

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 Te Aroha Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 14 July 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

Mr Wati Ngamane

Mrs Kathy 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

Gary Thompson – **Ngāti Paoa**
Glenice Puke – **Ngāti Paoa**

Absent

Jill Taylor – **Ngāti Rāhiri-Tumutumu**
Gavin Anderson - **Ngāti Whanaunga**

Kaimahi i reira | Staff Present

Author Name	Author Title	Item No.
Michelle Staines-Hawthorne	Corporate Strategy Manager	
Stephanie Glasgow	Committee Secretary and Corporate Administration Officer	
Joao Paulo Silva	RMA Policy Planner	7.1, 7.2
Ann-Jorun Hunter	Policy Planner	7.3, 7.7, 7.8, 8.2, 8.5
Sandra Harris	Senior Policy Planner	7.4, 8.1
Niall Baker	Senior Policy Planner	7.6
Mark Naudé	Parks and Facilities Planner	8.4
Susanne Kampshof	Asset Manager Strategy and Policy	8.4
Jenni Cochrane	Communication Manager	7.3

I reira | In Attendance

	Time In	Time Out
Sharnae Hope – Stuff Reporter	10am	12.39pm
Dave Moule – Boffa Miskell	10am	10.12am
Charlotte McDonald – Boffa Miskell	10am	10.12am
Adrienne Wilcock – Matamata-Piako District Councillor	10am	12.39pm
Mapuna Turner – Ngāti Rāhiri-Tumutumu	10.36am	12.39pm

1 Whakatūwheratanga o te hui | Meeting Opening

Te Ao Marama Maaka declared the meeting open at 10am and welcomed the members and public to the meeting.

2 Karakia

Mike Baker performed the opening Karakia.

3 Ngā whakapāha | Apologies/Leave of Absence

Apology

COMMITTEE RESOLUTION

That the apology from Gary Thompson and Glenice Puke be accepted and leave of absence from the meeting be granted.

That the apology for lateness from Rangitonga Kaukau be accepted. Rangitonga joined the meeting at 10.32am

Moved by: M Baker
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 mēneti | 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, 2 June 2020, be confirmed as a true and correct record of the meeting.

Moved by: T Harrison
Seconded by: Mayor A Tanner

CARRIED

6 Take i puta mai | Matters Arising

There were no matters arising.

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1 Pūranga me whakatau | Decision Reports

District Plan - Update

RM No.: 2268652

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.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: M Baker

Seconded by: HV Vaimoso

CARRIED

Horopaki | Background

Plan Changes under appeal

Plan Change 47 – “Plan Your Town”. A hearing was held on 20 – 21st June 2017. An appeal was received by submitter Calcutta Farms, who sought additional residential rezoning north of Banks Road in Matamata. There were three other parties to the appeal proceedings.

A final resolution from the Environmental Court resolving the outstanding matters was received before Christmas. Therefore, staff will bring the resolution to Council and Plan Change 47 will in the near future become fully operative.

The signed consent order from the Environment Court for the PC 47 appeal was presented to Council on 11 March 2020 for adoption and it became operative on 22 April 2020.

Current Plan Changes

Plan Change 49 – “Waharoa Zoning and Development”. A scoping report has been presented to a Council workshop for Plan Change 49. The plan change aims to revitalise the town and provide for its residents, and also allow industry to develop whilst mitigating its effects on the town and surrounding environment. The plan change is currently on hold due to an application to the government-funded Provincial Growth Fund.

Plan Change 53 – “Settlements”, will evaluate the zoning and rule provisions for the district's small settlements and small rural house lots. Initial scoping visits have been carried out, and background research is being completed. Staff sought feedback on an informal consultation process until 22 November 2019.

The results from the informal consultation were presented to Council at a workshop on 29 January 2020 with two example maps for the proposed settlement zoning and precincts. At this stage staff are working on the draft provisions and producing the proposed maps for the 11 settlements under the scope of the plan change. On 25 March 2020 Council decided to exclude Tatuani from the process, considering the settlement does not have substantial residential land use to justify a possible change on zoning, however Tatuani will still be covered by the small rural lots feature of PC53. Council has also guided staff to prepare a set of draft provisions, a discussion document and maps for second round of public consultation. Staff are at the moment preparing the documents for the second round of informal consultation. We are also preparing a letter for the iwi

authorities within our district seeking feedback, following a first letter sent on 22 October 2019. For more information please go to: <https://www.mpdc.govt.nz/settlements>

Plan Change 54 – “Papakainga” will evaluate the District Plan’s provisions for Papakainga development to be updated in conjunction with the new Tangata Whenua section of the Plan which is to be introduced by the National Planning Standards. 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 and then discussed at a further hui on 14 August 2019. The issues and options paper was then updated and presented to a new hui that happened on 14 October 2019.

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 organize a working group. The working group is proposed to consist of a member of TMF, one member of each of the 12 Iwi authorities in the district, project team, WRC, TPK and MLC. The working group will be responsible for:

- Assisting mana whenua to identify Maori land in the district that could be fit for papakainga development;
- Providing draft papakainga provisions to the district plan; and
- Contributing to the development and promotion of a tool kit to support applicants with MLC’s and Consent Authorities’ processes.

The first meeting for the working group was proposed to take place in 30 April 2020 in Te Aroha. Staff, with support from Gary Thompson, prepared a letter that was sent to the 12 Iwi authorities in the district, inviting representatives from each Iwi to be part of the working group and to attend the first hui.

However, due to Covid-19 the hui was cancelled. After the cancellation of the hui, staff sent further emails to the Iwi authorities to seek guidance on what is the preferred approach moving forward with the working group and plan change. Further to the letter, staff also engaged on phone calls for further feedback. After analysing the feedback we concluded the Iwi authorities were busy supporting mana whenua through Covid-19. Therefore, it was decided to put Plan Change 54 on hold until we could have a face to face meeting.

Considering we are now back at Level 1 and consequently able to have face-to-face meetings/hui, we believe this is a good moment to re-connect with PC54 and working group. The project team is suggesting for the first working group hui to be re-schedule to 11 August 2020 and a second hui for 8 September 2020. Therefore, we would like to seek TMF’s guidance in relation to: Is now the appropriate time to move forward with PC54? Are the suggested dates convenient and will it give Iwi enough time to elect a representative and attend to the hui?

National Planning Standards (NPS)

RMA plans, such as Council’s District Plan, are sometimes considered by the public to be costly to prepare and tend to be inconsistent among different authorities; they can be hard to understand, compare and to comply with. That happens because each Council has prepared its own district plan and policy statements independently.

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 the end of March 2020 staff sought feedback from MfE in relation to our compliance with the first step; electronic accessibility and functionality. MfE has acknowledged that MPDC complies with the standards. Therefore, we have successfully met the first step of the process and we are currently working on the four year timeframe for the next step.

RMA Efficiency and Effectiveness five years review and State of the Environment (SOE)

RMA Efficiency and Effectiveness is a mandatory process driven by Section 35 of the RMA; section 35(2)(b) requires local authorities to monitor the efficiency and effectiveness of policies, rules or other methods in its policy statement or plan for its region or district and under s35(2A) local authorities are required to prepare a report at least every five years on the results of their monitoring under s35(2)(b) for policy and plan efficiency and effectiveness.

This process is linked to our State of the Environment Report (SOE). The 1999 State of the Environment Report, is the first State of the Environment report produced - identifying some of the key policy issues within our environment, our objectives and visions, and providing us with a baseline of information to report against. The SOE is a reflexion of some of our indicators and pressures in relation to the district's environment. It is divided in 15 separated reports and updated every year in our website with our latest data available. For the report please visit: <https://www.mpdc.govt.nz/reports/state-of-the-environment>

The last RMA Efficiency and Effectiveness report was completed in July 2015 and the next report must be completed by July 2020. The SOE framework is also being reviewed in alignment with the RMA Efficiency and Effectiveness and it will be updated with a new format and indicators for 2020/21. At this stage staff are finalising the new strategy, RMA E&E report and the SOE new framework.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Hauraki Gulf Forum Meeting Reports for February and May 2020

RM No.: 2269682

Rāpopotonga Matua | Executive Summary

The Hauraki Gulf Forum meetings occurred on 17 February 2020 and 25 May 2020. The minutes to those meetings are attached to this report.

The agendas can be downloaded on the following links:

https://infocouncil.aucklandcouncil.govt.nz/Open/2020/02/HGF_20200217_AGN_9629_AT.PDF
https://infocouncil.aucklandcouncil.govt.nz/Open/2020/05/HGF_20200525_AGN_9630_AT.PDF

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Deputy Mayor N Goodger

Seconded by: W Ngamane

CARRIED

Ngā Tapiritanga | Attachments

- A. Hauraki Gulf Forum Minutes 17 February 2020 - Minutes of Hauraki Gulf Forum - 17 February 2020
- B. Hauraki Gulf Forum Minutes 25 May 2020 - Minutes of Hauraki Gulf Forum - 25 May 2020

Ngā waitohu | Signatories

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

Rangitonga Kaukau joined the meeting at 10.32am

Heads of Agreement

RM No.: 2292435

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 (Attachment C). This revised HOA was discussed with Council at a workshop 1 July 2020.

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

COMMITTEE RESOLUTION

That:

1. **The information is received.**
2. **The Forum requests meetings with individual Iwi to discuss the heads of agreement review**

Moved by: R Kaukau

Seconded by: W Ngamane

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 (Attachment C). 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.

Whether individual iwi or forum members wishes to pursue alternative ways of representation, such as Māori ward(s), is subject of a separate report on this agenda.

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 in Attachment C.

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 Governments 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.

Ngā 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 hoki | 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. Te Manawhenua Forum Heads of Agreement 3 March 2020
- 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	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Annual Plan 2020/21 and associated documents update

RM No.: 2292550

Rāpopotonga Matua | Executive Summary

Consultation on the draft Annual Plan 2020/21, Fees and Charges 2020/21, Introductory and Land Transport Bylaws was open from 18 March to 19 April 2020, the Trade Waste Bylaw was open from 18 March to 19 May 2020 to allow a two month consultation. Council received 114 submissions within the consultation period and a number of further submissions were received after the consultation period.

Council held a Hearing on Wednesday 27 March to hear those who identified they wished to present their submissions, and consider all the submissions received.

The purpose of this report is to give the Forum an update on the outcome of this process.

COMMITTEE RESOLUTION

That:

1. That the Forum request Council allocate \$260,000 from the Covid recovery fund to specifically support Iwi.

Moved by: M Baker

Seconded by: R Kaukau

2. That the information be received.

Moved by: T Harrison

Seconded by: Deputy Mayor N Goodger

CARRIED

Horopaki | Background

On 11 March 2020 Council approved the various documents for public consultation which was open from 18 March to 19 April (or 19 May for the Trade Waste Bylaw to allow a two month consultation).

The Annual Plan outlines any major variation to what was proposed in the Long Term Plan and is Council's budget for the financial year 1 July to 30 June. The draft proposed a 6.4% rates increase made up of a combination of fixed costs (like inflation), increasing costs (like insurance, power, and contract prices), growth (giving us new assets to manage), and plans to improve a number of our services. Staff and Council had spent several months working on our plans for the next financial year – but the world changed dramatically in the space of a few weeks with the COVID-19 pandemic. Given this Council then asked staff to revisit the budgets, model rates options and what this would mean for Council services.

The Fees and Charges details all fees that Council charge ranging from swimming pool entry to building consent fees. The majority of the fees and charges have remained the same or have been increased based on inflation data from Business and Economic Research Ltd (BERL) and

then rounded accordingly. Major changes include updating fees for our Event Centres, Building Consents and Rubbish.

