

Te Manawhenua Forum Mo Matamata-Piako



Mēneti Wātea | Open Minutes



Minutes of a meeting of the Te Manawhenua Forum Mo Matamata-Piako held in the Silver Fern Events Centre, 44 Stanley Avenue, TE AROHA on Tuesday 1 December 2020 at 10am.

Ngā Mema | Membership

Mayor Ash Tanner, JP

Deputy Mayor Neil Goodger

Ngāti Hāua

Principal Member

Mrs Te Ao Marama Maaka (Chair)

Alternate Member

Ms Rangitonga Kaukau

Ngāti Hinerangi

Mr Tony Harrison

Ms Hinerangi Vaimoso

Ngāti Maru

Mrs Kathy Ngame

Mr Wati Ngamane

Ngāti Rāhiri-Tumutumu

Mrs Jill Taylor

Ngāti Paoa

Mr Gary Thompson

Mrs Glenice Puke

Ngāti Whanaunga

Mr Michael Baker

Mr Gavin Anderson

Raukawa

Ngāti Tamaterā



Ngā whakapāha | Apologies

Michael Baker – Ngāti Whanaunga
Jill Taylor – Ngāti Rāhiri-Tumutumu (for
lateness)

Absent

Glenice Puke – Ngāti Paoa
Gavin Anderson – Ngāti Whanaunga

Kaimahi i reira | Staff Present

Author Name	Author Title	Item No.
Sandra Harris	Team Leader – Governance and Policy	
Tamara Kingi	Committee Secretary and Corporate Administration Officer	
Stephanie Hutchins	Committee Secretary and Corporate Administration Officer	
Niall Baker	Team Leader – Legal and Policy	
Ally van Kuijk	District Planner	
João Paulo Silva	RMA Policy Planner	
Mark Naudé	Parks and Facilities Planner	
Helen O'Carroll	District Library Manager	
Louisa Palmer		

I reira | In Attendance

	Time In	Time Out
Cr Kevin Tappin – Matamata-Piako District Council	10am	12.11pm
Cr Adrienne Wilcock – Matamata-Piako District Council	10am	12.11pm
Aniwaniwa Tawa – Waikato Regional Council	10am	11.12am
Emily O'Donnell – Waikato Regional Council	10am	11.12am
Vicky Cowley – Civil Defence Emergency Management	11.15am	12.11pm
Cr Donna Arnold – Matamata-Piako District Council	11.45am	12.11pm
Joanne Aoake – Audit and Risk Committee Member	11.45am	12.11pm

1 Whakatūwheratanga o te hui | Meeting Opening

Chair Te Ao Marama Maaka declared the meeting open at 10am and welcomed forum members and staff.

2 Karakia

Gary Thompson performed the opening Karakia.

3 Ngā whakapāha | Apologies/Leave of Absence

That the apology for lateness from Jill Taylor be accepted. That the apology for early departure from Neil Goodger be accepted.

That the apology from Michael Baker be accepted and leave of absence be granted.

Moved by Mrs T Maaka

Seconded by Mayor A Tanner

Carried

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 meneti | Confirmation of Minutes

COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary Meeting of the Te Manawhenua Forum Mo Matamata-Piako held on Tuesday, 1 September 2020, be confirmed as a true and correct record of the meeting.

Moved by: Mayor A Tanner

Seconded by: Deputy Mayor N Goodger

CARRIED

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3 Decision Reports

Appointment of Alternate Representative for Ngāti Rāhiri Tumutumu

CM No.: 2361904

Rāpopotonga Matua | Executive Summary

The Heads of Agreement (attached) provides for the appointment of non-elected Forum Members by the Forum.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. That Daniel Braid be appointed as the alternative representative to the Forum for Ngāti Rahiri Tumutumu.

Moved by: R Kaukau
Seconded by: K Ngamane

CARRIED

The meeting adjourned for morning tea at 10.05am and reconvened at 10.20am.

Horopaki | Background

The Heads of Agreement (attached) provides for the appointment of non-elected Forum Members by the Forum.

The Ngāti Rahiri Tumutumu Trust has advised Council of a decision to nominate Daniel Braid as its alternate member on the Forum, alongside Jill Taylor.

Staff can confirm Council has received copies of the Trusts minutes regarding the appointment.

Ngā Tāpiritanga | Attachments

- A. MPDC – D Braid Appointment Manawhenua Forum 19 September 20
- B. TMF Heads of Agreement 3 March 2020

Ngā waitohu | Signatories

Author(s)	Stephanie Glasgow Committee Secretary and Corporate Administration Officer	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod	

	Chief Executive Officer	
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Schedule of Meetings 2021

CM No.: 2363766

Rāpopotonga Matua | Executive Summary

Te Manawhenua Forum mo Matamata-Piako are asked to confirm dates for their 2021 meeting schedule.

COMMITTEE RESOLUTION

That:

1. The Forum confirms the meeting dates for 2021.

Moved by: G Thompson

Seconded by: R Kaukau

CARRIED

Horopaki | Background

The overall pattern of Council and Committee meetings is set as:

- Council meet monthly every 2nd Wednesday, with extra meetings for hearings and adoption of documents as required.
- Corporate and Operations Committee (COC) meet monthly every 4th Wednesday.
- Audit and Risk Committee meet quarterly on Tuesday, based on Council meeting dates.
- Te Manawhenua Forum meet quarterly on the 1st Tuesday of the relevant month, with the exception of the last meeting, which will be held on 30 November.
- Waharoa (Matamata) Aerodrome Committee meet three times a year on the third or fourth Thursday of a month.

Proposed meeting schedule:

MONTH	DATE	VENUE
March	Tuesday 2 nd	Matamata-Piako District Council, Council Chambers, Te Aroha
June	Tuesday 1 st	
September	Tuesday 7 th	
November	Tuesday 30 th	TBC

Ngā Tāpiritanga | Attachments

- A. Meeting Planner 2021 including LGNZ dates

Ngā waitohu | Signatories

Author(s)	Stephanie Glasgow Committee Secretary and Corporate Administration Officer	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

TMF Work Program 2021

RM No.: 2365978

Rāpopotonga Matua | Executive Summary

This report presents the draft work program for Te Manawhenua Forum for 2021. The Forum may wish to suggest amendments or additions to the program.

COMMITTEE RESOLUTION

That:

1. Te Manawhenua Forum approve the work program for the 2021 calendar year.

Moved by: R Kaukau
Seconded by: T Harrison

CARRIED

Horopaki | Background

Prior to the commencement of each calendar year the Forum sets out a work program. While priorities can shift during the year as unexpected projects arise, the work program is a useful tool to enable the Forum to set their direction and to allow staff and Council to understand the priorities that the Forum would like to achieve.

The following draft work program is proposed for discussion. There may be other matters that the Forum wishes to consider for inclusion in the work program.

Meeting 1

- Six month report July to December 2020
- District Plan and Iwi management plans update incl Papakainga plan change update
- Long Term Plan 2021-31 Update and documents for consultation
- Te Reo Maori Policy update on initiatives and guidelines
- Signage manual incl bilingual text
- Waitangi Day 2021 debrief/review
- Open Spaces Strategy update
- Community Facilities Strategy and Policy update
- Waste Management and Minimisation Plan
- Te Aroha Domain Working Party update
- Te Aroha Domain Spa Development Project Update

Meeting 2

- Annual customer satisfaction survey
- District Plan and Iwi management plans update incl Papakainga plan change update
- Long Term Plan 2021-31 Project Plan
- Te Reo Maori Policy update on initiatives and guidelines
- Manawhenua Engagement Guide review
- Community Facilities Strategy and Policy update
- Open Spaces Strategy update
- Te Manawhenua Forum satisfaction survey
- Te Aroha Domain Working Party update
- Te Aroha Domain Spa Development Project Update

Meeting 3

- Waitangi Day 2021 event planning
- Annual Plan 2020/21 and other associated documents update
- District Plan and iwi management plans update incl Papakainga plan change update
- Long Term Plan 2021-31 Project Plan, Timeline and Maori involvement in decision-making section
- Draft Annual Report 2019/20
- Manawhenua Engagement Guide review
- Community Facilities Strategy and Policy update
- Te Aroha Domain Working Party update
- Te Aroha Domain Spa Development Project Update

Meeting 4

- Draft work programme for 2021
- Waitangi Day 2021 event planning
- Long Term Plan 2021-31 project update
- Te Reo Maori Policy update on initiatives and guidelines
- Manawhenua Engagement Guide review
- State of the Environment Reporting
- District Plan and Iwi management plans update
- Resource Management Act Hearing Commissioner Training
- Community Facilities Strategy and Policy update
- Community Facilities update
- Road and Open Spaces Naming Policy 12 month review
- Long Term Plan 2021-31 Project Plan, Timeline and Maori involvement in decision-making section
- Te Aroha Domain Working Party update
- Te Aroha Domain Spa Development Project Update
- Lunch with the Councillors

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

The proposed work program can be funded from existing operating budgets for Te Manawhenua Forum.

