

# Te Manawhenua Forum Mo Matamata-Piako

## Ngā Mēneti Wātea | Open Minutes



Minutes of a meeting of the Te Manawhenua Forum Mo Matamata-Piako held in the Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 1 June 2021 at 10.00am.

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### Ngā Mema | Membership

	Mayor Ash Tanner, JP	
	Deputy Mayor Neil Goodger	
	<b>Mema Tūturu   Principal Member</b> Mrs Te Ao Marama Maaka (Chair)	<b>Mema Tautoko   Alternate Member</b> Ms Rangitionga Kaukau
<b>Ngāti Hauā</b>		
<b>Ngāti Hinerangi</b>	Mr Tony Harrison	Ms Hinerangi Vaimoso
<b>Ngāti Maru</b>	Mrs Kathy Ngamane	Mr Wati Ngamane
<b>Ngāti Rāhiri-Tumutumu</b>	Mrs Jill Taylor	Mr Daniel Braid
<b>Ngāti Paoa</b>	Mr Gary Thompson	Mrs Glenice Puke
<b>Ngāti Whanaunga</b>	Mr Michael Baker	Mr Gavin Anderson
<b>Raukawa</b>		
<b>Ngāti Tamaterā</b>		



## Ngā whakapāha | Apologies

Tony Harrison – Ngāti Hinerangi  
Gary Thompson – Ngāti Paoa  
Kathy Ngamane – Ngāti Maru  
Rangitonga Kaukau – Ngāti Hauā  
Daniel Braid – Ngāti Rāhiri-Tumutumu

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Sandra Harris	Corporate Strategy Team Leader	
Tamara Kingi	Committee Secretary and Corporate Administration Officer	
Tuatahi Nightingale-Pene	Kaitakawaenga Māori – Iwi Liaison	
Ann-Jorun Hunter	Policy Planner	6.1, 6.2, 6.6-6.12, 7.1-7.5
Ally van Kuijk	District Planner	6.1, 6.3, 6.4
João Paulo Silva	RMA Policy Planner	6.1-6.4
Jenni Cochrane	Communications Manager	6.2-6.12, 7.1
Anna McLoughlin	Communications Coordinator	6.2-6.7
Arihia Moore-Collier	Tauira Wharepukapuka (Ratonga Māori Motuhake)	6.4-6.7
Ellie Mackintosh	Legal Advisor	6.7-6.8
Karl Pavlovich	Water and Wastewater Manager	6.7-6.12, 7.1-7.2
Danny Anglesey	Finance Project Manager	6.9-6.12, 7.1
Larnia Rushbrooke	Finance and Business Services Manager	6.9-6.12, 7.1
Louisa Palmer	Solid Waste Officer	6.11-6.12

## I reira | In Attendance

	Time In	Time Out
Cr Caitlin Casey – Matamata-Piako District Council	10.01am	12.01pm
Graham Shortland – Shortland Consultancy	10.01am	10.34am
Cr Adrienne Wilcock - Matamata-Piako District Council	10.12am	12.01pm

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

Chair Te Ao Marama Maaka declared the meeting open at 10.01am.

**2 Karakia | Prayer**

Michael Baker performed the opening Karakia.

**3 Ngā whakapāha | Apologies/Leave of Absence**

That the apologies for Tony Harrison, Gary Thompson, Kathy Ngamane, Rangitonga Kaukau, Glenice Puke and Daniel Braid be accepted and leave of absence be granted.

**Moved by: Mayor A Tanner**

**Seconded by: M Baker**

**KUA MANA | CARRIED**

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

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

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

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

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

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

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

## 5 Whakaaetanga meneti | Confirmation of Minutes

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary Meeting of the Te Manawhenua Forum Mo Matamata-Piako held on Tuesday, 2 March 2021, be confirmed as a true and correct record of the meeting.

Moved by: Deputy Mayor N Goodger  
Seconded by: HV Vaimoso

**KUA MANA | CARRIED**

## NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

1	Pūrongo me whakatau   Decision Reports	
6.1	Welcome to Kaitakawaenga Māori	5
6.2	Te Aroha Spa Project Update	6
6.3	District Plan Update	10
6.4	State of Environment Report 2019/20	13
6.5	Te Wiki o te Reo Māori	16
6.6	Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea   Parks and Open Spaces Strategy - Update	18
6.7	Library Update	21
6.8	Members' Declaration of Interests	24
6.9	Te Manawhenua Forum - Ngā Hui	26
6.10	Maori Ward and Representation Review	29
6.11	Long Term Plan 2021-31 Update	34
6.12	Waste Management and Minimisation Plan - Update	40
2	Information Reports	
7.1	Local Government (Rating of Whenua Māori) Amendment Act 2021	44
7.2	Update on the 3 Waters Reform	47
7.3	Hauraki Gulf Forum Meeting Report for March 2021	56
7.4	Policies reviews 2021/22	57
7.5	Te Manawhenua Forum Satisfaction Survey for 2020/21	60



3 Pūrongo me whakatau | Decision Reports

## Welcome to Kaitakawaenga Māori

CM No.: 2433919

### Rāpopotonga Matua | Executive Summary

Forum members worked closely with Council staff on the recruitment for a Kaitakawaenga Māori. Mr Tuatahi Nightingale-Pene was appointed to the role and started with Council 18 May 2021.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Forum welcomes Tuatahi Nightingale-Pene as Kaitakawaenga Māori.

Moved by: J Taylor

Seconded by: W Ngamane

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

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

## Te Aroha Spa Project Update

CM No.: 2434874

### Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Forum on key activities and progress on the Te Aroha Spa project.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

**1. The information be received**

**Moved by: Mayor A Tanner**

**Seconded by: J Taylor**

**KUA MANA | CARRIED**

### Horopaki | Background

Following the work completed under the PGF process, including the Feasibility Study, Business Case and Post Covid-19 Addendum, Council has expressed a desire to pursue a project that contemplates bringing to life a leading spa, hot pools and beauty therapy business situated within the Te Aroha Domain to replace the existing business's facility.

### Project Governance

In December 2020 Council formally endorsed proceeding with a project that contemplates bring to life a leading spa hot pools and beauty therapy business situated within the Te Aroha Domain to replace the existing business's facility. This follows on from the work completed under the PGF process, including the Feasibility Study, Business Case and Post Covid-19 Addendum.

From the initial project plan a key action was to form a Project Governance Group (PGG) to oversee the project's progress.

The makeup of the PGG is as follows:

- Independent Co-Chairs
- A representative from elected Council
- A representative from Ngāti Tumutumu
- An independent member with expertise in tourism
- An independent member with experience in the spa and beauty therapy industry

#### Norm Hill – Co-Chair

Ngāti Tumutumu suggested Norm Hill as Co-chair. Norm is quite well known to MPDC so was seen as a suitable Co-chair candidate bringing the tikanga Māori perspective to the PGG. Norm is Maangai Maaori appointee at Hamilton City Council as well as independently providing cultural and environmental advisory/advocacy services. Norm is a Strategic Advisor to Boffa Miskell (a leading environmental planning and design consultancy) and a Board Member of Tainui Waka Tourism.

Barry Harris –Co-Chair

After due process it was decided to offer the other Co-chair role to Barry Harris. Barry has considerable governance and leadership experience in local/regional government and commercial enterprises. Barry served 10 years as Chief Executive of Environment Waikato and Greater Wellington Regional Council prior to that.

Following these roles, Barry was Group Director of Fonterra Milk Supply for 5 years then more recently employed as chief executive of Hamilton City Council up to October 2014. He currently serves as a director on the boards of DairyNZ, OSPRI, WELnetworks, Waikato River Authority, Primary ITO and Chair of Food Innovation Waikato, Agricultural Services LTD, Waikato Institute of Technology and McFall Fuel.

Elected member representative

Mayor Tanner was confirmed as the Council elected member on the PGG

Jill Taylor – Ngati Tumutumu

The project plan acknowledges that Ngati Tumutumu are a unique stakeholder in this project so it was seen as essential that they were represented on the governance group. As the General Manager of Ngati Tumutumu Jill is well positioned to represent Iwi's views and contribute strategically to this project, as well as bringing tikanga Maori perspectives and influence

Kiri Goulter – tourism/regional development

Kiri runs her own consultancy business and has been appointed as an independent member. Kiri brings considerable leadership experience in regional and national tourism strategy and regional economic development alongside her governance experience. She is currently a director of Wintec and Deputy Chair of Te Waka

Spa experience

We are currently on a recruitment drive to fill the vacancy for this independent member role.

**Key Project Activities**

A. Business Case review

The Project Manager has reviewed the Business Case. Within this context, a 'hybrid' \$5m project spend was introduced as a placeholder number in part to satisfy the LTP process.

The Business Case was supporting 'Option B' a circa \$17m project (not adjusted for inflation) however, Council may wish to consider a lower cost, spa entry development (call it Option D). To test this concept the PM considered a stripped back 'Option B' as there were several concepts under 'Option B', such as Hamam baths, experience showers, etc. that if removed will reduce the initial investment required, although probably not to the \$5m level.

With the governance group largely formed and a review of the Business Case now complete, the PGG is now in a position to begin framing up a strategy for a new spa/hot pool entity. Potential options around a lower cost, more modest facility than the 'Option B' being put forward in the Business Case will be part of the strategic considerations. Clearly funding, ownership models, facility location and investment/business risk will be key considerations within strategy development.

The PM is very mindful that the Feasibility Study and Business Case were supporting broader objectives around economic, social and cultural developments of the Domain and Te Aroha town. It was envisaged that the new spa facility and business would be a catalyst project supporting those broader objectives and that decisions about the spa should probably consider these objectives too. The PM understands that the regeneration aspects are outside of his brief but the conceptual thinking around these will form part of the overall consideration going into any spa development concept.

**B. Strategic planning**

The PGG, PM and Council executives will be meeting on 21 May to begin framing up a strategy for a new spa and hot pool facility and business using concepts from the Business Case 'Option B' as a starting point. How any new facility should look, feel and operate along with strategic imperatives and a vision will be progressed during this inaugural session.

**C. Other early stage activities**

<b>Deliverable</b>	<b>Comment</b>
Visit leading spas to observe and take learnings	In the process of being booked/arranged
Form Project Governance Group	Apart from 1 vacancy the PGG has now been formed and can undertake its business
Form Project Management Group	Initial meeting held in December
Develop communication strategy	Under action, PM is working with Council staff
Develop consultation strategy	Waiting to progress other aims
Develop financial and reporting systems	Reprioritise but basics are in place
Establishment risk register	Will be developed following early stage strategic planning processes
Safety and wellbeing plan	Under action. PM has met Group Safety Manager so framework understood. Will accelerate when project advances further
Develop procurement strategy	Existing MPDC framework understood by the PM

**Mōrearea | Risk**

In the context of establishing the PGG, the only apparent risk is a financial one in the scenario where the project doesn't proceed to any material extent on the one hand but on the other, the full PGG has been established. This risk is easily mitigated as the PGG can be downsized or completely disbanded at any time, thus rightsizing the cost structure to match project dynamics.

With the potential for a circa \$18m project, there is a moderately material risk of suboptimal outcomes should a well-structured, appropriately resourced governance structure **not** be established.

### Ngā Whiringa | Options

To mitigate the risks identified above, a thorough, well structured selection and recruitment process was undertaken and although there remains 1 vacancy still to fill, similarly thorough processes will apply to selecting candidates and recruiting for this role.