The Introductory and Tradewaste Bylaws proposed only minor amendments. The Land Transport Bylaw proposed a number of speed limit changes across the district.

Council decisions

Council have voted in favour of a zero increase to general rates this year following COVID-19. While general rates will not increase, there will be a \$12 increase to rates for rubbish and recycling, and a \$49.50 increase for water. These increases are to targeted rates, so will only affect ratepayers who receive those services.

Councillors reviewed over 115 submissions, and heard presentations from 12 submitters at the hearing on Wednesday before making decisions on rates and fees and charges for the next financial year (starting 1 July).

Council also voted to establish a COVID-19 Response Fund of up to \$2 million (using funding from reserves) to help the district recover. Council holds money from previous investment and asset sales in “community purposes reserves”, which are used for one off significant projects in the community – such as the current Provincial Growth Fund projects. These reserves mean we can progress some major projects without having a significant impact on rates. They also form part of Council's strong financial position, providing funds that we can access in an emergency.

At the hearing Council passed the following resolution:

That:

1. *The information be received.*
2. *The late submissions received are accepted.*
3. *Council hears all submitters who wish to be heard.*

That:

4. *Council has heard those submitters that wished to be heard and has considered all submissions received.*
5. *Decisions have been made and recorded in relation to each submission*
6. *Council approve:*
 - *a zero increase in the general rate;*
 - *an approximate total rate increase of \$49.50 per annum on the targeted water rate;*
 - *an approximate total rate increase of \$12 per annum on the targeted solid waste rate.*
7. *Council approve the designation of up to \$2M from reserve funds as COVID19 Response fund for use in one-off, fixed term investments which may include:*
 - *expanding Council's capacity to complete capital projects such as project managers and support;*
 - *engaging fixed term staff to move forward on the Council's digital strategy;*

- *Cultural, and socio economic relief for our community as a result of the COVID19 pandemic.*

8. *Council staff inform each submitter of the decision as per the schedule of decisions.*

The above decision is considered to be prudent and for those activities with budget pressures provides a sustainable level of funding.

Ngā Take | Issues

Technology update

There has been previous discussion regarding members technology requirements for attending Te Manawhenua Forum meetings. At this stage if desired Council can purchase HDMI cords which will allow members to connect their personal devices (note apple products would need a different connection which is not currently supported) to the screens currently on the tables in the boardroom to allow you to view what is currently on the main screen or have the ability to share your screen with the rest of the room if there is something you wish to present.

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

The COVID-19 Response (Further Management Measures) Legislation Bill was introduced on 5 May and has passed through parliament, this bill has three main parts to it affecting Annual Plans and Long Term Plans:

- Streamlines the process for amending a Long Term Plan – so that, where an amendment to the Long Term Plan is needed as a result of COVID-19 the consultation document can be adopted without an audit report if necessary.
- Public Notices - amending various legislation to remove the strict requirement that a public notice be placed in a newspaper circulating in the district, but requiring internet publication in all cases. There is a risk that disruption to local newspaper distribution during the COVID-19 response may make it unreasonably expensive or ineffective to publish in newspapers.
- Special Consultative Procedure - adding flexibility so that, to the extent that is reasonably necessary in the circumstances, the consultation period can be reduced below the current minimum of one month and/or hearings of submitters are not required.

Our Council had already initiated consultation when the lockdown occurred and are confident in meeting all legislative requirements.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Draft documents were approved on 11 March 2020, open for consultation from 18 March to 19 April 2020 (19 May for the Tradewaste Bylaw) with the Hearing scheduled for 27 May 2020. Following the Hearing it is proposed staff inform each submitter of the overall decisions and their specific decision (if required) as well as the wider public of the overall decisions. Staff then incorporate the decisions into the appropriate documents and these final documents are then brought back to Council in June 2020 for adoption and striking of the rates for 2020/21.

Prior to the COVID-19 lockdown Council sent letters or emails to those directly impacted by the changes proposed. Additionally there were newspaper adverts, videos posted on Councils website and Facebook page and posts on the Facebook page that consultation was open and where to go to make a submission.

Staff had organised community consultation with two market days (one which we were able to attend before lockdown), meetings with 12 community groups/events (one which we were able to

meet with Federated Farmers before lockdown). The community groups included attending a Hui with important stakeholders and raising consultation to the Te Manawhenua Forum members who were all contacted.

We had also organised to hold six drop-in days at the libraries in our three towns, where community members could come and talk to staff about any questions or concerns they had. Unfortunately these all had to be cancelled, besides the two mentioned above, due to the lockdown that occurred and prior to the lockdown groups were cancelling events as they held more people than what was recommended by the Government at the time. When this happened we increased our online communication with posts on the Facebook page, and videos from Mayor Ash. Once Council started modelling new rates for 2020/21 we increased our online communication again to assure our community we were listening to what they had to say amidst the ever evolving Covid-19 pandemic and advised of our new proposed direction and adjusted our communication strategy accordingly with what we were able to achieve within the lockdown rules.

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

Council has developed a vision for the Long Term Plan 2018-28 as: *Matamata-Piako – The Place of choice – Lifestyle. Opportunities. Home.* A set of Community Outcomes have been developed to support this vision.

The outcomes relevant to this process are:

Healthy Communities

We encourage community engagement and provide sound and visionary decision making.

Economic Opportunities

We provide leadership and advocacy is provided to enable our communities to grow.

Our future planning enables sustainable growth in our district.

Vibrant Cultural Values

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

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

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Sandra Harris Senior Policy Planner	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
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	Don McLeod Chief Executive Officer	
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Ngaati Whanaunga - Environment Plan

RM No.: 2238695

Rāpopotonga Matua | Executive Summary

Mike Baker in attendance to present on the Ngaati Whanaunga Environmental Plan.

COMMITTEE RESOLUTION

That:

1. That the report be deferred to the next Te Manawhenua Forum meeting on 1 September 2020.

Moved by: M Baker

Seconded by: T Maaka

CARRIED

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Rebecca Shaw Graduate Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Maori representation - Wards

RM No.: 2271251

Rāpopotonga Matua | Executive Summary

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

Under the Act, Council may at any time resolve to introduce Māori wards. If a resolution is made before 23 November 2020 (to apply for the 2022 triennial elections), public notice must be given by 30 November 2020 providing the right of electors to demand a poll on this matter. If Māori wards are to be introduced for the 2022 triennial elections, a representation arrangements review would be required (mandatory) in 2021.

The purpose of this report is to give Te Manawhenua Forum Mo Matamata-Piako (“Forum”) the opportunity to provide feedback on whether it considers that the Māori communities of interest within the Matamata-Piako District would be more fairly and effectively represented through the establishment of a Māori ward.

It must be noted that if Council resolves to establish a Māori ward by 23 November 2020, the change cannot take effect until the 2022 triennial local election due to the requirements set out in section 19Z of the Act.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: T Maaka

Seconded by: W Ngamane

CARRIED

Horopaki | Background

The Local Electoral Act 2001 requires every local authority to undertake a representation arrangements review at least once in every 6-year period. As Council last undertook a review in 2018, it is not required to conduct a review until 2024 (unless Māori wards are introduced).

Under the Local Electoral Act 2001, Council may at any time resolve to introduce Māori wards. If a resolution is made before 23 November 2020 (to apply for the 2022 triennial elections), public notice must be given by 30 November 2020 providing the right of electors to demand a poll on this matter.

In 2017, the Council decided not to establish a separate Māori ward or wards for the 2019 election. The legislation provides for the ability of councils to reconsider the matter at any time however there are timeframes if this a Maori Ward to be in place for the next election in 2022.

Electors could also demand a poll, regardless of whether or not the Council has considered the matter. A Council resolution to introduce a Māori ward or wards for the 2022 elections would need

to be passed by 23 November 2020 whilst a poll, if held, must take place not later than 21 May 2022.

If Māori wards are to be introduced for the 2022 triennial elections, a representation arrangements review would be required (mandatory) in 2021.

Ngā Take | Issues / Kōrerorero | Discussion

The option of having Māori wards has been developed by Parliament as a way to enhance the role of Māori in local government decision-making. Essentially, Māori direct the same vote that all other electors have, towards those candidates standing in a Māori ward and (presumably) promoting the issues of concern for those Māori voters.

A Māori ward is intended to strengthen democratic participation by giving voice to a group who, historically and currently, are under-represented and have a low level of participation in local government (e.g. voting).

Māori ward options

Since the passage of the Local Electoral Amendment Act 2002, all Councils have had the option of establishing Māori constituencies or wards by resolution of Council and challengeable by a poll of all voters.

Council accordingly has the option of establishing a Māori ward or wards for the 2022 and 2025 elections. The number of Māori members to be elected to the Council depends on a mathematical formula based on the Māori and general electoral populations of the district, related to the total number of councillors.

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

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

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

Therefore, for a Council comprising 11 Councillors, as current, the total number of Māori Councillors would be one, based on rounding the formula figure of 1.22 to the nearest whole number. Similarly, for 14 Councillors, the number would be 1.56, rounded to the nearest whole number, being two. It should also be noted that if there were to be one or two Māori Councillors, there would be a corresponding reduction in the number of other Councillors, unless the Council decides to increase the overall number of Councillors as a result of the representation review (see below).

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

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

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

As February 2020, based on the 2018 census, the overall electoral population for Matamata-Piako District was 34,401. Of that number, the General Electoral Population is 30,576 and the Māori electoral population 3,825.

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

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

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

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

Opportunities and challenges

Potential opportunities of a Maori Ward

The principal advantage for establishing a Māori ward or wards is to provide a direct Māori voice on the Council.

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

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

In terms of the actual mechanisms of the option, a consideration could be that those on the Māori electoral roll will only get to vote for one or two Councillors, whereas those on the general roll are likely to be able to participate in voting for a greater number of Councillors, depending on the representation arrangements in place for the district. If the affected electors are made aware of this, they may be in the best position to weigh up this matter.

Potentially electors who have chosen to be registered on the Māori roll for national elections may potentially consider having a Māori voice on issues of priority for them is important, and in doing so have foregone voting for general candidates. Which electoral roll to choose is a personal choice for those eligible to be on the Maori roll.

Potential challenges of a Maori Ward

When this issue was previously discussed with Forum in 2017 there were differing views expressed. More recently, a Forum Hui was held on 11 February 2020 to discuss iwi aspirations and how the Forum sees Māori having involvement in Council decision making processes going

forward. At the Hui, there were indications that having appointed voting members to committees and potentially advisory members to Council would be better arrangement. Members did not indicate support for a Maori ward as the legislation currently stands.

Having a Maori ward on Council is one of many options to strengthen iwi involvement in council decision making and the Council-iwi relationship. The Forum may see no need for dedicated representation at this stage or even see such a move as a retrograde step.

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

Introducing a Māori Ward under the current legislation is not straight forward based on the experience of other Councils. In most other areas where this has been proposed, a poll has been held and the decision overturned. Examples are Kaikōura, Whakatāne, Western Bay of Plenty, Manawatu, Palmerston North and New Plymouth District Councils where decisions to establish Māori wards were rejected in May 2019 referendums prompted by petitions opposing the wards. It has the potential to become a divisive issue.

