general Ward Councillors) to live in the district or ward but they must be nominated by two people enrolled in the relevant area in order to stand for election.

A Maori Ward Councillor would be elected in the same way as the general Ward Councillors are every three years, and they would have the same role. Essentially, Māori direct the same vote that all other electors have, towards those candidates standing in a Māori ward and (presumably) promoting the issues of concern for those Māori voters.

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

Section 14 (1) (d) of the LGA specifically requires a local authority to provide opportunities for Māori to contribute to its decision-making processes;

Section 81(1)(a) and (b) of the LGA require that a local authority must (a) establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and (b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

There are no communications issues at this stage. If Council decides to introduce a Māori ward or wards, it will trigger a representation review requiring public consultation.

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: Vibrant Cultural values.

Community Outcomes:

We value and encourage strong relationships with Iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.

Tangata Whenua with Manawhenua status (those with authority over the land under Māori lore) have meaningful involvement in decision making.

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

There would be an increased election costs (to cover additional voting paper combinations in each ward, vote counting, increased number of candidates etc.). An estimate from Council's election service provider, Electionz.Com is around an additional \$4,000 - 5,000 plus GST for a Maori Ward.

There would also be increased governance costs if there is an additional Councillor after next year's election for example training and IT equipment.

Ngā Tāpiritanga | Attachments

[A↓](#). Letter to Matamata-Piako District Council - Māori Wards

[B↓](#). Fact Sheet to support announcement PR

[C↓](#). Representation Options

Signatories

Author(s)	Niall Baker Corporate Strategy Team Leader	
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Approved by	Don McLeod Chief Executive Officer	
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Office of Hon Nanaia Mahuta

MP for Hauraki-Waikato
Minister of Foreign Affairs
Minister of Local Government
Associate Minister for Māori Development



1 February 2021

Ash Tanner
Mayor
Matamata-Piako District Council
atanner@mpdc.govt.nz

Tēnā koe Ash

Tēnā rawa atu koe ki i runga i o tātou tini aitua kua wheturangitia. Kei te mihi atu, kei te tangi atu. Rātou te hunga mate ki a rātou, tātou te hunga ora ki a tātou. Tēnā ano tātou katoa.

I am writing to update you on the recent Government decision to make changes to the process for local authorities to establish Māori wards.

As you may know, concerns have been raised for some time about the existing process for the establishment of Māori wards and constituencies in local authorities. In particular, there are issues with the inconsistent process for establishing Māori and general wards, the way the process creates barriers for councils seeking to establish effective Māori representation, and the negative impact of elector-initiated polls on communities.

As I signalled last year, I am planning to introduce a Bill to remove the binding poll option from the process for establishing Māori wards and constituencies (including both council-initiated and elector-demanded polls). The Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill (the Bill) will be introduced into Parliament in early February 2021 and enacted under urgency so that the changes can apply for decisions leading up to the 2022 local elections.

All councils that do not already have Māori wards or constituencies in place will have the opportunity to consider establishing these for the 2022 local elections. Any resolution to do this would need to be made by 21 May 2021. However, I acknowledge that the formula in the Local Electoral Act 2001 for calculating the number of Māori and general members means this will not be a feasible option for some councils to consider.

The changes to Māori ward and constituency processes in the Bill are an immediate step to support decision-making for the 2022 local elections. Once the Bill is enacted, I intend to make further improvements to the processes for the 2025 and subsequent local elections. My officials at the Department of Internal Affairs will be undertaking work on this, including consultation with the local government sector and iwi/ Māori, over the coming months.

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Please feel free to contact me if you wish to discuss the proposed changes. Alternatively, if you have specific questions about the Bill or the timelines, I encourage you to contact Amanda Shaw, Principal Policy Analyst at the Department of Internal Affairs by emailing amanda.shaw@dia.govt.nz or by phoning 04 494 5774.

Heoi anō



Hon Nanaia Mahuta
Minister of Local Government

cc, Chief Executive, Matamata-Piako District Council

Fact Sheet: Changes to Māori Ward and Māori Constituency Processes

The status quo

What are Māori wards and constituencies?

Under the Local Electoral Act 2001, councils decide their own representation arrangements, including whether to establish Māori and/or general wards and constituencies.

Māori wards and constituencies are the local government equivalent of the Māori parliamentary electorates. They are called “wards” at city and district councils and “constituencies” at regional councils. Each council is responsible for deciding whether it will have Māori wards or constituencies at its elections.

If a council has Māori wards or constituencies, then:

- voters on the Māori electoral roll will vote for and be represented by candidates contesting a Māori ward or constituency rather than candidates contesting a general ward or constituency;
- voters on the general electoral roll will continue to vote for candidates contesting general wards and constituencies; and
- everyone will vote for the mayor, at-large councillors (if any), and local board or community board members (if any).

Māori wards and constituencies are subject to the same population ratio rules as general wards and constituencies. This ensures that all representation at the council is fair.

What are the “Māori ward poll provisions”?

The Local Electoral Act 2001 has provided that after a council resolves to establish Māori wards or constituencies, a binding poll on Māori representation must be held if 5% of a council’s electors demand one. A council may also opt to initiate its own binding poll.

The outcome of the binding poll lasts for two elections.

How is this different from the processes for general wards and constituencies?

There are no poll provisions on the establishment of general wards. Instead, councils are required to undertake a consultation process which may be subject to review by the Local Government Commission. (The Local Government Commission is an independent body which hears appeals on the total number of councillors and the placement of boundaries).

Changes proposed by the Bill

What is happening?

The Government is seeking to pass legislation under urgency in February 2021 to make it easier for local authorities (“councils”) to establish Māori wards and constituencies for the 2022 local government elections.

The Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill proposes:

- repealing the “Māori ward poll provisions” in the Local Electoral Act 2001;
- preventing councils from holding binding polls on Māori wards and constituencies (while retaining the right for councils to hold non-binding polls); and
- providing a transition period ending on 21 May 2021 in which councils may consider, or reconsider, establishing Māori wards or constituencies for the 2022 local elections.

These changes will bring the Māori ward and constituency processes into greater alignment with the general ward and constituency processes.

What happens if a poll is demanded or resolved for before the Bill comes into force?

The Bill proposes that any demands or council resolutions for a poll will not have any effect, even if they are lodged or made before the Bill comes into force.

What happens during the transition period?

The Bill proposes that councils will have a fresh opportunity to consider Māori representation for the 2022 local elections. Until 21 May 2021, councils may:

- resolve, if they had not done so previously, to establish Māori wards or constituencies;
- revoke a previous resolution to establish Māori wards or constituencies; or
- make no decision, in which case the council’s previous actions will stand.

At any time, councils may resolve to hold a non-binding poll on Māori representation to gauge community sentiment.

There is no obligation on councils to consider Māori wards or constituencies during the transition period.

Implementation

What happens after a council establishes Māori wards or constituencies?

Any council that establishes Māori wards must complete a representation review to propose how many councillors it will have at the next election and the boundaries for any wards or constituencies. The Bill does not make any changes to the representation review process. The number of Māori councillors is calculated in proportion to the overall number of councillors and the number of people on the Māori electoral roll at the council. The council’s initial proposal must be publicly notified by 8 September 2021.

In its representation review, a council may propose that any new Māori councillor positions are additional to the existing general councillor positions, or it may propose converting some general councillor positions to Māori councillor positions.

The council must consult on its representation review proposal with its community. The final proposal may be subject to review by the Local Government Commission.

Potential Representation Options for Matamata-Piako District Council

Option 1 - Status quo (Matamata – 4, Morrinsville – 4, Te Aroha – 3)

This option does not comply with the +/- 10% rule. Council will require an exemption from the Local Government Commission (LGC) if this option becomes its final proposal.

Ward	Population estimates 2020	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	14,600	4	3650	348	10.55%
Morrinsville	13,200	4	3300	-2	-0.06%
Te Aroha	8,520	3	2840	-462	-13.99%
Totals	36,320	11	3302		

Option 2 - Decrease members to 8, same wards and structure (Matamata 3, Morrinsville 3, Te Aroha 2)

Each ward is within 10% of the ratio for the district as a whole.

Ward	Population estimates 2020	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	14,600	3	4867	327	7.20%
Morrinsville	13,200	3	4400	-140	-3.08%
Te Aroha	8,520	2	4260	-280	-6.17%
Totals	36,320	8	4540		

Option 3 - Increase members to 13, same wards and structure (Matamata 5, Morrinsville 5, Te Aroha 3)

Each ward is within 10% of the ratio for the district as a whole.

Ward	Population estimates 2020	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	14,600	5	2920	126	4.52%
Morrinsville	13,200	5	2640	-154	-5.51%
Te Aroha	8,520	3	2840	46	1.65%
Totals	36,320	13	2794		

Option 4 - Decrease General Ward Councillors to 8, same wards and structure (Matamata 3, Morrinsville 3, Te Aroha 2), with the addition of 1 Maori Ward Councillor

Each ward is within 10% of the ratio for the district as a whole.

Ward	Population 2018 census data	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	11,988	3	3996	174	4.56%
Morrinsville	11,115	3	3705	-117	-3.05%
Te Aroha	7,470	2	3735	-87	-2.27%
General electoral population	30,573	8	3822		
Maori electoral population	3,831	1	3831		
Totals	34,404	9	3823		

Option 5 - Status quo (Matamata – 4, Morrinsville – 4, Te Aroha – 3), with the addition of 1 Maori Ward Councillor

This option does not comply with the +/- 10% rule. Council will require an exemption from the LGC if this option becomes its final proposal.

Ward	Population 2018 census data	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	11,988	4	2997	218	7.83%
Morrinsville	11,115	4	2779	-1	-0.02%
Te Aroha	7,470	3	2490	-289	-10.41%
General electoral population	30,573	11	3822		
Maori electoral population	3,831	1	3,831		
Totals	34,404	12	2867		

Option 6 - Increase members to 14, same wards and structure (Matamata 5, Morrinsville 5, Te Aroha 3)

Each ward is within 10% of the ratio for the district as a whole.

Ward	2018 census data	Councillors	Average People Per Councillor	Deviation from Average Population per Councillor	% Deviation from Average Population per Councillor
Matamata	11,988	5	2398	46	1.95%
Morrinsville	11,115	5	2223	-129	-5.48%
Te Aroha	7,470	3	2490	138	5.88%
General electoral population	30,573	13	2352		
Maori electoral population	3,831	1	3831		
Totals	34,404	14			

Other options:

- Move Ward boundaries, re-structure Wards
- Elect Councillors 'at large' – across the entire district. There is no particular guidance on the number of councillors that could reasonably be elected at large.

Note: There is a difference in the populations used for Options 1-3 and 5-7 due to variances in collecting census data and calculating estimates.

Appointment to Audit & Risk Committee

CM No.: 2381685

Rāpopotonga Matua | Executive Summary

Council has resolved include the addition of an iwi representative to its Audit and Risk Committee, nominated by Te Manawhenua Forum (Forum). The Forum is now invited to put forward a representative to join as a member of the Audit & Risk Committee.

The Audit and Risk Committee assists Council in ensuring it has appropriate risk management and internal and financial control systems. The Committee meets on a quarterly basis.

Tūtohunga | Recommendation

That:

1. The information be received
2. Te Manawhenua Forum nominates _____ as an iwi representative to the Audit and Risk Committee.

Horopaki | Background

The Office of the Auditor General (“OAG”) has resources available on their website regarding making the most of audit committees, guiding principles etc. These resources can be viewed at <http://www.oag.govt.nz/our-work/audit-committees>. These resources have replaced the previous good practice guide ‘Audit committees in the public sector’ which recommends that public sector entities should consider putting in place an Audit Committee.

At Council’s meeting on 13 November 2013 the Audit and Risk Committee was established and delegated the role of “ensuring Council has appropriate risk management and internal and financial control systems”. Further to this Council resolved that the Audit and Risk Committee propose a work programme for consideration by Council for the fulfilment of this delegation.

While not specifically requested by Council, the OAG recommends that a charter is developed to guide the work of the Committee and advises “*It is useful to set out the purpose, roles, and responsibilities of the audit committee and its scope in the context of the entity’s governance framework.*”

The Charter was last reviewed at the Committee’s December 2020 meeting. A copy of the Charter is attached.

OAG guidance is that a charter should formally document the accountability, authority, duties, membership, role, and responsibilities of the audit committee. The charter should be approved by the governing body and reviewed and confirmed each year.

The Audit and Risk Committee assists Council in ensuring it has appropriate risk management and internal and financial control systems across a wide range of functions provided for under the Long Term Plan/Annual Plan, for example the Council’s Annual Report.

Membership

The Mayor has established the Audit and Risk Committee. The membership of the Committee shall be:

- the Mayor

- five Councillors
- an Independent Chairperson
- An Iwi Representative (nominated by the Te Manawhenua Forum)

The member Councillors and Chair of the Committee shall be established at the time of the triennial elections, and may be changed as circumstances require.

Councillors, Bruce Dewhurst, Adrienne Wilcock, Kevin Tappin, Donna Arnold and James Thomas are appointed as members of the Committee.

John Luxton, was appointed as member and Chairperson and Joanna Aoake is appointed as a member of the Committee. John resigned from the position in January 2021 and there is a process being worked through to appoint a new Chairperson.

Te Manawhenua Forum representation

At its meeting on 2 December 2020, Council adopted the amended its Delegations Policy and Delegations Register 2020 and resolved

The policy be amended to include the addition of an iwi representative to the Audit and Risk Committee, nominated by Te Manawhenua Forum.

The Forum is now invited to put forward a representative to join as a member of the Audit & Risk Committee.

Committee Delegations

Under the Delegation Policy and Delegation Register 2020 Council has delegated to the Audit and Risk Committee the role of ensuring Council has appropriate risk management and internal and financial control systems and that the Audit and Risk Committee be requested to propose a work programme for consideration by Council for the fulfilment of this delegation.

Meeting schedule – Audit and Risk Committee 2021

The Audit and Risk Committee meets quarterly on Tuesday, based on respective Council meetings. The following meeting schedule has been confirmed by the Committee:

MONTH	DATE	VENUE
March	Tuesday, 9 th	Matamata-Piako District Council Council Chambers, 35 Kenrick Street, Te Aroha
June	Tuesday, 29 th	
October	Tuesday, 12 th	
November	Tuesday, 30 th	TBC

The meeting dates for Audit and Risk are currently aligned with milestones for the Long Term Plan project and Annual Report project and subsequent meetings of Council.

Council meets monthly every 2nd Wednesday, with extra meetings for hearings and adoption of documents as required. The Corporate and Operations Committee (COC) meets monthly every 4th Wednesday.

Generally, the Audit & Risk Committee Chairperson provides an update to the Council or COC on the day after the Audit & Risk Committee meeting.

Ngā Take | Issues / Kōrerorero | Discussion

Work Programme 2021 – Audit and Risk Committee

March 2021

- Annual update on organisational culture - vision and values
- Annual Report – review of the Audit Arrangements Letters (if available)

- Annual Report – review of the six month report
- Three Water reform project update
- Long Term Plan – project update
- Treasury Policy Review
- Annual Plan – project update
- BDO Internal Audit plan
- IT Security Audit
- Standing item – Specific Project Risk Management Review (Water)
- Standing item – Review of any audit reports that have been completed
- Standing item – In committee auditor/committee member discussion
- Standing item – Quarterly procurement report
- Standing item – Policy review (if required)

June 2021

- Annual Report – review of the report on the interim audit
- Long Term Plan – project update
- Annual insurance programme review
- Weathertight Buildings Update
- Annual Plan – project update
- Annual risk management framework/analysis review & Risk Management Policy
- Accounting Policies
- Three Water reform project update
- Standing item – Specific Project Risk Management Review
- Standing item – Review of any audit reports that have been completed
- Standing item – In committee auditor/committee member discussion
- Standing item – Quarterly procurement report
- Standing item – Policy review (if required)

October 2021

- Annual Report – review of the final Annual Report, Summary, Audit Opinion and letter of representation
- Long Term Plan – project update
- Annual financial warrant of fitness assessment
- Annual review of delegations
- Annual review of legislative compliance assessment
- Self-evaluation of committee circulated
- Policies raised in interim management report
- Web Security Audit
- Three Water reform project update
- Standing item – Specific Project Risk Management Review
- Standing item – Review of any audit reports that have been completed
- Standing item – In committee auditor/committee member discussion
- Standing item – Quarterly procurement report
- Standing item – Policy review (if required)

November 2021

- Review of the Audit and Risk Committee Charter
- Proposed meeting dates for 2021
- Draft work programme for 2021
- Long Term Plan – project update
- Annual update of External Audit being undertaken by Council

- Annual Risk Policy review
- Self-evaluation of committee completed
- LGOIMA requests
- Three Water reform project update
- Standing item – Specific Project Risk Management Review
- Standing item – Review of any audit reports that have been completed
- Standing item – In committee auditor/committee member discussion
- Standing item – Quarterly procurement report
- Standing item – Policy review (if required)

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

Remuneration for the appointed Te Manawhenua Forum member will be pursuant to the Heads of Agreement between Matamata-Piako District Council and Te Manawhenua Forum mo Matamata-Piako.

Ngā Tāpiritanga | Attachments

[A↓](#). Matamata-Piako District Council - Audit and Risk Committee Charter - December 2019

Ngā waitohu | Signatories

Author(s)	Niall Baker Senior Policy Planner	
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Approved by	Don McLeod Chief Executive Officer	
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**Matamata-Piako District Council
Audit and Risk Committee
Charter and Terms of Reference
Reviewed by the Audit and Risk Committee December
2019**



1. Objectives

The primary objective of the Audit and Risk Committee (Committee) is to assist the Matamata-Piako District Council (Council) in fulfilling its overall responsibilities relating to accounting and reporting, internal and external audit, treasury, compliance and risk management. The Committee will review the financial reporting process, the system of internal control and management of financial risks, the audit process, and the Council's process for monitoring compliance with laws and regulations.

In addition, the Committee will:

- 1.1 Oversee and appraise the quality of the audits conducted by the Council's internal and external auditors.
- 1.2 Ensure the integrity of Council's financial management and reporting processes and monitor Council's internal audit practices.
- 1.3 Ensure the integrity of Council's internal control environment.
- 1.4 Maintain open lines of communications among the Council, any internal auditors and the external auditors, to exchange views and information.
- 1.5 Serve as an independent and objective party to review the basis and quality of financial information presented by senior management to Council, regulators and the general public and also advise in the development of the future format and content of external reporting.
- 1.5 Determine the adequacy of the organisation's administrative, operating and accounting controls.
- 1.6 Review Council's risk management programme and the effectiveness of risk management activities.

2. Authority

The Council authorises the Committee, within the scope of its responsibilities to:

- 2.1 Seek any information it requires from:
 - any employee of Council, for the avoidance of doubt this includes the Chief Executive Officer (CEO) and all staff employed by the

- CEO on behalf of Council (and all employees are directed to cooperate with any request made by the Committee); and
- external parties.

- 2.2 Obtain outside legal or other professional advice from within Council allocated resources or with the approval of Council should additional unfunded resource be needed.
- 2.3 Ensure the attendance of Senior Management at meetings as appropriate.

Provided that the Council may define and approve other delegations as appropriate as the Committee's work is progressed.

3. Composition

The Chairperson must be suitably qualified and shall be an external appointment with skills and experience to provide value for the Council. The Committee size will be determined by Council and must include members who are financially literate, and have appropriate skills and interest, with provision for a second external member.

4. Term of Membership

The Committee membership may be reviewed by Council but otherwise will be appointed for the term of Council.