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

As a matter of policy, Council would be required to have an appropriately resourced governance structure, such as that being contemplated/recommended, in place for a project of this nature.

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

The MPDC communications team and PM are in contact at appropriate frequency to maintain good project communications output.

### Ngā take ā-lhinga | Consent issues

No consent issues arise directly at this stage although it is understood that water take, and building consents are 2 key consents that will need to be traversed in the future.

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

Remuneration for the PPG members has been approved by Council and members have received their contracts.

In the draft Long Term Plan budget Council has put forward \$1.5 million in 2022/23 and \$3.5million in 2023/24 for the development of Spa.

Feedback was called for as part of the consultation process.

Council has decided to budget \$18.9 in the final Long Term Plan 2021-31 in 2022/23, 2023/24 and 2024/25 years.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Niall Baker <b>Corporate Strategy Team Leader</b>	
	Graham Shortland <b>Project Manager - Te Aroha Spa Development</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	

## District Plan Update

CM No.: 2434312

### Rāpopotonga Matua | Executive Summary

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

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received; and
2. The Forum confirms the representation for the iwi working group for the National Planning Standards. Staff will look to TPK to fill seats for those iwi who do not have a seat on the Forum.

Moved by: J Taylor

Seconded by: M Baker

**KUA MANA | CARRIED**

### Horopaki | Background

#### Current Plan Changes

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

Following a recommendation from Ngāti Hauā, Council staff have engaged Simon Hunter to facilitate two hui with Waharoa’s community and stakeholders. The purpose of the hui is to understand the communities’ concerns and aspirations for Waharoa and to assist with defining the scope of the plan change. Staff in collaboration with Ngāti Hauā are working on a stakeholders/community members list in preparation to the hui.

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

PC53 was publicly notified on 18 November 2020, following two rounds of informal public consultation, carried on 23 October 2019 and 19 August 2020. During the notification period we received 14 submissions. On 3 February 2021 a call for further submission was made and three further submissions were received.

A Council hearing for PC53 was held Monday, 17th May 2021 in Te Aroha. Staff are now updating the hearing’s report.

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

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

On 13 April 2021 the IWG met at the Silver Fern Farms Events Centre. The hui was an opportunity to confirm the terms of reference, further discuss the proposed provisions and to confirm the use of the term Tangata Whenua for Plan Change 54.

The draft provisions recommends the creation of a Maori Purpose Zone (MPZ) to encompass the marae and surrounding land under Maori land titles. The MPZ aims to provide a more enabling framework for papakāinga and associated activities. At this stage a significant challenge we are facing is identifying and engaging potential land owners in order to achieve approval for the re-zoning. Once approval is achieved the blocks can be put forward to become part of the Maori Purpose Zone.

Therefore at this stage, Council is seeking to get feedback from tangata whenua and other key stakeholders in the District. The two main changes to the District Plan include the following:

- New district-wide provisions that provide for papakāinga on Māori Freehold Land, General Land owned by Māori and Treaty Settlement Land; and
- A new Māori Purpose Zone with new provisions that provide for papakāinga.

Council also understands there are aspirations to further develop existing papakāinga at Kutia Road, Gillett Road and Rukumoana Road. We are in initial stages of preparing draft provisions to enable further kāinga to be built on this land.

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

#### National Planning Standards (NPS)

Central government, has introduced the National Planning Standards to make council plans and policy statements easier to prepare, understand and comply with. The first set of planning standards came into force on 3 May 2019. In order to improve consistency and to become more user friendly, all plans and policy statements around the country must have the same structure and format. This requires a mandatory process.

At the last TMF meeting the Forum directed staff to create a working group formed by TMF members to work on the NPS requirements for the Mana Whenua/Tangata Whenua chapter of the District Plan. Therefore, we seek direction from TMF to nominate which members will be part of the working group.

Furthermore, although we acknowledge the direction given, we must bring to your attention that not all iwi/hapu within the Matamata-Piako District are represented at the Te Manawhenua Forum. From our understanding Ngāti Hako, Ngāti Koroki Kahukura, Ngāti Tamatera, Ngāti Tara Tokanui, Raukawa and Waikato currently do not have a representative member at the Forum. The decisions and recommendations from the working group have the potential to cause an impact on the iwi listed above, therefore we seek direction from the Te Manawhenua Forum in how we should approach this issue. In addition to the nominated TMF members, our suggestion is to engage the RMA representatives listed on Te Puni Koriki website for those iwi not represented and invite them to also form part of the iwi working group.

#### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

#### **Ngā waitohu | Signatories**

Author(s)	João Paulo Silva <b>RMA Policy Planner</b>	
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Approved by	Ally van Kuijk <b>District Planner</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	

# State of Environment Report 2019/20

CM No.: 2434307

## Rāpopotonga Matua | Executive Summary

The purpose of this report is present the 2019/20 Matamata-Piako District State of the Environment Report for the Te Manawhenua Forum. The report has been updated with the 2019/20 information.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. That the report be received.

Moved by: M Baker

Seconded by: HV Vaimoso

**KUA MANA | CARRIED**

## Horopaki | Background

The Matamata-Piako District State of the Environment Report 2019/20 was prepared under section 35(2)(a) of the Resource Management Act 1991, which states that:

- (2) Every local authority shall monitor—
  - (a) the state of the whole or any part of the environment of its region or district—
    - (i) to the extent that is appropriate to enable the local authority to effectively carry out its functions under this Act.

The SOE report is based on indicators developed under the 1999 Matamata-Piako District Council Environmental Monitoring Strategy and based on the ‘anticipated environmental results’ stated in the Matamata-Piako District Plan.

It is currently updated on an annual basis, using information from resource consents and information from Council and other agencies, and is presented on the Council website.

The District Plan contributes to the community outcomes set out below (and as reported in the 2019/20 Annual Report):

Community Outcome	Rationale	Level of service	How we measure performance
Resource consent services ensure that the rules in the District Plan are applied appropriately to manage the use, development and protection of natural and physical resources. Imposing appropriate resource consent conditions and monitoring compliance ensures the integrated management of	Monitoring and reporting on the state of our environment allows us to identify if we are achieving our objectives to protect the environment and highlights any issues that need to be addressed during	We will provide an annual update on progress on land use and development, and the protection of natural and physical resources of the district.	State of the Environment monitoring reports will be updated on Council’s website each year.

land and associated natural resources in the district.	District Plan reviews.		
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## Ngā Take | Issues / Kōrerorero | Discussion

### Interesting findings from the report

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

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

- Generally, been 'stable' (62% of records)
- Improved (27% of records)
- Deteriorated (11% of records)
- Another set of data provided by WRC, this time in regards riparian planting from the Waikato Regional Council Funded Riparian Retirements for MPDC, shows that from 2002 to June 2020, 165.651 plants were planted within the Matamata- Piako Catchment's riparian margins. While 207.248 metres of fencing were erected, resulting in 163.966 metres of streambanks retired from farming. With a total retired area of 264 hectares.
- Another positive figure is the numbers of noise complaints received by Council, there was a significant drop from 434 in 2018/19 to 356 on 2019/20.

The 2020 State of the Environment Report is the last report developed under the 1999 Matamata-Piako District Council Environmental Monitoring Strategy, the 2021 report will be prepared under the new 2020 District Plan Monitoring Strategy.

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

Section 35(2)(a) of the Resource Management Act 1991, quoted above.

## 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:** Making a difference

**Community Outcome:** Environmental Sustainability.

## Ngā Tāpiritanga | Attachments

- A. State of Environment Report 2019/20 Final

## Ngā waitohu | Signatories

Author(s)	João Paulo Silva	
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	<b>RMA Policy Planner</b>	
Approved by	Ally van Kuijk <b>District Planner</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	

## Te Wiki o te Reo Māori

CM No.: 2433903

### Rāpopotonga Matua | Executive Summary

Te Wiki o Te Reo Maori is a week dedicated to teaching all New Zealanders the basics of Te Reo in communication. Its goal is to get one million people using Māori on a daily basis in their interactions by 2040.

This report is to seek feedback and suggestions from Te Manawhenua Forum mo Matamata-Piako for Te Wiki o Te Reo Māori in Matamata-Piako.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Committee provides feedback and suggestions for how Council can celebrate Te Wiki o Te Reo Maori - and Te Wā Tuku Reo Māori during 13-19 September 2021.
2. The Committee nominates a member or members to work with Council's communications team on this project.

Moved by: HV Vaimoso

Seconded by: M Baker

**KUA MANA | CARRIED**

### Horopaki | Background

Te Wiki o Te Reo Maori is a week dedicated to teaching all New Zealanders the basics of Te Reo in communication. Its goal is to get one million people using Māori on a daily basis in their interactions by 2040.

Te Wiki o Te Reo Māori/Māori Language week has been celebrated every year since 1975. Last year over one million people took part in the 'Māori Language Moment', sharing their Mihi on <https://tuku.reomaori.co.nz/>. You can view details of Te Wiki o Te Reo Māori at <https://tuku.reomaori.co.nz/>

### Ngā Take | Issues / Kōrerorero | Discussion

- To discuss ideas around promoting Te Reo in Matamata-Piako
- To discuss how to increase usage within Council and also from Councillors.
- To discuss how Te Manawhenua Forum would like to promote Te Wiki o Te Reo Māori in our district.

### Ngā Whiringa | Options

- Videos through social media
- Webpage on Iwi history in our district – this is an ongoing project that can be updated over time.
- Translations in Council in Focus
- Translations on website
- Councillor pronunciation session
- Councillor Mihi session

- Toddler time and wriggle and rhyme in Te Reo.
- Social media posts discussing the new/updated everyday words in Te Reo that are being used today.

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

No legal or policy considerations as this lines up with Council's Ko te Kaupapahere Reo Māori / Māori Language policy and community engagement policy.

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

Work to outwork the Communications Plan for 13-19 September and have all resources ready to present the week before.

### **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:** This is in line with our community outcome of promoting arts, culture, historic and natural resources.

**Community Outcome:** We include Tangata Whenua with Manawhenua status, those with authority over the land under Māori lore to have meaningful involvement in decision making.

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

\$150 for newspaper advertisement.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Anna McLoughlin <b>Communications Coordinator</b>	
	Tuatahi Nightingale-Pene <b>Kaitakawaenga Māori</b>	

Approved by	Jenni Cochrane <b>Communications Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

# Rautaki mō ngā Papa Rēhia me ngā Wāhi Wātea | Parks and Open Spaces Strategy - Update

CM No.: 2433922

## Rāpopotonga Matua | Executive Summary

A Draft Parks and Open Spaces Strategy was developed in 2020-21.

There were various opportunities for people to be involved in the strategy. Two surveys were run in 2020 and workshops were held in each of the three main towns.

A tangata whenua working party provided input into the strategy from a Māori perspective.

The draft strategy document was consulted on at the same time as the Long Term Plan. A hearing was held on 12 May 2021.

The majority of submitters supported the principles and strategic goals of the draft strategy.

The strategy is to be adopted by Council in June following minor editorial changes and will become operative on 1 July 2021.

## WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The working party be thanked for their input into the development of the strategy.

Moved by: M Baker

Seconded by: J Taylor

**KUA MANA | CARRIED**

## Horopaki | Background

A Draft Parks and Open Spaces Strategy was developed in 2020-21.