Councils currently with Māori Ward/ Constituencies are:

- Bay of Plenty Regional Council: Established three Māori seats in 2001. This was after extensive consultation and passage of the Bay of Plenty Regional Council (Māori Constituency Empowering) Act 2001. The 13 Bay of Plenty councillors are elected by voters in four general constituencies and three Māori constituencies, producing 10 general constituency councillors and three Māori constituency councillors.
- Waikato Regional Council: Back in 2011 they decided to establish two Māori seats and these were first elected in 2013. Waikato Regional Council has the Ngā Hau e Wha and Ngā Tae ki Uta Māori constituencies with one Councillor each.
- Wairoa District Council: a decision to introduce Māori Wards was made. In a poll run aside the local elections in 2016, Wairoa electors voted 54% to 46% in favour of the establishment of Māori wards. Māori Ward Councillors were elected in the 2019 elections.

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

It is proposed that Council will give consideration to this issue over the next few months.

If a resolution is made before 23 November 2020 (to apply for the 2022 triennial elections), public notice must be given by 30 November 2020 providing the right of electors to demand a poll on this matter.

The Council has the choices of retaining the present position, or establish a Māori ward or wards, or alternatively could decide to conduct a poll.

Electors could also demand a poll if they are not happy with the Council decision. A successful poll demand must be signed by at least 5 percent of district electors and be lodged with the District Council by 21 February 2021. The 5% of electors is based on the number of enrolled electors at the previous triennial election. At the 2019 elections, there were 23,047 electors and 5% of this equates to 1,152 people.

If Māori wards are to be introduced for the 2022 triennial elections, a representation arrangements review would be required (mandatory) in 2021. The number of Māori Councillors and ward

boundaries would need to be finalised as part this review. This review would otherwise not be required to be done until 2024.

Whether Māori Wards are introduced via a resolution of Council or a poll, it would remain in effect for 2 triennial elections and continues in effect until either—

- a further resolution of Council takes effect; or
- a poll of electors held takes effect.

Council has submitted to the Justice Committee Inquiry into the 2019 local elections that the process for creating a Māori Ward should be aligned with the rest of the representation review process, removing the poll provisions. This would make it easier for Councils establish one or more Māori Wards in the future. This is a central government decision and as yet we do not know what changes, if any, will come from the Inquiry.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

There are no communications issues at this stage. If Council decides to introduce a Māori Ward or a poll is held, some communications would be required.

Ngā take ā-lhinga | Consent issues

There are no consent issues.

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

Theme: Vibrant Cultural values.

Community Outcomes:

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

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

The Long-Term Plan 2021-31 will review the community outcomes.

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

An estimate was sought from Council's Electoral Service Provider, Election Services Limited. They advise should a poll be held on Māori wards, the estimated cost would be around \$49,000 + GST or \$2.10 + GST per elector (there are approximately 23,000 people enrolled to vote in the district). This cost would exclude any costs associated with the resolution/public notice of the decision and any checking of signatures etc. should a demand be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Niall Baker Senior Policy Planner	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Long Term Plan 2021-31 Project Update

RM No.: 2287182

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 Forum on the Long Term Plan project. The Forum may wish to provide feedback or comment on the proposed timeline and project outline.

COMMITTEE RESOLUTION

That:

1. **The information be received.**

Moved by: T Harrison
Seconded by: R Kaukau

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.mpd.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

Project Timeline

Due to Covid-19, nationwide lockdown and responding to the emergency taking priority, some of the project milestones and timelines have had to be revised. The project remains on track to achieve its target date of Adoption of the Long Term Plan by 30 June 2021, however some of the workstreams have had to be condensed to enable this;

- Budget preparation; In past LTP projects staff have prepared first cut budgets for discussion with Council in July/August. This has allowed multiple reiterations of the budgets prior to approving a Draft budget for consultation. Due to Covid-19 and the subsequent response including reviewing the Council position on the 2020/21 Annual Plan, the Project Team has agreed to only do ONE run of the budgets, which will be prepared for Council discussion in October/November. This means that budget managers will have the latest information available on starting position (2020/21 Annual Plan will be adopted by 30 June 2020). Council is also considering undertaking pre-consultation with the community on the financial strategy, which will inform the budget managers in preparing their relevant budgets.

Forecasting Assumptions

Work is underway to prepare the forecasting assumptions for the Long Term Plan. With the current Covid-19 situation, some of our assumptions will come with a high degree of uncertainty, as the full impact, both locally and globally, of the Covid-19 remains unknown. The Draft Forecasting Assumptions will be reported to Council in October.

Maori involvement in decision making and Maori outcomes

The LTP includes a section on Maori involvement in decision making. A Forum hui was held at Silver Fern Farms Event Centre Tuesday 11 February 2020 to discuss iwi aspirations and how the Forum sees Maori 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. Due to the current Covid-19 pandemic and response, no further discussions between Council and Forum have occurred.

Staff have prepared a revised draft heads of agreement and work programme based on the feedback from the Hui in February. Refer separate report on the agenda.

Council updates and milestones to date

The following is a summary of Council's workshops and decisions to date in relation to the Long Term Plan 2021-31;

Vision and Outcomes – Council approved to continue with the current vision and outcomes for the Long Term Plan (refer Attachment 2).

Financial Strategy – Council provided strategic direction for the Financial Strategy and set tentative financial prudence benchmark limits. Due to the Covid-19 situation, these are being reviewed and Council is currently considering how to engage with the wider community in determining what the Financial Strategy should be for the Long Term Plan.

Activity Plans – The various activity plans that makes up the Activity Group section of the Long Term Plan is being workshopped and reported to Council on an ongoing basis. To date the following Activity Plans have been endorsed by Council;

- Strategy and Engagement
- Consents and Licencing
- Water
- Wastewater
- Stormwater
- Community Facilities and Property
- Roading

The remaining Activity Plans will be reported to Council in July.

Population Projections

Infometrics Limited has prepared the population projections for our district to 2051. The projections were prepared during the months of December to February, prior to Covid-19. The projections do not account for any real or potential impact of Covid-19. However staff asked Infometrics to consider the current situation when making their recommendation with regards to which scenario to adopt as the underlying assumption for the purpose of the Long term Plan.

Infometrics presented to Council at a workshop 22 April, and recommended that Council adopts the Medium growth scenario.

As a result of COVID-19, international net migration is likely to be negligible for 2020 and 2021, and employment in Matamata-Piako District will decline slightly. Overall, net migration into Matamata-Piako is likely to be lower than projected until 2025. Given the soft outlook for net migration, the high projection scenario is not recommended as it is unlikely to be achieved in the near term. Furthermore, even when projected growth rates resume after 2025, they will be starting from a lower point, meaning that long term levels set out in the high projection are unlikely to be achieved either.

Near term growth rates are likely to be commensurate with the low projection. However, with lower growth in the low scenario, this may encourage decisions that preclude future growth.

Therefore, it is recommended that the medium scenario be adopted by MPDC. The medium scenario provides an appropriate balance given the uncertainty in the near term due to COVID-19.

The Medium Growth Projections scenario was adopted by Council 13 May 2020.

Universal water metering

On 5 February 2020 Council held a workshop to discuss the rates structure and development contributions policy. This discussion was led by consultant Fraser Colegrave of Insight Economics. At that workshop elected members requested more information on universal water metering to understand the issues and option around this.

Staff have worked with Fraser to complete a report on Universal Water metering.

Overall the report concludes the Matamata-Piako district is facing the challenge of sustained growth in water demand due to increased economic activity and population growth, with industrial

processing activity also having a large impact on water use. The report details options to improve the efficient use of water across the district.

Universal water metering is one possible option. While universal water metering (UWM) can be a powerful tool for reducing water consumption, the financial benefits to the district are limited.

The Council is currently undertaking various initiatives to help improve its understanding of various facets of its water network. Once better information about the network is available a more informed decision can be made about the best way to improve the efficiency of future district water use. The report ultimately recommends the Council consider parking this issue for now and revisiting it at the next LTP review in three years' time when it has better information about its own network and when current economic uncertainties due to Covid-19 have been resolved.

Council endorsed this recommendation at its meeting 13 May, and will not progress with the UWM at this point in time.

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

The Forum and/or individual Iwi may have feedback on how they wish to be engaged on the Long-Term Plan project.

The Forum may wish to consider providing any feedback or comments on the proposed Project Plan and timeline.

Ngā take ā-ture, ā-Kauapapahre 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.

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 Project On A Page (attached) provides an overview of the different building blocks and the associated timelines for the project. 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
Revaluation of Assets	Jan 2020	June 2020
Community Outcomes Review (if required)	Jan 2020	COMPLETE
Rates Structure	April 2020	June 2020
Activity Plans (including budgets)	April 2020	Aug/Sep 2020
Right Debate (pre-consultation)	April 2020	Aug 2020
Infrastructure and Financial Strategy	April 2020	Oct 2020
Asset Management Plans	Feb 2020	Oct 2020
Policy Review	April 2020	Oct 2020
Council controlled organisation section	July 2020	Nov 2020
Māori participation in decision making	July 2020	Oct 2020
Budgets/ Financials/ Notes	July 2020	Dec 2020
Document development	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 2021-31 - The One Page Project Plan (PDF copy)

Ngā waitohu | Signatories

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

Long Term Plan 2021-31 Pre-Consultation

RM No.: 2311497

Rāpopotonga Matua | Executive Summary

As part of the preparation of the Long Term Plan (LTP) council encourages early engagement with the community. There are no requirements under the Local Government Act 2002 for Council to undertake a pre-consultation. However, it is best practice to do so. The pre-consultation allows Council to gain feedback from the community on significant issues, contributing to the strategic direction of Council in the earlier planning stages of the LTP.

This report provides an outline of the proposed pre-consultation, and seeks Council's endorsement.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: M Baker
Seconded by: Mayor A Tanner

CARRIED

Horopaki | Background

As part of the preparation of the LTP council encourages early engagement with the community. There are no requirements under the Local Government Act 2002 for Council to undertake pre-consultation however it is best practice to do so. The pre-consultation allows Council to gain feedback from the community on significant issues, contributing to the strategic direction of Council in the earlier planning stages of the LTP.

Managing the pre-consultation involves an early identification of the issues that are likely to be most critical to the community and ensuring they become the focus of the remainder of the process. This requires Council to assess what the important issues are, what options are available and what the implications associated with these issues are.

In light of the ongoing COVID-19 pandemic and economic downturn, Council has identified that it needs to engage early with its communities around the appropriate direction for the Financial Strategy including annual rates increases and debt levels. It is also suggested that Council invites ideas from the wider community on how it can thrive in a post-COVID setting for the LTP.

Council is also in the process of reviewing its Waste Management and Minimisation Plan and the Solid Waste Activity in general. There have been significance changes to the global recycling market and environmental standards in recent years, and Council has identified a need to have a conversation with the wider community around how Council manages its waste and how the community can work together to further reduce waste going to landfill and impacts on the environment.

The fourth topic identified for pre-consultation is the Open Spaces Strategy. The current strategy was adopted in 2013, and is currently being reviewed. Community feedback is being sought on the general direction of the strategy.

Ngā Take | Issues / Kōrerorero | Discussion

The outline – and in some cases content are below – the topics are intended to be developed in to engaging web content and supported by a range of events, newspaper adverts, print and other communications.

1. Community ideas for growth

To understand how our communities want to see the district grow and develop, it is proposed to invite the community to submit ideas for consideration in the Long Term Plan (similar to the ‘we the people’ petitions platform launched by the US Government under President Obama).

The platform would allow members of the community to submit an idea, and others to ‘vote’ for the ideas they would like Council to proceed with. The system would be designed to be easily shareable across social media to allow people to garner support for their proposals and encourage others to participate.

It is expected that this will generate new, unique ideas, as well as ideas that may already be under consideration for inclusion in the Long Term Plan.

Council will be provided all the ideas submitted for consideration, but will look to develop business cases for the top three ideas submitted (those that receive the most votes).