5. Meetings

- 5.1 The Committee will hold at least four regular meetings per year, and such additional meetings as the Chairperson shall decide in order to fulfill its duties. In addition, the Chairperson is required to call a meeting of the Committee if requested to do so by a majority of Committee Members, the Council or the external auditors.
- 5.2 The external auditors, Chief Executive and Financial Manager will normally attend Committee meetings, but the Committee may meet as it determines with the Auditors without management being present.
- 5.3 The Committee will be supported by Council's Committee Secretary who shall be responsible, in conjunction with the Chairperson, for compiling the agenda and circulating it, supported by explanatory documentation to Committee Members prior to each meeting.

The Committee Secretary will also be responsible for keeping the minutes of meetings of the Committee, and circulating them to Committee Members and to the other members of the Council.

- 5.4 A quorum shall consist of a majority of the Members.

5.5 The Committee will adopt Standing Orders to support its functions.

6. Access

6.1 The Committee shall have unrestricted access to:

- the external auditors;
- the internal auditors;
- senior management of the organisation; and
- Council employees' responsible for internal audit functions.

The Committee shall also have the ability to consult independent experts where they consider it necessary to carry out their duties as approved by Council or as may be authorised under delegation (refer clause 2 also).

6.2 The external Auditors, and the Head of Internal Audit, will have access to the Chairperson of the Committee at any time.

7. Duties and Responsibilities

The duties and responsibilities of the Committee are as follows:

Internal Controls

- 7.1 Evaluate whether management is setting the appropriate control culture by communicating the importance of internal control and the management of risk and ensuring that all employees have an understanding of their roles and responsibilities.
- 7.2 Consider the adequacy of security of computer systems and applications, and the contingency plans for processing financial information in the event of a systems breakdown.
- 7.3 Monitor the implementation by management of internal control recommendations made by internal and external auditors.
- 7.4 Gain an understanding of the internal control systems implemented by management for the approval of transactions and the recording and processing of financial data.
- 7.5 Ensure that management has established an effective risk management framework which includes policies and procedures to effectively identify, treat, monitor and report key business risks.
- 7.6 Monitor the work programme of internal auditors, and review the outcomes, and implementation of recommendations as the result of internal audits.

Financial Reporting

(a) General

- 7.6 Gain an understanding of the current areas of greatest financial risk and how management is managing these effectively.
- 7.7 Consider with the internal and external auditors any fraud, illegal acts, deficiencies in internal control or other similar issues.
- 7.8 Review significant accounting and reporting issues, including recent professional and regulatory pronouncements, and understand their impact on the format, preparation, reporting responsibilities and financial position of Council.
- 7.9 Ask management and the internal and external auditors about significant risks and exposures and the plans to minimise such risks.
- 7.10 Review any legal matters which could significantly impact the financial statements.
- 7.11 Review and approve all significant changes in accounting policy.
- 7.12 Review insurable risk management and the adequacy of the Council's insurance programmes.

(b) Annual Financial Statements

- 7.13 Review the annual financial statements and determine whether they are complete and consistent with the information known to Committee Members; assess whether the financial statements reflect appropriate accounting principles.
- 7.14 Pay particular attention to complex and/or unusual transactions such as restructuring charges.
- 7.15 Focus on judgmental areas, for example those involving valuation of assets and liabilities; warranty, product or environmental liability; litigation reserves; and other commitments and contingencies.
- 7.16 Meet with management and the external auditors to review the financial statements and the results of the audit.
- 7.17 Review the other sections of the annual report before its release and consider whether the information is understandable and consistent with member's knowledge about the Council and its operations.

(c) Interim Financial Statements

- 7.18 Be briefed on how management has prepared interim financial information together with the assumptions and processes used.

- 7.19 Assess the fairness of the preliminary and interim statements and disclosures, and obtain explanations from management and internal auditors on whether:
- actual financial results for the interim period varied significantly from budgeted or projected results;
 - financial policies have been complied with;
 - generally accepted accounting principles have been consistently applied;
 - there are any actual or proposed changes in accounting or financial reporting practices;
 - there are any significant or unusual events or transactions;
 - the Council's financial and operating controls are functioning effectively; and
 - the preliminary announcements and interim financial statements contain adequate and appropriate disclosures.

Internal Audit

7.20 Consider the Council's overall audit requirements and recommend to the Council to consider the internal audit requirements.

7.21 Approve the Annual Internal Audit Plan.

External Audit

7.22 Review the external auditors proposed audit scope and approach and ensure an appropriate scope is being undertaken.

7.23 Approve the Annual External Audit Plan.

7.24 Review the performance of the external auditors.

7.25 Consider the independence of the external auditor, including approving and reviewing the level of non-audit services provided and an assessment of any impact this may have on their independence.

7.26 Make recommendations to the Council regarding the reappointment of the external auditors.

7.27 Meet separately with the external auditors to discuss any matters that the Committee or auditors believe should be discussed privately.

7.28 Ensure that significant findings and recommendations made by the external auditors are received, considered and actioned on a timely basis.

7.29 Make enquiries of external audit regarding the differences identified during the audit. If any differences remain unadjusted obtain explanations from management as to why.

- 7.30 Ensure that management responds to recommendations by the external auditors.
- 7.31 Discuss with Council's external auditors, judgments about the appropriateness of the accounting principles as applied in the financial reporting.
- 7.32 Review and approve the statements included in the annual report in relation to internal control and the management of risk.
- 7.33 Ensure receipt from external auditors of a formal written statement delineating all relationships between auditor and Council.
- 7.34 Review audit fees and management consulting services and related fees provided by the external auditors, and recommend an appropriate budget.
- 7.35 Receive and consider all external functional audits.

Compliance with Laws and Regulations

- 7.36 Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management investigations and follow-up (including disciplinary action) of any fraudulent acts or non-compliance.
- 7.37 Obtain regular updates from management regarding compliance matters.
- 7.38 Be satisfied that all regulatory compliance matters have been considered in the preparation of the financial statements.
- 7.39 Review the findings of any examinations by regulatory agencies.

Reporting Responsibilities

- 7.40 Regularly update the Council on Committee activities and make appropriate recommendations.
- 7.41 Ensure the Council is aware of matters which may significantly impact the financial condition or affairs of the business.

Other Responsibilities

- 7.42 Review annually all Financial, Accounting, Compliance and Risk Management Policies.
- 7.43 Review the effectiveness of ethics and values programmes.



- 7.44 Perform other oversight functions as requested by Council.
- 7.45 Recommend to Council Delegations of Authority levels and limits.
- 7.46 If necessary, institute special investigations and, if appropriate, hire special counsel or experts to assist.
- 7.47 Review and update the Charter; receive approval of changes from the Council annually.
- 7.48 Evaluate the Committee's own performance on an annual basis.

Long Term Plan 2021-31 Update

Trim No.: 2392420

Rāpopotonga Matua | Executive Summary

In January and February Audit New Zealand have been auditing our consultation document (CD) for the draft Long Term Plan 2021-31 (LTP) and all the underlying information. The consultation document for the draft LTP and all underlying information will be presented to Council to approve for public consultation on 10 March.

Consultation will be open from 16 March to 19 April. From there a hearing will be held on 12 May (and 13 May if required) to hear from those submitters who would like to present to Council. Following the hearing Council will make decisions on all submissions received and the plan will be updated accordingly. Audit New Zealand will then complete a final audit of the Long Term Plan and Council will adopt the final plan on 30 June 2021.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

Long Term Plans

Under the Local Government Act 2002, Council has to set out its long term plans for the community. The Long Term Plan:

- identifies the key projects to take place over the next ten years
- provides an overview of each activity Council will carry out and the services Council will provide for the next ten years
- determines how much this will cost and how Council will fund it.

The Long Term Plan must be adopted by 30 June 2021. The project timeline for a Long Term Plan is typically 14-18 months and involves staff across the whole organisation, Councillors and the community.

How the LTP has been presented

The draft LTP consists of information:

- about Council, its structure
- its financial strategy
- its infrastructure strategy
- information about the district, population growth and its economy, and community outcomes
- the activity plans and activity group funding impact statements
- our processes to involve Māori in decision making
- Significant assumptions that have been made in preparing the plan
- financial statements
- mandatory policies

The Consultation Document

The CD provides an overview of the key issues Council is seeking community feedback on. It is intended to be a concise and simple basis for the general reader to gain a reasonable

understanding of the Council's direction, how rates, debt, and levels of service might be affected by this, the issues Council is facing, what key projects are proposed, the financial strategy and how to have their say. The CD also points readers to the Council's website and draft LTP for more detailed information.

The CD will be the tool for engaging with the community during the consultation period and is now what Council needs to make as widely available as is reasonably practicable as a basis for consultation.

Ngā Take | Issues

The Forum have received progress reports during the LTP process and feedback from the Forum has been given at various points.

Māori participation in decision-making

This section of the LTP 2021-31 has been developed in collaboration with the Forum and has been informed by the review of the Heads of Agreement. Traditionally it has included updates on Treaty of Waitangi settlements and associated legislation, a description of the functions of the Forum and also how Council engage with local iwi/hapu on matters relating to resource management. Recent changes to the Resource Management Act may see some changes to how council engage with iwi/hapu on RMA matters. The details of this text were confirmed with the Forum at its December meeting, along with the performance measure in relation to Iwi engagement in the Long Term Plan.

Council proposals

In addition to financials, the CD sets out a number of specific proposals that Council has identified to achieve the vision of making Matamata-Piako the place of choice. The preferred options, alternative options, total cost and impact on rates are described;

- Te Aroha Spa development
- Rubbish and recycling (Kerbside collection and Resource Recovery Centres)
- Additional water sources in Morrinsville
- Improving our town centres
- Improving walking and cycling connections
- Mountain bike skills park and dog park in Te Aroha
- Dog Park in Matamata

The CD also provides an overview of longer term priorities; Things we really want to do, but have put further out in the plan, because we can't do everything right now. These include Destination playgrounds, cyclway from Matamata to Piarere, Wairongomai Carpark, upgrade of the Te Aroha sewer falling main, additional water treatment plant in Morrinsville and upgrade of our Te Aroha and Matamata wastewater treatment plants.

The CD also identifies things that we want to do the ground work on over the next few years, so that we can plan the timing and costs well; Morrinsville Recreation Master Plan, Te Aroha civic facilities, Elderly Persons Housing, Morrinsville to Te Aroha cycleway and a stage for the Matamata-Piako Civic and Memorial Centre.

Other documents

At the same time as the LTP Council will also be consulting on the following documents:

- the Revenue and Financing Policy
- the Fees and Charges 2021/22
- the Rates Remissions and Postponements Policies
- the Development Contributions Policy

Long Term Plan Community Funding – Multi Year Grants

Alongside the consultation on the CD, Council is also inviting applications to its Multi Year Grants for community organisations. The Multi and Single Year Community Grant Policy sets out the eligibility criteria for potential applicants, and the assessment criteria for potential projects. It is noted that the criteria include contribution to the community outcomes and the social, cultural and environmental wellbeing of our communities. Not for profit Māori organisations may be eligible to apply for funding under the Policy, and are invited to make an application online between 16 March and 19 April.

Analysis

Legal and statutory requirements

There are an array of legislative requirements for the LTP set out in the LGA 2002, the Local Government (Financial Reporting and Prudence) Regulations 2014 and Local Government Rating Act 2002.

Impact on policy and bylaws

The outcome of this process will result in new plans for Council to take effect from 1 July 2021. The LTP is the 'cornerstone' of the Local Government Act 2002 planning process.

Once adopted, the LTP will set the direction for Annual Plans and Annual Reports over the next three year cycle. There are statutory restrictions if Council wants to deviate from the direction established in the adopted LTP.

Communication, consultation and decision making processes

We are required to use the special consultative procedure as detailed in section 83 of the Local Government Act 2002 which states that the period of consultation must be not less than one month and we must provide an opportunity for persons to present their views in a manner that enables spoken (or New Zealand sign language) interaction between the person and Council.

LTP Communications plan

The proposed communications plan includes a mixture of communication methods, including: print, individual/targeted communications, online, displays, face to face (e.g. market days) and social media.

The proposed communications approach will be discussed at the meeting and feedback from members sought especially on how to engage with Iwi/Maori.

Submission from the Forum

The next meeting of the Forum is scheduled on 1 June, at which time the LTP submission period will be finished.

The Forum may wish to consider making a submission to the LTP. The Forum may wish to delegate for the Chairperson or another Forum representative to present any submission to Council at the hearing on 12 May 2021.

Timeframes

Process	Start	Finish
Audit and Risk Committee to review audited LTP	9 March 2021	9 March 2021
LTP CD approved for consultation	10 March 2021	10 March 2021

(and supporting information)		
Submissions open	16 March 2021	19 April 2021
LTP hearing	12 May 2021 (13 May if required)	12 May 2021 (13 May if required)
Council adopt final LTP and Rates struck for 2021/22	30 June 2021	30 June 2021
LTP in force	1 July 2021	30 June 2024

Contribution to Community Outcomes

The LTP contributes to all community outcomes. The community outcomes are set out in Part 1 of the LTP and the contribution that each activity makes to the outcomes is outlined in the relevant activity plans.

Community Outcomes are the outcomes that Council seeks for its community (required by legislation). Council reviewed the community outcomes and its overall Vision in 2017, and these remain the same for the LTP 2021-31. These outcomes must be disclosed in the Long-Term Plan.

Vision and Community Outcomes 2021-2031

Matamata-Piako – The Place of Choice Lifestyle. Opportunities. Home.				
Enabling...				
Connected Infrastructure	Economic Opportunities	Healthy Communities	Environmental Sustainability	Vibrant Cultural Values
Infrastructure and services are fit for purpose and affordable, now and in the future.	We are a business friendly Council.	Our community is safe, healthy and connected.	We support environmentally friendly practices and technologies.	We promote and protect our arts, culture, historic, and natural resources.
Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.
We have positive partnerships with external providers of infrastructure to our communities.	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Māori lore) have meaningful involvement in decision making.

Financial Impact

i. Cost

Preparation of the LTP is provided for within existing budgets. The funding source for all the activities within the plan is set out in the Revenue and Financing Policy.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Sandra Harris Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Introduction to Tim van de Molen

CM No.: 2390584

Rāpopotonga Matua | Executive Summary

This report seeks to introduce and welcome MP for Waikato, Tim van de Molen. Tim wishes to address the Forum and present on issues for portfolios he has carriage of.

Tūtohunga | Recommendation

That:

1. The forum receive the information.

Horopaki | Background

Tim van de Molen is a New Zealand politician and Member of Parliament in the House of Representatives for the National Party. Tim is the spokesperson for:

- Building and Construction;
- Animal Welfare;
- Oceans and Fisheries.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Para Kore Presentation - Waste Minimisation

CM No.: 2395595

Rāpopotonga Matua | Executive Summary

Para Kore Marae Incorporated are a not for profit organisation. They deliver a programme that works to support marae to reduce waste by increasing the reuse, recycling and composting of materials.

Jacqui Forbes, general manager of Para Kore Marae Incorporated in attendance at 10.30am to present to the forum on waste minimisation.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

National Planning Standards

CM No.: 2396787

Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Forum in regards to the implementation of the National Planning Standards, with special regards to the Tangata Whenua/Mana Whenua Chapter to form part of the District Plan and the introduction of a draft framework for iwi to engage in a Mana Whakahono ā Rohe with MPDC.

We are also seeking confirmation of the terminology recommendation provided by the Iwi working group for Papakainga – Plan Change 54.

Paula Rolfe, consultant for National Planning Standards, is in attendance to discuss matters in regards to the Tangata Whenua/Mana Whenua Chapter.

Tūtohunga | Recommendation

That:

1. **The Forum receives the information;**
2. **The Forum confirms the Plan Change 54 Iwi Working Group's recommendation to use Tangata Whenua as the terminology for the District Plan;**
3. **The Forum confirms the framework of initiating meetings with Tangata Whenua/Mana Whenua to discuss and work through the NPS requirements and to provide advice on the establishment of Mana Whakahono ā Rohe.**

Horopaki | Background

National Planning Standards (NPS)

Central government, has introduced the National Planning Standards to make council plans and policy statements easier to prepare, understand and comply with. The first set of planning standards came into force on 3 May 2019.

In order to improve consistency and to become more user friendly, all plans and policy statements around the country must have the same structure and format. This requires a mandatory three step process. The first step was due in April 2020; which consists of minor updates in our webpage (electronic accessibility and functionality). We have made the changes to meet this deadline and the website was made fully compliant before the due date. Staff are now working on the second step that involves the review of the structure, format and content of the District Plan, which is due in April 2024. The final stage (online interactive policy statement or plan) is due in 2029.

At this stage we are reviewing the chapters in the District Plan, including the Tangata Whenua/Mana Whenua Chapter.

The NPS does not require a Schedule 1 process for restructuring rules and content as well as for inconsequential changes within the District Plan. However, for adding new content and for amendments that would change the intent of a rule, a Schedule 1 process is needed.

The NPS prescribes for a Mana Whenua/Tangata Whenua Chapter as outlined below:

4. An appropriate term must be used wherever tangata whenua/mana whenua is shown in the planning standards. The appropriate term must be determined through engagement with affected groups, and may vary depending on the context. If agreement on an appropriate term cannot be reached through engagement, local authorities must use the term 'tangata whenua'.

5. Tangata whenua/mana whenua content must be integrated throughout the policy statement or plan where the local authority determines it appropriate.

25. The provisions under the [Tangata whenua/Mana whenua] heading must only include context and process-related provisions. Other tangata whenua/mana whenua provisions must be integrated throughout the policy statement or plan where the local authority determines it is appropriate.

26. Local authorities must consider the matters in direction 28, and may include provisions relating to these matters. These decisions must be made after engaging with tangata whenua/mana whenua. Provisions may include links to material outside the policy statement or plan.

27. Chapters and sections under this heading may be structured as appropriate, but must comply with 10. Format Standard.

28. Matters to consider for provisions under the [Tangata whenua/Mana whenua] heading:

a. Recognition of hapū and iwi

I. a history of the hapū or iwi within the rohe

II. the relationship of hapū or iwi with their rohe

III. environmental management perspectives and values of hapū or iwi

IV. a description of resources of significance to tangata whenua/mana whenua

V. where agreed with the iwi authorities, a list of relevant iwi authorities. Where possible this should include links to iwi authority websites

VI. where agreed with iwi authorities, a description of the relationship of hapū or iwi with ancestral lands, water, sites, wāhi tapu, and other taonga, and interests in resource management

VII. an explanation of how hapū or iwi values have been considered when preparing the policy statement or plan, or are reflected in the policy statement or plan

VIII. an overview of resource management arrangements from any Treaty settlement and post-treaty settlement agreements

IX. a list of any statutory acknowledgements for the district and region, and a brief explanation of how they affect the policy statement or plan and are reflected in

policy statement or plan provisions. Where possible this should include a link to the relevant statutory acknowledgement legislation

- X. if a statutory acknowledgement requires a specific resource management processes, identification of that process.*

b. Tangata whenua/mana whenua – local authority relationships

- I. a list of formal relationships agreements between tangata whenua/mana whenua and the local authority as they relate to resource management functions. These may include memoranda of understanding, mana whakahono a rohe or iwi participation arrangements, co-management agreements, joint management agreements, or transfer of powers under RMA section 33. Where agreed with tangata whenua/mana whenua this list should include links to these relationship agreement documents.*

c. Hapū and iwi planning documents

- I. a list of hapū or iwi planning documents lodged with the local authority. Where agreed with tangata whenua/mana whenua this should include links to the planning documents*
- II. a description of how the local authority has taken the hapū or iwi planning documents into account in the policy statement or plan*
- III. an explanation of how hapū or iwi planning documents are used*
- IV. if relevant and agreed, parts of the hapū or iwi planning documents.*

d. Involvement and participation with tangata whenua/mana whenua

- I. any specific involvement and participation or RMA consultation processes with tangata whenua/mana whenua: required by the RMA, in relationship agreements, or in hapū or iwi planning documents*
- II. a description of best practice involvement, participation or RMA consultation processes with hapū or iwi, as agreed with specific hapū or iwi. This may include a link or reference to external best practice processes documents*
- III. an explanation of the purpose of any involvement, participation or RMA consultation processes*
- IV. how the involvement, participation or RMA consultation processes are given effect to.*

Ngā Take | Issues / Kōrerorero | Discussion
Tangata Whenua/Mana Whenua Chapter Framework

As prescribed by the NPS, direction 28 sets what should form part of the Tangata Whenua/Mana Whenua Chapter and therefore we would like the TMF members to carefully analyse the points contained in direction 28 and provide feedback for MPDC staff in regards to what should for part of the chapter.