There were various opportunities for people to be involved in the strategy. Two surveys were run in 2020 and workshops were held in each of the three main towns.

A tangata whenua working party provided input into the strategy from a Māori perspective.

The draft strategy document was consulted on at the same time as the Long Term Plan. Consultation was promoted online, at market days, in print, and by letters to community groups. Two online webinar-style workshops were also held. The timeframe for submissions was 16 March to 19 April 2021.

Twenty submissions were received. Of these, fifteen supported the principles of the strategy and fifteen supported the strategic goals of the strategy. A hearing was held on 12 May 2021.

The strategy is to be adopted by Council in June following minor editorial changes and will become operative on 1 July 2021.



Proposed editorial changes do not affect the intent or meaning of the strategy. They include adding Te Reo chapter headings, additional words or sentences to clarify meanings, and correcting typographical errors. A marked-up version of the document, identifying any changes, will be presented to Council in June for approval.

Staff intend to have the executive summary chapter fully translated into Te Reo Māori and for this to be made available on Council’s website.

**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**

<b>Matamata-Piako – The Place of Choice</b>				
<b>Lifestyle. Opportunities. Home.</b>				
<b>Enabling...</b>				
<b>Connected Infrastructure</b>	<b>Economic Opportunities</b>	<b>Healthy Communities</b>	<b>Environmental Sustainability</b>	<b>Vibrant Cultural Values</b>
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.

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

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

## Library Update

CM No.: 2434603

### Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Forum on current programmes. Library staff in attendance to inform on the recent Matariki Kaupapa.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. Council staff ensure that any upcoming kaupapa uphold the mana of the iwi in the district, by openly seeking recommendations or engagement prompts.

Moved by: HV Vaimoso

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

### Horopaki | Background

Since employing a Library Intern with a core focus on Māori Services the libraries have begun various different programs and outreach into Māori communities with a core focus on increasing Māori library users and the use of Māori resources. We wish to ensure that our current kaupapa align with the mana of all iwi within this district, and seek consultation on further Māori engagement where possible.

### Kōrerorero | Discussion

- Te Matatahi o Te Tau
- Mahuru Māori

### Mōrearea | Risk

- Te Matahi o Te Tau - due to selecting a specific town in a district where all this will take place, we wish to ensure communication reflects that all iwi have open access to involvement, and that the risk of assumption that one town and iwi has been favoured is avoided through correct communication.
- Mahuru Māori - we wish to ensure that all iwi are consulted on this time of year correctly and that we avoid the risk of putting out content not pertaining to the mana of local hapū and iwi.

### Ngā Whiringa | Options

- Does iwi liaising need to take place in each town in terms of Mahuru Māori? Yes/No
- If yes, who is the most appropriate contact for this?

- Consider that all iwi are welcome to join us at Pukemako for the Matariki Ceremony, and any specifics can be communicated directly to me in the coming month.

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

- All content used in Matariki Wānanga will be credited to its authors, creator etc.
- Waipa District Council has advised that there is no current gate to the Pukemako reserve and we have a Ngāti Hauā spoke person to discuss the waahi tapu (Maungakaawa and Maungatautari).

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

- Matariki Ceremony will take place anywhere between 2-5th of July weather pertaining
- Mahuru Māori Content will need to be determined by the 10th of August
- Matariki Exhibition will open in Morrinsville on the 4th of September.

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

#### **Community Outcome:**

- Running a Matariki Kaupapa that aims to harness some ancestral tikanga surrounding Matariki and bring it forward for community access supports the notion that Matariki is becoming a Public Holiday next year. It fits the purpose of strengthening the Matamata-Piako Community, their knowledge, understanding and relationship with the spiritual science of Matariki. It creates an opportunity for iwi to lead the way and for local māori communities to showcase their cultural connection to their environment and the practices of their ancestors.
- Mahuru Māori is a great opportunity to showcase Te Reo Māori and a bilingually supportive council, it contributes to community diversity.

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

While most things being run are free, the art phase of our Matariki Kaupapa, as well as the post-participation gifts have potential to grow and be supported, therefore funding has been applied for under Te Toi-Tūāhu Collective which inclusive of myself and Tonia Geddes. If funding comes in it will not be until mid July which therefore means that most funding will support the art phase of this kaupapa.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Arihia Moore-Collier	
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	<b>Tauira Wharepukapuka (Ratonga Māori Motuhake)</b>	
Approved by	Helen O'Carroll <b>District Library Manager</b>	
	Dennis Bellamy <b>Group Manager Community Development</b>	

## Members' Declaration of Interests

CM No.: 2440372

### Rāpopotonga Matua | Executive Summary

In accordance with the Local Authorities (Members' Interests) Act 1968, an elected / appointed member of any committee of a local authority is responsible for ensuring:

- It is not affected by personal motives when participating in decision of the local authority;
- It does not obtain preferential treatment from the local authority in contracting situations;
- It does not enter into contracts with local authority where the total of payments made to it (on behalf of the local authority) exceeds \$25,000 including GST, in any financial year; and
- It does not participate in matters of local authority where it may have a financial interest, other than an interest in common with the public.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. **The information be received.**
2. **Forum members complete a declaration of interest form to the best of their knowledge for the period 1 July 2021 – 30 June 2022, and provide same to the committee secretary by 1 July 2021.**

**Moved by: Mayor A Tanner**  
**Seconded by: J Taylor**

**KUA MANA | CARRIED**

### Horopaki | Background Contracts

Where an elected/appointed member may exceed the limit of \$25,000, The Office of the Auditor General (OAG) may grant an approval or exemption. Prior approval may be given, only if the Auditor General is satisfied that conditions, as detailed in the Act, have been met. The conditions of exemption are complex, and members should take care to ensure that they understand how the Act may apply to them, as well as the consequences of not complying. Where non compliance has occurred and a contract exceeds the prescribed financial limit, the elected/appointed member will be disqualified from performing duties for the local authority.

### Conflict of Interest

Elected/appointed members must make a general declaration of interest as soon as practicable after becoming aware of any such interests. These declarations are recorded in a register of interests maintained by Council. Members may also contact OAG for guidance on whether there is a financial interest. If an interest exists, an exemption may be sought for the member to participate or vote on a particular issue.

Failure to observe requirements of the Local Authorities (Members' Interests) Act 1968, could lead to a decision or action taken by the local authority invalidated. Furthermore, it could lead to an elected/appointed member being prosecuted under the Act. In the event of a conviction, an elected/appointed member may be disqualified from office.

Elected/appointed members should also be familiar with the common law concerning non-financial conflicts of interest. This includes issues of predetermination and bias (whether real or perceived) when making decisions as an elected/appointed member of Council. If an elected/appointed member decides that they have a non-financial interest they must:

- Declare an interest when the matter arises at a meeting;
- Ensure their declaration is recorded in the minutes; and
- Abstain from discussion or voting on the matter.

Neglecting to observe the common law may result in judicial review of a decision.

OAG's guide to managing conflicts of interest can be found <https://oag.parliament.nz/good-practice/conflicts-of-interest>.

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

An Annual Declaration of Interest Form is attached to the agenda for completion and return.

### **Ngā Tāpiritanga | Attachments**

A. Annual Declaration of Interests form - TMF

### **Ngā waitohu | Signatories**

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
	Niall Baker <b>Corporate Strategy Team Leader</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	



## Te Manawhenua Forum - Ngā Hui

CM No.: 2419411

### Rāpopotonga Matua | Executive Summary

A request was received to consider whether there should be additional hui scheduled for Te Manawhenua Forum mo Matamata-Piako. The Forum currently meet four times per year.

The current Heads of Agreement states that:

*The Forum shall meet regularly for either formal meetings or workshops as required, provided that meeting costs do not exceed the budget allocated to the performance of the Forum's functions each financial year. The Forum meeting schedule will be confirmed at the December meeting of the Forum each year.*

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received
2. The Forum continue with four ngā hui this year and increase on the number of hui to 6 per year, commencing in 2022.

Moved by: M Baker

Seconded by: J Taylor

**KUA MANA | CARRIED**

### Horopaki | Background

A request was received to consider whether there should be additional hui scheduled for Te Manawhenua Forum mo Matamata-Piako. The Forum currently meet four times per year. On 1 December 2020, the forum approved a draft work program for 2021, which allowed for four meetings to be scheduled quarterly.

The current Heads of Agreement states that:

*The Forum shall meet regularly for either formal meetings or workshops as required, provided that meeting costs do not exceed the budget allocated to the performance of the Forum's functions each financial year. The Forum meeting schedule will be confirmed at the December meeting of the Forum each year.*

Te Manawhenua Forum has a budget of \$20,000 per year, this budget covers meeting attendance, mileage, printing and catering etc. for the past three years this has generally been underspent by approximately \$5,000. The budget is set to cover four meetings with all members attending all meetings, however previously not all members have attended all meetings for various reasons. The number of hui can be increased if desired provided costs do not exceed the budget which could potentially provide for 5 or 6 hui per year depending on attendance rates etc.

Additional hui would also incur additional costs not covered by this budget such as staff time.

Current Schedule for the remainder of 2021 as follows

- 7 September 2021

- 30 November 2021

Five/six hui for the remainder of 2021 could be scheduled as follows:

- 3 August 2021
- 5 October 2021
- 30 November 2021

Going forward from 2022 five hui could be scheduled as follows

- February
- April
- July
- September
- December (or late November)

Going forward from 2022 six hui could be scheduled as follows

- February
- April
- June
- August
- October
- December (or late November)

Alternatively the Forum can provide direction on the number of hui desired per year.

### **Ngā Whiringa | Options**

- A) The Forum continue with four hui per year and revisit in December 2021 when setting the schedule for 2022. OR
- B) The Forum increase to five/six hui per year, setting the schedule as below and revisit in December 2021 when setting the schedule for 2022. OR
- C) Provide direction on the number of hui desired per year.

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

Te Manawhenua Forum has a budget of \$20,000 per year, this budget covers meeting attendance, mileage, printing and catering etc. for the past three years this has generally been underspent by approximately \$5,000. The budget is set to cover four meetings with all members attending all meetings, however previously not all members have attended all meetings for various

reasons. The number of hui can be increased if desired provided costs do not exceed the budget which could potentially provide for 5 or 6 hui per year depending on attendance rates etc.

Additional hui would also incur additional costs not covered by this budget such as staff time.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

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

## Maori Ward and Representation Review

CM No.: 2430278

### Rāpopotonga Matua | Executive Summary

Council has made a decision to establish a Maori ward for the 2022 and 2025 elections.

This decision means that those on the Māori electoral roll will be able to elect members to the Māori ward/s in the next two elections. The number of Maori seats on Council will be determined by a representation review later this year, which will look at how the whole district is represented. However, the decision to have a Maori ward will not be able to be overturned as part of that process.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: M Baker

Seconded by: W Ngamane

**KUA MANA | CARRIED**

### Horopaki | Background

Concerns had been expressed about the way Māori Wards were created under the legislation, as a Council's decision was subject to a binding public poll if demanded by 5% of electors. In February 2021 Local Government Minister, Hon. Nanaia Mahuta announced a law change to:

- repeal the provisions in the Act that relate to polls on the establishment of Māori Wards and constituencies;
- prohibit binding council-initiated polls on whether to establish Māori constituencies (while retaining the right for councils to initiate non-binding polls to gauge public sentiment), and;
- Establish a transition period ending on 21 May 2021 during which any local authority may, regardless of any previous decisions or previous poll outcomes, resolve to establish Māori constituencies for the 2022 local elections.