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	Niall Baker Senior Policy Planner	
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	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Heads of Agreement

RM No.: 2373604

Rāpopotonga Matua | Executive Summary

Te Manawhenua Forum mō Matamata-Piako Forum is a Standing Committee of Council, and was first established in 2004. The relationship between Council and iwi/hapū continues to evolve as we move towards a post-settlement era.

The Forum operates under a Heads of Agreement first signed in 2004, with the latest review completed in 2017. The current Heads of Agreement is attached for members' information (Attachment A).

At its meeting in December 2019, Forum members expressed a desire to review the Heads of Agreement for the new triennium. A hui was held in February 2020, with the feedback from the Hui presented to the Forum meeting in March and feedback from the Forum reported to Council in April (Attachment B).

A revised Heads of Agreement has been drafted (attached). This revised HOA was discussed with Council at a workshop 1 July 2020, and further discussed at individual meetings with some Iwi who expressed an interest/availability to do so.

The purpose of this report is to seek feedback and comments from the Forum on this revised draft. Some changes have been tracked in to the attachment following individual Iwi hui. The intention is that the Iwi Liaison officer would pick the Heads of Agreement up as a road map for their work plan in 2021.

COMMITTEE RESOLUTION

That:

1. **The information is received.**
2. **The Forum provides feedback and comments on the revised draft Heads of Agreement**

Moved by: **G Thompson**

Seconded by: **Chairperson Te Ao Marama Maaka**

CARRIED

Horopaki | Background

During the early 2000's Council and Iwi entered into discussions around the establishment of protocols to maintain appropriate links with mana whenua and to foster effective relationships between Council and Iwi. This led to Council establishing Te Mana Whenua Forum Mo Matamata-Piako (Forum) in 2004 as a mechanism for Council to meet its obligations. The Forum was established as a standing committee of Council to facilitate mana whenua contribution to Council's decision-making and to provide a framework for Council and iwi to forge an ongoing effective and meaningful relationship. The original Heads of Agreement (HOA) signed 8 July 2004 stated as follows;

The forum will consider any matter to promote the social, economic, environmental and cultural well-being of the Māori communities for today and for the future taking a sustainable approach.

The original HOA gave provisions for iwi to have input into policy development and special projects as required.

Since its formation, the Forum has been a Standing Committee of Council, reconfirmed following the 2019 elections, which operates under a Heads of Agreement between Council and the Forum members. The Forum has traditionally had delegation to *recommend to Council* on matters relating to Māori such as providing feedback on policy and bylaw development from a Māori perspective.

The HOA was last reviewed in 2017, and endorsed by the new Forum following the 2019 Local Government Elections (Attachment A).

At its meeting in December 2019 Forum members expressed a desire to review the Heads of Agreement for the new triennium. A hui was held in February 2020, with the feedback from the Hui presented to the Forum meeting in March and feedback from the Forum reported to Council in April (Attachment B).

A revised Heads of Agreement has been drafted. This revised HOA was discussed with Council at a workshop 1 July, and feedback from the Council is provided below in the Issues/Discussion section.

The purpose of this report is to seek feedback and comments from the Forum on this revised draft.

Ngā Take | Issues / Kōrerorero | Discussion

Forum members have previously commented on the changing relationships between Māori and local authorities around New Zealand with the stronger Māori engagement processes and structures being established such as the Auckland Māori Statutory Board. The Forum considers there is a need to 'stay current' in terms of Māori engagement. Individual iwi/hapū are progressing through their Tiriti o Waitangi / Treaty of Waitangi settlement negotiations, and the relationship between iwi and Council is evolving towards one of collaboration and partnership.

Strategic Direction

The starting point for the discussion at the February Hui was to articulate members' aspirations for their iwi and for iwi/Māori in the district in general. From those discussions, five themes emerged;

A summary of the Hui discussions is attached for members' information in Attachment B.

This has been translated into the new format of the Heads of Agreement is attached.

As an alternative to having representation on Council/Committee, it has been acknowledged that the Heads of Agreement can be strengthened to provide a stronger voice for Māori in the district.

To achieve this, it is suggested that the Forum considers preparing a Strategy on a Page style document that would inform Council (elected members) and staff on issues of significance to iwi/Māori, and how iwi/Māori would like to be engaged on these matters to achieve its community aspirations.

Most central government agencies and ministries have a specific Māori Strategy that aligns with the Government's strategic direction and vision. These Māori strategies are often presented as a Strategy on a Page, or over a couple of pages, setting out the organisations' vision and values, its strategic priorities and its action plan to achieve those aspirations. Examples of these Strategies

were discussed with the Forum at the Hui in February and again at the March meeting of the Forum.

It was agreed that the revised heads of Agreement would be set out similar to the Māori Strategy of NZTA (<https://www.nzta.govt.nz/assets/About-us/docs/te-ara-kotahi-our-Māori-strategy-june-2019.pdf>) which was seen as a good example of how iwi aspirations, priorities, values and work streams can be presented in a clear and succinct way. The Attached revised Draft Heads of Agreement has been presented in this format, with the addition of allowing for bilingual text throughout.

By having a clear direction and understanding of the aspirations of the Forum and its members, Council can better direct its resources and efforts to support work towards these. This will help council understand what matters are considered of specific interest to mana whenua. This would also provide members with an opportunity to highlight issues/matters related to the projects that are of particular interest to iwi/Māori and provide advice to staff on to what extent engagement should occur.

It is suggested that the Forum considers developing a Strategy on a Page document to clearly articulate its aspirations and goals for the coming years, and to advice Council and staff on matters of significance to mana whenua and how Council and iwi can best work together to achieve these.

Work programme and Priorities

Each year in December the Forum confirms its work programme for the following year, as per its delegations and budget. It is suggested that a longer term work programme or action plan / priority actions are identified as part of the Strategy on a Page. This will provide clarity to Council and staff about Forum priorities, and progress towards these actions can be tracked throughout the year and from year to year.

Due to the uncertain financial times we are currently experiencing, there may be limited budgets available to progress all actions this year. By having a longer term view, Council together with the Forum can make small steps toward the agreed goals over time.

The Revised Draft HOA attached includes all the bullet-points previously set out under Responsibilities in the current HOA (refer Attachment A), and allocated these to the agreed Themes. In addition, initiatives and priority actions discussed at the Hui in February has also been included.

As you can see from the table on Page 2 of the HOA, some Themes have multiple Priority Actions/Initiatives associated with them, while others don't. These will need to be discussed in more details with Forum members and Council to agree on how the two parties can best work together to achieve the aspirations of those particular themes. This may include taking a more active role in advocating and lobbying on behalf of our Māori communities when engaging with central government agencies and others.

To better align with the annual budgeting process, it is suggested that this discussion takes place in September. That way any items on the proposed work programme that require additional resources or funding can be discussed with Council prior to setting of the Annual Plan/Long Term Plan budget. In the years leading up to an LTP, it is suggested that the Forum considers setting its priorities for the next three years. This can then inform the LTP budget, and give some certainty to the Forum with regards to funding available to undertake work.

It is suggested that the revised Heads of Agreement and associated work programme be submitted to Council for consideration for the 2021-31 Long Term Plan.

Feedback from Council workshop

The revised HOA was discussed with Council at a workshop 1 July. It was acknowledged that the relationship between iwi and Council has changed since the formation of the Forum, and as such Council expressed an interest in reviewing how we engage with iwi and how we can continue to develop this in the longer term.