Moving forward we envision three options:

1 - A collective working party in order to start the discussions around the framework for the chapter and to provide a general framework – this option would set a foundation for the project, allowing for consistency among all iwi authorities within Matamata-Piako; or

2 - To have separate meetings with iwi and develop separate frameworks to form part of the chapter – this option would set individual frameworks and would have a more channelled approach for each iwi; or

3 - A combination of the two options above, starting with the working party for a general framework, leading to meetings with each individual iwi/hapu to understand and embrace the specific issues and aspirations of each iwi authority.

We would like to progress this kaupapa in partnership with iwi and therefore, we would like direction from TMF in which of the options above is preferred. We believe option 3 provides a constructive approach moving forward.

Terminology - Tangata Whenua or Mana Whenua

For staff to start working with this kaupapa it is important that the Forum provides guidance in regards to the terminology - the NPS prescribes for Tangata Whenua or Mana Whenua. We recommend this decision be in alignment with Plan Change 54 to achieve consistency. Please refer to the *direction 4* above.

The definitions below were extracted from a paper prepared by Maria Graham from Boffa Miskell for Plan Change 54, which sets the discussion and definitions around the terminology. The paper is attached to this report, please refer to: *An Interpretation - Tangata Whenua or Mana Whenua*.

'Mana Whenua' is recognition of the customary authority (whether at a tribal/iwi level or subtribal/hapū level) to manage the land's natural resources (taonga) and safeguarding those resources for future generations ('kaitiakitanga').

'Tangata Whenua' is a concept which is more commonly known and may include the following factors:

- Person or persons of Māori descent who maintains or seek to maintain an ancestral connection to a particular place through:

- **Tūrangawaewae:** place where one has rights of residence and belonging through kinship and whakapapa;

- **Hau kāinga:** local people of a marae, meeting place, village, pā, homestead or papakāinga, the home people; and

- **Ahikāroa:** burning fires of occupation, continuous occupation - title to land through occupation by a group, generally over a long period of time.

- Person or persons with an ancestral connection to a particular place and who hold a legal interest, beneficial interest and/or customary interest in the whenua (land or property); and/or
- Person or persons of Māori descent who come from Aotearoa/New Zealand.

Recommendation on the terminology

The Iwi working group for Plan Change 54 met on 1 December 2020, where productive discussions were held in regards to the terminology to be used for PC54; Tangata Whenua or Mana Whenua. During the hui, it was decided to schedule an additional hui (Zoom hui), to further discuss the terminology to be adopted and to provide a recommendation to TMF.

At the hui the members were in alignment of moving forward with the terminology Tangata Whenua. Please refer to the attached document: *Kaupapa Kōrero: Tangata Whenua, Mana Whenua and the wider implications*, for more context on the recommendation.

Therefore, we would like to take this opportunity to seek TMF's confirmation for the term Tangata Whenua to be used for the District Plan.

Mana Whakahono ā Rohe

During the hui described above, the participants also mentioned the appetite to start the discussions around Mana Whakahono ā Rohe: participation arrangements with MPDC. MPDC is looking forward to starting this conversations.

Mana Whakahono ā Rohe: Iwi Participation Arrangements is a tool designed to assist Tangata Whenua and local authorities to discuss, agree and record how they will work together under the Resource Management Act (RMA).

Mana Whakahono ā Rohe: Iwi Participation Arrangements is provided for by [Sections 58L to 58U of the RMA](#) [New Zealand Legislation website] which came into force on 19 April 2017.

Attached to this report there is a draft framework to assist Iwi with an interest to start a Mana Whakahono ā Rohe. This is a propitious time to establish a Mana Whakahono ā Rohe with MPDC, considering we are preparing a new chapter for the District Plan and the NPS provides for the inclusion of Mana Whakahono ā Rohe.

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

This item supports the directions under the National Planning Standards and Resource Management Act 1991.

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: Vibrant Cultural Values

Community Outcome: Promoting a better recognition of hapū and iwi in the District Plan.

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

The costs for the development and implementation of the National Planning Standards have been budgeted for, or requested with the Long Term Plan.

Ngā Tāpiritanga | Attachments

- A↓. An Interpretation - Tangata Whenua or Mana Whenua
- B↓. Kaupapa Kōrero Tangata Whenua or Mana Whenua and wider implications
- C↓. Draft Mana Whakahono a Rohe framework

Ngā waitohu | Signatories

Author(s)	João Paulo Silva RMA Policy Planner	
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Approved by	Ally van Kuijk District Planner	
	Don McLeod Chief Executive Officer	

Matamata-Piako District Council ('MPDC') Plan Change 54

Project Team : For consideration for the Report to the Te Manawhenua Forum

An Interpretation - Tangata Whenua or Mana Whenua

23 November 2020

Iwi Working Group Hui dated 13 October 2020

1. The Summary Document, Iwi Working Group Minutes dated 13 October 2020, at 5.1.1, notes that there was consensus from the Iwi Working Group ('IWG') that 'Tangata Whenua' would be the most appropriate terminology to be used across the District Plan.
2. I recall the comment made by Gary Thompson at the hui who qualified that 'Tangata Whenua' would be more appropriate as the term is also able to acknowledge ancestral connection to a specific location and better able to include the legal ownership factor.
3. MPDC are seeking an interpretation of the definition and application of the terminology, 'Mana Whenua' and 'Tangata Whenua' to inform Council and Te Manawhenua Forum on which term should be used in the District Plan.
4. This paper has been drafted primarily to align with the scope of the draft papakāinga provisions brief. The Tangata Whenua chapter of MPDC's Operative District Plan (as of 31 July 2020) is bookmarked as a work in development.
5. Therefore, the intent of this paper is to provide background information, reference issues and concerns and set out possible options.

The Statutory Context

6. Resource Management Act 1991, ('RMA') Section 2, Interpretation –
 - Mana Whenua means customary authority exercised by an iwi or hapū in an identified area;
 - Tangata Whenua, in relation to a particular area, means the iwi, or hapū, that holds mana whenua over that area.
7. Te Kāhui Māngai (Directory of Iwi and Māori Organisations) applies the RMA approach within its glossary as follows –
 - Mana Whenua: the exercise of traditional authority over an area of land [whenua]. In the context of Te Kāhui Māngai it is the area over which particular iwi and hapū claim historical and contemporary interests.
 - Tangata Whenua: in relation to a particular area, tangata whenua means the iwi, or hapū, that holds mana whenua over that area.

National Planning Standards¹

8. The mandatory directions of the 1. *Foundation* Standard, for this subject area states –
 - An appropriate term must be used wherever tangata whenua/mana whenua is shown in the planning standards. The appropriate term must be determined through engagement with affected groups and may vary depending on the context. If agreement on an appropriate term cannot be reached through engagement, local authorities must use the term 'tangata whenua.'

¹ See National Planning Standards. Wellington: Ministry for the Environment, November 2019 at p.6 ('NPS 2019')
REVISED: 23 November 2020

Background Information

9. The statutory concept of 'Mana Whenua' is derived from the Crown-Māori or Treaty relationship in the Resource Management Act 1991 as a mechanism for acknowledging iwi or hapū who exercise kaitiakitanga in an identified area.
10. The definition and application of 'Mana Whenua' has been criticised by the Waitangi Tribunal and the Environment Court as a cause for interpretation issues. The Environment Court cited inappropriate use - as the RMA interpretation has been applied suggesting 'exclusivity' whereby one iwi or hapū has a greater right than another iwi or hapū within an overlapping identified area of interest.²
11. '**Mana Whenua**' is recognition of the customary authority (whether at a tribal/iwi level or sub-tribal/hapū level) to manage the land's natural resources (taonga) and safeguarding those resources for future generations ('kaitiakitanga').
12. An area of interest is also known as the tribal domain or ancestral rohe - applies whether iwi or hapū.
13. '**Tangata Whenua**' is a concept which is more commonly known and may include the following factors:
 - Person or persons of Māori descent who maintains or seek to maintain an ancestral connection to a particular place through:
 - **Tūrangawaewae**: place where one has rights of residence and belonging through kinship and whakapapa;
 - **Hau kāinga**: local people of a marae, meeting place, village, pā, homestead or papakāinga, the home people; and
 - **Ahikāroa**: burning fires of occupation, continuous occupation - title to land through occupation by a group, generally over a long period of time.
 - Person or persons with an ancestral connection to a particular place and who hold a legal interest, beneficial interest and/or customary interest in the whenua (land or property); and/or
 - Person or persons of Māori descent who come from Aotearoa/New Zealand.
14. The 'particular area' includes property or an estate that is legally owned by Māori individually or as a collective. A collective would include a hapū authority, iwi authority, Post Settlement Governance Entity ("PSGE") or Māori Land Court organisation.
15. It is important to note the following:
 - i. That the terms, 'tangata whenua' and 'mana whenua' are known to be applied interchangeably;
 - ii. That due to the base word "mana" (which means authority, power, prestige) forming part of the term, 'mana whenua,' there is the belief that the concept is akin to ownership authority (whether collective or individual) as opposed to customary authority;
 - iii. In traditional Māori society decision-making was communal and based on hapū or sub-tribe level autonomy. There was no concept of individual property rights.
 - iv. Within a contemporary context, in accord with the RMA interpretation there are 3 types of practises –
 - Iwi authorities as recognised under the RMA;

² See Golden Bay Marine Farmers v Tasman District Council EC Wellington W19/2003, 27 March 2003 at [255]. Environment Court concluded that it was not appropriate to use the term 'Manawhenua Iwi' in the District Plan. Also see, Ngāti Maru Trust v Ngāti Whātua Ōrākei Whaia Maia Ltd, 21/10/2020 [2020] NZHC 2768.

- Iwi authority recognition of mana whenua status of hapū and the delegation of kaitiakitanga responsibilities to those hapū organisations or marae trusts that are ‘hau kāinga’ within the tribal domain; and/or
 - Hapū authorities as recognised under the RMA.
- v. Within the RMA practise context, it is common that the iwi authority or PSGE are working alongside the hapū authority or a hapū organisation (which includes Māori Land Court organisations).

The Auckland Unitary Plan Approach

16. The Auckland Unitary Plan (‘AUP’) updated 13 November 2020, applies the RMA terminology, ‘Mana Whenua.’ This approach was primarily to avoid confusion that may be conveyed by the term ‘tangata whenua’ (which is generally recognised as meaning persons of Māori descent who come from Aotearoa/New Zealand).
17. Another reason for this approach was to capture the Auckland demographic and to provide certainty to the distinction of mana whenua groups and mataawaka groups.
18. Within the AUP, the definitions are as follows –

Mana Whenua	The people of the land who have mana or customary authority; their historical, cultural and genealogical heritage are attached to the land and sea.
Māori	Mana Whenua and Mataawaka
Mataawaaka	Māori who live in Auckland and are not within a mana whenua group
Tangata Whenua	Indigenous people of the land.

19. The Local Government (Auckland Council) Amendment Act 2010, states that **mana whenua group** means an iwi or hapū that—
- a. exercises historical and continuing mana whenua in an area wholly or partly located in Auckland; and
 - b. is 1 or more of the following in Auckland:
 - (i) a mandated iwi organisation under the Maori Fisheries Act 2004;
 - (ii) a body that has been the subject of a settlement of Treaty of Waitangi claims;
 - (iii) a body that has been confirmed by the Crown as holding a mandate for the purposes of negotiating Treaty of Waitangi claims and that is currently negotiating with the Crown over the claims.
20. I highlight this approach as an example of a definition which has been determined by Auckland Council and the mana whenua groups. It is a definition which accounts for the catchment’s demographic and sustainable management context. Also, being an approach that is future focussed in providing for the range of groups that will also come within the definition’s scope.
21. Most Councils have applied the RMA interpretation of the terminology for ‘Tangata Whenua’ and ‘Mana Whenua; and use ‘Tangata Whenua’ in their District Plans.³

³ Possibility that Council’s still to engage with iwi/hapū on these matters to meet NPS 2019. For example the Proposed District Plan for New Plymouth District Council has a comprehensive Tangata Whenua approach with 5 iwi authorities and 29 hapū. ;

Application for the MPDC District Plan Context

Mana Whenua

22. Iwi or hapū that hold an interest within the catchment are identifiable. If they are iwi that have settled – their respective settlement legislation sets out the statutory areas of acknowledgement.
23. As per Te Kāhui Māngai, the following table sets out the iwi or hapū that hold an interest in the MPDC area and their settlement status:⁴

Iwi/Hapū	Iwi Authority or PSGE	Settlement Status
1. Ngāti Hauā	Ngāti Hauā Iwi Trust	Ngāti Hauā Claims Settlement Act 2014 (15 December 2014)
2. Ngāti Hinerangi	Te Puāwaitanga o Ngāti Hinerangi Trust	Legislation for this settlement was introduced on 9 September 2019
3. Ngāti Maru (Hauraki)	Ngāti Maru Runanga Trust	A Deed of Settlement was initialled on 8 September 2017
4. Ngāti Paoa	Ngāti Paoa Iwi Trust	A Deed of Settlement was initialled on 18 August 2017
5. Ngāti Rāhiri Tumutumu	Ngāti Tumutumu Settlements Trust	A Deed of Settlement was initialled on 13 July 2017
6. Ngāti Tamaterā	Ngāti Tamaterā Treaty Settlement Trust	A Deed of Settlement was initialled on 8 September 2017
7. Ngāti Hako	Te Kupenga o Ngāti Hako Inc	An Agreement in Principle was signed on 22 July 2011
8. Ngāti Korokī Kahukura	Ngāti Korokī Kahukura Trust	Ngāti Korokī Kahukura Claims Settlement Act 2014 (15 December 2014)
9. Ngāti Tara Tokanui	Ngāti Tara Tokanui Trust	A Deed of Settlement was initialled on 1 June 2017
10. Ngāti Whanaunga	Ngaati Whanaunga Incorporated Society	A Deed of Settlement was initialled on 25 August 2017
11. Raukawa	Raukawa Settlement Trust	Raukawa Claims Settlement Act 2014 (19 March 2014)
12. Waikato	Te Whakakitenga o Waikato Incorporated	Waikato Raupatu Claims Settlement Act 1995 (3 November 1995) NOTE: Remaining claims are mandated for progression

Tangata Whenua

24. I refer to the definitions for Tangata Whenua set out in paragraph 13 above and the IWG preference for 'Tangata Whenua.' I note also the common representation on both the IWG and the Forum.
25. I refer to the IWG definition for papakāinga –

A development by tangata whenua on ancestral lands in their traditional rohe and established to be primarily occupied by tangata whenua for residential activities and ancillary social, cultural, economic, conservation and/or recreation activities to support the social, cultural, environmental and economic wellbeing of tangata whenua.

⁴ See Te Arawhiti (The Office of Māori Crown Relations), Te Kāhui Whakatau (Treaty Settlements) Progress Report 1 July – 20 September 2020
<https://www.govt.nz/assets/Documents/OTS/Quarterly-reports/Quarterly-report-to-30-September-2020.pdf>

Conclusion

26. The standard RMA definition 'Tangata Whenua' in relation to a particular area, means the iwi or hapū, that holds and exercises mana whenua over that area. In this context, the particular iwi / hapū area where iwi/hapū are located, is within MPDC's catchment.
27. On the basis that the iwi or hapū organisations that holds mana whenua and their respective areas of interest are identifiable (whether as an iwi authority for the purposes of the RMA or as a PSGE) it would be sufficient to define 'Tangata Whenua' within a District Plan, as the 'iwi or hapū that holds mana whenua over an area.'
28. I recommend this approach primarily to align with the RMA definition and to avoid legal issues of interpretation and application.⁵ On this basis, no other definition options are proposed.
29. In the interest of clarity, the application of this definition is subject to and reliant upon the express provision whether by definition and/or informed within the Tangata Whenua Chapter⁶ for the iwi and hapū that holds mana whenua.

Prepared by:

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Reviewed by:

Te Pio Kawe, Kaiarataki - Te Hīhiri, Strategic Advisor – Māori, Associate Principal

ISSUED: 17 November 2020

⁵ This document is not intended to be a legal opinion. Independent legal advice is recommended.

⁶ Proposed Matamata-Piako District Plan: Tangata Whenua Chapter, in development.

Matamata-Piako District Council Plan Change 54: Papakāinga

IWG Zoom Workshop, Thursday 10 December 2020, 1.30pm – 3.15pm

Kaupapa Kōrero: Tangata Whenua, Mana Whenua and the wider implications

Summary Notes

In attendance

Iwi Working Group (IWG)	Laise Harris, Andrea Julian, Jill Taylor, Lisa Gardiner, Gary Thompson Apologies: Te Aomarama Maaka, Arama Chase
Matamata-Piako District Council	João Paulo Silva
Boffa Miskell Ltd	Maria Graham

Background

1. This separate workshop was requested at the IWG hui 4 to further discuss the definitions for Tangata Whenua and Mana Whenua and to canvas the issues that arise re ‘exclusive’ or ‘dominant’ or ‘primary’ or ‘ahi kā’ mana whenua status.
2. As outlined in the ‘An Interpretation – Tangata Whenua or Mana Whenua, Discussion Document,’ dated 23 November 2020, the Ngāti Maru Trust v Ngāti Whātua Ōrākei Whaia Maia Limited [2020] NZHC 2768, 21 October 2020, was referenced re the Pou Whenua Case (Panuku Development Consents). The High Court held that a consenting authority does have the jurisdiction to determine relative mana whenua strengths. The onus is on iwi/hapū providing evidence on that resource management relationship that is ‘clearly grounded in and defined in accordance with tikanga Māori and mātauranga Māori.’
3. Whether this case is setting a precedent for the requirement for consenting authorities to give regard to all mana whenua groups positions? What pathways exist for resolving these matters.