The decision to establish Māori ward(s) remains in force for six years (two election cycles), and then continues in effect until a further resolution takes effect.

#### Te Manawhenua Forum recommendation

At the Forum meeting 2 March 2021, the Forum passed the following Resolution:

That:

1. *The information be received.*
2. *The Forum recommend that Council establish a Māori Ward/s for the 2022 triennial election.*
3. *The Council supports the continuation of the Forum regardless of the decision of the Māori Ward.*

Forum members also presented to Council directly at a workshop on 21 April 2021.

Following this, Council decided at their 28 April 2021 extraordinary Council meeting to establish one or more Maori Wards.

### Number of Māori Ward members

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.

The Act is prescriptive in that Councillor make-up is based purely on population; there is no room in the legislation for providing ward representation for Māori that reflects the reality of the numerous individual iwi in the district.

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

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

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

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

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 or a single Ward electing both Councillors. This option would only be possible if the Council is to comprise 14 or more Councillors in total.

### How will Maori Wards work?

- Voters on the Māori electoral roll would vote for a candidate contesting a Māori ward (and not candidates in other wards e.g. Matamata, Morrinsville, Te Aroha)
- Voters on the general electoral roll would continue to vote for candidates contesting general wards (e.g. Matamata, Morrinsville, Te Aroha)
- All voters could vote for the mayor
- Māori ward candidates would not need to be on the Māori electoral roll and do not have to be of Māori descent, but must be nominated by two people on the Maori roll in the relevant Maori ward area.
- A Māori ward Councillor, like every other Councillor, would have just one vote around the Council table.

### Representation Review

The establishment of a Māori Ward for the 2022 elections will trigger a representation review process to be carried out this year.

Councils must provide for “effective representation of community’s interest’ and “fair representation of electors” There are three key factors to carefully consider:

- Communities of interest
- Effective representation of communities of interest
- Fair representation of electors (each Councillor representing a similar number of people)

A representation review involves determining the basis of election i.e.

- Number of Councillors
- Establishment of Community Boards
- Members being elected at large
- Members being elected from wards (if any)
- The number of wards (if any)
- Ward boundaries & names (if any)
- The number of elected members (at large or ward)
- Some councillors elected by wards and some at large

In summary the process to be followed is:

- Council is required by law to determine its 'initial representation proposal' for public consultation by 31 August 2021.
- Once this is decided on, we will invite submissions from the community on the proposal (which must be no later than 8 September 2021)
- Council considers all the submissions received and may amend its initial proposal.
- Council will give public notice of its "final" proposal for an appeal and objections period (which must close no later than 20 December 2021). If no appeals or objections are made then Council's proposal becomes final.
- If necessary, Council forwards appeals, objections and other relevant information to the Local Government Commission and they make a determination by 11 April 2022.

Staff will report back to Council to set the 'initial representation proposal' for public consultation. The decision to establish Māori wards will not be open for submissions and it is not reversible through the representation review process (as that decision has been made).

The timeline means Council will be required to develop an initial proposal before the next scheduled Forum meeting. Feedback from the Forum is sought on how it would like to be involved in this process.

Each Councillor must represent a similar number of people within each Ward. The current representation structure does not comply with this requirement, with Matamata and Te Aroha Wards falling outside the allowable range.

If the current representation structure is maintained with the addition of a Māori Ward, it will require referral to the Local Government Commission for a formal determination. The Commission may decide to uphold the Council decision or change it. The Commission cannot change the decision on Maori Ward/s itself but can change the detailed arrangements such as the Maori Ward boundaries, Ward name etc.

#### October 2022 election

Looking ahead to next year's triennial election, guidance from the Forum is sought on how the election can be promoted among the Maori community and how Council could work with iwi groups around:

- Electoral enrolment – encouraging those who are eligible but not currently enrolled to get enrolled and to check / update their details (note: the Electoral Commission runs an enrolment campaign);
- Encouraging/supporting candidates to stand in the Maori/General wards;
- Promoting voting (ordinary and special voting, options for location of ballot boxes etc.).

Electors have until 12 August 2022 to get on the roll, which is used to produce / deliver the voting documents. After this date, anyone who is entitled to vote and who is not enrolled as an elector, or whose details are incorrectly recorded on the roll, will have to cast a ‘special vote’.

Feedback from the Forum is invited on ways Māori can be engaged in the electoral process to assist in planning for the election.

Maori electoral option

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. Only Māori enrolling for the first time or re-enrolling after having previously been removed from the roll are able to choose to enrol on the Māori Roll in the interim. Which electoral roll to choose is a personal choice for those eligible to be on the Māori roll.

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

Electoral enrolments

Electoral roll enrolments are managed by the Electoral Commission. There is also a ratepayer roll (for those living out of the district but who own property in the district) which provides voting rights. The Ratepayer roll is managed by the Council and its Election Service provider.

The number of enrolments in the district will frequently change due to people moving in/out of the area, those turning 18 etc. The Enrolment statistics for the Matamata-Piako District as at 31 March 2021 from the Electoral Commission are as follows:

Wards	Electoral rolls	Enrolments
Morrinsville Ward	General Roll	8,482
	Māori Roll	672
Matamata Ward	General Roll	9,196
	Māori Roll	838
Te Aroha Ward	General Roll	5,546
	Māori Roll	371
<b>Estimated eligible population</b>		<b>23,224 General roll</b> <b>1,881 Māori roll</b>

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

Author(s)	Niall Baker <b>Corporate Strategy Team Leader</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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# Long Term Plan 2021-31 Update

Trim No.: 2432272

## Rāpopotonga Matua | Executive Summary

Consultation on the Long Term Plan 2021-31 Consultation Document was open from 16 March to 19 April. Council received a total of 515 submissions, including 14 late submissions. Council heard those submitters who wished to present to Council at its Hearing 12/13 May, followed by deliberations and decisions on 13 May.

This report provides a summary of submissions and decisions that will be incorporated into the Final Long Term Plan for adoption 30 June 2021.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- 1. The information be received.

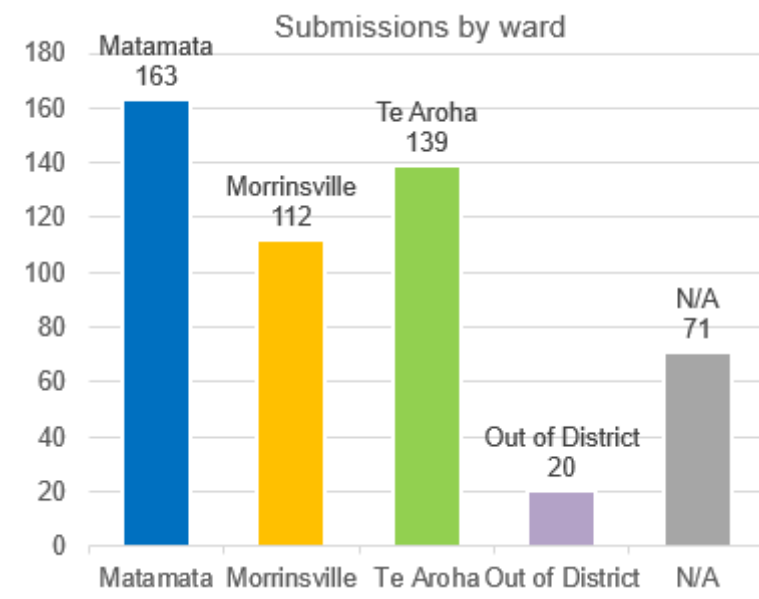
Moved by: J Taylor  
Seconded by: W Ngamane

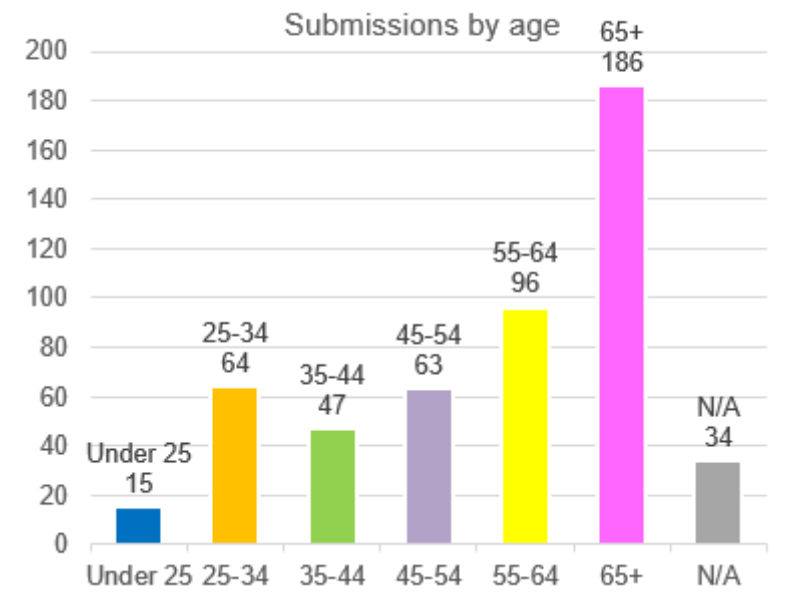
**KUA MANA | CARRIED**

## Ngā Hua | Content

### Horopaki | Background

Council received 505 submissions on its Consultation Document for the Long Term Plan 2021-31, with an additional 14 submissions received late and not included in the statistics used in this report.





#### The Consultation Document

The CD provided an overview of the key issues Council sought community feedback on. It provided a concise and simple basis for the general reader to gain a reasonable understanding of the Council's direction, how rates, debt, and levels of service might be affected by this, the issues Council is facing, what key projects are proposed, the financial strategy and how to have their say. The CD also pointed readers to the Council's website and draft LTP for more detailed information.

#### **Ngā Take | Issues**

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

#### Māori participation in decision-making

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

#### Council proposals

In addition to financials, the CD set out a number of specific proposals that Council had identified to achieve the vision of making Matamata-Piako the place of choice. The preferred options, alternative options, total cost and impact on rates were described. The decisions on the issues consulted on are described below. Please note the following statistics are based on submissions received in the prescribed format. Some submissions are on behalf of a number of submitters and these statistics do not represent the number of submitters. A full overview of decisions on all submissions is available on our website.

- Te Aroha Spa development

We received strong community support to work towards developing a destination spa in Te Aroha and we agreed that if we're going to do it, it needs to be done properly. 41% of the feedback supported this, with 34% preferring Council to work towards developing a new destination spa (\$5.3m) while 25% said don't do it.

The \$18.9 million option has been approved but it will only go ahead if the review of the business case stacks up and investigations into potential risks are favourable. There's still a lot of work to do before the project gets the green light, including further consultation with the community on the detail of a new day spa.

- Rubbish and recycling (kerbside collection)

This is about moving from the current user pays rubbish bags to a service funded through targeted rates, when the current service contract ends in 2023. Council received clear support for changing the kerbside collections from 2023, with 87% in favour.

Council agrees with this change subject to the options for rubbish bags and/or wheelie bins, recycling crates and food waste bins investigated further. Staff will now progress the procurement process for a new refuse contractor.