Council had previously discussed the merits of engaging an iwi liaison/advisory resource on staff to support the implementation of some of the priority actions in the revised HOA and to help build the organisational capacity and capability in tikanga māori and support the implementation of Ko te Kaupapahere Reo Māori / Māori Language Policy. Due to the financial constraints of COVID-19 and the restricted budgets approved for the 2020/21 Annual Plan, this was put on hold.

Forum feedback is sought on whether members would be supportive of an external audit of Council's framework and capacity for working with iwi, and Council recruiting an iwi liaison/advisory resource, and also how Council can work with iwi on the development of a job description and recruitment process as part of the development of the Long Term Plan budgets.

Council indicated their support for the revised HOA as attached, and invite Forum feedback to further develop the HOA and identify key priorities for inclusion in the Long Term Plan 2021-31.

Mōrearea | Risk

There is a risk that the Heads of Agreement may become irrelevant if not reviewed on a regular basis.

Ng1a Whiringa | Options

The Forum can choose to provide comments and feedback on the revised draft Heads of Agreement and the proposal to engage an iwi liaison/advisory resource on Council staff.

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

Local Government Act 2002 and Local Government Wellbeing Amendment Act 2019

The Local Government Act 2002 and its amendments (LGA) provide the principles and requirements for facilitating Māori participation in local authority decision-making;

4 Treaty of Waitangi

In order to recognise and respect the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi and to maintain and improve opportunities for Māori to contribute to local government decision-making processes, Parts 2 and 6 provide principles and requirements for local authorities that are intended to facilitate participation by Māori in local authority decision-making processes.

The LGA further requires that a local authority should provide opportunities for Māori to contribute to its decision-making processes (s14(1)(d)). Local authorities are required to consider all reasonable practicable options and assess the advantages and disadvantages of each option. If any of the options considered involves a significant decision in relation to land or a body of water, the local authority must take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, flora and fauna and other taonga (s77).

Section 81 of the LGA sets out the requirements for Contributions to decision-making process by Māori;

- 81 Contributions to decision-making processes by Māori
- 1) 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; and
 - c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).
 - 2) A local authority, in exercising its responsibility to make judgments about the manner in which subsection (1) is to be complied with, must have regard to—
 - a) the role of the local authority, as set out in section 11; and
 - b) such other matters as the local authority considers on reasonable grounds to be relevant to those judgments.

The Local Government Wellbeing Amendment Act 2019 reinstated the four well-beings (social, cultural, economic and environmental) into legislation. This further reiterates the responsibility of local authorities to be good stewards and consider its communities' wellbeing in their decision-making.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Council is currently preparing the 2021-31 Long Term Plan. As part of this, Council will be reviewing the section on Māori participation in decision-making processes. It is considered appropriate to review the Heads of Agreement to coincide with this timeline so any changes to the Agreement or work programme can be considered as part of the LTP.

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 Communities

Community Outcome:

We value and encourage strong relationships with Iwi and other cultures, recognising wāhi 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 te puna pūtea } Financial Cost and Funding Source

The Forum and its work programme is funded through the General Rates.

Ngā Tāpiritanga | Attachments

- A. Draft Heads of Agreement - New
- B. TMF Hui Workshop Notes/Diagram 11 Feb 2020
- C. Te Manawhenua Forum Heads of Agreement Review

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
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WRC Shovel Ready projects - Update report

RM No.: 2339109

Rāpopotonga Matua | Executive Summary

The purpose of this report is to provide Forum members with an update on the Waikato Regional shovel ready projects within Matamata-Piako rohe, as provided by Ms Aniwanīwa Tawa, Catchment Team Leader at Waikato Regional Council.

The Waikato Regional Council invites feedback and comments from the Forum. Waikato Regional Council staff, Aniwanīwa Tawa and Emily O'Donnell, attended at 10:30am to present their report.

COMMITTEE RESOLUTION

That:

1. The information is received.

Moved by: Mayor A Tanner

Seconded by: Mr D Braid

CARRIED

Jill Taylor entered the meeting at 10.55am

Horopaki | Background

Further to the report to the Forum in September outlining Waikato Regional Council's application for government funding for its shovel ready projects within Matamata-Piako rohe, Ms Aniwanīwa Tawa, Catchment Team Leader at Waikato Regional Council, has provided the following update for members' information;

Following the earlier success of some of our shovel ready bids for government funding (i.e. the Jobs for Nature announcement), we were pleased to hear of further success last night in relation to our climate resilience/flood protection proposals.

Central Government has announced that the Waikato will receive \$23.8 million from MBIE to assist with 10 projects that have been designed to improve the resilience of our flood protection infrastructure. The projects that make up this funding announcement are:

- Foreshore east and west stopbanks. Project protects all of Hauraki Plains from Firth of Thames to Te Aroha on Waihou and Firth almost to Morrinsville on the Piako River
- Mugeridge's Pump Station (near Ngatea)
- Ngatea left bank stopbank and Ngatea to Pipiroa to Ngatea right stopbank
- Piako River Scheme right stopbanks, Shelley Beach Road (Pipiroa)
- Mill Road pump stations upgrade (Paeroa)

- Roger Harris pump station (Paeroa)
- Fish passage pumps – critical flood protection environmental infrastructure (Lower Waikato and Waihou-Piako)
- Replacement Barge construction project (Waikato River)
- Erosion protection in the catchments and surrounds of Lake Waikare
- Lake Kimihia lake level restoration project, Frost Road (Ohinewai)

Further information on these projects can be found on our website
<https://www.waikatoregion.govt.nz/council/about-us/shovel-ready-projects>

With respect to the four Jobs for Nature projects previously reported, we are in the process of securing that funding, working with MfE on funding agreements and programme plans. Internal project management is being put in place and we will be engaging with iwi and key stakeholders in the very near future to get these projects underway.

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	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

2021-31 Long Term Plan update

RM No.: 2368537

Rāpopotonga Matua | Executive Summary

Council is required to prepare and adopt a Long Term Plan under the Local Government Act 2002 (LGA) every three years.

The purpose of this report is to provide an update to the Committee on the Long Term Plan project.

The Committee may wish to provide feedback or comment on the proposed timeline and project outline.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. Any views on the Long Term Plan 2021-31 project are provided.

Moved by: Mayor A Tanner
Seconded by: Mr G Thompson

CARRIED

Horopaki | Background

Council is required to prepare and adopt a Long Term Plan under the LGA. The Long Term Plan sets out the activities, budgets, Financial Strategy and key financial policies of the Council for the next 10 years and the Infrastructure Strategy for the next 30 years. The Long Term Plan is required to be updated every three years, with the last Long Term Plan being approved in 2018 (available online <https://www.mpdc.govt.nz/plans/long-term-plan>).

The Long Term Plan:

- describes the type of district our communities have told us they want – our community outcomes
- identifies the key projects to take place over the next 10 years
- provides an overview of each activity we will carry out and the services we will provide for the next ten years
- determines how much this will cost and how we will fund it.

We also do it to give our community the opportunity to have a say on where we are heading and to ensure our planning is robust. In completing the plan, we are required to do a number of things, including:

- take a sustainable development approach and promote community interests
- carry out our business in a clear, transparent and accountable manner
- operate in an efficient and effective manner, using sound business practices
- take into account community views by offering clear information and the opportunity to present views
- provide opportunities for Māori to contribute to decision making
- collaborate and co-operate with other agencies and councils to achieve desired outcomes.

The Long Term Plan is a complex document covering all activities of Council, major strategic documents, financial policies, auditing and a large consultation component with the community.

The Long Term Plan must be adopted prior to 30 June 2021. The project timeline for a Long Term Plan is typically 18 months or more, and involves staff across the whole organisation, Councillors and the community. A high level overview of the timeline is set out under Communication and Timeline below.

Ngā Take | Issues / Kōrerorero | Discussion

3 Waters Review

Taumata Arowai—the Water Services Regulator Act 2020 establishes Taumata Arowai as a Crown water regulatory body that will administer and enforce a new drinking water regulatory system and carry out other functions relating to improving the environmental performance of wastewater and stormwater networks.