2. Solid Waste

Council has been working through a programme of activities for the solid waste activity. This includes:

- Section 17A Local Government Act service delivery review (completed and to be discussed at a later date)
- Waste assessment (delayed due to lockdown and now due in August/September)
- Waste Management and Minimisation Plan (WMMP) review (underway – to be consulted on alongside the LTP)
- Asset Management Plan review, budget preparation (underway)

The current kerbside collection contract ends in 2023. Council needs to identify in the LTP what its preferred option is for a new service and how this will be paid for. For example, if Council moves from refuse bags to wheeled bins will the cost of the kerbside service be shifted to fully rates funded rather than the current mix of user fees (paid through bag sales)? The LTP will need to specify what the funding arrangement is for solid waste over the 10 year period from 2021-31 and how this might change from 2023 onwards.

It is proposed to work with the working party to develop content and community engagement on some or all of the following topics:

- Kerbside service options (what this service should look like) - for example continuation of the status quo, wheeled bins, organic collections.
- Future of the Transfer stations – including potential closure of the Waihou Transfer station and creating a refuse recovery centre in Morrinsville and/or Matamata.
- Rural recycling – this could be via kerbside collection, or drop off points
- Collection services offered in our CBDs and on Private Roads.

It is proposed that that the Solid Waste working party would consider these topics further (not all of them may be suitable for pre-consultation at this stage) and sign off the final topics and content.

3. Open Spaces Strategy

In 2013 Council adopted an Open Spaces Strategy after consultation. The Strategy set a long-term vision for the provision, development and management of the Parks and Open Spaces network provided by Matamata-Piako District Council over a twenty year period.

Specifically, the Strategy:

- establishes a system of park management categories
- provides a framework for collating reserve management plans by parks category
- provides a framework for consistent service delivery for the different parks categories
- provides development guidelines to guide renewals and new capital projects
- analyses current and future demand for different types of parks
- provides guidelines for decision-making about land acquisition and disposal
- provides the context and framework for developer contributions
- informs Long Term Plan processes.

The Strategy recommended periodic reviews to keep it current and relevant. A review of the strategy was signalled in the 2018-48 Parks and Open Spaces AMP and confirmed at a Council Workshop on 11 March 2020. The strategy adopted in 2013 set a good foundation to build on. It is however necessary to re-assess some of the assumptions and underlying data that the strategy was based on. This includes current demographic projections, growth data, increased knowledge about subdivisions occurring in the district as well as trends in sports, recreation and tourism. A review also presents an opportunity to improve on some sections of the strategy document as a result of increased knowledge and experience gained in applying the strategy over the past few years.

The intention of the first survey is to understand how people use our parks and open spaces, and to hear their vision for open spaces

The second phase will be about reporting back on what people told us and seeking feedback on priorities for inclusion in the LTP

4. Financial Strategy and Rates/Debt

Debt topic content

Why have debt?

We collect rates to pay for a lot of the day to day things we do, but we also borrow money to pay for large projects that will provide services to the community over a long period of time (such as water and waste treatment plants).

Borrowing money and repaying it over time (rather than just increasing rates to cover the full cost of a project that year), means that those who benefit from the service in the future will also pay their share. It also means we can avoid very large spikes in rates in the years that we have large projects on the go.

If some debt is good, then why increase rates when times are tough?

In general we don't borrow money to pay for our day to day operating costs, because this would mean future ratepayers have to pay for services they didn't get any benefit from. It's

also not a sustainable practise (kind of like borrowing money to buy your groceries – it's just not a good idea for the long term).

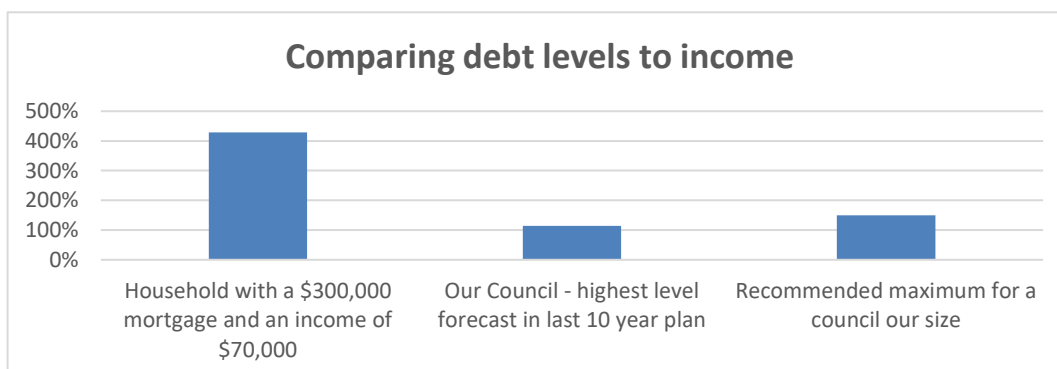
Councils are required by law to plan a 'balanced budget' (ensuring our income is the same or more than our expected operating costs). So rates increases will generally be to help cover increases in operating costs and interest on our debt.

In comparison, central government can borrow money to fund their operating costs, and will often do this during a recession to help stimulate the economy.

How much debt is ok?

How much debt is ok depends on how much money you have coming in to repay the debt. Similar to a household mortgage – generally the more you earn, the bigger the mortgage you can afford. Independent experts have recommended for a Council like ours, that net debt (that's debt minus any cash or investments) should not be any more than 150% of our revenue.

When we completed our last 10 year plan, we forecast that our external debt over the 10 years would increase to around \$76 million. That sounds like a lot of debt, but at the same time Council's annual income was also forecast to be around \$66 million. Our net debt was forecast to get as high as 114% of revenue compared to the limit of 150%. To put this in perspective, the graph below compares Council's forecast level of borrowing to a typical household with an income of \$70,000 and a mortgage of \$300,000.



This shows that while the amount Council is likely to borrow sounds high, our debt level is actually comparatively less than a typical household's mortgage in relation to their income.

How much debt do we have?

Currently we have \$26.5m in external debt and \$10m in cash/investments. Our net debt equates to about 32% of total revenue. Compared to our limit of 150%, we are in a very good position. In- fact, based on our current income, we could add an additional \$51 million external debt before we would hit our 150% limit. The downside of increasing external debt is obviously that it requires increased income (often rates) to pay for the debt.

What is 'internal debt' and how does it work?

If you have cash available, it makes sense to use this first rather than borrowing money from the bank. 'Internal debt' is where part of Council borrows money from another part that has surplus cash in reserve, rather than borrowing the money from an external lender. Interest is still charged on the loan, but at a lower rate that what we'd pay at the bank, but slightly

more than we could receive if we had invested the money. So it's a win-win situation that keeps Council's external debt down.

Currently we have around \$38m in internal debt. That's cash that we've had available over the years that we've invested in assets rather than having to borrow externally.

Over the years the "surplus cash" has come from various sources, including sales of property, depreciation collected to replace assets in the future, and we also had a cash windfall. Back in 1998 when the Thames Valley Power Board wound up, our district received \$24 million in dividends. Most of this fund was used to internally fund investments in our assets (particularly Community Facilities, Roding and Water). If not for that windfall, our external debt would be at least \$18 million higher than it is today. The remaining \$5.4 million of this fund is held in deposits, with the interest used to subsidise general rates. It also acts as a self-insurance policy, which could be accessed in an emergency situation, like in the event of a natural disaster.

Should we change what we are doing? And what are the options?

Should we keep our current approach for the foreseeable future?

Our reserves form part of our strong financial position. They've meant we have been able to borrow money internally to keep our external debt and interest costs low, and they also mean we have financial resources available to access in an emergency. The \$2 million COVID-19 Response Fund we set up this year was able to be diverted from existing reserves – this meant that while we have gone with a zero increase to general rates for 2020/21, we're still able to progress projects and deliver some planned improvements. Our current approach is conservative and comfortable.

Should we look at doing something different with some of our reserves?

In the past we have worked hard to keep our external debt to a minimum, but is that necessarily the right approach going forward? The decisions in the past to use surplus cash to internally fund projects rather than borrowing externally have no doubt saved money, but has this also resulted in lost opportunities?

Should we reduce the amount held in reserves?

If the community chooses to, we could take a different approach. We could unlock some of those surplus funds (up to \$20m) by borrowing externally instead. The cash would then be freed up to deliver other opportunities that could potentially provide significant economic, social, environmental or other benefits to the district.

Obviously, doing this would increase our external debt and interest costs – but interest costs are currently at an all-time low, and we have plenty of headroom to take on more debt.

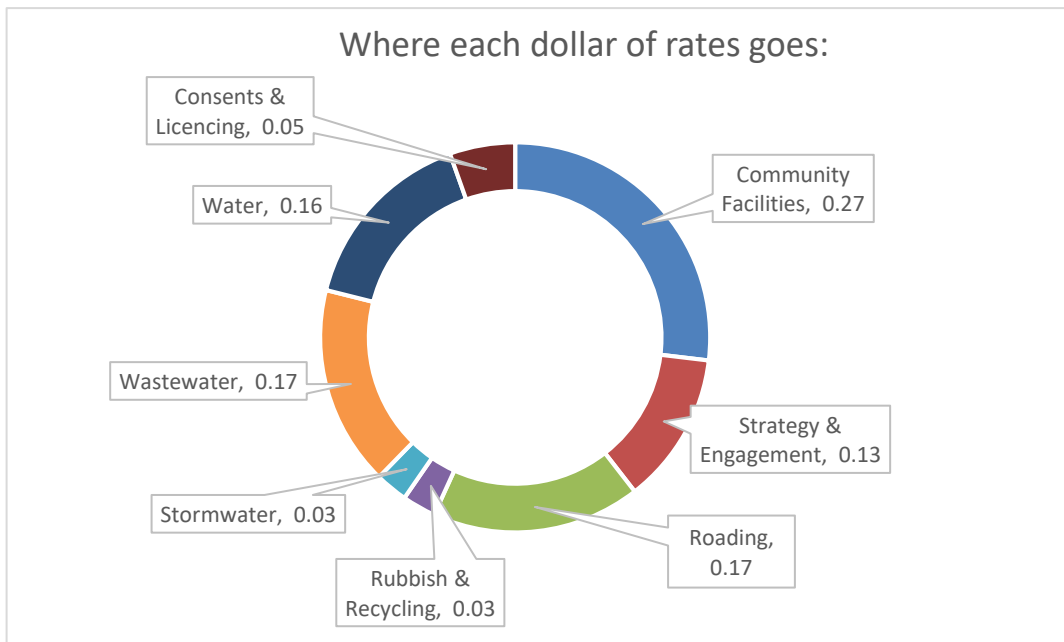
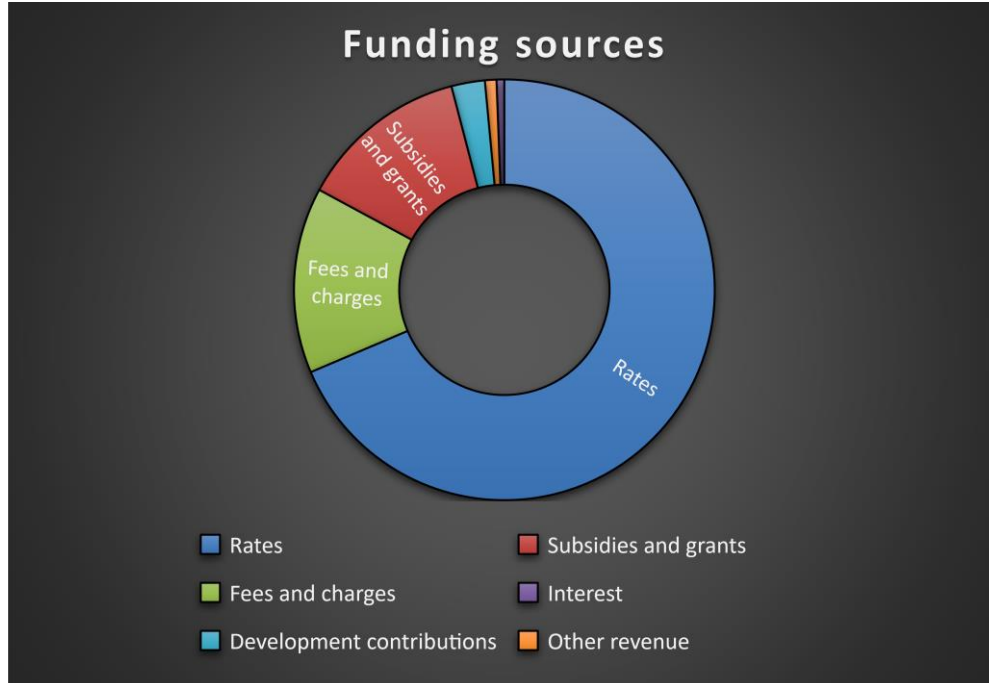
This option sounds attractive because it would mean we can progress some major projects that could stimulate our district's economy, which, depending on the project, could have only a small impact on future rates.