- Rubbish and recycling (resource recovery centres)

Council have decided to progress developing two resource recovery centres in the district (37% supported this, with 44% telling us to put resource recovery centres in all three towns). A resource recovery centre is where material that would usually go to landfill is diverted. This could include services such as an op-shop, a rural recycling collection point, or salvage of clothing, building materials and so on that would otherwise end up in landfill. Our plan is to develop a facility in Matamata and Morrinsville, and upgrade the Waihou (Te Aroha) transfer station to improve functionality and health and safety.

- Additional water sources in Morrinsville

The majority of feedback (63%) indicated support for providing two additional water sources.

Council has decided that Morrinsville will receive two additional water sources to meet growing demand, and ensure there is enough water for essential use (like drinking and hygiene) all year round. Water restrictions will continue to be implemented during the summer periods. The new water sources and treatment will largely be funded by new developments (sub-divisions) but also partly funded by rates as the increased droughts require more water for the existing users.

- Revitalising our town centres

Following community feedback (61% support, 14% telling Council to do it faster than planned, and 25% don't do it) Council has decided to progress with the town centre revitalisation project. This would include comprehensive co-design engagement with the community to ascertain their aspirations for the CBDs. This will ensure interventions are delivered with value for money i.e. money is being spent where the community sees the most benefit and prioritised accordingly.

- Improving walking and cycling connections

Council included funding for widening of current footpaths to create shared pathways, creating new footpaths and also to improve connections within our town centres. 43% of submitters supported this proposal, with 41% telling us to take a 'slow but steady' approach. Council has decided to take this 'slow but steady' approach. The funding will be spread out over the life of the Long Term Plan. The aim is to make our towns more pedestrian and cycle friendly by focusing on current road and rail crossings to make things safer.

- Mountain bike skills park and dog park in Te Aroha

Following feedback, (61% in support, 39% not in support) we have agreed to in principle to developing a mountain bike skills park at Tui Park, Te Aroha. This was the communities top pick when we asked the community for ideas in 2020 under the 'your voice your vision' consultation. This will now require a detailed design to be developed and consulted on, and the necessary approvals obtained.

While there is support for a dog park in Te Aroha it won't be located alongside the Mountain Bike Skills Park, at Tui Park and alternative locations will be investigated.

- Dog Park in Matamata

This proposal was put forward by members of the community as part of the 'Your Voice, Your Vision' campaign in July 2020. A dog park at Swap Park was one of the top three proposals. While 66% of submitters supported this proposal, and 34% said don't do it, individuals and groups in the community have different ideas about the use and development of Swap Park.

Based on the information presented in submissions Council felt there would be some issues with having an off-leash dog exercise area there. Overall a dog park in Matamata was supported so alternative locations for a dog exercise area will be investigated.

#### Further decisions

The CD also provided an overview of longer term priorities; (destination playgrounds, cycleway from Matamata to Piarere, Wairongomai Carpark, upgrade of the Te Aroha sewer falling main, additional water treatment plant in Morrinsville and upgrade of our Te Aroha and Matamata wastewater treatment plants), and identified things that we want to do the ground work on over the next few years, so that we can plan the timing and costs well; Morrinsville Recreation Master Plan, Te Aroha civic facilities, Elderly Persons Housing, Morrinsville to Te Aroha cycleway and a stage for the Matamata-Piako Civic and Memorial Centre.

At its Hearing 12/13 May Council resolved to keep all of these projects in its Long Term Plan.

#### Other documents

At the same time as the LTP Council also consulted on the following documents:

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

Following the Hearing 12/13 May, these documents will be brought back to Council for formal Adoption in June, with only minor amendments in response to submissions.

#### Long Term Plan Community Funding – Multi Year Grants

Alongside the consultation on the CD, Council also invited applications to its Multi Year Grants for community organisations. A total of 33 grant applications were received, seeking more than \$782,000 in 2021/22, compared to the draft budget of \$551,000. At the Hearing 12/13 May Council approved grant funding of \$630,000 to 28 community organisations. It should be noted that of the funding granted, \$110,000 will be funded from Council's COVID-19 reserve fund to compensate for the impact of COVID on the Morrinsville and Matamata Chambers of Commerce and the Wallace Gallery.

## Analysis

### Whakaritenga ā-ture | Legal and statutory requirements

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

### Pānga ki te kaupapahere | Impact on policy and bylaws

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

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

### Ngā hātepe o te whakawhitiwhiti whakaaro, te rapu whakaaro, me ngā whakataunga | Communication, consultation and decision making processes

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

#### LTP Communications plan

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

#### Timeframes

Process	Start	Finish
<b>Audit and Risk Committee to review audited LTP</b>	9 March 2021	9 March 2021
<b>LTP CD approved for consultation (and supporting information)</b>	10 March 2021	10 March 2021
<b>Submissions open</b>	16 March 2021	19 April 2021
<b>LTP hearing</b>	12 May 2021 (13 May if required)	12 May 2021 (13 May if required)
<b>Council adopt final LTP and Rates struck for 2021/22</b>	30 June 2021	30 June 2021
<b>LTP in force</b>	1 July 2021	30 June 2024

### Tākoha ki Ngā Hua ā-Hapori | Contribution to Community Outcomes

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

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

Vision and Community Outcomes 2021-2031

## Matamata-Piako – The Place of Choice Lifestyle. Opportunities. Home.

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

### Pānga ki Te Tahua | Financial Impact

#### i. Utu | Cost

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

### Ngā Tāpiritanga | Attachments

A. Schedule of Multi Year Grant Decisions 13 May 2021

### Ngā waitohu | Signatories

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



# Waste Management and Minimisation Plan - Update

CM No.: 2440675

## Rāpopotonga Matua | Executive Summary

Consultation on the draft Waste Management and Minimisation Plan (WMMP) was open from 16 March to 19 April. Council received a total of 41 submissions (excluding late submissions). Council heard those submitters who wished to present to Council at its Hearing 12/13 May, followed by deliberations and decisions on 13 May. The draft WMMP is attached to the agenda.

This report provides update on the WMMP which will be adopted on 30 June 2021.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- The information be received.

Moved by: Mayor A Tanner

Seconded by: J Taylor

**KUA MANA | CARRIED**

## Horopaki | Background

Council received 41 submissions on its WMMP, with an additional 2 submissions received late and not included in the statistics used in this report:

Question 1. Do you think our Waste Minimisation and Management Plan (WMMP) is on the right track?		Question 2. Do you agree with our proposal to adopt a zero waste attitude across the district by 2038?		Ratepayer / Non-ratepayer			Age Group							
Yes - 29	No - 12	Yes - 31	No - 10	Ratepayer -	Non-ratepayer -	Blank -	Under 25 -	25-34 -	35-44 -	45-54 -	55-64 -	65+ -	7	Blank -
				33	4	4	0	7	6	5	7			4

## Ngā Take | Issues / Kōrerorero | Discussion

### Overall

The way New Zealand manages waste is constantly changing and that's because it's getting harder to manage the amount and types of rubbish we need to dispose of. Historically we have been sending the majority of our recyclables overseas, with over 50 percent just going to China. In 2018 China enacted its National Sword policy, banning contaminated recycling coming in to their country and polluting waste streams. This created huge changes within the New Zealand recycling industry. Councils across the country, including us, removed the collection of plastics three-through-to-seven from their kerbside service, focusing only on high demand plastics one and two. Without any way for New Zealand to reuse, repurpose or recycle plastics three-through-to-seven, they are heading for landfill.

This has increased costs for how rubbish is managed on a national scale. The waste levy - tax for waste disposal and the emissions trading scheme – the Governments targets for reducing our country's emissions footprint, are two factors that will increase collection costs within our district, starting from the next financial year (June 2021). With the Tirohia landfill closing in 2038, there



will be increased costs with how our rubbish is disposed of, due to it having to go to a landfill further away.

A WMMP gives us direction for how we, as a district, can reduce waste headed for landfill. The plan isn't about making things harder for people at home through increased disposal costs, but making everyone smarter about the rubbish coming into their home and considering how it will be managed at the end of its life.

In 2019-20 Matamata-Piako sent 12,710 tonnes of waste to landfill, including waste collected by industry, commercial and private contractors.

The volume of waste has not increased dramatically in 10 years, nor is it minimising, but we are following a nationwide and global trend of recycling less. For residential collections, food waste made up 38% of all rubbish we throw away. To put that into perspective, that's 66 tonnes of organic and kitchen waste per week or 3,400 tonnes (the weight of 30 blue whales) per year! Food waste is avoidable through simple at home practices such as composting, bokashi bins, worm farming and smarter meal planning – most of which the whole family can get involved with.

We know we need to do better and that's why food waste is one of the focuses for our draft Waste Minimisation and Management Plan (WMMP) and why we have proposed a food collection option as part of the proposed new service in 2023. To offset this, we have proposed a vision of a zero waste, zero carbon future by 2038, when Tirohia closes. Adopting a zero waste attitude will mean that even though we may need to pay more to send rubbish further away, we are generating less through waste minimisation and diversion activities.

### **What does the draft WMMP mean for:**

#### Residential collections

Currently those who receive the kerbside service pay \$41 in their rates per year, plus \$3 per bag for their rubbish bags (\$156 per year if residents buy one bag per week). We're proposing to increase the targeted rate to \$131 per year in 2021/22 to help cover the increasing costs of this service, as explained above, and residents would continue to buy rubbish bags. The current rubbish and recycling service would still continue until 2023 – this increase is just to cover the rising costs, so we can pay the bill.

The rubbish and recycling rate would then increase again in 2023 to around \$328 per year to cover the costs of the new service. While this is a big jump, residents would no longer need to buy rubbish bags (\$156 if you buy one bag per week) - so the money you'd usually spend on these at the supermarket would go towards your rates instead. You would also receive a food waste collection.

All households eligible for the kerbside collection service would be charged this targeted rate – regardless of whether or not they choose to use the service. This means anyone using a private collection service may decide not to continue with this, depending on their needs. We won't be able to confirm the exact costs of this option until we've gone through a tender process for a new contract so we've based our budgeting on similar changes in other areas and expert advice.

Last year we asked for the community for feedback on our proposal for the new kerbside service from 2023.

#### The CBDs

There are challenges in how recycling is collected in the CBD areas as Matamata, Morrinsville, Te Aroha, as well as a number of settlements are all on busy state highways with limited space for

collection vehicles to safely manoeuvre. There are health and safety risks for the runners as well as traffic management issues caused by a rubbish/recycling collection truck moving slowly and constantly stopping in the CBD.

Should we shift from a **bag to wheelie bin** collection in 2023, this issue will increase with even more wheelie bins placed out for collection in the CBDs. Wheelie bins must be picked by a truck arm, which would be problematic with parked vehicles in the CBDs blocking access.

The current kerbside collection service is not suitable for most businesses as it is designed for residential collections. Currently, a busy café/bar may need two-to-three green crates and recycling bins and a business that hires more than 20 people may generate up to 10 rubbish bags a week but pay the same targeted rate as a household with only one wheelie bin, glass crate and rubbish bag.

We are reviewing how collections within the CBD could look as part of the new service. This could include dropping CBD collections completely and leaving it to the private sector.

#### Private roads

While we do service a small number of private roads now, this will be reviewed as part of the new service in 2023. A review is necessary as many private roads are narrow. Collection trucks, among various other nationwide services, have difficulty accessing these roads and safely manoeuvre around parked vehicles.

Due to the size of these vehicles there is the chance private roads can be damaged and this leaves the council and our contractors liable for the cost of repairs, which is unacceptable. This is not unique to Matamata-Piako and is a challenge within councils and other services nationwide.