Discussion Points

4. Laise Harris: For multiple overlapping Iwi/hapū, collectively referred to as ‘mana whenua’, being those groups who are recognised as holding mana whenua in some part of the area within the boundaries of the TLA, in this case, District Council. Reference to ‘mana whenua’ is not intended to imply that mana whenua is necessarily held throughout the entire area, or in any specific area, within the District Council boundaries. Nor is reference to ‘mana whenua’ intended to define the relationship between mana whenua groups as that is a matter for those parties themselves. (From Zoom Chat Notes).
5. Jill Taylor: The concern with the Tāmaki Pou Whenua Case - law vs lore and the political tensions that are created. Also, the need to ensure that hapū/iwi, landowners, whether General land or Māori land are engaged and/or better informed about these matters – educational objective. How do we safeguard our interests for future generations?
6. Laise Harris: PSGE have a representative role for their Iwi as the “iwi authority” for resource management purposes. However, this representative status does not mean that a local authority can conclude that no other Iwi group or person is not affected by a resource consent application or plan change simply because of the PSGE’s existence as the PSGE and its advocacy role on behalf of their Iwi. Our marae also retain their mana and right to participate and potentially submit on matters that affect them to ensure their kaitiaki role and responsibilities can be exercised. (From Zoom Chat Notes).

Emailed: 16 December 2020

7. Reference to the Cambridge scenario and Raukawa Charitable Trust initially being excluded from those discussions. Appreciation though that at the operational level the iwi relationships with Raukawa, Ngāti Hauā and Ngāti Korokī Kahukura, especially communication factors are strong. Identified that there is a need at a governance level and for Council to have a principled engagement approach re RMA matters with all affected parties which includes Māori land trusts.
8. Reference to the Upper Waihou Piako Catchment and the disparity that exists in the iwi representation that has been determined via a joint management agreement.
9. Raukawa Charitable Trust have also undertaken a review of their joint management agreements; a plan change is in place for waahi ahurea; management plans for their sites of significance; and they are doing cultural mapping for their heritage sites which are narrative based and whānau centred. As an interior land-based iwi entity they are committed to ongoing discussions with neighbouring hapū/iwi and territorial authorities on their respective resource/taonga interests.
10. Gary Thompson noted that this discussion be referred for consideration by the Te Manawhenua Forum (TMF). There is the need to develop a principled approach to assist Council fulfil their obligations with their iwi engagement practices regarding resource management matters. The group confirmed that referral to TMF and considered whether it is a potential workstream for the new Kaitakawaenga Māori?
11. Two key principles were identified in terms of hapū/iwi engagement which require refining –
 - i. To identify the ‘right people’ to talk to &
 - ii. To be clear on ‘who’s back yard’ it is.
12. Jill Taylor proposed the following definition for **Tangata Whenua** for Matamata-Piako District Council, **as the ‘iwi or hapū that holds mana whenua over that area and has a whakapapa connection to an area.’ Mana Whenua means customary authority exercised by an iwi or hapū in an identified area.**
13. Laise Harris commented that ahikāroa has been interpreted as ‘having an uninterrupted relationship,’ e.g. 5 marae with their puna in lower Waihou River catchment.
14. Extensive discussion on the need to co-design and co-develop Mana Whakahono-ā-Rohe (MWAR) (iwi participation agreements). Lisa Gardiner commented that Ngāti Hauā had initiated drafting a MWAR and they are interested in further developing this mahi. Noted that Tūwharetoa have a formalised MWAR agreement with Taupō Lakes Council. This work was done by Tina Porou, Poipoia Limited - Lisa will enquire whether a copy is accessible.
15. João Paulo, MPDC stated that Council would be willing to support this body of work. Intention to explore further this proposal with Ally Van Kuijk.

Acknowledgement

16. The wider implications of ‘defining tangata whenua’ for the papakāinga provisions and the flow on effect to the proposed District Plan – Tangata Whenua Chapter; relationship management and operational factors with Council and amongst tangata whenua iwi/hapū/entities.
See Proposed New Plymouth District Plan, Tangata Whenua Chapter - <https://districtplan.npdc.govt.nz/eplan/#Rules/0/155/1/0/0>
17. The diverse range of responsibilities within the resource management regime that exist for PSGE’s and iwi authorities in fulfilling their obligations and meeting whānau aspirations. Noting the iwi that are yet to settle; capacity and capability issues.
18. These matters are referred for the Te Manawhenua Forum’s consideration. The three key subject matter areas are –
 - i. Confirming definitions of Tangata Whenua and Mana Whenua;
 - ii. Practice Notes for Council for Tangata Whenua Engagement on resource management matters; &

Emailed: 16 December 2020

- iii. Resourcing for planning, building awareness and effective participation in co-producing Mana Whakahono-ā-Rohe.

Post meeting note:

Attached the decision of Ngāti Maru Trust v Ngāti Whātua Ōrākei Whaia Maia Limited [2020] NZHC 2768, 21 October 2020, at paragraphs 45 – 52 re Mana Whakahono a Rohe and resource management decision making provisions that enable Māori, iwi and hapū input.

Emailed: 16 December 2020



Matamata Piako District Council

Framework to establish a Mana Whakahono ā Rohe: Iwi Participation Arrangements following a request from an iwi authority.

Statutory timeframe 18 months from receipt of invitation	
PHASE 1: INITIAL MEETINGS (how to proceed)	<ul style="list-style-type: none"> - Meet & greet: establish relationships with mandate representatives - Understanding purpose, vision, roles and responsibilities - Determine and agree upon phases of the MWR - Set milestones and timeframes + general areas for discussion - Who is participating: <ul style="list-style-type: none"> o Iwi o Councils - How we resolve issues - Reporting to Authorities and feedback
PHASE 1 OUTCOME: Project timeframe and milestones	
PHASE 2: SCOPING (What are we including)	<ul style="list-style-type: none"> - Must – do's (statutory requirements under the RMA framework – attached document) - Participation in:

35 Kenrick Street - PO Box 266 - Te Aroha 3342 - www.mpdc.govt.nz
Morrinsville & Te Aroha 07 884 0060 - Matamata 07 881 9050 - Fax 07 884 8865

	<ul style="list-style-type: none"> ○ Planning ○ Monitoring ○ Engagement ○ Functions of council (s31) <ul style="list-style-type: none"> - Reporting to Authorities – and feedback
PHASE 2 OUTCOME: Reaching agreement on scope	
PHASE 3: COMPREHENSIVE DIALOGUE	<p>Framing up the areas of participation including the mandatory provisions under sub-part, Part 5</p> <ul style="list-style-type: none"> - Detailed discussions on each area identified by the participating parties - Resolution of issues (informal and/or formal as per legislation) - Reporting - Pre-drafting of agreement and confirmation by participating authorities
PHASE 3 OUTCOME: AGREED SCOPE OF MWR	
PHASE 4: DRAFTING FINAL AGREEMENT	<ul style="list-style-type: none"> - Legal review and preparation of draft agreement (Council and Iwi) - Preparation and sign off of final agreement

The number of hui/meetings for each phase will be determined by the number of authorities involved and scope of the process. An initial hui/meeting must be arranged by Council within 60 working days from receiving an invitation for a MWR arrangement or a JMA.



District Plan - Update

RM No.: 2396777

Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Forum on the rolling review of the District Plan; the update covers the progress of the current RMA policy processes.

Tūtohunga | Recommendation

That:

1. **The information be received.**

Horopaki | Background

Current Plan Changes

Plan Change 49 – The Matamata-Piako District Council is in the early stages of preparing a plan change “Waharoa Zoning and Development”- Plan Change 49 (PC49). The plan change aims to review the spatial planning for the town and to recognise the character of Waharoa, providing for its residents.

After the resolution from the Provisional Growth Fund application, MPDC’s staff had a meeting with Ngāti Hauā, with the intention of developing a collaboration approach for PC49. As a starting point, a ‘Vision’ for Waharoa will be developed concurrently with the spatial plan and any opportunities out of scope of the plan change will be addressed on a case to case basis.

Plan Change 53 – The Matamata-Piako District Council is preparing a plan change - Settlements (PC53) to the District Plan. The key settlements have a different mix of land use and different zones. The aim of this plan change is to recognize the character of the settlements by providing for the historical business and community activities. This plan change will also review the District Plan rules for the rural house sites within the district.

Following earlier consultation and great feedback, PC53 was publicly notified from 18 November to 18 December 2020.

Letters containing the public notice, submission form and information on the plan change were sent for Mana Whenua, affected parties and key stakeholders.

We received 14 submissions under the notification phase. Staff have prepared a summary of submissions (available on the website, link below) and we are now calling for further submissions until 18 February 2021.

For more information please visit: <https://www.mpdc.govt.nz/settlements>

Plan Change 54 – The Matamata-Piako District Council is in the early stages of preparing a plan change to the District Plan, which seeks to update the District Plan provisions for papakāinga development (PC54). The aim is to ensure that the District Plan provides an enabling framework for quality papakāinga development that supports the social, cultural and economic wellbeing of tangata whenua.

The Plan Change was launched at Kai a Te Mata Marae on 27 May 2019. The draft issues and options paper containing the discussion points from the hui was pre-circulated for discussion at a

further hui on 14 August. The issues and options paper was then updated for a new hui that happened on 14 October.

On 3 December 2019, TMF approved the final draft issues and options paper, opting for Option D. The Forum also assessed the draft provisions document and directed staff to organise a working group.

On 15 July 2020 staff sent new letters to the 12 iwi authorities inviting a representative from each and key stakeholders to attend the first working group hui. So far, the iwi working group (IWG) have had three hui and at this stage the members are consulting with whanau in order to identify potential land for papakāinga development.

On 2 November 2020, the IWG members, whanau and councillors went on a site visit to the Te Paute Papakaainga, a papakāinga development on Westlea Road by Ngaati Korokii Kahukura, in order see an example of a successful development. The site visit was productive and inspiring.

The Iwi working group met again on 1 December 2020, where productive discussions were held in regards to the terminology to be used for PC54; Tangata Whenua or Mana Whenua. Also, the content of the future provisions that will be part of PC54 were discussed.

During the hui, it was decided to schedule an additional hui (Zoom hui), to further discuss the terminology to be adopted and to provide a recommendation to TMF. During the hui, the participants also mentioned the appetite to start the discussions around Mana Whakahono ā Rohe: participation agreements with MPDC.

Staff are now working on the draft provisions and liaising with the Chair and Co-chair in regards to a following hui.

The terminology recommendation for Plan Change 54 and District Plan as well as the draft framework to start the Mana Whakahono ā Rohe participation agreements will be discussed and presented with the National Planning Standards item.

For more information please visit: <https://www.mpdc.govt.nz/district-plan/district-plan-review/121-district-plan/district-plan-review/3499-plan-change-54-papakaainga>

Plan Change 55 – Fonterra Waitoa

On 4 December 2020 Council received a private plan change application from Fonterra, in regards to the Noise Emission Control Boundary (NECB) for the Waitoa site. In summary, Fonterra is proposing to amend the noise emission levels and rules within its Development Concept Plan (DCP) and to introduce internal noise limits to apply to habitable spaces and bedrooms. Nevil Hegley has done an acoustic review for MPDC and has recommended lower internal noise limits.

The table below summarises the proposed amendments and provides a recommendation supplied by a noise expert engaged by MPDC, (Nevil Hegley):

Period	Operative DCP	Fonterra - Proposed			Nevil – Recommended (June 2020)	
		At NECB	Habitable Spaces	Bedrooms	At NECB	Habitable Spaces*
Daytime	50dBA (L ₁₀)	45dBA(L _{Aeq})	40dB (L _{Aeq})	35dB (L _{Aeq})	45dBA(L _{Aeq})	30dB
Night-time	45dBA (L ₁₀) 75dBA(L _{max})	75dBA(L _{max})	- 1hour)	- 1hour)	75dBA(L _{max})	L _{Aeq}

* Includes bedrooms

Fonterra has consulted with Ngāti Hauā, however has not consulted with the other iwi authorities with mana whenua as referenced on the Te Puni Kokiri website. MPDC has requested further consultation with iwi and other affected parties, within our Request for Further Information (RFI) sent to Fonterra on 22 January 2021.

Water quality update

On October 2020, the Waikato Regional Council provided MPDC with valuable data on trends and actual status of Matamata-Piako's significant rivers; Waihou, Piako and Waitoa. The figures revealed that overall water quality of the rivers for the past 25 years are mostly stable or improving.

Over the past 25 years, the water quality of the Hauraki Rivers has:

- Generally been 'stable' (62% of records)
- Improved (27% of records)
- Deteriorated (11% of records)

The Piako River at Kiwitahi has many important improvements; turbidity, ammonia and total phosphorus are statistically declining (i.e. significant improvements in water quality), with no change in nitrogen, clarity and bacteria – which is also positive, considering it has not decline in the past 25 years. The stand-out is that Phosphorus is getting better at every site and there's been no change in E. coli bacteria – the 'swimmability' status has been held constant.

Hauraki Gulf Forum hui – Te Aroha

The next hui for the Hauraki Gulf Forum is proposed to take place on 8 March 2021 in Te Aroha, at the Silver Fern Farms Events Centre, starting at 11am with a workshop and the actual meeting starting at 1pm. We have contacted Ngāti Rāhiri Tumutumu to welcome the members. However, there was a request from the Minister of Conservation to postpone the meeting to 22 March 2021. The change of date has not been confirmed and we will make sure TMF is up to date in regards to any changes.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	João Paulo Silva RMA Policy Planner	
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Approved by	Ally van Kuijk District Planner	
	Don McLeod Chief Executive Officer	

Signage manual including bilingual text update

CM No.: 2396665

Rāpopotonga Matua | Executive Summary

Staff in attendance to provide an update on this project.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea (Parks & Open Spaces Strategy)

CM No.: 2402227

Rāpopotonga Matua | Executive Summary

Council staff in attendance to provide an update on the work the Working Party has been undertaking.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

The Technical Working Party has been set up to input into the review of the Open Spaces Strategy Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea.

Staff in attendance to provide an update on the work the Working Party has been undertaken as they have met since the last update.

Ngā Take | Issues / Kōrerorero | Discussion

Matters of interest

The following matters have been highlighted as being of particular interest to the Working Party:

- Acknowledging Mana Whenua's relationship to the land
- Engagement and consultation
- Opportunities for storytelling
- Protecting sacred sites
- Enhancing the environment
- Family-friendly recreation facilities

The Group would like to see improved input into Council strategies, policies & plans.

The Working Party recommends that Council uses Te Aranga Design Principles for new park developments and major park redevelopments while leaving the door open to potentially developing a localised engagement/design protocol over time.

Storytelling at parks and open spaces has been identified as a priority as Māori stories are currently underrepresented.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Consultation to date has included the Mana Whenua Working Party, stakeholder workshops and two surveys. The draft strategy document is to be available for further public consultation in March/April 2021.

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

The review of the strategy is funded from existing budgets.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Six-Month Report - July to December 2020

CM No.: 2399858

Rāpopotonga Matua | Executive Summary

The Local Government Act 2002 requires Council to adopt its Annual Report and Summary by 31 October each year.

To ensure that there are no unexpected performance or financial matters leading up to this report, a Six Month Report has been prepared to advise of progress and any likely issues that may arise.

Staff have prepared a condensed Six Month Report which highlights financial and non-financial performance for July to December 2020. The report is attached.

Attached is a Capital & Renewal forecast and Operating projections to 30 June 2021.

Tūtohunga | Recommendation

That:

1. **The Forum receive the Six Month Report July – December 2020.**

The Local Government Act 2002 requires Council to adopt its audited Annual Report and Summary by 31 October each year. The Annual Report and Summary must be published within one month of adoption. The Annual Report and Summary must be audited, and an opinion on the Annual Report and Summary provided to Council and the report's readers.

The Six Month Report provides Council with an opportunity to review the non-financial and financial performance of the organisation. The financial information builds on the monthly financial reports whereby staff endeavour to ensure there are no "surprises" for Council.

Ngā Take/Kōrerorero | Issues/Discussion

Financial overview

The interim result at 31 December 2020 is a surplus of \$1.99 million compared to a budgeted surplus of \$567,000.

The statement of comprehensive revenue and expense (page 4) shows that revenue for the period was \$2.67 million ahead of the budget at \$30.37 million, while expenditure was \$1.2 million more than budgeted, at \$28.4 million.

Explanations for the major variances in revenue and expenditure are outlined in the attached variance report and in the 6 Month Report Financial Summary.

Variances to budget after six months and projected variances to year end

In the table in attachment A, we have identified significant areas where we are under budget, (shown as a negative) or over budget, in terms of our expenditure and revenue at the six month point. There may be seasonal factors that mean more of the budget is spent or received early or later in the financial year. These and other reasons for variances are discussed in attachment A. We have then projected where we will be against budget by the 30 June, taking these seasonal and other factors into account.

At 31 December, our income statement shows a surplus of \$1.990 million. By 30 June, we have projected that our surplus will be approximately \$1.147 million, noting however that we have not projected for any non-cash or accounting type transactions that will affect the bottom line (e.g. loss on the disposal of assets that are renewed, further movements in the valuation of interest rate swaps, vested assets, etc.).

Capital spend after six months and projected spend to year end

Our capital budget for 2020/21 plus the budgets carried forward from previous years total \$48 million. To date our capital spend is \$8.6 million. We expect that we will get through a further \$13.7 million by the end of the year, leaving \$25.7 million to carry forward to 2021/22. Page 3 of the six month report summarises the significant capital projections and spend to date.

Risks

- Revenue – Metered water revenue is an area where achievement of the budgeted income stream is highly dependent on external factors affecting our large industrial customers. There continues to be uncertainty around the potential revenue from the sale of rubbish bags, and the use of transfer stations. There is a potential risk of our operations being affected by Covid-19 again within this financial year. We are not aware of any other significant risks to Council's revenue streams to year end at this stage.
- Expenditure – The results of the revaluation of Council's infrastructural and property assets at 1 July 2020 have not been incorporated into this interim report as they are still being finalised. We note that indications at this stage are that the revised depreciation expense for this financial year is likely to exceed the estimate we had made in the budget. Staff will report the finalised information to Council in the three quarter report. We are not aware of any other significant risks to Council's expenditure to year end at this stage.
- Capital – Achievement of the projected capital spend is reasonably certain in some activities (e.g. Roading renewals where contracts are in place and progressing as planned). For other activities, achievement of the projected capital spend will rely on a number of internal and external factors inherent in delivering these projects coming together (e.g., resource availability, successful tender process, favourable weather, etc).

Compliance with financial covenants to 31 December 2020

Financial Covenants	31/12/2020	2021	2021
	Actual	Council Limit	LGFA Limit
Net Debt : Total Revenue	43.8%	<150%	<175%
Net Interest : Total Revenue	1.6%	<15%	<20%
Net Interest : Annual Rates Income	2.4%	<20%	<25%
Available Financial Accommodation: External Indebtedness	117%	>110%	>110%

Financial performance benchmarks to 31 December 2020

Rates (income) affordability	× Benchmark not met
Rates (increases) affordability	× Benchmark not met
Debt affordability	✓ Benchmark met
Balanced budget	× Benchmark not met
Essential services	× Benchmark not met
Debt servicing	✓ Benchmark met

The rating benchmarks were not met as the growth in the rating base by the time the rates were struck exceeded the level anticipated when the 2018-28 LTP budget was set.

The balanced budget benchmark is a measure of whether Council's operating revenue is sufficient to cover its operating expenses. To date, Council's revenue covers 99% of operating costs, and we project that it will improve by the end of the year.

The essential services benchmark measures capital spending compared to depreciation for core infrastructure. A significant portion of Council's capital work (particularly roading) is undertaken in the 2nd half of the year.

Non-financial information

Full details of performance measured to date against our targets are set out in the Six Month Report. A number of these measures can only be measured annually and are not included. E.g. total quantity of kerbside household waste sent to landfill.

Timeframes

Key dates for the Annual Report 2020/21 are to be confirmed.

Mōrearea | Risk

Refer to discussion above.

Ngā Whiringa | Options

The preparation of the Six Month Report is a non-statutory process for Council. The Committee may wish to consider any risks or issues arising from this report.