A complementary Bill, the Water Services Bill, also gives effect to the Government's package of regulatory reforms, which are intended to address issues highlighted by an inquiry into Havelock North drinking water, and in the Three Waters Review.

Central Government have announced regional allocations of the \$761 million as a Three Waters stimulus and reform funding for councils. Of the \$761m, an allocation of \$51 million will go to support Taumata Arowai, the new water regulator with \$30 million to help non-council rural water supplies to meet costs in the face of the new regulatory regime for drinking water.

Councils that agree to participate in the Three Waters Services Reform programme will be eligible to access a portion of the investment package which is structured into two components:

1. A direct allocation to each council, comprising 50 per cent of its notional allocation; and
2. A regional allocation, comprising the sum of the remaining 50 per cent of the notional allocations for each council in the relevant region.

Council has signed to a Memorandum of Understanding with Taumata Arowai, and has agreed a Delivery Programme with the DIA which totals approximately \$5 million (including Council's share of the regional allocation).

Council will need to disclose this work as part of the assumptions in the LTP.

At this stage, staff anticipate discussing the 3 Waters reform in more detail with the Forum in March 2021.

Forecasting Assumptions

The Significant Forecasting Assumptions for the Long Term Plan have been prepared, and approved by Council in October. These are attached for members' information.

Māori involvement in decision making and Māori outcomes

The LTP includes a section on Māori involvement in decision making (Refer Attachment B).

A Te Mana Whenua Forum hui was held at Silver Fern Farms Event Centre Tuesday 11 February 2020 to discuss iwi aspirations and how the Forum sees Māori having involvement in Council decision making processes going forward. A summary of the discussions from that Hui was presented to the Forum in March, and feedback provided.

The feedback from the Forum was provided to Council in April. Council endorsed the proposed changes to the Heads of Agreement. Staff have prepared a revised draft heads of agreement and work programme based on the feedback from the Hui in February. This was discussed with the Te Mana Whenua Forum at their July meeting. The Forum recommended that staff meet with individual iwi to discuss further details of the proposed HOA. Meetings with individual iwi has been progressing.

With the departure of the Corporate Strategy Manager, it is proposed that this work will be facilitated by the Iwi Liaison Officer (currently being recruited, refer separate report on this agenda) and progressed in the new year.

Financial Strategy and Infrastructure Strategy

Council is required to have a Financial Strategy and an Infrastructure Strategy as per section 101A and 101B of the LGA.

As the impact of COVID-19 evolved, Council made a decision at its meeting in May to have 0% increase on the General Rates for the 2020/21 financial year. Council also decided to consult with our communities on the general direction of the Financial Strategy. This was done through our website during July/August, and the survey was also sent out with the Rates notices in August.

A series of workshops have been held with Council to consider the results of the pre-consultation, as well as discussing how to best balance affordability with maintaining services and facilities to support community wellbeing and recovery.

The Draft Financial Strategy and Draft Infrastructure Strategy will be reported to Council/COC in December, alongside the Draft Long Term Plan and associated policies, for approval to send to Audit. These documents are subject to public consultation using the Special Consultative Procedure of s82 of the LGA. Consultation is scheduled from mid-March to mid-April, with a Hearing of submissions 12/13 May 2021.

Policy review

Council has reviewed the below policies through a series of workshops. These Draft policies will be reported to Council/COC in December, and are subject to public consultation alongside the Long Term Plan in mid-March 2021.

- *Development Contributions Policy*; the Draft policy makes provision for Papakāinga and kaumātua housing.
- *Rates Remissions and Postponement Policy*
- *Revenue and Financing Policy*

Forecasting Assumptions

The Significant Forecasting Assumptions for the Long Term Plan was approved by Council in October.

Budgets

Council has reviewed the proposed budgets (capital and operational) over a series of workshops. The uncertainties around potential long term impact of COVID-19 on the economy and our communities have been carefully considered, while also ensuring that we can continue to deliver our services and support community wellbeing.

The Draft budgets will be reported to Council/COC in December for approval to send to Audit.

Fees & Charges

Council has reviewed the Fees & Charges for the various activities over a series of workshops.

The Fees & Charges are subject to public consultation alongside the Long Term Plan in mid-March.

Consultation Document

Consultation documents are expected to concisely and clearly present the significant issues, plans, and projects that council intends to include in its LTP presenting the key choices and implications clearly to the community.

The Local Government Act 2002 (LGA) states that a consultation document's purpose is to provide an effective basis for public participation in local authority decision-making processes relating to the content of an LTP. A good consultation document should not attempt to summarise the contents of the LTP, it should describe the key issues proposed.

Staff are currently drafting the Consultation Document, which will be workshopped with Council 18 and 25 November, with the CD formally reported to Council for approval to send to audit in December.

The Consultation Document and the underlying information will be audited in January, with the Final CD reported to Council in March 2021 for approval to consult.

The CD is subject to the Special Consultative Procedure, and consultation is scheduled from mid-March to mid-April 2021, with a Hearing scheduled 12/13 May 2021.

Mōrearea | Risk

A risk register is maintained for the Long Term Plan project. This is reported to the Audit and Risk Committee quarterly.

Ngā Whiringa | Options

Members are invited to provide feedback and comments on the Long-Term Plan project.

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

Requirement for a Long Term Plan

The preparation of the Long Term Plan is a requirement under the Local Government Act 2002. [Schedule 10](#) of the LGA sets out the requirements for a LTP. The LTP must include information about;

- Community Outcomes
- Groups of Activities
- Capital Expenditure for groups of activities
- Statement of service provision
- Funding impact statement for groups of activities
- Variation between territorial authority's longer term plan and assessment of water and sanitary services and waste management plans
- Council controlled organisations
- Development of Māori capacity to contribute to decision-making processes
- Financial strategy and Infrastructure Strategy
- Revenue and financing policy
- Significant and engagement policy
- Forecast financial statements
- Financial statements for previous year
- Statement concerning balancing of budget

- Funding impact statement
- Rating base information
- Reserve funds
- Significant forecasting assumption

Local Government Wellbeing Amendment Act 2019

The Local Government Wellbeing Amendment Act 2019 came into force in May 2019, re-introducing the four well-beings into legislation. This means Council must promote the social, economic, environmental and economic wellbeing of communities in the present and for the future. Council must report on how we are contributing towards the well-beings.

Mayoral Powers

Under LGA [s41A](#), “it is the role of a mayor to lead the development of the territorial authority’s plans (including the long-term plan and the annual plan), policies, and budgets for consideration by the members of the territorial authority.”

Council policies and strategies

As part of the preparation of the Long Term Plan, Activity and Asset Management Plans will be checked against Council’s key strategic and policy documents and wider regional and national documents for strategic fit. The preparation of the Long Term Plan may lead to the review of some Council policy documents.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The Long Term Plan project is one of Council’s key opportunities to engage with our communities to find out what their aspirations and priorities are. The LTP is subject to the special consultative process under the LGA ([s83](#)). The special consultative process is a structured one-month submission process with a hearing for those who have submitted and wish to speak to their submission.

The Long Term Plan project timeline also provides for a ‘pre-consultation’ process with the community referred to as the Right Debate where Council can ask for feedback on key issues it is considering for the Long Term Plan.

The timeline for the project centres on key dates for completion of the draft documents in December 2020, auditing in January / February 2021 and consultation in March / April 2021. The below table provides a summary of key milestones and timelines.

Description	Start	Finish
Briefing Papers		COMPLETE
Growth Projections	Oct 2019	COMPLETE
Forecasting assumptions	Feb 2020	Oct 2020 UNDERWAY
Revaluation of Assets	Jan 2020	October 2020 UNDERWAY
Community Outcomes Review (if required)	Jan 2020	COMPLETE
Rates Structure	April 2020	COMPLETE
Activity Plans (including budgets)	April 2020	Aug/Sep 2020
Right Debate (pre-consultation)	April 2020	COMPLETE
Infrastructure and Financial Strategy	April 2020	Oct 2020 UNDERWAY
Asset Management Plans	Feb 2020	Oct 2020 UNDERWAY
Policy Review	April 2020	Oct 2020

Description	Start	Finish
		UNDERWAY
Council controlled organisation section	July 2020	Nov 2020
Māori participation in decision making	July 2020	Oct 2020 UNDERWAY
Budgets/ Financials/ Notes	July 2020	Dec 2020 UNDERWAY
Document development (incl te reo headings)	July 2020	Dec 2020
Quality checks and administration	July 2020	Dec 2020
Communications Strategy and implementation	Feb 2020	Dec 2020
External Audit Process	Jan 2021	June 2021
Special Consultative Procedure	Jan 2021	June 2021

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

The LTP contributes to our all our community outcomes.