Rate increases - what should we do?

Why do we collect rates?

Council provides a lot of services in the community – like water, wastewater, stormwater, roading, animal control, health and alcohol licencing, parks, playgrounds, pools, rubbish and recycling, streetlights, libraries, events centres, and much more.

To deliver all these services costs about \$38 million every year. About 70% of that comes from our main source of income – rates.

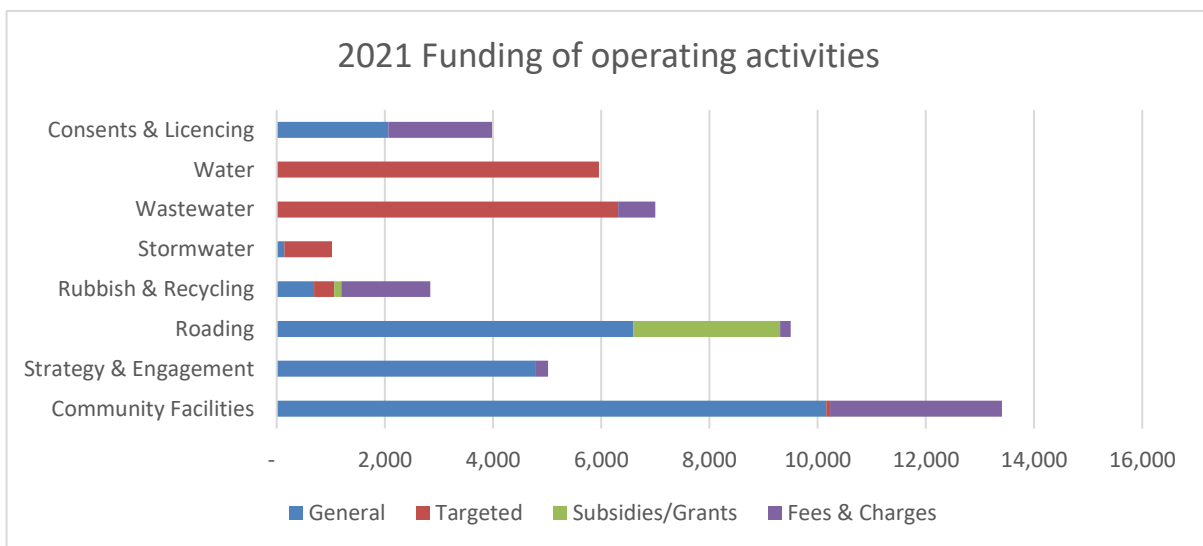
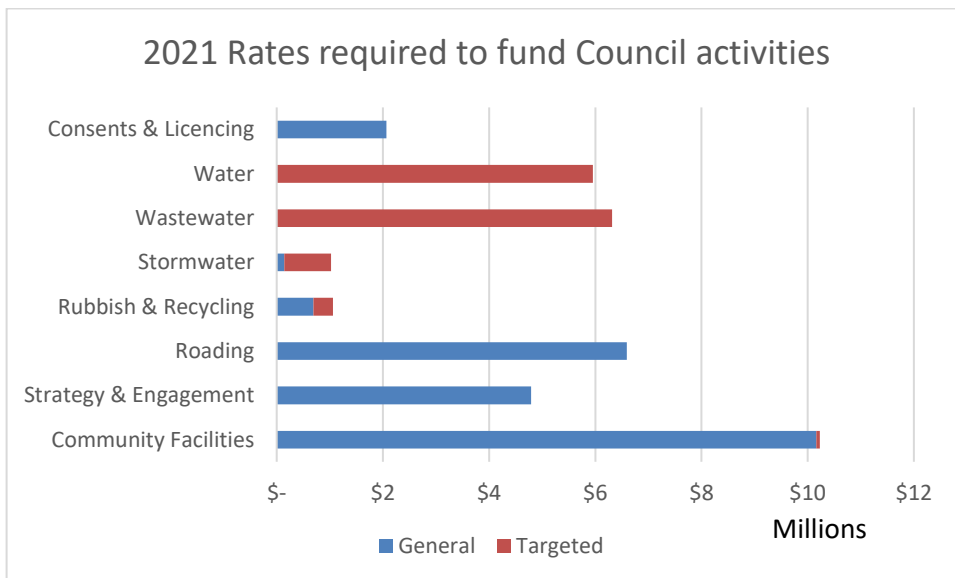


Types of rates

There are two different types of rates

- General rates – which are for services that everyone generally benefits from (such as roads, libraries, parks and reserves and democracy). General rates are a tax based system, and we collect them in two ways

- *Capital Value of properties - the higher value your property is, the higher rates you pay, and*
- *Uniform Annual General Charge (UAGC) - a set fee (currently \$730.73) charged to all properties.*
- *Targeted rates – these are rates charged for specific services (such as rubbish collection, water and rural halls) to the people who receive those services. This is a mix of both user pays and tax based systems.*



Why do rates increase?

Inflation

Just like the costs to run your household increase over time, so do the costs to provide our services.

For example, minimum wage has increased from \$6.12 in 1994, to \$13.75 in 2013, to \$18.90 in 2020. Staff costs account for around a third of our expenditure. Other big drivers of Council costs include oil prices and construction costs. These can fluctuate but have moved upward over time.

We are legally required to account for this inflation in our ten year budget forecasts.

Changes

Just like stuff happens at home (like the car breaking down, or needing a new oven), stuff happens that we can't plan for, which has on-going effects on our costs. Some recent examples include:

- the 2016 water contamination event in Havelock North triggered tougher regulations for water, significantly increasing the costs to deliver this service*
- the costs to dispose of rubbish have significantly increase over recent years, and we also now have on-going challenges with getting rid of recyclables, which continues to drive costs up*
- the current global COVID-19 pandemic will undoubtedly lead to permanent changes in the way we do some things and possibly affect on-going costs.*

Valuations and depreciation – *We maintain over \$630 million of assets including roads, bridges, water, wastewater and stormwater networks, and a number of community buildings and facilities. Over one third of the rates collected each year is to pay for the planned replacement of these assets as they age, and ideally before they start to require too much maintenance. We regularly review how much it would cost to replace these assets, and as these costs increase, we have to increase the rates collected to keep pace. If we didn't keep up, we wouldn't be able to afford to replace them when required.*

A good example of this is Heaton Stadium – because we've collected money for this over the years, the new/refurbished stadium that will open this year, doesn't require a big rates increase.

Growth and demand - *As our district grows, and we do more (like build new event centres), or do things to a higher standard, it generally costs more. As new subdivisions are created, while we get more ratepayers, we also get more roading and utility assets to maintain and replace in the future. We get more reserves to mow, gardens, playgrounds, and trees to tend to. When we build new Events Centres, Cycle Trails, and river walks we have new maintenance and costs to operate these assets, and interest costs to fund their construction.*

What does that all mean?

Everyone understands that doing more, costs more. But all of these things mean it also costs more just to do what we already do now.

So just to provide the same services we do now, rates need to continue to increase.

What can we do to keep rate increases low?

We can't do anything to prevent the cost increases above, but there are some things we can do to help keep rates increases low.

Some things we already do are:

- Good asset management – maintaining assets so they last and replacing them only when we need to.*

- *Look for efficiencies – we are constantly reviewing our services and processes for smarter, faster and more cost-effective ways to do things. For specific services, we are required to do this on a regular basis – this is called a Section 17a Review. But there are lots of other areas where we look to work with our neighbouring Councils to do this cheaper or better. We currently buy insurance with a group of Councils, which has reduced the cost.*

Other things we could do include:

- *Stop doing new things – when we do more, it costs more. And not just for the initial costs either - new events centres, cycle trails, and walkways also require ongoing maintenance and operating costs, and ongoing interest costs. So one way we could keep rates increases to a minimum is to stop doing new things like this. We don't think this is a good idea, because it means our community will fall behind others, and those new 'extras' are the types of things that will help achieve our vision to make Matamata-Piako the place of choice for lifestyle, opportunities and home.*

Don't build any more new assets other than what we need for growth – as our district grows we need new roads, footpaths, streetlights, more pipes, more parks etc. This would mean new projects – like the Silver Fern Farms Event Centre in Te Aroha, wouldn't happen.

- *Look for other income sources – rates are our main source of income, followed by fees and charges, and subsidies and grants (usually from central government). We could look for more external funding – such as asking the community to fundraise 100% of the cost for a new facility – and set up a trust to fund and operate them.*
- *Use our reserves to fund one off projects – link to the debt/reserves topic*

Why are you asking us about this?

Every three years we are required to develop and consult on a 10 year plan. We're currently working on our plan for 2021-2031.