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

The Annual Report measures our performance against the Long Term Plan 2018-28.

Ngā take ā-lhinga | Consent issues

There are no consent issues.

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

The production of the Annual Report and Summary has a budget of \$12,000 (excluding audit costs) for production of the Annual Report and Summary.

Audit fees have a budget of \$125,000.

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

Ngā Tāpiritanga | Attachments

[A](#). Opex Projections for 6 month report 31 Dec 2020

[B](#). Capital and Renewal Forecast Summary

[C](#). 6 month Report July - December 2020

Ngā waitohu | Signatories

Author(s)	Niall Baker Senior Policy Planner	
Approved by	Don McLeod Chief Executive Officer	

Variations to the Annual Plan budget to 31 December 2020, and projected variations through to 30 June 2021

In the table below we have identified significant areas where we are under budget, (shown as a negative) or over budget, in terms of our expenditure and revenue at the 6 month point. There may be seasonal factors that mean that more of the budget is spent or received earlier or later in the financial year. These and other reasons for variations are discussed below. Considering these seasonal and other factors we have then projected variations to 30 June 2021. The income statement at 31 December 2020 shows a surplus of \$1,990 million. By 30 June 2021, we project that our surplus will be approximately \$1,447 million noting however that we have not projected for any non-cash or accounting type transactions that will affect the bottom line (eg, any provisions that may have to be recognised for vested assets, interest rate swap etc)

A positive net result below is a positive for Council

Variations	6 month result			Projection to 30 June 2021			Projected operating/cash result for management purposes
	Expenditure	Income	Net result	Expenditure	Income	Net result	
Budgeted per Annual Plan 2020-21	27,154,000	27,721,000	567,000	54,308,000	55,442,000	1,134,000	
Variations	Variations to budget at 6 month point	Variations to budget at 6 month point		Projected variations to budget at year end	Projected variations to budget at year end		
Property cost is higher due to demolition cost for Ngarua Hall around \$150,000 (that will be funded from sale of the land). T.A. property operating cost includes cost for design cost for Heritage tea house \$30,000, Asbestos pre-demolition survey Skate Building, Domain house etc. Property general maintenance in higher includes one off charges includes \$14,000 for supply and install v locks, \$22,000 & \$11,000 cost for asbestos removal from 96 Moorehouse Street Flats and Domain House and cost for boundary fence at Canada street will be recovered from Kiwi Rail. Cleaning cost has been increased. Administration cost for EPH is higher than budgeted. Lease income is higher as proposed land sale not happened and EPH and Staff rental is higher than budgeted. This higher cost is partially negated by under spent on \$200,000 allocated for accommodation review from COVID fund.	200,000	46,000	-154,000	345,000	66,000	-279,000	150,000 <i>Ngarua hall demolition to be funded from sale of land - may not happen in this financial year</i>
Library cost for the first half is higher due to subscription and software licenses paid for the year upfront. Library Income from shared Library Manager Services stopped from this year, less income for books rentals and fines than budgeted.	10,000	-43,000	-53,000	-8,000	-83,000	-75,000	
Parks and Tracks cost is lower than budgeted due to lower building maintenance, Pohien park cost is lower during this time. Lease income is lower than budgeted.	-28,000	-8,000	20,000	0	-16,000	-16,000	
Pools and Spa costs are higher due to higher chemical and building maintenance costs. Te Aroha Mineral Spa Cost is higher by \$20,000 while income is higher by \$50,000 mainly due higher activity.	53,000	55,000	2,000	-10,000	45,000	55,000	
Public Amenity - Street furniture costs are higher than budgeted due to graffiti removal from Bridge, handrail, bike rack and tree maintenance. Cemeteries costs are lower than budgeted. Public toilet operating costs are higher than budgeted due to higher level of service. Income is higher mainly due to higher sales of plot and burials at Matamata. Street Furniture contribution \$6,000 for kerb extension not budgeted.	13,000	28,000	15,000	0	18,000	18,000	
Recreation and Culture & Heritage - cost is higher due to T.A. Domain museum maintenance includes sinking piles and sagging floor, plumbing and maintenance. Waharoa Aerodrome maintenance cost includes kitchen and bathroom repair, pump maintenance etc. T.A. Event centre cost is cleaning and building maintenance cost is higher than budgeted. MV event centre cost is higher mainly due to higher cleaning cost. Income is lower mainly due to lower recovery from T.A Event centre than budgeted.	133,000	-9,000	-142,000	131,000	-21,000	-152,000	
Resource Consents and Monitoring - Resource consents expenditure is higher than budgeted due to the high level of development activity in the district and less staff resulted in more consultant cost. This higher cost is partially negated by lower salary cost by \$96,000 and forecasted to be lower by \$130,000. The high activity is also reflected in higher than budgeted income from this activity.	449,000	230,000	-219,000	674,000	400,000	-274,000	
Building Consent - cost is lower currently but Alpha One software cost of \$70,000 will come later in year. One off cost for Mangakawa road settlement and internet charges are higher. Income is higher.	-7,000	110,000	117,000	81,000	215,000	134,000	
Dog registration fees are received at the start of the year. Registration income is higher than budgeted, which is partially offset by lower fine and infringement income than budgeted at this point.	-19,000	132,000	151,000	-13,000	9,000	22,000	
Roading - Subsidised expenditure is lower than budgeted at this point due to the larger portion of the work scheduled to be undertaken in the 2nd half of the year. NZTA subsidy would be higher than budgeted as NZTA has approved more renewal budget and \$641,000 grant received for TAMM Chip Seal Cycle Way Project which would be reduced \$300,000 share of Hauraki District Council.	-505,000	-1,425,000	-920,000	4,000	516,000	512,000	-341,000 <i>Grant funding</i>
Rubbish and Recycling - waste management levies cost is higher and Variation charges to waste Management contract due to growth and commodity adjustment. Landfill recovery is down by \$36,000 and \$125,000 down in Rubbish bag sales compared to budget even though Rubbish bag sales are slightly higher compared to last year. \$60,000 income still to be accounted for December.	98,000	-159,000	-257,000	91,000	-92,000	-183,000	
Storm water maintenance has not been required during this period to date. The budgeted \$880,000 contribution for Morrinsville's Avenue Road North storm water disposal project has not been received as this project has not progressed.	-40,000	-430,000	-390,000	-18,000	-860,000	-842,000	860,000 <i>No impact on funding as work will not be undertaken</i>
Wastewater - Some of the budgeted operation and maintenance is lower than budget by \$100,000 this including lower staff cost due to staff turn over. Reticulation cost is lower by \$46,000 as maintenance not required during this period. Cost expected to be lower by \$101,000.	-192,000	21,000	213,000	-101,000	0	101,000	
Water - Overall, our water expenditure is better aligned to budget compared to last year. Treatment plant costs are higher by \$229,000 due to an increase in chemical and lab analysis costs, and hazardous chemical assessment work. It also includes \$55,000 expensed from capital project (Matamata PRV installs). Some of these costs may be able to be funded by the 3 water reform funding. This is offset by Reticulation maintenance costs being lower by \$105,000 at this point and expected to be lower by \$74,000 by year end. We are short in metered water income, with consumption from large industries being lower than budgeted at this point. Water meter reading for last two quarters is pending.	102,000	-379,000	-481,000	224,000	-200,000	-424,000	
Strategy & Engagement - Communication and event cost is lower by \$52,000 as digital enablement projects will start in second half of the year. Election cost is budgeted for 3 years will not be spent during year. \$1.1M budgeted for COVID 19 response is underspent to the date. Audit fees will be paid later in year. Partnership grant has been paid earlier in year. Regional policy, co-ordination and economic development budget is underspent at the point. District Plant Changes and implications cost will be higher than budget and funded from reserves. PGF grant has received and income from equipment and service hire for events is higher than budgeted.	-600,000	141,000	741,000	50,000	65,000	15,000	
Asset Management cost for Parks and reserve cost is higher mainly due to higher consultant cost for MV Walk, Hetana street innovation, Open Space Strategy etc. Higher cost on consultant in Rooding for feasibility study of future plan, safety strategy etc. Three Water Reform cost \$400,000 is not budgeted will be funded from subsidy of \$2.47m received.	554,000	2,470,000	1,916,000	2,504,000	2,470,000	-34,000	
Salary cost - is under overall due to vacant positions that have not been filled and medical/maternity leave.	-645,000	0	645,000	-1,345,000	1,345,000	-1,345,000	<i>Council has approved a market movement for 20/21 using surplus</i>
Finance costs are slightly higher than budgeted.	-21,000	0	21,000	0	0	0	
Interest and dividend from Investment is lower than budgeted. Surplus cash and investments have decreased over the year as they have been used to fund capital rather than raising debt.	0	-40,000	-40,000	0	-60,000	-60,000	
Higher development and financial contributions received from significant Matamata and Morrinsville development activity.	0	911,000	911,000	0	1,000,000	1,000,000	-1,000,000 <i>DC funding not available for operating</i>
General rates income is higher due to growth in properties compared to the level budgeted and penalty income of \$75,000 that is not budgeted for.	0	172,000	172,000	0	150,000	150,000	
Revaluations for 1 July 2020 have yet to be finalised but indications are that depreciation could be as high as \$700,000 more than estimated for this year (an increase of 5%)	4,000	0	-4,000	700,000	0	-700,000	700,000 <i>No cash impact</i>
Provision for contingency	0	0	0	300,000	0	-300,000	
Vested Asset have not been bought into account at the 6 month point.	0	-100,000	-100,000	0	0	0	
Gain on interest rate swaps	0	530,000	530,000	0	0	0	
Internal charges from capital is lower than budgeted. LIM Income higher. External work income from KVS is higher compared to budget and other internal variances	1,667,000	396,000	-1,271,000	0	0	0	
Actual income and expenditure at 31 December and projected to 30 June 2021	28,380,000	30,370,000	1,990,000	57,917,000	59,064,000	1,147,000	-976,000

171,000 Projected cash result

Capital and Renewal Forecast Summary

Activity	2019/20 C/fd	2020-21 AP Budget	Actual Spent up to Dec	6 month Forecast	Year End Projection	Comments
Carparks & Street Furniture	886,561	1,420,000	177,828	619,938	797,766	Howie Park entrance, car parking and loop track upgrade, MM streetscape development, Waharoa rest carpark projects delayed
Cemetery	22,401	203,787	53,672	169,000	222,672	
Housing / depot	354,861	1,555,000	488,237	390,000	878,237	Sheree to advise on TA front counter costs. Design Work to be planned for MVL early 2021. \$100K as per Sheree. Corporate Renewal \$1,000,000 but nothing planned to spend.
Library	187,000		0	150,000	150,000	Total should be 200K (100K ea for MV and TA) Te Aroha project plan completed with works and procurement to start soon. Morrinsville project plan due February. Not all parts of project may be completed by end of June so may need to carry over 50K
Parks & Tracks	696,837	1,074,404	64,746	202,000	266,746	MM and MV Walkway may not happen during the year as MM depending on subdivision. Howie park moved to LTP and Hauraki rail trail will be spent in Rooding.
Pools & Spas	418,220	332,165	169,997	65,000	234,997	Splash pad project \$200,000 not going ahead. Bath House 2 will not happen this year. Some plant and building renewal will be spent, if required
Public Toilet	815,029	368,000	87,117	235,000	322,117	MV Studholm street toilet now moving to I-site will happen next year. Building renewal may not happen this year
Recreation & Heritage	2,665,357	132,316	1,144,666	84,000	1,228,666	Headon Stadium Upgrade has started. Indoor sports facility for MM budgeted \$2,000,000 is delayed
Comm Fac Total	6,046,267	5,085,672	2,186,263	1,914,938	4,101,201	
Rooding	952,000	8,214,200	2,640,996	6,657,087	9,298,083	
Storm Water	69,613	1,565,000	13,389	190,000	203,389	Tower Road Development and Eldonwood South -Development moved to LTP
Waste Management	770,271	600,000	29,497	500,000	529,497	MV, MM and Waihou RTS Camera, Tipping bib, safety barrier work done. Retaining wall, metal bay, weighbridge software upgrade etc work to be completed
Waste Water	6,413,960	9,558,142	813,194	2,487,000	3,300,194	Upgrade of Te Aroha falling main, North Morrinsville Trunk Sewer Main, Main sewer from west side of Te Aroha and Equipment for chemical dosing at Te Aroha plant reconsidered in LTP. MM compliance upgrade may happen with 3water reform
Water	1,888,123	5,121,428	2,299,527	1,004,500	3,304,027	All renewal may not happen during current year.
Utility Total	9,141,966.44	16,844,570.37	3,155,606.72	4,181,500.00	7,337,106.72	
Others						
IT		825,000	491,176	330,000	821,176	
Digital (Corporate)		100,000				
Customer Services - Zeacom and headsets		48,000	4,007	43,993	48,000	
Fleet & Plant		450,000	34,195	421,000	455,195	Have ordered 1 x Hyundai iLoad van (arrived) & 7 x Toyota RAV4 Hybrids which arrive April '21
Library books		169,000	73,216	85,000	158,216	
Office Equipment		60,000	25,604	35,000	60,604	
Rooding unit renewal		60,000		60,000	60,000	
Others Total		1,712,000	628,198	974,993	1,603,191	
Grand Total	16,140,233	31,856,442	8,611,064	13,728,518	22,339,582	

Item 6.10

Attachment C



FINANCIAL SUMMARY

At the six month point, we have recorded a surplus of \$1.99 million compared to a budgeted surplus of \$567,000

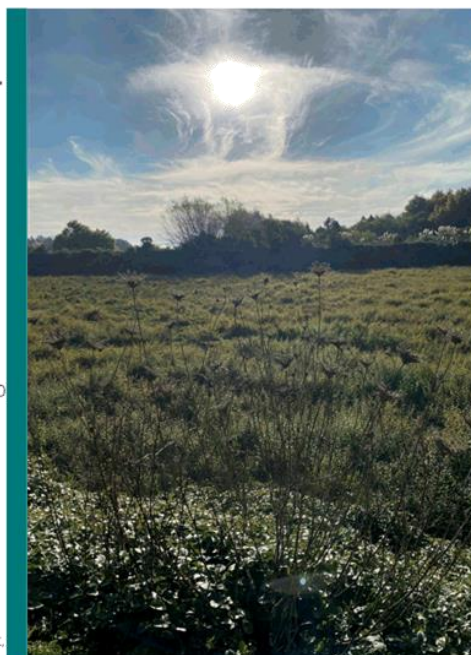
WHAT WAS OUR PLANNED REVENUE FOR THE FIRST HALF OF THIS YEAR?

Council budgeted for a revenue of \$27.7 million

WHAT WAS OUR ACTUAL REVENUE, AND WHAT WERE THE MAIN VARIANCES?

Our actual revenue to 31 December was 30.37 million, \$2.67 million more than budgeted. There were a number of ups and downs across various activities. The more significant of them include:

- Grant funding of \$2.47 million from the three water reforms has been received and was not budgeted for.
- Development and financial contributions received to date are \$910,000 higher than budgeted. Significant contributions have been received in respect of development activity in Morrinsville and Matamata.
- Income from Resource and Building consents is also \$340,000 higher than budgeted, again due to the significant development activity in the district.
- An increase in interest in long term swap rates over the six months to December has resulted in a \$530,000 gain on the value of Council's portfolio of interest rate swaps.
- NZTA subsidy income is \$1.1 million lower than budgeted at this point, with the bulk of the work to be undertaken in the second half of the year.
- Rubbish bag sales and income from transfer stations is lower than budgeted by \$153,000 to date.
- The budgeted contribution for Morrinsville's Avenue Road North storm water disposal project (\$430,000) has not been received as this project has not progressed.
- Metered water consumption from large industrial users is behind budget at the six month mark and the last two quarterly meter readings for Morrinsville are still to be caught up on (total \$373,000 behind budget).



WHAT DID WE PLAN TO SPEND FOR THE FIRST HALF OF THE YEAR?

Our expenses were budgeted to be \$27.2 million.

WHAT DID WE ACTUALLY SPEND, AND WHAT WERE THE MAIN VARIANCES?

Our operating expenses were \$28.4 million, \$1.2 million more than budgeted. Across our activities, there were some areas that have exceeded the six month budget, and others where the budget is yet to be spent.

The significant areas where the budget has been exceeded include:

- Property has incurred a number of large one-off costs for items like the demolition of Ngarua Hall, asbestos removal, boundary fencing etc. as well as increases to maintenance and cleaning costs. Costs overall are \$537,000 above budget at this point.
- Rubbish and recycling costs are \$162,000 over budgeted level, largely due to variations in the refuse collection contract and more waste minimisation activities undertaken.
- Water costs overall are \$102,000 over budget, with higher than budgeted treatment plant costs offset slightly by lower costs in reticulation.
- Budgeted costs for water treatment plants are higher by \$229,000 and \$55,000 was expensed from capital projects for water that will not proceed
- Three waters reform project costs of \$400,000 (funded by the subsidy received) have been spent to date that we've not budgeted for.
- Processing costs for Resource and Building consents are higher than budgeted by \$320,000 due to the significant development activity.

There were also savings against budget to date for the following activities:

- Subsidised Roading expenditure is \$363,000 lower than budgeted at this point due to the larger portion of the work scheduled to be undertaken in the second half of the year.
- Salary costs are \$645,000 lower than budget at this point due to medical leave and vacant positions.
- \$1.1 million for COVID-19 response will be spent later in the year.
- Wastewater treatment plant costs are \$169,000 lower than budgeted at this point and staff charges are lower due to staff vacancies.

SPENDING ON ASSETS

\$16.1 million of capital/renewal work budgeted for in previous years was carried forward to this year. \$31.8 million of additional capital/renewal work is also budgeted to be completed this year. This year to date we have spent \$8.6 million which significantly includes:

- \$160,000 on Matamata Streetscape..
- \$404,000 on Elderly Persons Housing renewal
- \$170,000 on renewals at pools
- \$87,000 on Waharoa rest area public toilets
- \$1.1 million on Headon Stadium this year to date
- \$1.1 million on Te Aroha to Matamata Cycleway this year to date
- \$1.5 million on roading renewals including footpaths, street lighting etc.
- \$363,000 on wastewater capital projects and \$450,000 on renewals
- \$1.3 million on water capital projects and \$990,000 on renewals
- \$491,000 on IT
- \$73,000 on library books

In the next 6 months we have scheduled to spend a further \$13.7 million. The main works scheduled to 30 June include:

- \$8.1 million in roading works.
- A further \$200,000 on the Matamata Streetscape and \$50,000 for Morrinsville
- \$238,000 for the Wairere Falls toilets
- \$120,000 Morrinsville carparking
- \$124,000 Te Aroha cemetery expansion
- \$100,000 Te Aroha office future proofing
- \$150,000 future proofing Te Aroha and Morrinsville libraries
- \$200,000 Waharoa rest area toilets
- \$210,000 in EPH and housing renewals
- \$74,000 for the remainder of the Headon Stadium upgrade
- \$70,000 for the Te Aroha to Matamata cycleway
- \$150,000 for stormwater soakholes/capacity improvements
- \$500,000 for upgrade Morrinsville Refuse Transfer station
- \$1.45 million for wastewater capital projects, and \$1 million for renewals
- \$390,000 for water capital projects and \$612,000 on renewals
- \$330,000 for IT
- \$420,000 for plant and fleet renewals

STATEMENT OF FINANCIAL POSITION - HOW DO WE STAND OVERALL?