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

The development of and consultation on the Long Term Plan is funded from the Strategy and Engagement Activity Operating budget.

Ngā Tāpiritanga | Attachments

- A. Long Term Plan - Māori Engagement in Decision Making

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Draft Waste Management and Minimisation Plan (WMMP)

CM No.: 2372773

Rāpopotonga Matua | Executive Summary

This report seeks to advise the Te Mana Whenua Forum members of the draft Waste Management and Minimisation Plan and seek any views on it.

The draft Waste Management and Minimisation Plan sets out what Council intends to do over the next six years to make sure we manage our waste as best we can for the benefit of our community, our local economy, and our environment.

It is a legislative requirement that Council use the special consultative procedure to consult with the community on the contents of the reviewed WMMP. If adopted by Council, the draft WMMP will form part of the 2021-2031 Long Term Plan consultation package that will be open for public submissions in March/April 2021.

The draft Waste Management and Minimisation Plan, Waste Assessment are attached.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Forum provide any views on the Draft Waste Management and Minimisation Plan and advise of any Iwi specific consultation that should be undertaken.
3. That Council staff form a working group for Iwi to further consider the plan. The forum nominates Rangitonga Kaukau and Jill Taylor to represent them in the working group with the support of Council staff.

Moved by: Mr G Thompson

Seconded by: Mrs J Taylor

CARRIED

Horopaki | Background

The Waste Minimisation Act 2008 (Act) requires all territorial authorities to adopt a Waste Management and Minimisation Plan (WMMP). The WMMP must set out:

- Objectives, policies and methods for achieving effective and efficient waste management and minimisation.
- How implementation of the plan will be funded.
- A framework for making any grants to organisations or individuals for waste management and minimisation purposes, should the Council wish to make grants available.

In 2011 Matamata-Piako, Hauraki and Thames-Coromandel District Councils formed a Joint Committee to oversee the shared solid waste services project. The Joint Committee consisted of two Councillors from each Council and was given delegation of authority to enable it to undertake its roles and responsibilities. This included the authority to recommend the draft WMMP for consultation, hear submissions and make a recommendation to each Council on the adoption of the WMMP. This led to the first WMMP that was completed in 2012.

The current WMMP is a joint plan with both Hauraki and Thames-Coromandel District Council, as provided for under the Act. This WMMP is known as the Eastern Waikato Waste Management and Minimisation Plan. The joint plan also supports a joint solid waste collection contract across the three districts.

In December 2016 Council decided to re-establish the Joint Committee to oversee a review of the WMMP with elected representation from the three constituent councils (Hauraki District Council, Matamata-Piako District Council and Thames-Coromandel District Council). The Joint Committee were tasked with reviewing the plan and recommending it to the three Councils.

The three Councils decided to undertake a review of the plan in 2017 to:

- Make improvements to the plan as identified by the Thames-Coromandel District Council Solid Waste Manager in the capacity of lead officer;
- Ensure each council has the most up-to-date waste management and minimisation information to inform development of their 2018-2028 Long Term Plans;
- Undertake a review of the joint WMMP ahead of the 2018-2028 Long Term Plans to spread the workload of staff across a longer time period; and
- Bring forward the following WMMP review (which would not have been required until 2024) to 2022 to align with tendering of the solid waste services (the current contract expires in August 2023).

The process for reviewing the WMMP in 2017 was similar to that employed in 2012. This involved a single consultation process, hearings and deliberations by the joint committee and adoption of the joint plan by each of the councils individually. A total of 28 submissions were received. Council adopted the WMMP on 27 June 2017.

While the existing WMMP covers the period 2017 to 2023 significant changes in Central Government policies, and in the waste industry sector have resulted in reviewing our Plan in 2020 to ensure it is 'fit for purpose'. In addition, Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs.

Discussions with staff from other two Councils have indicated a desire to move away from the Joint WMMP with each Council developing their own plans that reflects their local communities. This new plan will allow us to incorporate new waste minimisation services that are 'fit for the future'. It will also allow us to continue to collaborate with other Councils and organisations on waste minimisation initiatives.

Ngā Take | Issues / Kōrerorero | Discussion

Waste Assessment

A waste assessment has been completed in accordance with section 51 of the Act. This contains:

- A description of the services provided by the Council;
- A forecast of future demands for the services;
- Options available to meet those demands;

- The Council's intended role in meeting the demands;
- Proposals for meeting the demands;
- The extent to which the proposals will ensure public health is protected and promote efficient waste management and minimisation

The Waste Assessment identifies the following Council specific issues that need to be addressed in the WMMP:

- Increasing waste to landfill;
- Decline in diverted material;
- High volume of divertible material disposed through Refuse Transfer Stations (RTS)
- High volume of organic waste going to landfill
- Cost and volume uncertainty due to legislation change

The WMMP has taken account of these issues and they are addressed in the action plan.

The current waste service contract expires in 2023 and this presents the best timing for any change in kerbside collection services or significant change to RTS operations. The Waste Assessment sets out the following options for kerbside and the RTS sites:

Kerbside options

- Provide a Council kerbside rates funded refuse bin service to restrict disposal volume (size and/or frequency).
- Extend Council kerbside collection service to more rural households and to businesses.
- Provide a separate organic collection service, for green waste, kitchen waste or both to urban households.

RTS options

- Upgrade existing RTS to resource recovery centres with more diversion options offered, adjust layout and charging to promote diversion over disposal.

The Waste Assessment is appended to the back of the draft WMMP.

WMMP

WMMPs must be reviewed at intervals of not more than 6 years after the last review (section 50 of the Act). In the Council's case the last review was undertaken and a new Waste Management and Minimisation Plan adopted on 27 June 2017.

The Act requires Council when preparing a WMMP to -

- a) consider the waste hierarchy (see below)
- b) ensure that the collection, transport, and disposal of waste does not, or is not likely to, cause a nuisance; and
- c) have regard to the New Zealand Waste Strategy, or any government policy on waste management and minimisation that replaces the strategy; and
- d) have regard to the most recent waste assessment undertaken

The Act does not prescribe specific waste management and minimisation targets, or the structure or content of WMMPs, allowing significant local flexibility in the approach taken.

The Act does however include a 'waste reduction hierarchy' that Councils must consider when preparing/reviewing a WMMP. The hierarchy is listed in descending order of importance:

- reduction
- reuse
- recycling

- recovery
- treatment
- disposal

The waste reduction hierarchy has been considered and the draft WMMP has included details of this.

The Draft WMMP includes a vision of '*ZERO WASTE 2038; working towards a low-waste future and a circular economy*'. This date aligns with the planned closure of the Tirohia Landfill.

The Action Plan in the WMMP aims to set out clear, practical initiatives for Council to implement, either on our own or jointly. They are summarised into the key action areas below:

1. Leadership and Management – engagement and advocacy
2. Collections - Maintain kerbside rubbish and recycling, investigate a kerbside food waste collection, encourage garden waste diversion
3. Infrastructure - Retro-fit our Refuse Transfer Stations to become resource recovery parks
4. Education, Engagement and communication - Increase community engagement and involvement.
5. Data, regulation and reporting – Bylaws, operator licensing, waste surveys and improvements in internal data.

Council has adopted a grants policy from 1 July 2021 for businesses, community groups, and other organisations to apply for funding from council for projects which align with, and further, the objectives of the WMMP on an annual basis. The funding for this would come from the Waste Levy.

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

Subject to Councils agreement, the outcome of this process will result in a new WMMP.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

A WMMP requires public consultation which must be in accordance with the special consultative procedure set out in section 83 of the Local Government Act 2002.

Making the draft WMMP available for community consultation not only meets legislative requirements, but also is an important opportunity to test if we have got it right.