#### Multi-unit developments

Multi-development units include five or more residential units that share amenities. Our Solid Waste Management and Minimisation Bylaw 2017 states that 'the owner and manager of a multi-unit development must make provision for the management of all waste generated within the property'. Our bylaw around how rubbish and recycling is collected from these designated areas is not enforced and we are proposing it become mandatory in existing and future multi-unit developments. Bylaw sections 7.22 to 7.28 address this.

#### Council decision

Council has decided the WMMP can be adopted with some minor changes. We have decided that kerbside collections in the Central Business District (CBDs), along private roads and multi-unit developments should be reviewed and confirmed as part of the new service in 2023.

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

The Waste Management Act 2008 sets out the legal requirements for the WMMP.

The WMMP is supported by a Waste Assessment.

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

#### Communications plan

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

## Timeframes

Process	Start	Finish
<b>Te Mana Whenua Forum discussion</b>	1 December 2020	1 December 2020
<b>WMMP approved for consultation</b>	2 December 2020	2 December 2020
<b>Submissions open</b>	16 March 2021	19 April 2021
<b>LTP hearing / deliberations</b>	12 May	13 May 2021
<b>Council adopt final WMMP</b>	30 June 2021	30 June 2021
<b>WMMP in force</b>	1 July 2021	30 June 2024

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

Preparation of the WMMP is provided for within existing budgets. The funding approach for the activities within the plan is set out in the plan itself.

## Ngā Tāpiritanga | Attachments

- A. Statement of Proposal - WMMP

## Ngā waitohu | Signatories

Author(s)	Niall Baker <b>Corporate Strategy Team Leader</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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#### 4 Information Reports

## Local Government (Rating of Whenua Māori) Amendment Act 2021

CM No.: 2438311

### Rāpopotonga Matua | Executive Summary

The Local Government (Rating of Whenua Māori) Amendment Act 2021 was recently enacted. A summary of the key provisions of the Act is provided for information purposes, as well as an outline of the steps Council staff will work through to ensure compliance with the Act when the substantive provisions become effective from 1 July 2021.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. This information be received.

Moved by: Deputy Mayor N Goodger

Seconded by: M Baker

**KUA MANA | CARRIED**

### Horopaki | Background

On 12 April 2021 the Local Government (Rating of Whenua Māori) Amendment Act was enacted. The Act makes changes to the rating of Māori land, looking to reduce the barriers for effective partnership between local government and Māori, encourage development and modernise the rating legislation.

Local Government Minister, the Honourable Nanaia Mahuta, recently wrote to our Mayor and Chief Executive, setting out the purpose and key provisions of the Act as follows:

“Prior to the passing of the Act, much of the rating legislation for Māori land was largely unchanged from the Māori Land Rating Act 1924. It was no longer consistent with present-day expectations about Māori–Crown relationships. As part of wider reforms for Māori land, the Act modernises aspects of this rating legislation to support owners of Māori freehold land to engage with, live on and develop their land.

The Act is important for local authorities. Enabling more housing and development provides benefits to both Māori and the wider district. One of the Act’s intended outcomes is to facilitate more engagement between Māori landowners and their councils to see what can be achieved in partnership with one another.

The Act has six key provisions which support the development of, and provision for housing on, Māori land. These are:

- allowing, and in certain instances requiring, a local authority chief executive to write off rates arrears;
- a statutory rates remission process for Māori land under development;
- making unused Māori land and land subject to Ngā Whenua Rāhui kawenata non-rateable;
- treating multiple blocks of Māori land that are used together ‘as one’ for rating purposes;

- allowing individual houses on Māori land to be rated separately from other houses and land uses on the same block, which provides low income occupants of those houses with access to the Rates Rebate Scheme; and
- requiring some of our revenue and financing policies to support the principles of the Preamble to Te Ture Whenua Māori Act 1993.

The Act also modernises the rating law that applies to Māori land by:

- removing arbitrary two-hectare land area limits from rates exemptions for marae and urupā;
- clarifying the current exemptions for marae, meeting places, and meeting houses;
- including purpose statements in the Local Government (Rating) Act 2002 and Local Government Act 2002 relating to Māori land;
- providing protection to Māori land made general land under the Māori Affairs Amendment Act 1967 from abandoned land and rating sale provisions; and
- requiring trustees to provide evidence to support any claim they make that the income from their land is insufficient to pay rates.”

The major changes of the Act from current legislation are very well summarised in the attached “Changes to the rating of Māori land” document produced by Te Tari Taiwhenua Department of Internal Affairs, and Te Puni Kokiri.

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

Some of the changes are already in force, but the most substantive provisions do not come into force until 1 July 2021 or later. Council Rating staff are currently familiarising themselves with the Act, attending webinars being provided by relevant Government agencies, collecting information, reviewing our internal systems and looking to implement any new processes that may be needed within the required timeframe. Guidance provided by the DIA has suggested the following steps that our staff are currently working through.

Step	Description
<u>1.</u>	Identify the Māori land in your district
<u>2.</u>	Establish your communications plan
<u>3.</u>	Establish internal processes and protocols about use of the write off power
<u>4.</u>	Prepare for making unused land non-rateable
<u>5.</u>	Prepare for making land subject to Ngā Whenua Rāhui kawenata non-rateable
<u>6.</u>	Establish internal processes to provide for separate rate assessments
<u>7.</u>	Review other Māori land that is currently or partially non-rateable
<u>8.</u>	Review your abandoned land and rating sale procedures
<u>9.</u>	Familiarise yourself with new section 20A – be ready to respond
<u>10.</u>	Familiarise yourself with new section 114A – be ready to respond
<u>11.</u>	Establish your timeline for reviewing your funding and financing policies

In the Matamata-Piako District, we have identified 186 parcels of Whenua Maori land, just over 3,500ha with a capital value of \$120 million and improvement value of \$13 million. 92 of the properties have improvements of less than \$10,000 indicating that they would likely be classified as unused, however we have further work to do to confirm the status of these properties and the likely quantum of arrears that will qualify to be written off.

We intend to update this Forum of progress with implementation of the key provisions of the Act at future meetings.

### **Ngā Tāpiritanga | Attachments**

- A. Changes to the rating of Māori land

### **Ngā waitohu | Signatories**

Author(s)	Larnia Rushbrooke <b>Finance and Business Services Manager</b>	
Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	

## Update on the 3 Waters Reform

CM No.: 2409947

### Rāpopotonga Matua | Executive Summary

Since the last Council update (date here if there has been one otherwise edit), the Three Waters Reform work programme has reached a number of key milestones.

Most significant of these milestones was the first reading of the Water Services Bill<sup>1</sup> in December 2020 and its progress to Select Committee. The Water Services Bill seeks to redefine the roles and responsibilities of Water Suppliers and regulators while also integrating Taumata Arowai into the three waters legislative framework.

Submissions on the Water Services Bill closed 2<sup>nd</sup> of March 2021 with a number of submissions being received. Within the context of Local Government, two key submissions to the Water Services Bill include;

- Local Government New Zealand's submission on the Water Services Bill<sup>2</sup>.
- Submission for Water New Zealand on the Water Services Bill<sup>3</sup>.

In addition to the progress of the Water Services Bill, Cabinet has proactively released material relating to progressing the three waters service delivery reforms<sup>4</sup>.

The material released detailed key features of the reform process going forward, notably that local government participation in the programme will remain a voluntary, however will also be an "opt out model". In this approach, all affected councils would be included in one of the new water service delivery entities by default, but can decide not to continue to participate<sup>4</sup>.

The aggregation of water services into larger entities will be delivered through the upcoming Water Services Entity Bill, while design of these entities will be a centrally-led process involving the Minister of Local Government, in consultation with other Three Waters Ministers and the Joint Steering Committee<sup>4</sup>.

The shortlist options will be worked through with Local Government and iwi/Maori in March 2021 with a proposal for the final number and boundaries of entities, and which entity each council would be part of, considered by Cabinet in April/May 2021<sup>4</sup>.



Additionally, an economic regulation regime is being considered as part of a reformed New Zealand three waters sector; whether or not stronger forms of economic regulation, such as price-quality regulation, should also be employed will depend on the number of reformed water services entities and their governance arrangements<sup>4</sup>.

Further, a new bill will be introduced, the Local Government (Three Waters Reform) Amendment Bill. This bill will seek to address the statutory obstacles in local government legislation that prohibit councils from divesting ownership of, or control over, water infrastructure assets and services, but only for the purposes of making a decision to participate in the government's reform proposals to create new water service entities, as well as, remove or amend the detailed legislative requirements in local government legislation relating to council consultation, long-term planning, and decision making for the purposes of making a decision to participate in the government's reforms.

The resultant mechanism will provide a fit-for-purpose consultation process, based on the provisions in the LGA02, which sets out how local government would engage with communities and iwi/Māori about the reform proposals, and make decisions<sup>4</sup>.

Furthermore, the material also outlined the process for identifying the number of new water service entities. As previously signalled, there is a Ministerial preference for the creation of a smaller number of large-scale water service entities, however a shortlist of options has not been identified. It is implied that a shortlist is currently being developed as it has been signalled that local government and iwi/Maori will be consulted in March 2021 on this list. The consultation will seek to define the exact number of entities and their boundaries<sup>4</sup>.

In support of the process for identifying the number of new water service entities, a presentation of the economic modelling undertaken by the Water Industry Commission for Scotland (WICS) was also released. This work showed that the economic benefits of aggregation were lost in scenarios where there are than eight water service entities across New Zealand<sup>5</sup>.

Finally, an updated reform timeline<sup>6</sup> was also released. The timeline update revealed future milestones. The key milestones being;

- April-May 2021, Entity design is completed – Water Services Entity Bill.
- September-December 2021, Councils make a decision on participation.
- January 2022-December 2023, establishment of Water Services Entities.

## **WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

**That:**

**1. The Forum to receive the report.**

**Moved by: W Ngamane**

**Seconded by: J Taylor**

**KUA MANA | CARRIED**

## **Horopaki | Background**

In July 2020, the Government announced a \$761 million funding package to provide post COVID-19 stimulus to maintain, improve three waters infrastructure, support a three-year programme of reform of local government water service delivery arrangements (reform programme), and support the establishment of Taumata Arowai, the new Waters Services Regulator.



Council agreed to sign the funding agreement via a Memorandum of understanding and is participating with the initial stage of the reform programme.

By signing the initial MOU, Council committed to the following:

- engage in the first stage of the reform programme – including a willingness to accept the reform objectives and the core design features set out in the MoU;
- the principles of working together with central government and the Steering Committee;
- work with neighbouring councils to consider the creation of multi-regional entities;
- Share information and analysis on their three waters assets and service delivery arrangements.

At this point, this is a voluntary, non-binding commitment. It does not require councils to commit to future phases of the reform programme, to transfer their assets and/or liabilities, or establish new water entities.

The MoU is effective from the date of agreement until 30 June 2021, unless terminated by agreement or by replacement with another document relating to the reform programme.

Consequently, Council submitted a Delivery Plan which was approved by the Crown and staff are now working through the delivery of the Plan.

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

The cabinet paper on progressing the three waters service delivery reforms and associated minute, reconfirms this Government's commitment to progressing the reforms in this term of Government. The December 2020 paper sought Cabinet's direction on:

- the voluntary approach to reform and legislation to facilitate a voluntary approach;
- work with iwi/Māori – as our Treaty partners – throughout the reform programme
- the process for identifying the numbers and boundaries of new water services entities;
- the entity design scenarios;
- the reform strategy and timetable.