Council is in good financial shape. Our physical assets valued at \$636 million are generally in a good state. We have a significant amount of planned capital work to catch up on, but we have plenty of financial capital to do so. While we currently have \$34 million in external borrowing, \$7 million of that has been pre-funded (and subsequently invested) to repay debt that is maturing in May 2021. So Council's core debt currently sits around \$27 million which is considered low for a Council of our size, so we have plenty of headroom.

TE PŪTEA | FINANCIALS

TE REO TRANSLATION | STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE For the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020
(\$000)	(\$000)		(\$000)	(\$000)
Revenue				
18,174	18,363	Rates	19,016	18,805
3,423	2,348	Subsidies and grants	3,623	4,491
3,701	3,952	Fees and charges	3,958	4,669
685	1,085	Development and financial contributions	713	1,623
152	137	Interest revenue	166	126
237	484	Other revenue	246	656
26,371	26,369	Total revenue	27,721	30,370
Expenses				
8,480	8,055	Personnel costs	8,863	8,277
7,365	7,204	Depreciation and amortisation expense	7,336	7,332
549	588	Finance costs	592	571
8,805	10,621	Other expenses	10,364	12,200
25,198	26,468	Total expenses	27,154	28,380
-	-	Share of joint venture surplus/(deficit) for the year	-	-
1,174	(99)	Surplus/(deficit)	567	1,990
Other comprehensive income				
-	-	Financial assets at fair value through other comprehensive revenue and expense	-	-
-	-	Property, plant and equipment revaluations	-	-
-	-	Total other comprehensive revenue and expense	-	-
1,174	(99)	Total comprehensive revenue and expense	567	1,990

TE REO TRANSLATION | STATEMENT OF CHANGES IN EQUITY

For the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020
(\$000)	(\$000)		(\$000)	(\$000)
626,768	630,652	Balance at 1 July	651,139	654,461
567	(99)	Total comprehensive revenue and expense	567	1,990
627,942	630,553	Balance at 31 December	651,706	656,451

TE REO TRANSLATION | STATEMENT OF FINANCIAL POSITION

As at 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020
(\$000)	(\$000)		(\$000)	(\$000)
Assets				
Cash assets				
1,280	2,176	Cash and cash equivalents	1,280	2,830
3,748	2,938	Receivables	3,748	999
-	-	Prepayments	-	-
839	702	Inventory	839	847
-	1,024	Assets held for sale	-	-
-	1,024	Non-current assets held for sale	-	319
6,945	5,748	Other financial assets	6,945	15,347
12,812	12,588	Total current assets	12,812	20,342
Non-current assets				
-	-	Derivative financial instruments	-	-
13,814	15,348	Investments in CCOs and other similar entities	13,814	16,887
-	939	Other financial assets	-	-
643,770	636,640	Property, plant and equipment	643,770	663,921
850	641	Intangible assets	850	589
658,434	652,629	Total non-current assets	658,434	681,397
671,246	664,217	Total assets	671,246	701,739
Liabilities				
Current liabilities				
-	-	Derivative financial instruments	-	-
6,475	10,432	Payable and deferred revenue	6,475	8,045
1,661	1,512	Employee entitlements	1,661	2,220
7,000	-	Borrowings	7,000	7,000
88	216	Provisions	88	186
15,224	11,485	Total current liabilities	15,224	17,451
Non-current liabilities				
-	-	Derivative financial instruments	-	-
460	380	Employee entitlements	460	375
27,188	21,500	Borrowings	27,188	27,000
433	624	Provisions	433	462
28,081	22,504	Total non-current liabilities	28,081	27,837
43,305	34,664	Total liabilities	43,305	45,288
627,941	630,553	Net assets (assets minus liabilities)	627,941	656,451

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Equity				
432,897	431,251	Accumulated funds	432,897	457,149
195,044	199,302	Other reserves	195,044	199,302
627,941	630,553	Total equity	627,941	656,451



TE REO TRANSLATIONS | STATEMENT OF CASHFLOWS
For the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020
(\$000)	(\$000)		(\$000)	(\$000)
Cashflow from operating activities				
18,174	19,647	Rates revenue received	19,016	18,805
3,424	2,348	Subsidies and grants received	3,623	4,491
3,701	3,752	Fees and charges received	3,958	4,478
152	137	Interest received	166	126
137	245	Other revenue received	146	126
685	1,085	Development and financial contributions	713	1,623
-	-	- GST (net)	-	-
(8,805)	(12,066)	Payments to suppliers	(10,364)	(12,200)
(8,480)	(8,055)	Payments to employees	(8,863)	(8,277)
(549)	(588)	Interest paid	(592)	(571)
8,438	6,505	Net cashflow from operating activities	7,803	8,601
Cashflow from investing activities				
-	-	Repayments of loans and advances	-	-
-	-	Sale of assets	-	-
-	2,187	Proceeds from sale/maturity of investments	-	-
(16,643)	(7,522)	Purchase of property, plant and equipment	(15,813)	(8,599)
(115)	(81)	Purchase of intangible assets	(115)	(75)
-	-	Acquisition of investments	-	(8,889)
(16,758)	(5,416)	Net cashflow from investing activities	(15,928)	(17,563)
Cashflow from financing activities				
8,430	-	Proceeds from borrowings	10,645	7,500
-	(2,500)	Repayment of borrowings	(7,000)	-
8,430	(2,500)	Net cashflow from financing activities	3,645	7,500
110	(1,411)	Net increase/(decrease) in cash and cash equivalents	(4,481)	(1,462)
1,061	3,587	Opening cash and cash equivalents	1,061	4,292
1,171	2,176	Closing cash and cash equivalents	(3,420)	2,830



TE REO TRANSLATION | OVERALL FUNDING IMPACT STATEMENT

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Variance	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)		
Sources of operating funding						
11,918	12,147	General rates, uniform annual general charges, rates penalties	12,223	12,297	75	Rate penalty income received to date is unbudgeted
6,257	6,219	Targeted rates	6,793	6,508	(285)	Metered water consumption from industries is lower than budgeted and the last two quarterly meter readings for Morrinsville are still to be caught up on. Grant funding of \$2.47 million from the three water reforms has been received and was not budgeted for. This is offset by lower subsidy income from Rooding, which is typically lower than budgeted at the 6 month point with the larger portion of the work being undertaken in second half of the year.
1,387	1,147	Subsidies and grants for operating purposes	1,425	3,827	2,403	Resource and Building consent income is higher due to higher activity. Dog registration fees are received at start of the year. Rubbish bag sales and income from transfer stations is lower than budgeted.
3,494	3,836	Fees and charges	3,792	4,183	392	Investment income is lower due to lower interest rates. Increases in longer dated swap rates has lead to a gain on our interest rate swap portfolio from the June 2020 valuation of \$530,000.
129	104	Interest and dividends from investments	129	619	490	
135	157	Local authorities fuel tax, fines, infringement fee and other receipts	146	125	(21)	
23,317	23,610	Total operating funding (A)	24,506	27,559	3,054	
Application of operating funding						
17,508	17,942	Payments to staff and suppliers	19,023	19,968	(946)	There are a number of overs and unders across the activities as outlined in the individual statements. The most significant areas of variance to budget include higher than budgeted costs in Community Facilities, unbudgeted spending on projects funded by the three waters reform grant received, and higher costs related to processing of building and resource consents. These increases were offset slightly by reduced costs compared to budget in Rooding and COVID-19 response fund projects to be completed by the end of the year.

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Variance	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)		
Sources of operating funding						
548	590	Finance costs	592	571	21	
-	-	Other operating funding applications	-	-	-	
17,606	18,532	Total applications of operating funding (B)	19,615	20,539	(925)	
5,711	5,078	Surplus/(deficit) of operating funding (A-B)	4,891	7,020		

Sources of capital funding						
2,042	1,202	Subsidies and grants for capital expenditure	2,199	664	(1,535)	NZTA subsidy income is typically lower than budgeted at the 6 month point with the larger portion of work being undertaken in the second half of the year. The budgeted contribution for Morrinsville's Avenue Road North Storm water disposal project has not been received as the project has not progressed.
685	1,085	Development and financial contributions	713	1,622	910	Higher contributions received from significant development activity in Matamata and Morrinsville.
8,430	(2,500)	Increase/(decrease) in debt	7,145	7,500	356	\$7 million of LGFA debt due to mature in May 2021 was pre-funded (and subsequently invested) in July 2020. Otherwise, debt funding has not been required to be raised as budgeted due to delay in capital projects to date.
-	-	Gross proceeds from sale of assets	-	-	-	
-	-	Lump sum contributions	-	-	-	
-	(213)	Other dedicated capital funding	-	-	-	
11,157	(213)	Total sources of capital funding (C)	10,056	9,786		



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Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
		Sources of operating funding			
		Applications of capital funding			
		Capital expenditure			
-	-	- to meet additional demand	195	-	195
9,673	3,605	- to improve the level of service	8,148	4,520	3,628
7,086	3,998	- to replace existing assets	7,586	4,153	3,433
110	748	Increase/(decrease) in reserves	(981)	(756)	(225)
-	(3,486)	Increase/(decrease) of investments	-	8,889	(8,889)
16,868	4,865	Total applications of capital funding (D)	14,947	16,806	
(5,711)	(5,078)	Surplus/(deficit) of capital funding (C-D)	(4,891)	(7,020)	
-	-	Funding balance ((A-B) + (C-D))	-	-	

A number of Community Facilities projects have been delayed. The budgeted Matamata indoor sports facility has been moved to year 3 of the Long Term Plan. The Headon stadium project is almost completed, which was budgeted and carried forward from previous years. Morrinsville's Avenue Road North Stormwater disposal project has not progressed. A number of wastewater projects have been delayed and or will be reconsidered in the Long Term Plan. A number of water project carried forward from last year have been completed in the last six months.

Planned public toilet, playground, pools and renewals projects have not been undertaken during first half of the year. Roading renewal including pavement rehab and sealed road resurfacing typically happens in the second part of the year. Various water and wastewater reticulation and plant renewal projects have been delayed.

Additional cash was available for investment due to the LCFA loan maturing in May 2021 being pre-funded in July 2020.



TE PĀNUI O TE PĀNGA O TE PŪTEA | FUNDING IMPACT STATEMENT

TE REO TRANSLATION | COMMUNITY FACILITIES

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
4,744	4,836	General rates, uniform annual general charges, rates penalties	5,081	5,113	33
32	43	Targeted rates	33	49	16
2	-	Subsidies and grants for operating purposes	2	23	21
1,485	1,573	Fees and charges	1,588	1,635	47
95	83	Internal charges and overheads recovered	105	52	(53)
-	-	Local authorities fuel tax, fines, infringement fee and other receipts	-	-	-
6,358	6,535	Total operating funding (A)	6,809	6,872	64
Applications of operating funding					
4,014	4,312	Payments to staff and suppliers	4,599	5,135	(537)
88	94	Finance costs	81	78	3
1,043	1,012	Internal charges and overheads applied	1,020	1,488	223
-	-	Other operating funding applications	-	-	-
5,144	5,418	Total applications of operating funding (B)	5,699	6,316	
1,214	1,117	Surplus/(deficit) of operating funding (A-B)	1,110	556	

Property costs are higher than budgeted due to the demolition of Ngarua Hall of around \$150,000, design costs for the Heritage Tea House, Asbestos pre-demolition survey for the Skate Building, Domain House etc. charges such as asbestos removal from 96 Moorehouse Street that will be recovered from Kiwi Rail. Cleaning costs have increased. Administration costs for EPH is higher than budgeted. Asset Management costs for the Morrinsville River Walk, Hetana Street innovation, Open Space Strategy etc. Also the maintenance costs of Firth Tower, Te Aroha Domain Museum and additional cleaning costs for the Matamata Civic Centre have exceeded the budget.

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Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of capital funding					
-	33	Subsidies and grants for capital expenditure	-	-	
28	135	Development and financial contributions	29	153	125 Higher contributions received from significant development activity in Matamata and Morrinsville.
2,585	(431)	Increase/(decrease) in debt	1,266	1,488	223
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
2,613	(263)	Total applications of capital funding (C)	1,294	1,641	347
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	-	-	
2,924	363	- to improve the level of service	1,441	1,572	(131) A number of Community Facilities projects have been delayed including the Howie Park entrance, car parking and loop track upgrade, Matamata Streetscape development, Waharoa rest area carpark project. The budgeted Matamata indoor sports facility has been moved to year 3 of the LTP. The Headon stadium project is almost completed, which was budgeted and carried forward from previous years.
723	491	- to replace existing assets	1,187	625	562 Planned public toilet, playground, pools and building renewals projects have not been undertaken during the first half of the year.
180	-	Increase/(decrease) in reserves	(224)	-	(224)
-	-	Increase/(decrease) in investments	-	-	-
3,827	854	Total application of capital funding (D)	2,404	2,197	207
(1,214)	(1,117)	Surplus/(deficit) of capital funding	(1,110)	(556)	
-	-	Funding balance ((A-B) + (C,D))	-	-	

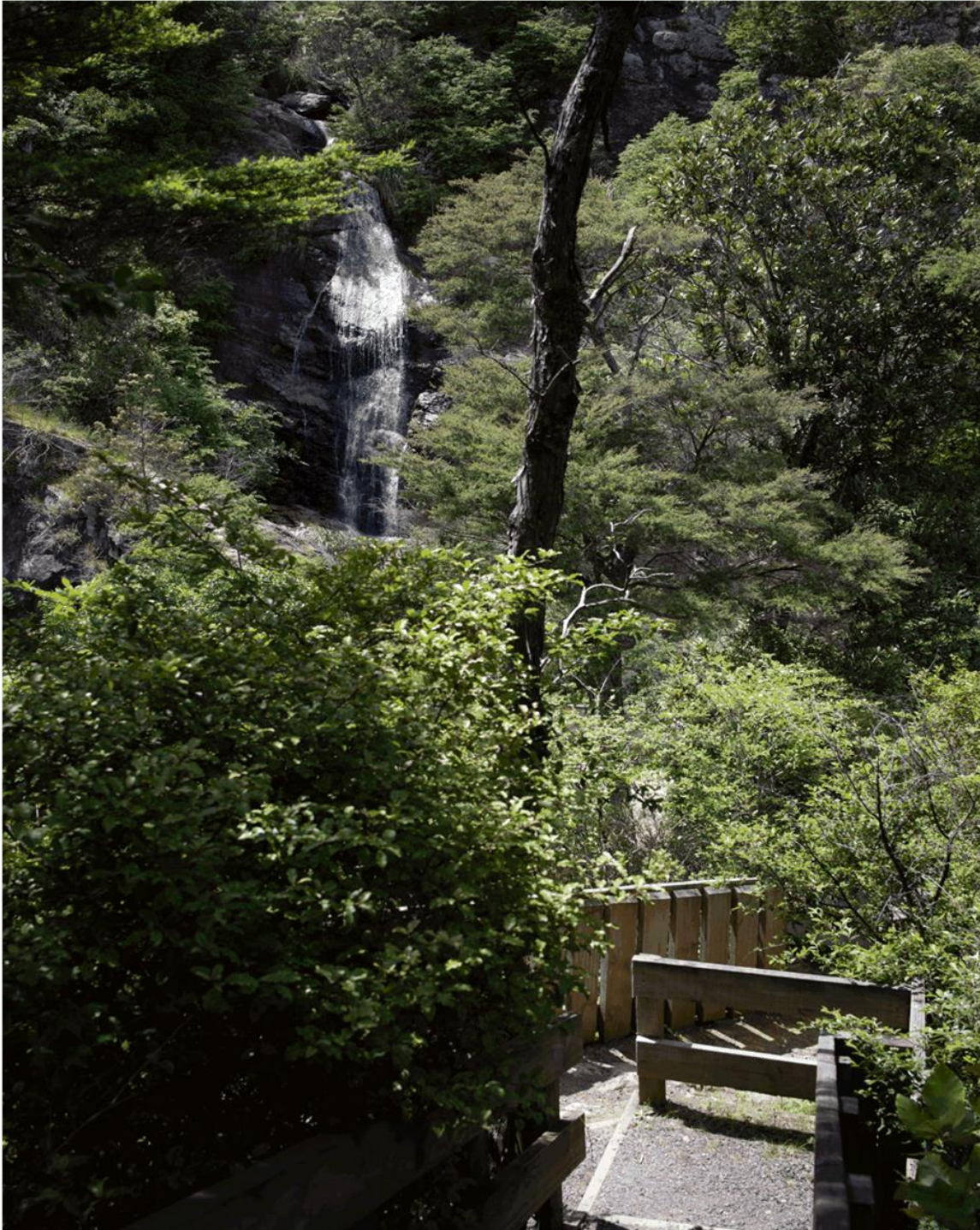
TE REO TRANSLATION | STRATEGY AND ENGAGEMENT

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
2,106	2,146	General rates, uniform annual general charges, rates penalties	2,397	2,407	11
-	-	Targeted rates	-	-	-
-	-	Subsidies and grants for operating purposes	-	100	100
					innovating Streets - Hetana Street grant has been received during the year \$40,000
					Investment income is lower due to lower interest rates. Increases in longer dated swap rates has lead to a gain on our interest rate swap portfolio from the June 2020 valuation of \$530,000.
88	369	Fees and charges	112	662	551
206	188	Internal charges and overheads recovered	274	284	11
-	-	Local authorities fuel tax, fines, infringement fee and other receipts	-	-	-
2,399	2,703	Total operating funding (A)	2,782	3,453	672
Applications of operating funding					
1,515	1,886	Payments to staff and suppliers	2,432	1,842	590
14	15	Finance costs	22	21	1
781	815	Internal charges and overheads applied	757	833	(77)
-	-	Other operating funding applications	-	-	-
2,309	2,716	Total applications of operating funding (B)	3,210	2,696	
90	(13)	Surplus/(deficit) of operating funding (A-B)	(428)	757	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	-
-	-	Development and financial contributions	-	-	-
146	(2,136)	Increase/(decrease) in debt	332	5,526	5,195
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
146	(2,136)	Total sources of capital funding (C)	332	5,526	5,195
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	-	-	50
-	681	- to improve the level of service	50	-	50
631	-	- to replace existing assets	722	679	43
(395)	656	Increase/(decrease) in investments	-	8,889	(8,889)

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236	(2,149)	Total application of capital funding (D)	(97)	6,283	(6,380)
(90)	13	Surplus/(deficit) of capital funding	428	(757)	
-	-	Funding balance ((A-B) = (C-D))	-	-	



Item 6.10

Attachment C

NGĀ RORI | ROADING

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
3,735	3,806	General rates, uniform annual general charges, rates penalties	3,296	3,317	22
-	-	Targeted rates	-	-	-
1,320	1,084	Subsidies and grants for operating purposes	1,358	1,176	(182)
86	42	Fees and charges	98	47	(51)
127	231	Internal charges and overheads recovered	135	233	98
115	124	Local authorities fuel tax, fines, infringement fee and other receipts	128	111	(17)
5,381	5,287	Total operating funding (A)	5,014	4,884	(130)
Applications of operating funding					
3,129	2,696	Payments to staff and suppliers	3,180	2,817	363
187	200	Finance costs	175	168	7
475	451	Internal charges and overheads applied	479	509	(31)
-	-	Other operating funding applications	-	-	-
3,791	3,347	Total applications of operating funding (B)	3,833	3,494	
1,591	1,940	Surplus/(deficit) of operating funding (A-B)	1,181	1,390	
Sources of capital funding					
1,612	1,169	Subsidies and grants for capital expenditure	1,769	664	(1,105)
164	306	Development and financial contributions	171	427	257
638	(801)	Increase/(decrease) in debt	988	160	(828)
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
2,414	674	Total sources of capital funding (C)	2,927	1,251	(1,676)

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Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	131	-	
1,310	1,252	- to improve the level of service	973	1,232	(259)
2,740	1,362	- to replace existing assets	3,003	1,409	1,594
(46)	-	Increase/(decrease) in reserves	1	-	1
-	-	Increase/(decrease) in investments	-	-	-
4,004	2,614	Total application of capital funding (D)	4,108	2,641	1,467
(1,591)	(1,940)	Surplus/(deficit) of capital funding	(1,181)	(1,390)	
-	-	Funding balance ((A-B) - (C-D))	-	-	

Roading renewal including pavement rehab and sealed road resurfacing typically happens in the second half of the year.