A communications plan and materials will be developed to consult with stakeholders and the wider community.

A proposed timeline has been developed as follows:

Task	Timeframes
Discussion with Te Mana Whenua Forum	1 December 2020
Council adopt draft WMMP for public consultation	9 December 2020
Public consultation	March/April 2021 (dates to be confirmed)
Hearings	12/13 May 2021 (To be confirmed)
Council approve the WMMP (alongside the LTP)	30 June 2021

It is proposed to consult on the WMMP alongside the LTP.

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

This work is covered within the Solid Waste Asset Management Budget.

Council must adopt a WMMP before 1 July 2021 in order to receive Government Waste Levy funding.

Ngā Tāpiritanga | Attachments

- A. Draft WMMP December 2020
- B. Draft Waste assessment 2020

Ngā waitohu | Signatories

Author(s)	Niall Baker Senior Policy Planner	
	Sandra Harris Senior Policy Planner	

Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Ngaati Whanaunga - Environment Plan

RM No.: 2368202

Rāpopotonga Matua | Executive Summary

Mike Baker in attendance to present on the Ngaati Whanaunga Environmental Plan. This item was deferred from the previous meeting in September.

The Forum resolved at the September meeting that the Forum budget could cover the cost of printing of a hardcopy for each Iwi should they wish to have one.

Tūtohunga | Recommendation

That:

1. The Forum receive the information

Item deferred to the next Forum meeting.

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	Michelle Staines-Hawthorne Corporate Strategy Manager	

4 Information Reports

Kaitakawaenga Māori / Iwi Liaison Officer

CM No.: 2369386

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.

The purpose of this report is to provide an update on the recruitment process.

COMMITTEE RESOLUTION

That:

1. The information is received.

Moved by: Mr G Thompson

Seconded by: Mrs J Taylor

CARRIED

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	
	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Draft Annual Report 2019/20 and Summary

RM No.: 2373416

Rāpopotonga Matua | Executive Summary

The Local Government Act 2002 (LGA) requires Council to adopt its Annual Report and Summary by 31 October each year. This year due to COVID-19 there has been an extension for councils provided under legislation until 31 December 2020, with Council Controlled Organisations (CCOs) extended until 30 November 2020.

Audit New Zealand has completed the majority of their work in regards to Council's Annual Report and Summary however Council is unable to adopt this as at the time of writing this report the audit of the Waikato Regional Airport Ltd (WRAL) Annual Report has not been completed and their auditors were unable to ensure that there would be no material changes from their draft annual accounts.

The draft Annual Report and Summary are available to download until the 8 December 2020 at the following link –

<https://serv-u.mpd.govt.nz/?ShareToken=6F85C3519828A096D21915A03DD412009783998B>

COMMITTEE RESOLUTION

That:

1. The Draft Annual Report and Summary 2019/20 be received.

Moved by: Mrs J Taylor

Seconded by: Mayor A Tanner

CARRIED

Horopaki | Background

The LGA requires Council to adopt the Annual Report and Summary by 31 October each year, this year due to COVID-19 there has been an extension provided under legislation until 31 December 2020, with Council Controlled Organisations extended until 30 November. The Summary must be published within one month of its 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.

At the Corporate and Operations Committee meeting on 28 August 2019 Council received a summary of financial and performance measures in the draft Annual Report and Summary 2019/20 that was to be submitted to Council's Auditors. Through the audit process, which started on the 24 August, some changes were made to the Annual Report.

Until Council receive the final annual report from WRAL we are unable to confirm our financials and unable to get sign off from Audit. This means the following items, will be provided to Council once the Annual Report is to be adopted later this year:

- a. the final Annual Report and Summary 2019/20
- b. the draft Audit Opinions for the Annual Report and Summary 2019/20
- c. the warrant of fitness for the Annual Report and Summary 2019/20
- d. the letter of representation for the Annual Report and Summary 2019/20 and staff review of representations made
- e. the misstatement schedule from the Annual Report final audit

- f. the draft management report on the Annual Report 2019/20
- g. the Chief Executive's Reporting Certificate for the Debenture Trust Deed
- h. the Auditor's Independent Assurance Report for the Debenture Trust Deed
- i. the letter of representation for the Debenture Trust Deed and staff review of representations made.

Ngā Take | Issues

a. COVID-19 Impact on Timelines

COVID-19 had an impact on the timelines for the annual report and under legislation the final adoption date was moved out to the 31 December 2020. Council has a 15% interest in WRAL, their audit has not been completed and their auditors have been unable to provide confirmation that there will not be a material change to their draft documents. The airport is material to our own Annual Report, this means that we cannot have signoff on our Annual Report until the WRAL Annual Report is finalised their deadline has also been adjusted through legislation and it is now 30 November 2020. Our subsequent sign off will be dependent on if there are any significant changes to the WRAL accounts.

If there is movement staff will need to review the impacted financial statements and this will potentially need to be re-audited by Audit. This will impact whether the final document is adopted early on 9 December or needs to be pushed out to late December.

Another one of our requirements with Audit is that, any material events after balance date will be reported to Audit and they will assess whether it needs to be reflected in our accounts. This will continue until the Annual Report adoption, any material events could require additional auditing and financial updates (depending on the situation) and could further affect the adoption date.

b. Annual Report and Summary 2019/20

Financial overview

In the report to Council's Corporate and Operations Committee on 26 August 2020, staff reported an early draft accounting surplus of \$3.662 million. Following further review by staff and completion of Audit New Zealand's review, the final result is an accounting surplus of \$1.485 million. The main adjustments included:

- Reducing development contribution income by \$680,000 largely due to the Longlands Village developers requesting a credit in late August for contributions that they were invoiced for in May.
- Revenue recognised in respect of assets vested in Council incorrectly included a stock underpass (not owned by Council) and was calculated inclusive of GST in the first draft, revenue and infrastructural assets have been reduced by \$765,000.
- Recognising a loss for impairment in the value of the aeronautical assets of the Waikato Regional Airport, with our Council's share being \$232,000
- An accrual for the settlement of contract matters with Smart Environmental for 2018-2020 was understated by \$236,000.
- Expenses related to the PGF projects were corrected adding \$286,000 costs.

Following on from last year, this year's financial results reflect the significant level of development and projects that are happening within the district. The Statement of Comprehensive Revenue and Expense shows a surplus of \$1.485 million compared to the budgeted surplus of \$2.347 million. \$5 million of the surplus directly related to development in the district, in the form of assets vested

in Council through the subdivision process, development contributions received, and higher activity in building and resource consents.

\$1.5 million in Government grant funding was received for the Te Aroha to Matamata cycleway project this year (unbudgeted).

Offsetting these areas of gain were two particular activities where net costs have significantly exceeded budget again this year.

In the Water activity, treatment plant costs were \$1,205,000 higher than budgeted due to significant increases in chemical, power and insurance costs, safety plan costs, additional costs for Topehaehae reservoir profiling, Scada costs and compliance recovery. Reticulation costs were also \$168,000 higher than budget due to increased maintenance.

In Rubbish and Recycling, costs exceeded the budget by \$645,000 for the year due to an increase in the contract price, and additional inflationary increases subsequently agreed by Council. In addition, income from the sale of rubbish bags and transfer station fees were \$559,000 lower than budgeted.

The shortfall in funding for these activities was addressed in the Annual Plan for 2020/21.

Also for 2020, \$1.464 million of non-cash expenses affected the bottom line:

- recognising losses from the valuation of Council’s interest rate swap portfolio of \$614,000
- the disposal of assets of \$610,000
- \$402,000 of work in progress related to roading, water and community projects that have been expensed after it has been determined that the preliminary/exploratory work will not result in a capital project.

The impact of COVID-19 on Council’s financial results is set out in note 26 of the financial statements. Further explanation of significant variances to budget are provided in note 25 to the financial statements in the Annual Report, or in the Funding Impact Statements for each group of activity in the Annual Report.

The Statement of Financial Position shows that Council continues to maintain a healthy financial position. Significant variances to the budgeted position are largely as a result of the delay (this year and in prior years) of getting the budgeted capital projects done, and higher than anticipated increases in the valuation of infrastructural assets and assets vested in Council through the subdivision process. Again, further detail of these projects is provided in note 25 of the Annual Report.