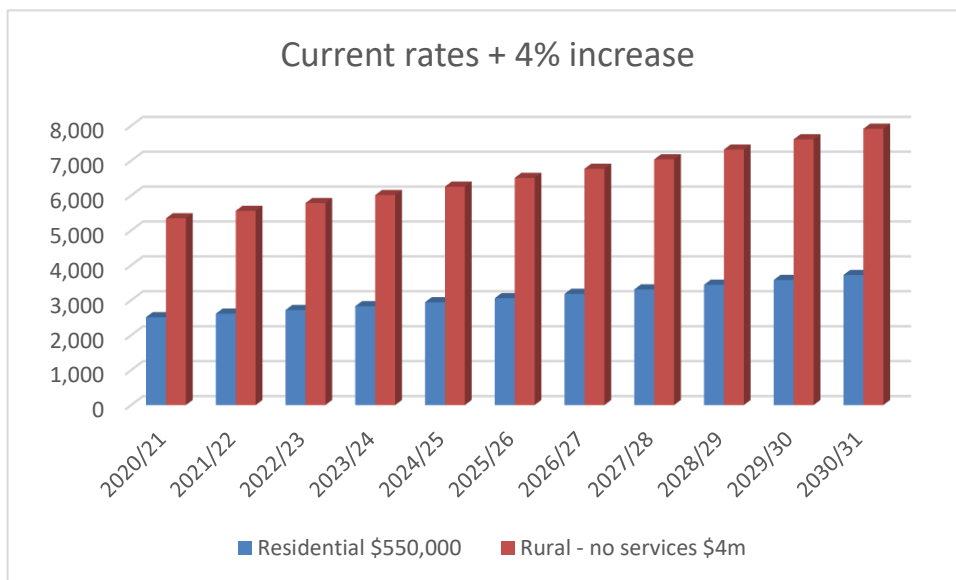
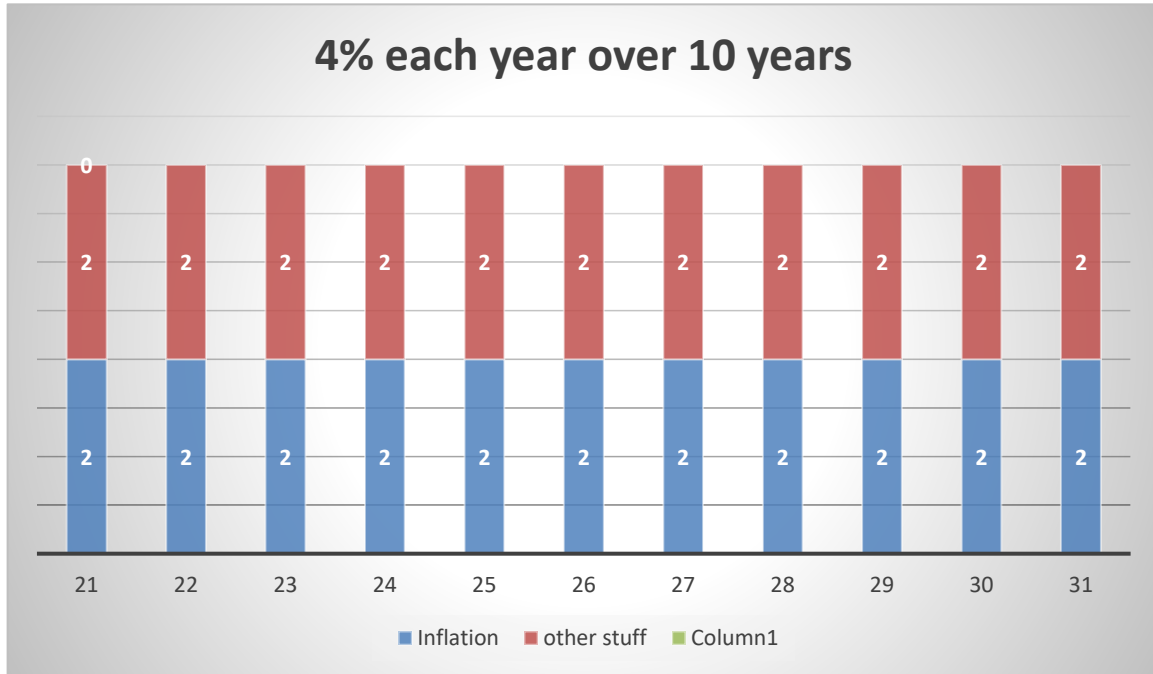
To help us create a plan that reflects the wants and needs of our community, we need to know how you think we should manage rates increases.

We know there is a lot of uncertainty at the moment and many people and businesses are struggling. We don't know exactly what the future holds but we still need to have a plan in place for the next 10 years – even if we have to tweak it as we go along.

What do we want to do?

Three years ago we set a vision to make Matamata-Piako the place of choice for lifestyle, opportunities and home. We have made steady progress towards that vision with great projects like the Te Aroha – Matamata Cycleway, partnering with government on the Wairere Falls Carpark, and making significant progress on extending the Morrinsville walkway, and significantly increasing the use of our new facilities. We want to continue delivering on that vision.

We're proposing to continue to deliver our current services, and continue to make steady improvements to deliver on our vision. We think this will require annual rates increases of around 4 [NB – inflation figures are for illustrative purposes only]



What are the other options?

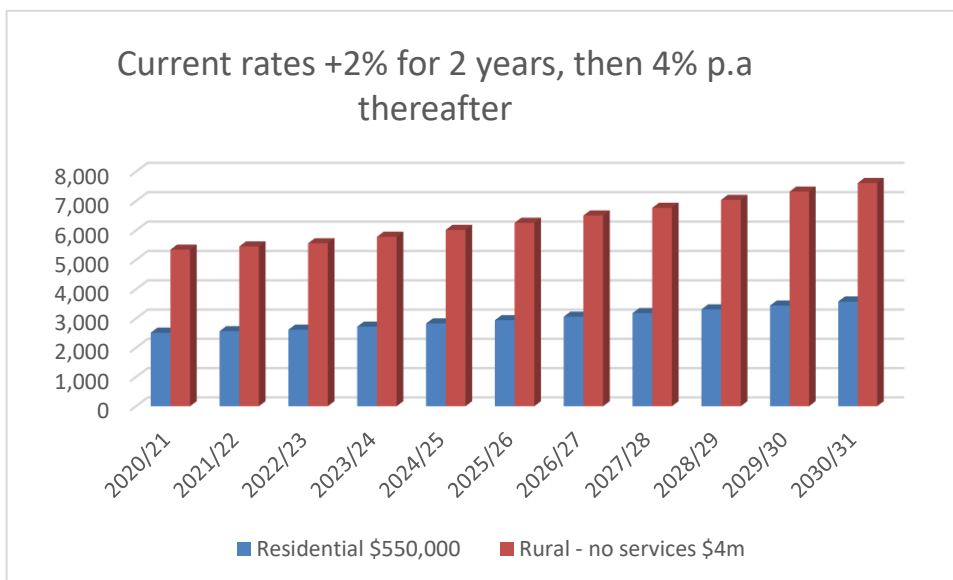
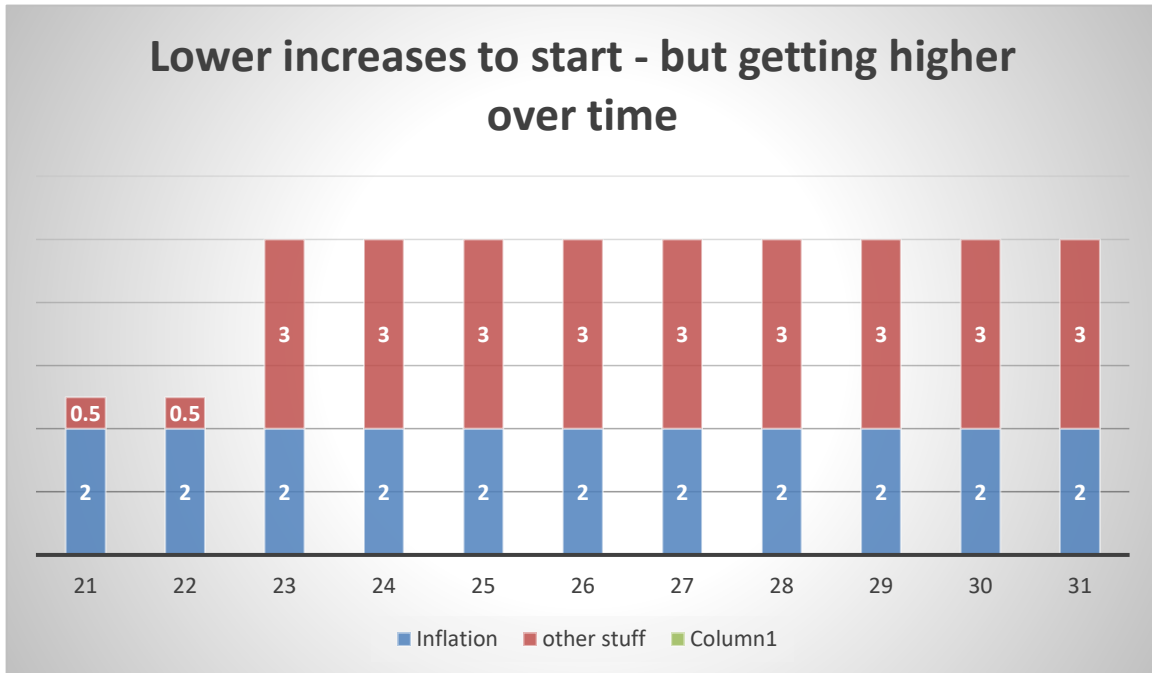
Lower rates now, bigger increases later

Given all the uncertainty at the moment, another option would be to keep rates increases to a minimum for the next couple of years, with larger increases later on to make up for this.

This would basically mean we continue to deliver our existing services, but don't have any budget for improvements (such as something we've got planned that would need to be

deferred) or new projects (such as destination playgrounds or some other example). Depending on compliance and inflation costs, this could also mean having to make cuts to our existing services.

While the option of lower rates increases sounds appealing, it also effectively means 'kicking the can down the road'. If we defer maintenance or projects, the costs to deliver them later on will only increase. So a 2.5% rates increase now, could mean an 8% or 10% increase in a couple of years time.



Stick to inflation

We could keep rates low by only increasing them enough to cover inflation. This would mean we continue to deliver our existing services, but don't have any budget for improvements (such as something we've got planned that would need to be deferred) or new projects (such as destination playgrounds or some other example).

This would also mean that when unexpected events happen (such as the Havelock North water continuation event, or COVID-19), we have a limited ability to respond. We would likely need to reduce our services – such as mow parks less often, or reduce the number of gardens, or close some of our facilities, or stop collecting rubbish to ensure we could continue to provide essential services like water and roading.

Inflation + 4%

The more rates funding we collect, the more projects we are able to deliver. The 4% each year we're suggesting above allows us to deliver steady progress on planned projects. But if there are lots of things you would like to see happen in our community (like covering the Morrinsville pool, another indoor sports facility in Matamata, extending the cycleway to Piarere, a new spa complex in the Te Aroha Domain, or destination playgrounds), and you'd like to see them happen soon, this requires more funding.

Instead of keeping rates increases to 4% (including inflation), we could allow 4% for improvements on top of inflation (e.g. if inflation is 2%, the rates increase would be 6%). This would help to achieve our vision, and deliver higher quality services for the community, as well as new facilities/services.

Mōrearea | Risk

There is a risk of lack of engagement. This could be due to consultation fatigue or that the topics for consultation are not relevant to the community. A Communication and Engagement Plan has been developed to provide a multitude of ways to engage with Council, to encourage engagement from all sectors of the community.

If Council chooses not to undertake a pre-consultation, there is a risk that the Long Term Plan and associated documents does not match the community expectations and represent the community views.

Ngā Whiringa | Options

The Forum is asked to provide feedback on the proposed pre-consultation for the Long Term Plan, and recommend how Council can best engage with iwi on this process.

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

There is no legal requirement to undertake a pre-consultation for the Long Term Plan. The results of the pre-consultation will help inform the development of the Long Term Plan, the Waste Management and Minimisation Plan and the Open Spaces Strategy.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

It is proposed that the four pre-consultations all take place during July/August, to provide information for the budgets to be brought back to Council in September 2020.

The suggested timeline is as follows:

- July 9 - Start open spaces - phase 1/survey
- July 13 – Start Community ideas
- July 20 – Start Solid Waste consultation
- July 24 - End open spaces - phase 1/survey

- July 27 – Start rates and debt consultations
- August 3 – Start open spaces phase 2
- August 7 – End Waste Min, End Community ideas
- August 19 – End rates, debt and open spaces consultations

A communications plan will be developed for each topic, incorporating a range of digital and print media. Where possible, targeted consultation will also take place (such as letters to relevant groups), and face to face meetings with stakeholder groups.

Ngā take ā-lhinga | Consent issues

There are no consent issues.

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: We encourage engagement and provide sound and visionary decision making.