#### ***Voluntary approach to reform and legislation to facilitate a voluntary approach***

Central Government has confirmed its commitment to delivering the reform programme via a voluntary, partnership-based approach with the local government sector. This approach is considered least risk, however is not risk free.

#### ***The "opt out" decision***

"Councils would be asked to decide to participate in the new service delivery system in late 2021. This decision would be in the form of an 'opt out' approach, whereby all affected councils would be included in one of the new water service delivery entities by default, but can decide not to continue to participate."<sup>4</sup>

To enable Council decision making in late 2021, Central Government will be providing Councils with the following prior to the decision-making window:

- Design proposals for the entities which describe ownership, governance, control, and accountability arrangements.
- Confirmation of which new entity each Council will be a member of and the area these entities will manage.
- Analysis of the financial and other implications of participating in the proposed new service delivery system, including any applicable incentives.

Alternative approaches were considered, such mandating council participation in the reforms and asset transfer by legislation, however these other approaches were found to increase risk and reduce benefit relative to a voluntary approach<sup>4</sup>.

In order to support the selected voluntary approach, Central Government will be taking a number of steps to increase public awareness of the reforms and its benefits through education, provide incentives to Councils to encourage continuing participation and enact required legislation early in the reform to enable Councils to consult and make decisions on participation in the new service delivery system.

Legislation already sign-posted;

- Taumata Arowai—the Water Services Regulator Bill (enacted)
- Water Services Bill (select committee)
- Local Government (Three Waters Reform) Amendment Bill (drafting)
- Water Services Entity Bill (drafting)

***Work with iwi/Māori – as our Treaty partners – throughout the reform programme***

Between September and October 2020, members of the Three Waters Reform Team and Taumata Arowai conducted a series of hui to engage with iwi, hapū and Māori throughout the country (hui-ā-motu).

The hui-ā-motu have been attended by over 300 representatives from many different iwi, hapū and Māori organisations. The purpose of these hui was to (re)introduce the Three Waters and Taumata Arowai kaupapa, provide an overview of the direction of travel of this mahi, and listen to the perspectives of iwi, hapū and Māori across the country regarding this mahi. The hui-ā-motu highlighted many emerging issues that have the potential to impact iwi, hapū and Māori throughout the country as well as some unique issues to individual iwi and hapū based on their locations or experiences.

In acknowledging that the reform of water services is an important kaupapa, iwi/Māori expressed the view that resolving matters of ownership and allocation of freshwater are higher priorities to them. Some participants emphasised that, if the three waters reforms are to progress ahead of broader ownership and allocation claims, the reforms must, at the very least, not preclude any progress in these claims.

Other key themes from the hui-ā-motu included: cautious optimism about working together to design something that works better than the status quo for iwi/hapū and small rural communities; the need to ensure continued iwi/Māori involvement in all aspects of the reforms; ensuring strong protections against privatisation; not breaking catchments and whakapapa/iwi boundaries when designing the new entities; and a desire to see these changes utilised to build iwi/hapū skills and improve practices around water use and treatment.

The cabinet paper outlines that engagement with iwi/ Māori throughout the reform process will continue, and that it will deliver on the Treaty-related obligations. It is proposing to commit to a high-level principle of partnership in this work, and seek to ensure this approach is reflected in the governance and operational arrangements of the new water service delivery entities and broader regulatory system.

The full report on can be viewed on the following link:

[Hui-ā-Motu Summary Report](#)

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***Process for identifying the numbers and boundaries of new water services entities***

Currently, Central Government has expressed its preference for the creation of a small number of large-scale water service entities, separate from local authorities<sup>4</sup>. However, further discussion is needed between Central Government, iwi/Maori and Local Government to determine the exact number of entities and their boundaries.

A centrally-led process involving the Minister of Local Government, in consultation with other Three Waters Ministers (these being the Ministers of Finance, Infrastructure, Housing, Commerce and Consumer Affairs, Environment, Rural Communities, Climate Change, Health, and Economic and Regional Development) and the Joint Steering Committee will determine a shortlist of options. The shortlist will take into consideration key factors such as achieving scale benefits, communities of interest, and relationship with other boundaries, including catchments<sup>4</sup>.

The shortlist options will be further worked through with Local Government and iwi/Maori in March 2021 with a proposal for the final number and boundaries of entities, and which entity each council would be part of, considered by Cabinet in April/May 2021. The preparation of legislation to give effect to the decisions made will follow<sup>4</sup>.

***Entity design scenarios***

The proposed water services entities will have, financial and operational autonomy, including independent and competency-based governance arrangements. The entities will also a commercial objective, among other objectives<sup>4</sup>.

An independent, competency-based governance of water services entities is seen as critical to realising the benefits of reform, and that balance sheet separation from councils is needed to provide entities with the financial capacity to meet the infrastructure deficit and future investment needs<sup>4</sup>.

Central Government is continuing to explore collective Council ownership options that meet the reform objectives, including statutory entities on a shareholding or non-shareholding ownership basis.

Some consideration is also being given to options that allow for Crown and iwi/Māori interests in the new water services entities<sup>4</sup>.

In addition, Central Government has also signalled the need for an economic regulator to protect consumer interest. The integration of an economic regulator is likely to place additional requirements and restrictions on final design of entities. For example, it is anticipated that effectiveness of economic regulation and oversight will be reduced the greater the number of entities<sup>4</sup>.

The entity design process is being supported from an economic and a “lesson learned” perspective by WICS, a non-departmental public body with statutory responsibilities to ensure the delivery of a high-quality service and value for money for Scotland's waters industry. The Scottish water industry undertook a comparable reform in 1996.

The WICS has been commissioned to prepare a report into the economic basis for aggregation<sup>5</sup>. A FAQ and slide pack covering this work was also released in December 2020.

It must be stressed that this report was a desktop exercise where WICS applied its experience of aggregation in Scotland to a New Zealand context using high-level, publicly available data. It was a purely economic task and did not take into account any surrounding issues that may play a significant part in shaping the final aggregation boundaries.

The findings of the WICS report were presented in three general contexts, current economic challenges, economic benefits of aggregation scenarios and next step refinements.

*Current economic challenges<sup>7</sup>*

- There is a significant investment need across the sector.
- Between \$27 billion and \$46 billion of additional investment will be required over the next 30 years to upgrade three waters assets to meet environmental and drinking water standards.
- To support the additional investment needed, household charges would need to increase by between 180% and 330% times in real terms.
- Without sector reform, the cost increases will likely be greater, and likely unaffordable in smaller and more rural communities.
- There is significant potential for efficiency gains associated with water services reform to reduce the costs for households, relative to the status quo.

*Economic benefits of aggregation scenarios<sup>7</sup>*

- The most economically advantageous scenario for the South Island is to have one entity.
- Any entity containing the Auckland region is likely to be significantly advantaged economically.
- Scenarios involving a number of entities totalling eight or more is likely to result in customers facing higher bills and larger differentials. That is, economies of scale only significantly improved affordability when aggregation was less than eight entities.

*Next step refinements<sup>7</sup>*

- More up-to-date and detailed information will be used to re-run the exercise. This information is currently being collected from Councils through the Department of Internal Affairs Request for Information (DIA RFI).
- Overlay growth forecasts and assumptions.
- Further develop and test the assumptions made regarding the level of efficiency gains that could potentially be realised through reform.

**Strategy and timeline**

The three waters reform strategy is to deliver a comprehensive reform of the three waters industry over a three-year period. This strategy was developed and agreed by the Cabinet Economic Development Committee in June 2020 and was noted as being necessarily ambitious in order to capitalise on the existing reform momentum (following the introduction to the house of the Taumata Arowai—the Water Services Regulator Bill December 2019).

The first timeline was released in July 2020<sup>9</sup> and has since been updated with the current timeline in December 2020<sup>6</sup> and reflects the significant amount of work has been done to further define the steps Government will take in order to deliver the three waters reform strategy.

Features and details of note in the December 2020 timeline update include<sup>6</sup>:

- December 2020 – Amendments to the Local Government Act to remove current legislative constraints, enactment September/December 2021.
- February/March 2021 – Engagement with Local Government and iwi/Maori on options.
- April/May 2021 - Substantive policy decisions relating to the reforms, to enable drafting instructions to be issued, including decisions on:
  - the core design features of the new water services entities and system;
  - the number and boundaries of the new water services entities;

- **September-December 2021 - Councils make a decision on participation (opt out).**
- September/December 2021 - Introduction of legislation to create the new service delivery system, enactment by mid-2022;
- 2022/23 - transition, entity establishment, and implementation of the new service delivery system;

### **Mōrearea | Risk**

There are the following key risks that Council needs to consider as we move through the reform:

- Balance sheet separation from Councils, while enabling finance capacity for the new entities may negatively impact Councils ability for finance projects.
- Councils future involvement in 3 waters decision making
- Consideration to supporting local iwi to participate in the reform discussion and alignment with other parties along common interest lines

### **Ngā Whiringa | Options**

At this stage Council is not asked to make a decision on the matter but going forward there will be some decisions required from Council on the participation and more specific matters.

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

Taumata Arowai—the Water Services Regulator Bill was passed into law August 2020, establishing a new dedicated drinking water regulator (Taumata Arowai)<sup>10</sup>.

From mid-2021 Taumata Arowai will administer New Zealand's drinking water regulatory system and as a water service provider, Council will need to meet any new standards or rules established by Taumata Arowai.

In order to integrate Taumata Arowai as a regulator, the Water Services Bill has been introduced<sup>1</sup>. This bill will significantly change key definitions, roles and responsibilities within the Three Waters Industry, altering Councils statutory obligations with regard to;

- Water supplies other than domestic self-supplies.
- Meeting revised drinking water standards in a timely manner.
- Chlorination of supplies.

The reform is a voluntary model with an opportunity to opt out. Councils would be asked to decide on their continued participation in the new service delivery system in late 2021 (the decision window). Council will need to spend time between now and the decision window, considering the options to enable a decision in late 2021<sup>4,6</sup>.

There are a number of provisions in the Local Government Act 2002 (LGA02) that create statutory obstacles for Councils to make the necessary decisions to continue to participate in the reform. Some of these provisions include provisions that oblige councils to maintain water services, and prohibit them from divesting ownership of these services, or from selling, transferring, or losing control of the infrastructure needed to provide water services, provisions relating to consultation, long-term planning, and decision making that would apply due to the significance the reform<sup>4,6</sup>.

Central Government has signalled its intention to address these statutory obstacles through legislative amendments to the LGA02; the Local Government (Three Waters Reform) Amendment Bill. Ultimately the bill will remove the statutory obstacles while also providing a fit-for-purpose consultation process, based on the provisions in the LGA02, which sets out how local government would engage with communities and iwi/Māori about the reform proposals, and decision making<sup>4,6</sup>.

Technical experts from the Local Government sector and iwi/Māori will be consulted during the drafting of the Local Government (Three Waters Reform) Amendment Bill, which will be introduced no later than 1 April 2021, and passed no later than 1 November 2021<sup>4</sup>.

Finally, beyond the legal and policy considerations regarding the mechanisms of reform implementation, Council will soon need to face consequences the reform programme will have on the remaining Council business.

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

There is little detail what the financial implications of the reform will be for Council.