Financial Performance Benchmarks

Benchmarks	2019/20
Rates (income) affordability	Benchmark not met
Rates (increases) affordability	Benchmark not met
Debt affordability	Benchmark met
Balanced budget	Benchmark not met
Essential services	Benchmark met
Debt servicing	Benchmark met
Debt control	Benchmark met
Operations control	Benchmark not met

The Rates (income and increase) affordability benchmarks are an indicator that Council is providing rates increases that are affordable. The limit on rates income for 2019/20 was set at \$34.2 million. Actual rates income (excluding penalties and metered water revenue) was \$34.6 million. The amount of growth in the rating base at 1 July 2019 exceeded the level expected, resulting in more rates income than budgeted. The actual rates increase (excluding penalties and metered water revenue) for 2019/20 was 5.2%, compared to the financial strategy limit of 4%. Council had budgeted the rate increase to be 3.83% for 2019/20. However, the amount of growth in the rating base at 1 July 2019 exceeded the level expected, resulting in rates increasing more than budgeted.

The balanced budget benchmark is an indicator that Council is achieving a level of revenue that will cover operating expenses. Council meets this benchmark if its revenue equals or is greater than its operating expenses. When budgeting, Council aims for operating expenses to be covered by operating revenue – to “break even”. For accounting purposes, when we replace assets like pipes and reseal roads, the old replaced assets are ‘disposed of’ and the ‘loss’ from doing so is recorded as ‘operating expenses’. Council does not rate to cover this. At the same time, operating revenue also includes subsidies that Council receives to maintain and replace roading in the district. This revenue is included in operating, however the cost is not reflected as an operating expense - it is capital expenditure.

Council meets the operations control benchmark if its actual net cash flow from operations equals or is greater than its planned net cash flow from operations. This year Council's operating expenses significantly exceeded budget (particularly Water and Rubbish and Recycling), so our net cash flow from operating activities was lower than budgeted.

Audit require us to add in our Note 26 disclosure on page 66 of the Annual Report into the Summary, which has been done.

Non-financial information

In 2019/20 we have focused on maintaining our services to support our community. We delivered our extensive range of activities and services to similar levels as detailed in the Long Term Plan 2018-28 and at a similar standard as previous years. Comparisons to both targets and previous year's results are available in the full Annual Report.

There are a total of 61 performance measure targets which Council reports on in the Annual Report. Council achieved its target performance for 31 of these, one performance measure was not measured being the quality of ride on our sealed roads which is measured biennially and one performance measure for the percentage of customer service requests relating to roads and footpaths that the territorial authority responds within the time frame specified in the Long Term Plan, was half achieved, half not achieved, we achieved our urgent requests but did not meet non-urgent request targets). Additionally, of the measures we did not achieve, four were impacted by COVID-19 where we were on track to achieving them prior to COVID-19 and then did not achieve them by 30 June.

Mandatory non-financial performance measures

In 2015 Department of Internal Affairs introduced 21 mandatory non-financial performance measures for the core infrastructure activities (roading, water, wastewater and stormwater). The Annual Report 2019/20 is the fifth report on performance against these measures. We achieved our target for 13 mandatory performance measures. One mandatory performance measure was not measured being the quality of ride on our sealed roads as stated above and one is measured as half achieved and half not achieved (as stated above).

The eight measures that we did not achieve and page reference of the Annual Report are:

Roading, page 93

- *The average quality of ride on our sealed local road network, measured by smooth travel exposure.*
- *The percentage of the sealed road network that is resurfaced.*
- *The percentage of customer service requests relating to roads and footpaths that the territorial authority responds within the time frame specified in the Long Term Plan (this was half achieved, half not achieved, we failed non-urgent requests).*

Stormwater, page 103

- *The number of complaints we receive about the performance of our stormwater system.*

Wastewater, page 107

- *The number of dry weather sewage overflows from our wastewater system.*
- *Compliance with our resource consents for discharge from our wastewater.*

Water, page 126-128

- *Compliance with Part 4 and Part 5 of the New Zealand Drinking Water Standards.*
- *Percentage of water loss from Council's networked reticulation system.*

Audit requested minor changes to some performance measures which have all been made during the audit process.

c. Draft Audit Opinions for the Annual Report and Summary 2019/20

Under the Local Government Act 2002 Council is required to obtain an audit of its Annual Report and Summary. Auditing on the Annual Report and Summary 2019/20 started on the 24 August 2020.

Analysis

Impact on policy and bylaws

There are no policy or bylaw issues.

Consistency with the Long Term Plan / Annual Plan

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

Impact on Significance and Engagement Policy

This issue is not considered significant in terms of Council's Significance and Engagement Policy.

Communication, consultation and decision making processes

The 2019/20 Annual Report Summary in the form of a Calendar will be available to the public in stands at all Council offices in Morrinsville, Matamata and Te Aroha. The Annual Report and Summary will also be available on Council's website following adoption. An E-newsletter will be sent to those who have indicated an interest in the Annual Report and Summary.

Timeframes

The Annual Report process will be completed within statutory timeframes, central government has passed legislation requiring Council Annual Reports be adopted by the end of December 2020.

Contribution to Community Outcomes

The Annual Report measures achievements and progress against the community outcomes.

Financial Impact

i. Cost

The production of the Annual Report and Summary has a budget of \$15,000 (staff time and circulation of the Summary). Annual Report audit fees have a budget of \$125,000.

ii. Funding Source

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

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ellie Mackintosh Graduate Policy Planner	
	Sandra Harris Senior Policy Planner	

Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

District Plan - Update

RM No.: 2368437

Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Committee on the rolling review of the District Plan; the update covers the progress of the current Plan Change's processes.

Tūtohunga | Recommendation

That:

1. The information be received.

Item deferred to the next Forum meeting

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 recognize 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, we have now publicly notified the plan change and we are welcoming submissions 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.

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.

Moving forward, there is another hui scheduled to 1 December 2020 where the IWG will be discussing the proposed provisions that will be part of PC54.

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>

National Planning Standards

Central government, in order to improve consistency has decided to make all plans and policy statements around the country meet the same structure and format so they can be easily followed by users. This requires a mandatory three step process. The first step is due in April 2020; which consists of minor updates in our webpage (electronic accessibility and functionality). At this stage staff are working to make the website compliant by the due date. Staff are also 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. We are now working with the Waikato Regional Council around natural hazards; currently on mapping our areas prone to flooding and also scoping a 2D stormwater modelling for our district.

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.

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	
	Dennis Bellamy Group Manager Community Development	

Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea Parks and Open Spaces Strategy

CM No.: 2367752

Rāpopotonga Matua | Executive Summary

A Technical Working Party has been set up to provide input into the review of the Open Spaces Strategy.

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

The Forum is asked to consider Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea as the Te Reo title for the document.

Guidance is also sought on the appropriate use of terms such as 'Mana Whenua', 'Tangata Whenua', 'Iwi', 'Māori' etc. in the document.

COMMITTEE RESOLUTION

That:

1. The report be received;
2. The Forum endorses the Te Reo title of the Strategy;
3. The Forum provides guidance on terminology, specifically the use of the terms 'Mana Whenua', 'Tangata Whenua' or 'Iwi' in the draft objectives.

Moved by: Mrs J Taylor

Seconded by: Mr W Ngamane

CARRIED

Horopaki | Background

The Forum recommended that a Technical Working Party be 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 undertaking.

The Working Party has been formed and has had a number of hui. Minutes from the hui are attached.

Ngā Take | Issues / Kōrerorero | Discussion

Name of Strategy

Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea was suggested as the Te Reo title for the Parks and Open Space Strategy. The term 'Papa Rēhia' was considered more appropriate than 'Pāka'. The Forum is asked to consider and, if in agreement, to endorse this title.

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.

Draft Objectives

The Group has been working on drafting objective statements for the strategy relating to matters of particular importance to Māori. Staff to provide an update on these.

Terminology

The Group has discussed the appropriateness of terminology such as 'Mana Whenua', 'Tangata Whenua', 'Iwi', 'Māori' etc. The Forum is asked to provide guidance on the appropriate terms to use in the various objective statements.