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

The pre-consultation for the Long Term Plan is funded from the Strategy and Engagement Operational budget. The Consultation for the Open Spaces Strategy is funded from the Asset Management – Parks Operational budget.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Correspondence addressed to Te Manawhenua Forum - Mapuna Turner, Ngāti Rahiri-Tumutumu

RM No.: 2276130

Rāpopotonga Matua | Executive Summary

Mapuna Turner, of iwi Ngāti Rahiri-Tumutumu, submitted the attached correspondence by email.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: T Maaka

Seconded by: R Kaukau

CARRIED

Ngā Tāpiritanga | Attachments

- A. Email from Mapuna Turner of Ngāti Rahiri-Tumutumu

Ngā waitohu | Signatories

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

4 Information Reports

Te Manawhenua Forum Satisfaction Survey for 2019/20

RM No.: 2268663

Rāpopotonga Matua | Executive Summary

Each year a survey is circulated to members of Te Manawhenua Forum Mo Matamata Piako to give members a chance to give their feedback to Council on a range of topics relating to satisfaction with the progress and work plans of Te Manawhenua Forum and Council. These results are collated and reported on in Council's Annual Report annually.

An electronic version of the survey was circulated to members during April/May. Thank you to those that have already completed this. For those who have not yet completed this a copy is also included with this report to complete, please complete this based on information from July 2019 to June 2020 for reporting purposes.

COMMITTEE RESOLUTION

That:

1. The Survey be circulated and completed by Te Manawhenua Forum Mo Matamata Piako Members who have not already completed it electronically.

Moved by: Mayor A Tanner

Seconded by: T Harrison

CARRIED

Horopaki | Background

Questions in this survey were developed in consultation with members of Te Manawhenua Forum at a workshop in November 2017 as part of the 2018-28 Long Term Planning Process. The survey is to be carried out annually and results will be used to monitor progress towards some of Matamata-Piako's Community Outcomes.

Consistency with the Long Term Plan / Annual Plan

Council identified its strategic goals and direction at an early stage of the LTP process. Council developed a vision to make Matamata-Piako 'the place of choice'. This vision provides guidance and inspiration as to what we are focused on achieving in the next ten years, and beyond. In making this vision a reality Council sees itself as enabling the community in five key areas, and has identified specific outcomes under each of these themes that it wants to achieve. Outcomes that relate more closely to Iwi are:

- We promote and protect our arts, culture, historic, and natural resources.
- 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.
- Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

Nga Tāpiritanga | Attachments

A. Te Manawhenua Forum Survey - 2019/20 Annual Report

Ngā waitohu | Signatories

Author(s)	Sandra Harris Senior Policy Planner	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
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	Don McLeod Chief Executive Officer	
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Council's response and recovery efforts to Covid-19

RM No.: 2290535

Rāpopotonga Matua | Executive Summary

The COVID 19 Pandemic and lock down will have a profound ongoing effect on the Community wellbeing in every sense.

In the post COVID lock down situation the effectiveness and speed of recovery will be dependent on many factors – some within Council's control and others not.

The purpose of this report is to provide the committee with an overview and update on how Council is responding to the ongoing Covid-19 situation, and supporting our communities in their road to recovery.

Council has set up a section on the website for all information relating to Covid-19 (<https://www.mpd.govt.nz/covid-19>). This section is continuously updated as new information becomes available.

How the current situation impact on specific projects such as the Annual Plan, Long Term Plan and the Annual Report is covered in the respective reports on those projects.

COMMITTEE RESOLUTION

That:

1. The information is received

Moved by: M Baker

Seconded by: W Ngamane

CARRIED

Horopaki | Background

The global Covid-19 pandemic continues to develop across the world, with around 5 million people infected, and close to 500,00 people dying from the virus worldwide (at the time of writing). In response to the pandemic and threat to public health New Zealand went into lockdown on Wednesday 25 March 11.59pm. As the lockdown started to take effect in terms of health outcomes, the economic impact of closed borders and international lockdown became more and more evident.

While New Zealand is currently slowly opening up its economy again, the impact on local, regional and national economies are yet to be confirmed. Many businesses have had to make staff redundant or close up shop all together as their income has dwindled.

As a result some forecasters project that the unemployment rate will reach double-digits over the coming months, as the full impact of the lockdown and global down-turn is felt. Maori are often over-represented in the unemployment statistics, and have in the past been more vulnerable to losing their jobs during financial downturns.

It is expected that the social, cultural and economic wellbeings of New Zealanders will continue to be compromised for some time, while the country and the world work towards recovery.

Council's role in recovery

Local Government alongside Central Government is seen to play a pivotal role in community recovery. In particular in terms of maintaining cash flow to the community and local businesses and provide financial stimulus to the local economy, through its capital works programme and operations. Council also plays a role in making grant funding available, and providing for rates remission/postponement in certain circumstances.

Ngā Take | Issues / Kōrerorero | Discussion Emergency Response

Council has an Incident Management Team and is coordinating with Civil Defence, Ministry of Health and other agencies.

Matamata-Piako District Council, Hauraki District Council and Thames Coromandel District Council initially joined forces to operate an Eastern Waikato Emergency Operations Centre to coordinate community support during the COVID-19 National State of Emergency.

This EOC closed on 1 May, and in addition to the Councils above, we are now working Waikato District Council and Hamilton City Council in a Northern Waikato EOC based out of Hamilton.

This Civil Defence operation's focus was primarily on welfare – ensuring people were looked after and had everything they need (food, medication etc) to get through the lockdown. Council is also providing staff to the Group Emergency Coordination Centre in Hamilton (the Civil Defence response for the whole of the Waikato)

The public health response is being led by the Ministry of Health and District Health Boards, but at a local level there is a raft of community support requirements to be managed as the nation deals with the wider wellbeing needs of residents and visitors.

National Recovery

At the time of writing Central Government had yet to announce details about the national recovery programme and how this will be coordinated.

A proposal to use the Waikato Plan Leadership Committee (WPLC) of the Waikato regional Council to coordinate the regional recovery efforts is currently being discussed with other councils and community leaders. Matamata-Piako District Council has a joint representative (Toby Adams) on this committee with Thames-Coromandel and Hauraki District councils. There are currently six iwi seats on the WPLC.

Council will support and contribute as appropriate once this has been established.

Planning for Recovery

Council has set up a new working group to identify and promote opportunities to support the district's recovery, following the Covid-19 lockdown.

The new working group is made up of Mayor Ash Tanner, Deputy Mayor Neil Goodger (Morrinsville ward), Councillor Teena Cornes (Te Aroha ward), Councillor Kevin Tappin (Matamata ward), supported by staff.

The focus of this working group is to work alongside Civil Defence in the recovery for our district, and proactively identify opportunities to stimulate the local economy.

Council's current recovery work includes:

- Supporting and promoting the Shop Local campaign
- Current capital projects in the 20/21 Annual Plan are still funded.
- Council procurement processes are being reviewed to support use of local businesses
- Rates penalties remissions will be dealt with under current policy – but this will be monitored.
- Rates remissions and postponements not currently being considered – again this will be monitored.
- Ratepayers encouraged to talk to us early about payments.

Council has also made several applications for capital funding from Central Government through various avenues including drought funding from NEMA, and funding for so-called shovel ready projects through MBIE. An update on those applications will be provided at the time of the meeting.

Council is also aware of, and working with other agencies on the joint regional response and recovery efforts.

Te Waka – Waikato's Regional Economic Development agency

As part of the Government to response to COVID-19 they have announced a \$4million regional support package for SMEs which will be delivered using the Regional Business Partners Network. Te Waka's Business Growth Team will deliver this programme with the support of the service provider network, regional organisations and district councils.

Te Waka has also made various resources available to businesses via their website <https://www.tewaka.nz/>

Mōrearea | Risk

There is a risk that a lack of engagement and collaboration across the community may reduce the effectiveness of any recovery efforts. .

There is an inherent risk associated with the uncertain environment in which we are currently operating. Council is reviewing and re-assessing project specific risks on an ongoing basis to ensure decisions are made based on the best available information at the time.

Ngā Whiringa | Options

The Forum can choose to make comments or provide feedback on the information provided.

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

There are no legal or policy considerations in relation to this report.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Council has set up a separate section for Covid-19 information on the mpdc website (<https://www.mpdc.govt.nz/covid-19>). This includes what services are available at what level, how council is working to support community recovery, how people can support local businesses and more. Council provides regular updates via its Antenno app and the Facebook page, and also

sends out a weekly e-newsletters. From end of May Council will also be publishing information in the local community newspapers.

Ngā take ā-lhinga | Consent issues

There are no consent issues.

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: Economic Opportunities

Community Outcome: We provide leadership and advocacy is provided to enable our communities to grow.

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

The Recovery Plan is funded from existing operational budgets

Nga Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

Annual Customer Survey and Quarterly Performance Dashboards

RM No.: 2306896

Rāpopotonga Matua | Executive Summary

As a part of the Annual Report each year we undertake the Annual Customer Survey to gauge perception from the community on a number of our services, and relate those results back to the relevant performance measures.

This report highlights some of the results from the Annual Customer Survey 2019/20, along with a summary of results provided in Attachment A. The full report has been circulated separately.

The performance measures third quarter results have also been attached.

COMMITTEE RESOLUTION

That:

1. **The report be received.**

Moved by: T Maaka
Seconded by: R Kaukau

CARRIED

Horopaki | Background

The Annual Customer Survey (Survey) was undertaken by Versus Research (Versus). This survey asks how satisfied respondents are with a number of different services or facilities that Council provides. Respondents are asked to rate their satisfaction on a 6 point scale with 1 being very dissatisfied and 5 being very satisfied or a sixth option of don't know.

There were 400 randomly selected people surveyed. Versus ensure respondents are representative of the overall population of our district in regards to where they live, their sex, age, ethnicity and so forth. The margin of error in the survey was +/- 4.90% at the 95% confidence interval. In other words if this survey was to be repeated again with a different set of randomly selected respondents at a similar time there would be a very high probability that the results would be within 5% of the original results. For the 2018/19 year Versus changed their surveying methods from interviewing everyone within a 4 week timeline to conducting a mixed-method approach utilising Computer-Assisted Telephone Interviewing (CATI) and online interviewing at monthly intervals between 22nd July, 2019 and 30th April, 2020. This may help explain discretions between the 2019/20 and 2018/19 figures and others.

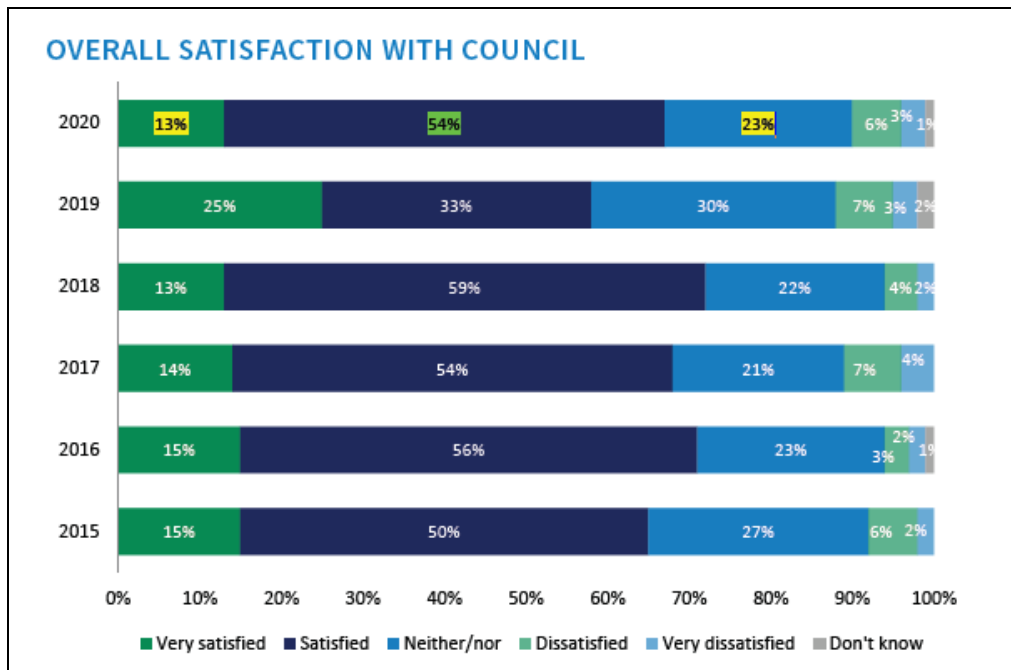
The full questionnaire is included on page 78 of the full report.