TE PARA ME TE WHAKAHŌU | RUBBISH AND RECYCLING

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
315	320	General rates, uniform annual general charges, rates penalties	346	349	3
128	130	Targeted rates	185	184	(1)
65	63	Subsidies and grants for operating purposes	65	58	(7)
768	467	Fees and charges	824	671	(153)
1	1	Internal charges and overheads recovered	1	1	1
-	-	Local authorities fuel tax, fines, infringement fees and other receipts	-	-	-
1,276	981	Total operating funding (A)	1,420	1,263	(157)
Applications of operating funding					
					Waste management levies, minimisation activities and asset management costs are higher due to more work being undertaken on the waste minimisation plan, waste assessment and feasibility plans as required by legislation. The waste management contract costs are higher than budgeted due to variations for growth and commodity adjustments.
1,118	1,258	Payments to staff and suppliers	1,267	1,429	(162)
7	7	Finance costs	6	5	1
121	127	Internal charges and overheads applied	116	126	(10)
-	-	Other operating funding applications	-	-	-
1,245	1,392	Total applications of operating funding (B)	1,389	1,560	
32	(411)	Surplus/(deficit) of operating funding (A-B)	32	(297)	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	-
-	-	Development and financial contributions	-	-	-
548	493	Increase/(decrease) in debt	269	326	58
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
548	493	Total sources of capital funding (C)	269	326	58
Applications of capital funding					
-	-	Capital expenditure	-	-	-
-	-	- to meet additional demand	-	-	-
575	82	- to improve the level of service	300	29	271
					Work has been completed on the installation of cameras at the transfer stations and tipping bins for the glass bay. Upgrades to the weighbridge software, a retaining wall at Waihou, and rebuilding of the scrap metal bay will happen by the end of the year.

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-	-	- to replace existing assets	-	-	-
5	-	Increase/(decrease) in reserves	-	-	-
-	-	Increase/(decrease) in investments	-	-	-
580	82	Total application capital funding (D)	300	29	271
(32)	411	Surplus/(deficit) of capital funding	(32)	297	
-	-	Funding balance ((A-B) = (C-D))	-	-	



TE WAIMARANGAI | STORMWATER

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
60	61	General rates, uniform annual general charges, rates penalties	72	72	1
368	371	Targeted rates	440	378	(62)
-	-	Subsidies and grants for operating purposes	-	-	-
-	-	Fees and charges	-	-	-
62	31	Internal charges and overheads recovered	62	62	-
-	-	Local authorities fuel tax, fines, infringement fee and other receipts	-	-	-
490	463	Total operating funding (A)	574	512	(62)
Applications of operating funding					
85	122	Payments to staff and suppliers	118	121	(3)
-	-	Finance costs	-	-	-
88	119	Internal charges and overheads applied	81	90	(9)
-	-	Other operating funding applications	-	-	-
173	241	Total applications of operating funding (B)	199	211	
317	222	Surplus/(deficit) of operating funding (A-B)	375	301	
Sources of capital funding					
430	-	Subsidies and grants for capital expenditure	430	-	The budgeted contribution for Morrinsville's Avenue Road North Stormwater disposal project has not been received as this project has not progressed.
12	16	Development and financial contributions	12	12	1
-	-	Increase/(deficit) in debt	-	-	-
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
442	16	Total sources of capital funding (C)	442	12	(430)
Applications of capital funding					
-	-	Capital expenditure	-	-	
-	-	- to meet additional demand	-	-	
480	12	- to improve the level of service	783	13	770
-	-	- to replace existing assets	-	-	-
279	226	Increase/(decrease) in reserves	34	300	(267)
-	-	Increase/(decrease) in investments	-	-	-
759	238	Total application of capital funding (D)	816	313	503
(317)	(222)	Surplus/(deficit) of capital funding	(375)	(301)	
-	-	Funding balance ((A-B) = (C-D))	-	-	

TE WAIPARA | WASTEWATER

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
-	-	General rates, uniform annual general charges, rates penalties	-	-	-
3,201	3,235	Targeted rates	3,157	3,291	134
-	-	Subsidies and grants for operating purposes	-	-	-
341	317	Fees and charges	341	362	21
112	50	Internal charges and overheads recovered	149	49	(100)
-	-	Local authorities fuel tax, fines, infringement fee and other receipts	-	-	-
3,654	3,602	Total operating funding (A)	3,647	3,702	56
Applications of operating funding					
1,764	1,614	Payments to staff and suppliers	1,689	1,520	169
147	160	Finance costs	159	155	4
228	299	Internal charges and overheads applied	212	234	(22)
-	-	Other operating funding applications	-	-	-
2,139	2,073	Total applications of operating funding (B)	2,060	1,909	
1,515	1,529	Surplus/(deficit) of operating funding (A-B)	1,587	1,793	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	-
313	362	Development and financial contributions	326	638	313
2,719	(1,229)	Increase/(decrease) in debt	2,866	-	(2,866)
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
3,032	(867)	Total sources of capital funding (C)	3,192	638	(2,554)
Applications of capital funding					
-	-	Capital expenditure	-	-	-
-	-	- to meet additional demand	25	-	-
3,172	27	- to improve the level of service	3,605	363	3,242

1,309	635	- to replace existing assets	1,149	450	699	Various reticulation and plant renewal projects have been delayed.
67	-	Increase/(decrease) in reserves	(1)	1,618	(1,619)	
-	-	Increase/(decrease) in investments	-	-	-	
4,547	662	Total application of capital funding (D)	4,778	2,431	2,347	
(1,515)	(1,529)	Surplus/(deficit) of capital funding	(1,587)	(1,793)		
-	-	Funding balance ((A-B) = (C-D))	-	-		



Item 6.10

Attachment C

NGĀ WHAKAAETANGA ME NGĀ RAIHANA | CONSENTS AND LICENSING

Funding impact statement for the six months ended 31 December 2020

Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
960	978	General rates, uniform annual general charges, rates penalties	1,033	1,039	7
-	-	Targeted rates	-	-	-
-	-	Subsidies and grants for operating purposes	-	-	-
838	1,165	Fees and charges	958	1,422	465
-	-	Internal charges and overheads recovered	-	-	-
18	33	Local authorities fuel tax, fines, infringement fee and other receipts	18	14	(4)
1,815	2,176	Total operating funding (A)	2,008	2,478	467
Applications of operating funding					
1,072	1,216	Payments to staff and suppliers	1,262	1,581	(320)
-	-	Finance costs	-	-	-
678	705	Internal charges and overheads applied	637	704	(68)
-	-	Other operating funding applications	-	-	-
1,749	1,921	Total applications of operating funding (B)	1,898	2,285	
66	255	Surplus/(deficit) of operating funding (A-B)	110	190	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	-
-	-	Development and financial contributions	-	-	-
-	-	Increase/(decrease) in debt	-	-	-
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
-	-	Total sources of capital funding (C)	-	-	-
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	-	-	-
-	-	- to improve the level of service	-	-	-
-	-	- to replace existing assets	-	-	-
66	255	Increase/(decrease) in reserves	110	190	(80)
-	-	Increase/(decrease) in investments	-	-	-
66	255	Total application of capital funding (D)	110	190	(80)
(66)	(255)	Surplus/(deficit) of capital funding	(110)	(190)	
-	-	Funding balance ((A-B) = (C-D))	-	-	

WAI | WATER

Funding impact statement for the six months ended 31 December 2020

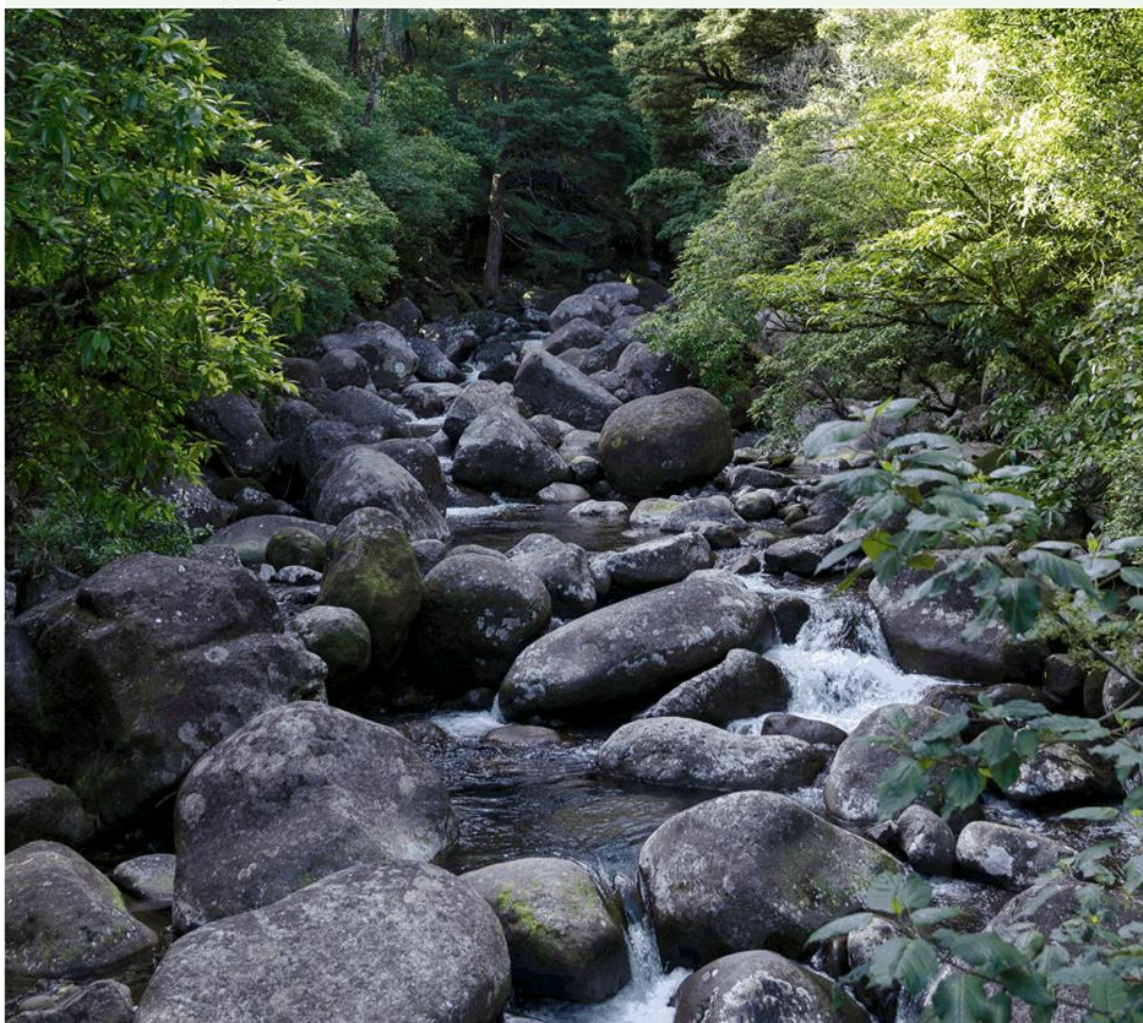
Annual Plan Budget December 2019	Actual December 2019		Annual Plan Budget December 2020	Actual December 2020	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
-	-	General rates, uniform annual general charges, rates penalties	-	-	-
2,528	2,440	Targeted rates	2,979	2,606	(573) Metered water consumption from industries is lower than budgeted and the last two quarterly meter readings for Morrinsville are still to be caught up on.
-	-	Subsidies and grants for operating purposes	-	2,470	2,470 Grant funding from the three water reforms has been received and was not budgeted for.
18	7	Fees and charges	-	3	3
26	25	Internal charges and overheads recovered	28	(95)	(123)
-	-	Local authorities fuel tax, fines, infringement fee and other receipts	-	-	-
2,572	2,472	Total operating funding (A)	3,007	4,984	1,978
Applications of operating funding					
1,278	1,630	Payments to staff and suppliers	1,580	2,141	(561) Three waters reform project costs of \$400,000 (funded by the subsidy received) have been spent to date that were not budgeted for. Treatment plant costs are higher by \$229,000 due to an increase in chemical and lab analysis costs. Hazardous Chemical Assessment, Topohaehae profiling, and comprehensive dam review. This also includes \$55,000 expensed from capital projects that will not proceed. These increased costs are partially offset by lower reticulation costs compared to budget to date.
107	114	Finance costs	151	144	7
301	289	Internal charges and overheads applied	350	369	(20)
-	-	Other operating funding applications	-	-	-
1,685	2,033	Total applications of operating funding (B)	2,080	2,654	
887	439	Surplus/(deficit) of operating funding (A-B)	927	2,330	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	-
169	266	Development and financial contributions	176	392	215 Higher contributions received from significant development activity in Matamata and Morrinsville.
1,795	1,993	Increase/(decrease) in debt	1,426	-	(1,426) The delayed capital spending has resulted in lower debt requirements to date.
-	-	Gross proceeds from sale of assets	-	-	-
-	-	Lump sum contributions	-	-	-
-	-	Other dedicated capital funding	-	-	-
1,964	2,259	Total sources of capital funding (C)	1,602	392	(1,210)

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Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	39	-	
1,213	1,188	- to improve the level of service	996	1,311	(315)
1,684	1,510	- to replace existing assets	1,526	990	536
(45)	-	Increase/(decrease) in reserves	(33)	421	(454)
-	-	Increase/(decrease) in investments	-	-	-
2,851	2,698	Total application of capital funding (D)	2,528	2,722	(194)
(887)	(439)	Surplus/(deficit) of capital funding	(927)	(2,330)	
-	-	Funding balance ((A-B) = (C-D))	-	-	

Projects carried forward from last year including Treatment Plant Instrumentation, Pumps, Valves and Activators have been completed during the current year. The replacement of the switch board at the Morrinsville treatment plant, Waterworks Road has been completed.

Plant and reticulation renewal projects have been delayed compared to what was budgeted.



PERFORMANCE MEASURES

Below is a summary of Council's progress at the six month mark against its performance measures.

Not achieved
Not on track
On track
Information not yet available
Information not available

PERFORMANCE MEASURE	TARGET	TRACKING
Ngā Rawa ā-Hapori Community Facilities and Property		
Carparks and Street Furniture		
90% or more of damage, vandalism and graffiti complaints regarding Council carparks and street furniture will be responded to within the assigned timeframe. <i>Council received four (4) complaints about damage, vandalism and graffiti regarding Council carparks and street furniture. Two (2) of these complaints were not responded to within the prescribed timeframe.</i>	90% or more	50%
Ngā Urupā Cemeteries		
Percentage of people who have visited a Council cemetery in the last year who are satisfied with the cemeteries.	80% or more	85% of people are satisfied.
Te Whakahaere i te Whare me ngā Rawa Housing and Property Management		
Percentage of elderly persons housing tenants who are satisfied with the standard of maintenance and accommodation. <i>Elderly persons survey is carried out annually and is planned for March/April 2021.</i>	80% or more satisfied	Information not yet available.
Rent charged for elderly persons housing will be below the market median for the district. <i>The market median rent for a one bedroom flat is \$215, and a two bedroom is \$280. Our elderly person housing rent is currently \$180.</i>	Rents are below the market median	Elderly persons rent is below market median.
At least 95% of elderly persons housing will be occupied.	95% or more	95% or more
Ngā Wharepukapuka Libraries		
The number of people visiting our libraries. <i>Matamata - 18,754 Morrinsville - 24,975 Te Aroha - 13,844</i>	Visitor and online user numbers will be within 5% of the five year average. (96,528 is the six month average)	121,532 Visitor and online users.
The number of people accessing library information online. <i>Online users - 35,113</i>		
The number of library members who have been active (used their library card) in the last 12 months. <i>This statistic is not reliable this year as Kotui renewed memberships globally during lockdown to ensure digital resources could continue to be used. Renewal counts as activity meaning some borrowers may look active when they are not.</i>	2% increase from previous year 9,244 members (2019/20 benchmark)	39,098
The percentage of users who are satisfied with library services. <i>Of the 200 people surveyed 87% of users were either satisfied or very satisfied, 13% were neither satisfied nor dissatisfied.</i> <i>There were two comments received from users who were dissatisfied with services for various reasons e.g. very little in variation of book collection.</i>	90% satisfied or more	87% of users are satisfied.
Ngā Pāka me ngā Ara Parks and Tracks		
Percentage of users satisfied with sports fields. <i>Of the 200 people surveyed 80% were either satisfied or very satisfied, 6% were either dissatisfied or very dissatisfied and a further 13% were neither satisfied nor dissatisfied and 1% were unsure.</i> <i>One comment received for dissatisfaction referred to the field at Morrinsville having rubbish in the middle of the grounds, making it unsafe.</i>	80% or more of users satisfied	80% of users satisfied.
Percentage of users satisfied with parks and reserves. <i>Of the 200 people surveyed 82% were either satisfied or very satisfied, 6% were either dissatisfied or very dissatisfied, a further 11% were neither satisfied nor dissatisfied and 1% unsure.</i> <i>Council received four dissatisfied comments on our parks and for various reasons.</i>	80% or more of users satisfied	82% of users satisfied.
Playground safety will be assessed on a regular basis.	Inspections will be undertaken once every two weeks, and once every week during school holidays. An external audit will be undertaken annually to evaluate compliance with the relevant New Zealand standard.	On track