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.

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

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 Maaori lore) have meaningful involvement in decision making.

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

- A. Minutes of Meeting 17 September 2020 (1st Hui)
- B. Minutes of Meeting - 13 October 2020 (2nd hui)
- C. Draft statements for review

Ngā waitohu | Signatories

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

Library Update

CM No.: 2371068

Rāpopotonga Matua | Executive Summary

Helen O'Carroll, the District Library Manager for Matamata-Piako District Council, in attendance to present to the forum.

Tūtohunga | Recommendation

That:

1. The information be received.

Item deferred to the next Forum meeting.

Ngā Tāpiritanga | Attachments

- A. Libraries Presentation TMF Dec 2020

Ngā waitohu | Signatories

Author(s)	Helen O'Carroll District Library Manager	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Civil Defence Emergency Management - Covid-19 Welfare Response and Iwi Engagement

CM No.: 2372723

Rāpopotonga Matua | Executive Summary

The State of National Emergency for Covid-19 (C-19) existed for 49 days throughout the four weeks of level 4 lockdown and the following three weeks of level 3 lockdown. However, the Civil Defence Emergency Management (CDEM) response continued well beyond the reduction to level 2 restrictions, due to the complexity of welfare response, including the response required for foreign nationals still within the country and maintaining funding for foodbanks.

In total, the Waikato region had 188 confirmed cases of C-19. 187 cases fully recovered, and one person died as a result of the illness. The region also had a significant cluster in Matamata that impacted the response.

Regionally: Waikato Group CDEM liaised with Iwi and setup Māori representation (Poua Arahi) within the Group Emergency Coordination Centre (GECC) and attended Waikato Welfare Coordination Group meetings. Poua Arahi developed a Regional CDEM-Māori Framework to progress the relationship between CDEM and Iwi/māori in future response.

Locally: Thames Valley CDEM is continuing to work towards creating better Iwi engagement that gives Iwi direct access to information (CDEM Situation Reports) about what is happening in an Emergency, whether C-19 related or other emergency. During C-19 response many Iwi/māori activated their own response, with Iwi (or hāpori) ready to take care of their own and know how best to do this. The Eastern Waikato Local Welfare Committee (EWLWC) purpose is to coordinate and support the delivery of welfare services prior to, and during, an emergency in the Eastern Waikato area. Included in the EWLWC are Hauraki Māori Trust Board, Te Korowhai Hauora o Hauraki and National Hauora Coalition and standing invites are issued to council Iwi Liaison staff.

Work undertaken with Iwi and māori throughout the C-19 response has laid foundations for future working partnerships.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Mayor A Tanner

Seconded by: Mrs R Kaukau

CARRIED

Horopaki | Background

26 March 2020 a State of National Emergency was declared. To support CDEM activities in C-19 response at Alert Level 4 the Thames Valley (TV) Emergency Operations Centre (EOC) was established at the request of Waikato Group CDEM Controller. The TV EOC based at Thames represented Hauraki (HDC), Matamata-Piako (MPDC) and Thames-Coromandel District Council (TCDC) districts.

Welfare in the EOC was coordinated by MPDC, TCDC and HDC Welfare Managers (Emergency Management Officers) with Local Welfare Liaison staff from each council, based remotely from the EOC, this involved monitoring a CDEM welfare dashboard, making follow up calls and welfare assessment on calls received through the CDEM Waikato Welfare 0800 number.

Iwi Liaison staff from HDC and TCDC worked alongside the Welfare desk as conduits to Iwi/māori across the three territorial authority areas with the intent to ensure the needs of those most isolated and vulnerable were identified and were pivotal in making connection with Iwi not connected through other agencies, (assistance requested and given from Lisa Gardiner, Ngāti Haua as MPDC do not have an Iwi Liaison staff member). Within the MPDC district delivery was made to 193 food referrals (89 Matamata ward, 33 Morrinsville ward, 71 Te Aroha ward), these referrals serviced 851 people. Delivery of food parcels were delivered through coordination with MPDC. Ngāti Haua and Ngāti Hinerangi advised quantity of food/kai parcels required and this was bulk delivered to Raungaiti Marae with distribution then arranged by Iwi. Hauraki Māori Trust Board, Te Korowhai Hauora o Hauraki and National Hauora Coalition were also doing outreach into communities advising CDEM of food/kai parcel requirements. The Thames Valley EOC dis-established Friday 15 May with the standing up of a Northern EOC which combined Hamilton City Council, Hauraki, Matamata-Piako, Thames-Coromandel and Waikato District Council districts. The Northern EOC was dis-established 29 May 2020. During C-19 a lot of Iwi/māori activated their own response as many Iwi/marae have response plans ready for emergency events

Ngā Take/Kōrerorero | Issues/Discussion

Waikato Group CDEM have held three hui (8 September, 21 September, 9 October) with Iwi to further discuss EOCs and resurgence planning.

Follow up hui have been hosted by Thames Valley CDEM to address disconnect and to map operationally how local CDEM response can better connect with Iwi.

Thames Valley CDEM hui (16 September and 21 October) had representatives invited/attended from: Ngāti Hinerangi, Ngāti Haua, Ngaati Whanaunga, Ngāi Tai, Ngāti Hako, Ngāti Hei, Ngāti Maru, Ngāti Paoa, Ngāti Porou, Ngāti Pūkenga, Ngāti Rāhiri Tumutumu, Ngāti Tamaterā, Ngāti Tara Tokanui, Te Patukirikiri, Hauraki Māori Trust Board and Manaaki Manaia (Manaia Community)

Mōrearea | Risk

Iwi cross many territorial authority borders and it was noted for some this was onerous working alongside multiple EOCs. Waikato Group CDEM are reviewing how CDEM can better align with Iwi.

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

- Civil Defence Emergency Management Act 2002
- Te Tiriti o Waitangi
- National CDEM Plan 2015
- Waikato CDEM Group Plan 2016-2021
- Welfare Services in an Emergency Director's Guidelines (DGL 11/15)

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

25 March 2020	11.59pm -	Alert Level 4
26 March 2020	12:21pm -	State of National Emergency declared (extended 2, 8, 15, 22, 29 April and 5 May)
27 April 2020	11.59pm -	Alert Level 3
13 May 2020	12.21pm -	State of National Emergency expired
13 May 2020	11.59pm -	Alert Level 2
8 June 2020	11.59om -	Alert Level 1

**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: Healthy Communities

Community Outcome: Our community is safe, healthy and connected

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

Claims for reimbursement from the National Emergency Management Agency (NEMA) for cost including water tank refills, kai/food parcels and other essential items had Thames Valley EOC (TCDC) doing the administration. Any EOC operational cost, council fuel and staff cost involved in delivery of food parcels are not claimable from NEMA and reside with the respective councils.

Food Secure Communities – The Government is investing \$30 million over the next two years through MSD to provide additional support for foodbanks, food rescue and other community organisations that are providing food to people.

Ngā Tāpiritanga | Attachments

- A. EOC - Welfare Data Stats
- B. Regional CDEM-Maori Framework
- C. Direction to Civil Defence Emergency Management-Groups for Covid19

Ngā waitohu | Signatories

Author(s)	Vicky Cowley Emergency Management Officer	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Additional Business

Chairperson, Te Ao Marama Maaka, acknowledged Michelle Staines-Hawthorne, Sandra Harris, Niall Baker, and other staff for their commitment. Ally van Kuijk and João Paulo Silva, were specifically acknowledged for their mahi with Plan Change 54. Acknowledgement was also mentioned for the Committee Secretaries. Maria Graham of Boffa Miskell received acknowledgment in relation to Papakainga in Pōhara.

Thanks to the Forum and welcome to Daniel Braid of Ngāti Rāhiri-Tumutumu.

Mayor Ash Tanner thanked the Forum for participation and for their work towards improvement. Mention of an Iwi Liaison role for Council should likely help with engagement and building relationships.

Wati Ngamane performed the closing Karakia.

12.11 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF TE MANAWHENUA FORUM
MO MATAMATA-PIAKO HELD ON 1 DECEMBER
2020.

DATE:.....

CHAIRPERSON:.....
Te Ao Marama Maaka