The results from the Survey are used to track our performance against our performance measure targets set in the LTP. Activity managers also use the results and verbatim comments to target efforts and resources, and to inform the prioritisation of work programmes.

Performance Measures

The third quarter performance measures, attached indicate how Council was tracking on way to the end of year. The final report should be available at the following September TMF meeting. The performance measures track key Council responsibilities and if we have achieved targets set by legislation or by Council in the LTP.

Ngā Take | Issues / Kōrerorero | Discussion
Overall Satisfaction with Council



Overall satisfaction with Council has improved by 9% compared to last year (67% compared to 58% in 2019). Levels of dissatisfaction remain relatively stable with 9% of respondents dissatisfied compared to 10% in 2019.

The below table is a summary of all results. Please refer to the attached summary of results or the full report for further details.

	2017/18 results	2018/19 results	2019/20 results	Difference 2018/19 - 2019/20
Water supply services	75%	63%	73%	+10%
Roading network	63%	45%	54%	+9%
Council playgrounds	71%	64%	72%	+8%
Access to parking in shopping areas	50%	42%	50%	+8%
Kerbside refuse, recycling collection services and transfer stations	80%	65%	72%	+7%
Footpaths	58%	44%	48%	+4%
Wastewater network	90%	84%	87%	+3%
Aquatic facilities + public pool users	87%	72%	73%	+1%
Parks and Reserves users	84%	78%	78%	No change
Cemeteries visitors	89%	89%	87%	-2%
Sports fields users	79%	81%	78%	-3%
Ease of access to Council information	65%	62%	58%	-4%
Library services users	90%	85%	80%	-5%
Satisfaction with leadership* of councillors and the mayor	70%	55%	50%	-5%
Management of flooding in urban areas	45%	46%	38%	-8%
First point of contact with Council	91%	85%	73%	-12%
Public involvement in consultation process	56%	56%	40%	-16%

Online library services	80%	83%	63%	-20%
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*Question was reworded for the 2018/19 Survey, so comparison with 2017/18 is indicative only.

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

There is no requirement to undertake an Annual Customer Satisfaction Survey however there is a requirement under the Local Government Act 2002 to produce an Annual Report each year. Many of our performance measures are measured through the Annual Customer Satisfaction Survey.

Ngā Tāpiritanga | Attachments

- A. Annual Customer Survey Report - Analysis
- B. Performance Measures Third quarter 13.5.20

Ngā waitohu | Signatories

Author(s)	Ellie Mackintosh Graduate Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Rautaki mō te Pāka me ngā Wāhi Wātea | Parks and Open Spaces Strategy

RM No.: 2307582

Rāpopotonga Matua | Executive Summary

Council adopted its Open Spaces Strategy in 2013. The Strategy sets a long-term vision for the provision, development and management of the Parks and Open Spaces network provided by Matamata-Piako District Council.

The strategy is due to be reviewed in light of current demographic projections, growth data, and current trends in sports, recreation, tourism and environmental management. It also presents an opportunity to improve on some sections of the strategy document as a result of increased knowledge and experience, new data, legislative changes etc.

The report provides an update on the review process and seeks advice from the Forum on appropriate ways to effectively engage with Mana Whenua throughout the review process.

Advice is also sought about a proposed Te Reo title for the Parks and Open Spaces Strategy, namely: 'Rautaki mō te Pāka me ngā Wāhi Wātea'.

COMMITTEE RESOLUTION

That:

1. The report be received;
2. The Forum requests staff work with Mana Whenua technical staff on the Strategy;
3. The Forum recommends Pāka be removed from the Reo title of the strategy and a further review by an approved translator.

Moved by: Mayor A Tanner
Seconded by: T Maaka

CARRIED

Horopaki | Background

Council adopted its Open Spaces Strategy in 2013. The Strategy sets a long-term vision for the provision, development and management of Parks and Open Spaces by Matamata-Piako District Council as agreed to by Council in consultation with the Community. Specifically, the Strategy:

- establishes a system of park management categories
- provides a framework for collating reserve management plans by parks category
- provides a framework for consistent service delivery for the different parks categories
- provides development guidelines for each park category to guide renewals and new capital projects
- analyses current and future demand for different types of parks
- provides guidelines for decision-making about land acquisition and disposal
- provides the context and framework for developer contributions
- informs Long Term Plan processes.

While the Strategy may identify some potential major projects or programmes towards achieving its objectives, it is not intended to be a detailed project plan or programme planning document. Prioritisation and funding of projects and programmes occur through the regular Long Term Plan and Annual Plan processes. The Strategy also does not replace Reserve Management Plans under the Reserves Act 1977 for specific reserves or groups of reserves or master plans/landscape development concept plans that deal in more detail with specific reserves and parks.

Ngā Take | Issues / Kōrerorero | Discussion

Why a review is needed

The strategy adopted in 2013 set a good foundation to build on. It is however necessary to re-assess some of our assumptions and underlying data from seven or more years ago that the strategy was based on. This includes current demographic projections, growth data, increased knowledge about subdivisions occurring in the district as well as trends in sports, recreation and tourism. A review also presents an opportunity to improve on some sections of the strategy document as a result of increased knowledge and experience gained in applying the strategy over the past few years.

Some issues and opportunities that have thus far been identified include:

- An aging population
- A shift in participation from traditional, organized, team sports towards more informal, sport and recreation activities
- The emergence of new sports and recreational activities
- Increasing awareness of the physical and mental health benefits of parks and open spaces and activities associated with them
- A greater awareness of environmental issues (e.g. biodiversity, climate change etc.)
- Greater cultural awareness and diversity
- Subdivisions presenting opportunities to acquire additional park land
- Partnerships and funding opportunities (e.g. regional & national funding schemes)

- Accessibility
- Equity issues around access to and quality of parks and open spaces
- Treaty settlements, co-governance and/or co-management arrangements
- Affordability
- Volunteerism
- Aging assets
- Changes to legislation, national and regional strategies & policies
- Impacts of COVID-19.

Matters that have been identified for potential updating, improvement or refinement in the strategy document include:

- Updating underlying assumptions based on latest demographic and growth data (including better knowledge about where and when subdivisions are occurring)
- Refining some of the park management categories based on experience gained over the past seven years
- Incorporating walking/tramping tracks and cycle trails into the Parks and Open Spaces Strategy
- A greater emphasis on Play
- Incorporating street gardens and street furniture
- Improving engagement and consultation with Mana Whenua
- Developing a clear and more detailed policy on reserve acquisition.

Consultation plan

Staff recommend that 'pre-draft' and 'on draft' consultation be undertaken.

Pre-draft consultation is likely to involve:

- a short survey that will be promoted and available online with hard copies available for those who may not have access to internet
- short video clips from a cross section of the community speaking about what they like about parks and open spaces posted online to promote the survey
- stakeholder engagement workshops
- drop-in sessions
- A summary of the survey results, workshop and drop-in sessions feedback to be reported on and potentially added to the website.

At the time the Agenda closed, details of the potential timelines were still being finalised.

The draft document will be refined in response to consultation feedback and will then be consulted on again with the draft document available to download online and available as hard copy on request.

Mana Whenua engagement and consultation

Improved engagement and consultation with Mana Whenua has been identified as an opportunity for improvement. It is noted that when the draft of the current strategy was consulted on in 2012/13 there were no submissions from Iwi authorities.

Advice on ways to better engage with Mana Whenua throughout this process is welcomed. The frequency of Forum meetings can be a limiting factor. Forming a Working Party to enable more regular dialogue about the parks and opens spaces strategy may be an option to consider. Another option might be to hold a stakeholder engagement workshop specifically for Mana Whenua. Staff appreciate any advice from the Forum.

The review presents an opportunity to consider ways of better engaging and consulting with Mana Whenua in future on significant matters related to parks and open spaces. Some local authorities have, for example, included reference to core Māori values (e.g. Kaitiakitanga, Whanaungatanga, etc.) in their narrative or incorporated them as guiding principles in their strategy. Others have included engagement or design principles e.g. Te Aranga Design Principles in their strategy or identified the need to develop such protocols as actions to be undertaken.

Te Reo

At a Council Workshop in 11 March 2020 it was suggested to change the English title from “Open Spaces Strategy” to “Parks and Open Spaces Strategy”. It was considered appropriate to add reference to parks to make it clearer to the community what the document is all about and to potentially enable better consultation. Dr Tom Roa has translated the proposed title into Te Reo as: ‘Rautaki mō te Pāka me ngā Wāhi Wātea’. Feedback from the Forum on the proposed titles is welcomed.

It is proposed that the draft strategy document has a bilingual title and chapter headings as well as an executive summary in Te Reo.

Mōrearea | Risk

If engagement and consultation is not effective there is a risk that issues, opportunities or risks are not identified or addressed by the strategy.

Council will be consulting on a range of topics over the next few months as part of the Long Term Plan. There is a risk that people may miss the chance to get involved in consultation for the strategy.

There is also a risk that people may misunderstand the context of the consultation and that submissions may not necessarily be relevant to the matters consulted on.

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

The Strategy affects our Parks and Open Spaces Network as a whole and is therefore regarded as significant.

Contribution to Community Outcomes and consistency with Council Vision
Relevant themes and outcomes are highlighted in the table below:

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.
Strategic Priorities – What’s most important?				
<p>We have identified some strategic priorities for Council to focus on first; these will be reviewed each year:</p> <ul style="list-style-type: none"> • Planning for and providing affordable infrastructure that is not a limiting factor in our district’s growth. • Developing and implementing an economic strategy that encourages and supports economic growth in our district. • Reviewing the provision and suitability of sporting and recreational facilities in the district. • Supporting environmentally friendly practices and technologies. • Building relationships with Iwi and other groups within our community that represent our cultural diversity. • Advocating for services on behalf of our communities. 				

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

The review is funded from existing budgets.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

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	

Waikato Regional Council shovel ready projects within Matamata-Piako rohe

RM No.: 2310503

Rāpopotonga Matua | Executive Summary

An email from Aniwaniwa Tawa, Catchment Team Leader at Waikato Regional Council, has been received and is attached to this report for Forum's information.

The Regional Council invites feedback and comments from the Forum and iwi, in particular if there are further suggestions as to who else they should be informing.

The Forum may wish to invite the Regional Council to the September meeting to provide an update.

COMMITTEE RESOLUTION

That:

1. The information is received.
2. That Te Manawhenua Forum wish to engage on the Shovel Ready Projects and will be alerted by Council when they commence.

Moved by: M Baker
Seconded by: Mayor A Tanner

CARRIED

Ngā Tāpiritanga | Attachments

- A. Government initiative for WRC Shovel Ready Projects - for Matamata Piako Te Manawhenua Forum Information

Ngā waitohu | Signatories

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

12.39 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 14 JULY 2020.

DATE:.....

CHAIRPERSON:.....