PERFORMANCE MEASURE	TARGET	TRACKING
Ngā Puna me ngā Puna Waiariki Pools and Spas		
Four independent safety and quality audits will be carried out on Swim Zone Te Aroha, Swim Zone Matamata and Te Aroha Mineral Spas. Two independent safety and quality audits will be carried out on Swim Zone Morrinsville. <i>During the first six months of the financial year, Watershed have completed audits for Te Aroha Mineral Spas, Swimzone Te Aroha, and Swimzone Matamata. Reports were completed for Morrinsville Swimzone in November 2020 due to their closure over winter.</i>	Achieved	On track
Percentage of users satisfied or very satisfied with pool facilities. <i>Of the 200 people surveyed 80% were either satisfied or very satisfied, 9% were either dissatisfied or very dissatisfied, a further 9% were neither satisfied nor dissatisfied, while 2% were unsure.</i>	80% or more of customers satisfied	80% of users are satisfied.
The number of customers using our pool facilities will be maintained. <i>Swim Zone Matamata - 50,991 Swim Zone Te Aroha - 15,228 Swim Zone Morrinsville - 4,742 Te Aroha Mineral Spas - 17,245</i> <i>From 1 July - 31 December 88,206 people visited Council Pools and Spa facilities.</i>	Visitor numbers will be within 5% of the five year average, (8,131 is the six month average)	On track.
Whareiti Iwi Whānui Public Toilets		
The number of complaints received regarding dissatisfaction with the cleanliness of public toilets. <i>Council received eight (8) complaints about the cleanliness of public toilets. Three (3) complaints were relating to the Domain House, the other five (5) complaints were spread over the District, including Herries Park, Lawrence Avenue and Hetana Street.</i>	20 or fewer complaints about cleanliness per year	Eight (8)
Ngā Wāhi ā-Rēhia, ā-Tuku Iho Recreation Facilities and Heritage		
90% or more of damage, vandalism and graffiti complaints regarding recreation and heritage facilities will be responded to within the assigned timeframe. <i>We received zero (0) complaints about damage, vandalism and graffiti regarding recreation and heritage facilities.</i>	90% or more	On track
Te Reo Translation Strategy and Engagement		
Te Ārai Mate Whawhati Tata Civil Defence		
We will have sufficient trained staff within the Thames Valley Emergency Management Operating Area. <i>No staff were trained in the first quarter, due to Civil Defence Emergency Management staff being prioritised to Regional COVID-19 resurgence planning.</i> <i>However, 67.65% staff were trained in the second quarter, to the level required to run a fully staffed, single shift Emergency Operating Centre in the Matamata-Piako District.</i>	65% or more	67.65%
Ngā Pāpāhonga me ngā Takahanga o te Wā Communications and Events		
Due to the uncertainty of COVID-19 and the restrictions applied on holding events, there was no event held for ANZAC Day. <i>The annual Business Night Out was held on 29 October 2020 at the Matamata-Piako Civic Memorial Centre. This was held in a slightly different format to previous years due to the uncertainty of holding events in COVID-19 restrictions. This event celebrates and recognises local business excellence, as well as providing an opportunity for business people to network with others from around the district.</i> <i>The official opening of the Hauraki Rail Trail Te Aroha to Matamata extension was held on Sunday, 1 November 2020. This was held in conjunction with Hauraki Rail Trail Trust. Simultaneous dawn blessings were performed in Matamata and Te Aroha for Iwi and invited guests with a public ceremony at Te Aroha Railway at 9:00am. This event celebrated the completion of a well known tourist attraction before the Summer holiday commenced.</i>	We will hold one function annually to recognise volunteers, ANZAC Day commemorations and two functions to contribute to economic development	On track.
We will develop one new digital service per year to allow customer to exchange money or information with Council. <i>Council launched a number of new digital services in 2020. Such as, an online grants portal which allows grant applicants to save, review, edit and copy their current and past grant applications; a website was launched for matamatapiako.nz as part of a tourism campaign to attract domestic visitors to the district; a petitions platform called "Your voice, your vision" was developed to allow customers to submit ideas to Council and others to vote in support ideas and to add comments. The platforms was used for a limited period for consultation ahead of Council's Long Term Plan.</i>	One new transaction or service per year	On track.
Percentage of residents who are satisfied with ease of access to Council information. <i>Of the 200 people who were surveyed, 59% were either satisfied or very satisfied, 8% were either dissatisfied or very dissatisfied, while 29% were neither satisfied nor dissatisfied and 4% did not know or use the service.</i>	65% or more of residents satisfied	59% of the community is satisfied.
Te Āraitanga ā-Hapori Community Leadership		
Percentage of the community satisfied with the leadership of the Councillors and Mayor. <i>Of the 200 people surveyed, 65% were either satisfied or very satisfied, 5% were either dissatisfied or very dissatisfied, while 26% were neither satisfied nor dissatisfied and 4% were unsure.</i>	59% or more satisfied (2% improvement each year, 2018/19 benchmark)	65% of the community is satisfied.

PERFORMANCE MEASURE	TARGET	TRACKING
Percentage of Te Manawhenua Forum members satisfied with progress made towards achieving the identified work streams. <i>The Annual Survey of Te Manawhenua Forum members will be undertaken in mid 2021.</i>	16.66% or more of members satisfied (2% improvement each year, 2019/20 benchmark)	Information not yet available
Monthly reporting to Council showing our progress towards health and safety targets. <i>During the first quarter, three (3) reports were presented to Council. One of those was the combined quarterly reports for 2019/2020 while two (2) were for the months July and August.</i> <i>In the second quarter, three (3) reports were presented to Council. One was the quarterly report for July - September 2020, while the other two (2) were for the months October and November. The December report will be presented in February 2021.</i>	11 Reports to Council per year	On track
Ngā Rautakinga me ngā Mahere Strategies and Plans		
Percentage of the community satisfied that they have been provided with an opportunity to be involved in consultation processes. <i>Of the 200 people surveyed, 53% were either satisfied or very satisfied, 8% were either dissatisfied or very dissatisfied, while 29% were neither satisfied nor dissatisfied and 10% were unsure.</i>	52% (maintain 2015/16 benchmark)	53% of the community is satisfied.
State of the Environment monitoring reports will be updated on Council's website each year. <i>Due to staff capacity and workloads the report was not updated by November 2020. Staff are expecting to have the report done by February 2021.</i>	20 November each year	Not achieved.
Te Hanganga Infrastructure		
Ngā Rori Roading		
The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network expressed as a number. <i>Comparison with 2019/2020 will be provided at the end of the financial year.</i>	A reduction in the number of fatal and serious crashes from the previous year	Information not yet available.
The average quality of ride on a sealed local road network, measured by smooth travel exposure. <i>This is a biennial survey which was undertaken in 2019/2020. The results show 97%, which is a decline since the 2016/2017 result of 99.3%.</i>	97% or more	97%
The percentage of the sealed local road network that is resurfaced. <i>During the period 1 July - 30 September, 1.55% of the sealed local road was resurfaced. While 2.35% of the sealed road network was resurfaced in the period 1 October - 31 December. A large portion of the work is scheduled to be undertaken in the second half of the year.</i>	8.5% or more	4.1%
The percentage of footpaths within our district that fall within the level of service standard for the condition of footpaths that is set out in our relevant documents (such as our annual plan, activity management plan, asset management plan, annual works program or Long Term Plan). <i>This is a biennial survey, which is scheduled for 2020/21.</i>	95% or more within the acceptable level of service	Information not available.
The percentage of customer service requests relating to roads and footpaths that the territorial authority responds to within the time frame specified in the Long Term Plan. <i>Four (4) urgent roading requests were received and responded to within the prescribed timeframes, 331 non-urgent roading requests were received, of which 298 were responded to within prescribed timeframes.</i>	90% of urgent requests responded to within one working day 90% of non-urgent requests responded to within five working days	100% (4/4) 90.03% (298/331)
Te Para me te Whakahōu Rubbish and Recycling		
Percentage of residents satisfied with kerbside, rubbish and recycling collection services and transfer stations. <i>Of the 200 people surveyed, 65% were either satisfied or very satisfied, 11% were either dissatisfied or very dissatisfied, while 19% were neither satisfied nor dissatisfied and 5% were unsure or did not use the service.</i>	80% or more satisfied or very satisfied	65% of residents are satisfied.
Number of complaints about kerbside refuse and recycling not collected on the usual collection day. <i>During the period July to December we received 119 complaints about missed collection. This is an average of 20 complaints per month.</i>	20 or less complaints on average per month	20 complaints on average per month.
Total quantity of kerbside household waste sent to landfill. <i>This information will be reported on annually.</i>	Reduction of 1% per person per year	Information not yet available.
Proportion of waste diverted (recycled or composted) from the transfer station and kerbside recycling collection service. <i>During the period 1 October to 31 December, the total waste diverted from landfill was 38%. Due to changing government regulations globally there is a decrease in the types of recyclable materials that are able to be recycled. The change in material acceptance has caused a fluctuation of waste that can be diverted from landfill.</i>	45% or more of the total waste diverted from landfill	38%

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PERFORMANCE MEASURE	TARGET	TRACKING
Te Waimarangi Stormwater		
The number of flooding events that occur in our district. For each flooding event, the number of habitable floors affected (expressed per 1,000 properties connected to our stormwater system).	0 flooding events 0 habitable floors affected	Zero (0)
Compliance with our resource consents for discharge from our stormwater system, (measured by the number of abatement notices, infringement notices, enforcement orders, and convictions received in relation to those resource consents).	Zero	Zero (0)
The median response time to attend a flooding event, measured from the time that we receive notification to the time that the service personnel reach the site.	Median: 4 hours	Zero (0)
The number of complaints we received about the performance of our stormwater system (expressed per 1,000 properties connected to our stormwater system). <i>There were eighteen (18) complaints regarding the performance of the stormwater network during the period 1 July - 31 December.</i>	4 complaints per 1,000 connections per year (32 in total)	Eighteen (18)
Te Waipara Wastewater		
The number of dry weather sewage overflows from our wastewater system (expressed per 1,000 connections per year to our wastewater system). <i>There were nine (9) dry weather sewerage overflows from our wastewater system during the period 1 July - 31 December.</i>	1 compliant per 1,000 connections per year (8 total)	Nine (9)
Compliance with our resource consents for discharge from our wastewater, (measured by the number of abatement notices, infringement notices, enforcement orders, and convictions received in relation to those resource consents).	Zero	Zero (0)
Where we attend to sewage overflows resulting from a blockage or other fault in our wastewater system, we will measure the following median response times:		
Attendance time: from the time that we receive notification to the time that service personal reach the site <i>There were eight (8) overflows resulting from blockage or other fault in our wastewater system. There is one (1) overflow outstanding.</i>	Median: 4 hours	0.27 hours (16 minutes)
Resolution time: from the time that we receive notification to the time that service personal confirm resolution of the blockage or other fault.	Median: 24 hours	3.32 hours (199 minutes)
The total number of complaints received by Council about any of the following (expressed as 1,000 connections per year):		
Sewage odour <i>One (1) complaint regarding the sewage odour.</i>		
Wastewater system faults <i>Three (3) complaints regarding wastewater system faults.</i>		
Wastewater system blockages <i>Eleven (11) complaints regarding wastewater blockages.</i>	17 complaints per 1,000 connections (128 total)	Fifteen complaints (15)
Council's response to issues with our wastewater system <i>Zero (0) complaints regarding our wastewater system</i>		
Wai Water		
The extent to which Council drinking water supply complies with:		
Part 4 of the drinking-water standards (bacteria compliance criteria). <i>The drinking water compliance report is completed annually and is expected to be completed in 2021.</i>	Compliant	Information not yet available
Part 5 of the drinking-water standards (protozoal compliance criteria). <i>The drinking water compliance report is completed annually and is expected to be completed in 2021.</i>		
The percentage of real water loss from Council's networked reticulation system (using minimum night flow analysis).	25% or less	Information not yet received
Where we attend a call-out in response to a fault or unplanned interruption to our networked reticulation system, we will measure the following median response times:		
Attendance for urgent call-outs: from the time that we receive notification to the time that service personal reach the site.	Median: 4 hours	0.5 hours (30 minutes)
Resolution of urgent call-outs: from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption.	Median: 24 hours	2 hours (120 minutes)
Where we attend to a call-out in response to a fault or unplanned interruption to our network reticulation system, we will measure the following median response times:		
Attendance for non-urgent call-outs: from the time we receive notification to the time that service personnel reach the site	Median: 3 working days	0.42 days (10.7 hours)
Resolution of non-urgent call-outs: from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption.	Median: 5 working days	0.63 days (15 hours)

PERFORMANCE MEASURE	TARGET	TRACKING
Wai Water		
The total number of complaints received by Council about any of the following (expressed per 1,000 connections per year):		
Drinking water clarity. <i>Seventeen (17) complaints regarding the drinking water clarity.</i>		64 complaints
Drinking water taste. <i>Five (5) complaints regarding the drinking water taste.</i>		
Drinking water odour. <i>Fiver (5) complaints regarding the drinking water odour.</i>	9 complaints per 1,000 connections across all categories (total of 72 complaints based on 8,000 connections)	
Drinking water pressure or flow. <i>Thirty five (35) complaints regarding the drinking water pressure or flow.</i>		
Continuity of supply. <i>Two (2) complaints regarding the continuity of supply.</i>		
Council's response to any of these issues. <i>Zero (0) complaints received about Council's response to any of these issues.</i>		
The average consumption of drinking water per day per resident within the district. <i>This information will be reported on annually.</i>	500 litres per urban resident per day	Information not yet available.
Ngā Whakaaetanga me ngā Raihana Consents and Licensing		
Te Whakahare Kararehe Animal Control		
Complaints will be investigated within set timeframes. <i>We received 281 animal control complaints during the period 1 July to 31 December. Of these 276 (98.63%) were responded to within the assigned timeframes. This includes dogs and stock control complaints.</i>	95% within adopted timeframes	98.22% response rate
Number of property visits per year <i>During the first six months of the year our animal control officers carried out 348 property visits: Matamata - 80 Morrinsville - 177 Te Aroha - 91</i>	At least 600 property visits per year	On track
Number of street patrols undertaken in each of the three main towns. <i>Our average street patrols per town per month is: Matamata - 30 Morrinsville - 37 Te Aroha - 22</i>	At least an average of 10 per month per town	On track
Ngā Whakaaetanga ā-Whare me te Mātai Building Consents and Monitoring		
Building consents processing timeframes. <i>During the first six months of the year we processed 206 building consents. Unfortunately, due to the number of building consents received, only 75.23% of these were processed within statutory timeframes. To address this, our building team will be appointing 2 contractors to process applications.</i>	100% of building consents will be processed within statutory timeframes	75.23%
Complaints to be responded to within 10 working days. <i>We received twenty (20) complaints about alleged illegal buildings and illegal swimming pools during the period 1 July - 31 December. 95% (19/20) complaints were responded to within 10 days.</i>	100% of complaints to be responded to within 10 working days	95%
Te Raihanatanga me te Uruhitanga Licensing and Enforcement		
Food premise, hairdressers and camping grounds will be inspected or audited in accordance with legislation. <i>Under the Health Act 1956 the majority of health licences are inspected in the second half of the financial year - we are on track to achieving this by June 2021.</i>	100% inspected or audited	On track
On, Off and Club alcohol licensed premises will be inspected annually to ensure they comply with alcohol licensing standards. <i>We space these inspections throughout the year, we are currently on track to having these all inspected by 30 June 2021.</i>	100% inspected annually	On track
Percentage of after-hours (between 5pm and 8am, weekends and public holidays) noise complaints responded to within two hours. <i>We received 96 after hours noise complaints during the period 1 July to 31 December. 100% of these were responded to within two hours.</i>	100% responded to within two hours	100%

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PERFORMANCE MEASURE	TARGET	TRACKING
Ngā Whakaaetanga me ngā Raihana Consents and Licensing		
Ngā Whakaaetanga ā-Rawa me te Mātai Resource Consents and Monitoring		
Percentage of resource consents processed within statutory timelines.		
From 1 July to 31 December we received 137 resource consent applications, of which 132 (96.4%) of these were processed within the specified timeframes. <i>We received 137 resource consent applications of which 132 (96.4%) were processed within the prescribed timeframe.</i>	100%	96.4%
Percentage of land use consents monitored within four months of being granted.		
<i>During the period 1 July to 31 December 48/50 (96%) landuse consents were monitored within four months of being granted.</i>	100%	96%

Library Update

CM No.: 2390577

Rāpopotonga Matua | Executive Summary

Helen O'Carroll, the District Library Manager for Matamata-Piako District Council, will be providing an introduction to Council's newly appointed Taura Wharepukapuka (Ratonga Māori Motuhake) | Library Intern (Māori Services Specialisation), Arihia Moore-Collier.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Helen O'Carroll District Library Manager	
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Approved by	Don McLeod Chief Executive Officer	
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Kaitakawaenga Māori / Iwi Liaison Officer

CM No.: 2396339

Rāpopotonga Matua | Executive Summary

Council has approved funding for an Iwi Liaison Role at Council. This is a reflection of the developing relationships with Mana Whenua and the need to ensure this continues to evolve.

Following the resolution from the Forum at its July meeting from the COVID19 fund, it is also recognition that we need to understand the impact that current events are having on Mana Whenua.

A verbal update on the recruitment process will be provided at the time of the meeting.

Tūtohunga | Recommendation

That:

1. The information is received.

Horopaki | Background

During the last 12 months Council and Iwi have worked on a review of its Heads of Agreement (HOA).

One of the recommendations from the HOA review was that Council should employ an Iwi liaison resource to support the ongoing work of Iwi and Council. This was further requested in response to COVID-19, recognising the impact of the pandemic on our Māori communities.

Council has approved funding for an Iwi Liaison Role at Council. This is a reflection of the developing relationships with Mana Whenua and the need to ensure this continues to evolve.

Following the resolution from the Forum at its July meeting from the COVID19 fund, it is also recognition that we need to understand the impact that current events are having on Mana Whenua.

Staff have worked closely with the Forum on the development of the Job Description, and Forum members have been nominated to assist with the short listing of candidates.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The recruitment is managed by Mana recruitment, who have experience from across NZ to recruit for similar roles. A panel of TMF members previously confirmed via email will assist with the Short Listing Process. A verbal update will be provided at the time of the meeting.

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: Vibrant, Cultural Values

Community Outcome: We value and encourage strong relationships with Iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.

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

The recruitment and employment of an Iwi Liaison Officer is funded from the Strategy and Engagement operating budgets.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
Approved by	Sandra Harris Senior Policy Planner	
	Don McLeod Chief Executive Officer	

Waitangi Day 2021

CM No.: 2401966

Rāpopotonga Matua | Executive Summary

In the past, Te Manawhenua Forum have recognized Te Rā o Waitangi – Waitangi Day in the Matamata-Piako community with a festival style event, live music, a delicious hangi, prepared by local Iwi and free access to one of our Swim Zone pools.

After the 2018 Te Rā o Waitangi event in Morrinsville, members discussed its effectiveness at educating the community about the significance of Te Rā o Waitangi. Members thought there are better ways to really highlight the importance of our country's national day, and decided not to hold a public event in 2021.

Tūtohunga | Recommendation

That:

1. That the information be received

Horopaki | Background

Over the past five years Te Rā o Waitangi has been acknowledged with an event – which was moved around the district each year. The event included food trucks, musicians and entertainers and free hangi – plus the Swim Zone pool, wherever the event was held, was free to use for the day. Free access to Swim Zone was just in Matamata and Morrinsville – which allowed for greater capacity than Te Aroha.

In 2020, Te Manawhenua decided against an event after they questioned just how much the community was able to learn about Te Rā o Waitangi and Te Tiriti o Waitangi – Treaty of Waitangi and decided to focus on an education campaign.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

In an effort to understand just how the community feels about the poignant day, this year, we asked seven members of the Matamata-Piako community – 'Why should we care about Te Rā o Waitangi?' Responses were poignant and offered varied opinions.

These responses were shared on Facebook throughout Te Rā o Waitangi and was received positively by the community, with a reach of over 4000 people, 765 active engagements (post clicks) and 104 people posting a reaction (comment/post like). There were no negative reactions to any of the videos.

We decided to focus on asking people about Te Rā o Waitangi - Waitangi Day, as opposed to Te Tiriti o Waitangi as although the tiriti is Aotearoa's founding document, not everyone is familiar with it. However, as a country, everyone is familiar with Te Rā o Waitangi – whether they recognise it or not, due to it being a public holiday. We wanted to help people be aware that the day means so much more than just a day off – or a free swim.

Challenges we faced were with people consenting to be videoed, which was an issue we also faced when asking the community to talk to us about local government elections in 2019. Overall we were happy with the feedback we received and community engagement.

We aimed for nine videos and got seven.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Rexine Hawes Communications Officer	
Approved by	Jenni Cochrane Communications Manager	
	Don McLeod Chief Executive Officer	