At this stage Central Government has signalled that Councils can expect some level of financial support in order to enable engagement with the reform programme, though there is little detail on what this support will be in practice<sup>4</sup>.

In addition, the balance sheet separation of new services entities from councils, will have a significant impact on Councils ability to deliver on its current financial strategy.

#### **Attachments**

1. [Water Services Bill - New Zealand Parliament \(www.parliament.nz\)](http://www.parliament.nz)
2. [LGNZ-DRAFT-submission-Water-Services-Bill-4-February-2020.pdf](#)
3. WaterNZ Draft submission Feb 2021
4. [Progressing the three waters service delivery reforms, December 2020 \(dia.govt.nz\)](#)
5. [PowerPoint Presentation \(dia.govt.nz\)](#)
6. [Reform-timeline-December-2020.pdf \(dia.govt.nz\)](#)
7. [Hui-ā-Motu Summary Report](#)
8. [Economic-analysis-of-water-services-aggregation-Frequently-Asked-Questions.pdf \(dia.govt.nz\)](#)
9. [2635-DIA-three-waters-review-A3-20200716](#)
10. [Taumata Arowai—the Water Services Regulator Act 2020 No 52, Public Act – New Zealand Legislation](#)

#### **Ngā Tāpiritanga | Attachments**

- A. LGNZ-DRAFT-submission-Water-Services-Bill-4-February-2020
- B. February 2021 DRAFT - WNZ
- C. Reform-timeline-December-2020
- D. Three Waters Hui a Motu - Summary Report 2021
- E. Economic-analysis-of-water-services-aggregation-Frequently-Asked-Questions



F. 2635-DIA-three-waters-review-A3-20200716

**Ngā waitohu | Signatories**

Author(s)	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
	Karl Pavlovich <b>Water &amp; Wastewater Manager</b>	

Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
	Fiona Vessey <b>Group Manager Service Delivery</b>	

## Hauraki Gulf Forum Meeting Report for March 2021

RM No.: 2416909

### Rāpopotonga Matua | Executive Summary

The Hauraki Gulf Forum meeting occurred on 22 March 2021. The minutes to that meeting are attached to this report.

The agenda can be downloaded on the following link:

[https://infocouncil.aucklandcouncil.govt.nz/Open/2021/03/HGF\\_20210322\\_AGN\\_10497\\_AT.PDF](https://infocouncil.aucklandcouncil.govt.nz/Open/2021/03/HGF_20210322_AGN_10497_AT.PDF)

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: J Taylor

Seconded by: M Baker

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

- A. Hauraki Gulf Forum Minutes 22 March 2021
- B. Hauraki Gulf Forum Attachments to Minutes of 22 March 2021

### Ngā waitohu | Signatories

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



## Policies reviews 2021/22

CM No.: 2435438

### Rāpopotonga Matua | Executive Summary

Council is required to regularly review its policies and bylaws. All bylaws must be reviewed at least every 10 years, and review times for statutory policies are set out in the relevant legislation.

The purpose of this report is to provide the Forum with an update on which policies and bylaws are on Council's work programme for review in 2021/22, and to seek members' feedback on how iwi wish to engage with these reviews.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information is received.
2. The Forum provides feedback on how iwi wish to engage with Council on the policy and bylaw reviews scheduled for 2021/22.

Moved by: T Maaka

Seconded by: M Baker

**KUA MANA | CARRIED**

### Horopaki | Background

Council is required to regularly review its policies and bylaws. All bylaws must be reviewed at least every 10 years, and review times for statutory policies are set out in the relevant legislation.

Council's work programme for 2021/22 includes the review of the following policies and bylaws;

- Gambling Venue Policy
- TAB Venue Policy
- Local Easter Sunday Trading Policy

Council may also choose to review its Dog Control Policy and Bylaw dependent on the outcome of the Long Term Plan consultation process, which includes proposals for new dog exercise areas in Te Aroha and Matamata.

### Ngā Take | Issues / Kōrerorero | Discussion

Feedback is sought from Forum members and iwi on how meaningful engagement on this project can be achieved.

### Mōrearea | Risk

There is a risk that if iwi and the wider community are not engaged in the review of policies and bylaws, the relevant policies and bylaws may not be effective in achieving/supporting community wellbeing. Council is seeking early engagement with iwi and stakeholders to promote active and meaningful engagement/participation in the policy review.

## Ngā Whiringa | Options

Forum members may choose to provide feedback on how meaningful engagement on this project can be achieved.

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

### Gambling Venue Policy 2019

The Gambling Venue Policy is a requirement under the Gambling Act 2003 and it specifies whether class 4 venues (venues with gaming machines) are allowed to be established within the district, if so, where and how many machines may be operated. The current Policy was adopted in 2019, and must be reviewed within three years of adoption, being 2022.

### TAB Board Venue Policy 2019

The TAB Board Venue Policy is a requirement under the Racing Act 2003 and it specifies whether TAB Board Venues (stand alone TAB venues, not those within a licensed alcohol venue). The current Policy was adopted in 2019, and must be reviewed within three years of adoption, being 2022.

### Local Easter Sunday Shop Trading Policy 2017

This Policy is made under the Shop Trading Hours Act 1990 which provides Council with the ability to establish a local policy to permit shops to open on Easter Sunday. The Policy was adopted in 2017 and must be reviewed within five years of adoption, being 2022.

### Policy on Dogs and Dog Control Bylaw 2010 (amended 2016)

The Dog Control Act 1996 (“the Act”), requires all Council’s to have a Policy on Dogs. Council must give effect to such policy by making the necessary bylaws. The Dog Control Bylaw sets out the areas prohibited to dogs and areas that dogs are required to be on or off leash along with a variety of other dog rules. If Council resolves to review its Bylaw, it is also required to review its Policy on Dogs

## Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

This report is the first step in identifying the methods for engagement with iwi. This will then inform the project timeline.

All reviews of Policies and Bylaws are subject to the Local Government Act 2002 Special Consultative Procedure (SCP) or its principles.

The timeline for the SCP is outlined below;

What	When
Draft Policy and Statement of Proposal approved by Council for Consultation	By 9 March 2022
Consultation open	15 March to 17 April
Hearing	18 May (and 19 if req)
Adoption of policies and bylaws	22 or 29 June 2022

This timeline aims to align the consultation on policies and bylaws with that of the Annual Plan 2022/23, should the Annual Plan require consultation.

## 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 and Safe Communities

Community Outcome: Our community is safe, healthy and connected; and We encourage community engagement and provide sound and visionary decision making.

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

The reviews of policies and bylaws are funded from the Strategy and Policy operational budget.

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

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

## Te Manawhenua Forum Satisfaction Survey for 2020/21

CM No.: 2437404

### 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.

An electronic version of the survey was circulated to members during 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 2020 to June 2021 for reporting purposes.

### WHAKATAUNGA Ā-KOMITI | 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: M Baker**

**KUA MANA | 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.

### Herenga kit e Rautakinga Tūroa / Rautakinga ā-Tau | Consistency with the Long Term Plan / Annual Plan

Council identified its strategic goals and direction at an early stage of the Long Term Plan 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 wāhi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.

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

### **Ngā Tāpiritanga | Attachments**

A. Te Manawhenua Forum Survey - 2020/21 Annual Report

### **Ngā waitohu | Signatories**

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

12.01 pm

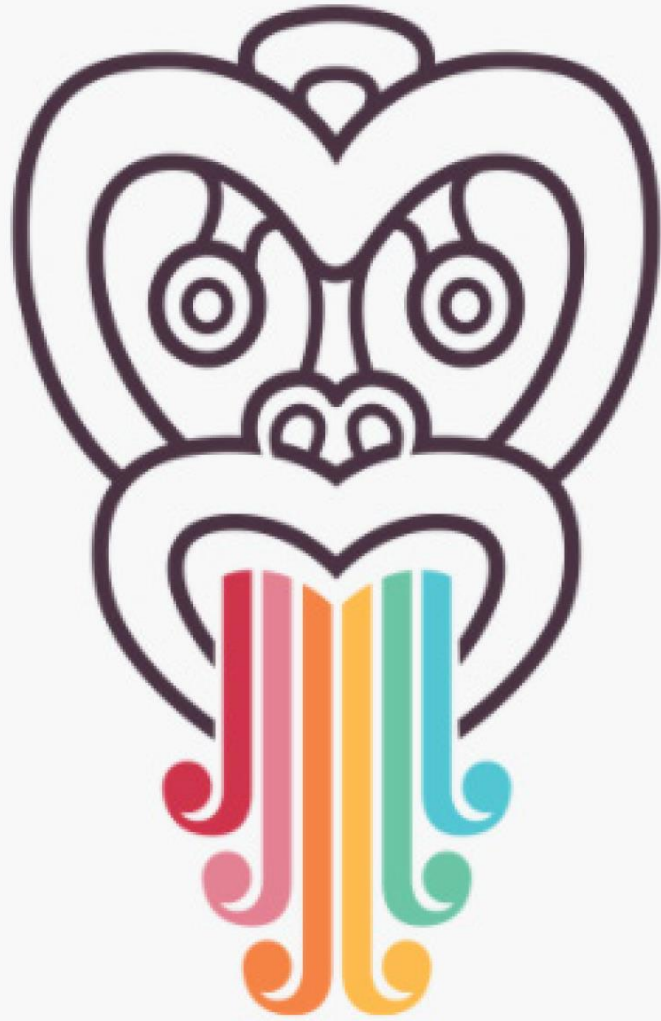
The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF TE MANAWHENUA FORUM  
MO MATAMATA-PIAKO HELD ON 1 JUNE 2021.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....  
Te Ao Marama Maaka

# DOCUMENTS TABLED ON THE DAY



# KIA KAHA TE REO MĀORI

MĀORI LANGUAGE WEEK  
13-19 SEPTEMBER 2021





**Contact:**  
**[amcloughlin@mpdc.govt.nz](mailto:amcloughlin@mpdc.govt.nz)**



**Do you have any ideas you would like to do, to promote Te Wiki o Te Reo Māori?**



**Ideas for promotion:  
Updated Councillor  
pronunciation session.  
New words included this time.**



**3-5 everyday modern key phrases.**

**For example:**

- **Me te hē – like a boss**
- **Paia! – yeeeeeya!**
- **Kaua e mahi pena! – don't do that!**
- **Ka mau te wehi! – that is awesome!**
- **Ehara i te tī – YOLO (you only live once)**



**Iwi history of the area - webpage**

**Began last year – but is a large project so hopefully finished by September.**



**Further interviews with Iwi around place names in our district.**



**Translation of all our FB posts for the week.  
Except urgent posts.**



# WASTE MANAGEMENT & MINIMISATION PLAN

PARA KORE; ZERO WASTE 2038 A LOW WASTE-  
LOW CARBON FUTURE





# Contents

Introduction	3
Why do we need a plan?	6
What informs the plan?	6
The waste hierarchy	7
Zero Waste – Para Kore	7
What is waste and why is it a problem?	8
The NZ situation	9
Our District	9
How much waste is there and where does it come from?	9
What happens with our waste?	10
How well are we doing?	11
How much better could we do?	12
What could be diverted	12
KEY ISSUES	13
FUTURE DEMAND	13
The structure of our plan	14
Part A: The Strategy:	14
Part B: Action Plan:	14
Part C: Supporting Information	14
PART A: THE STRATEGY	14
Our Vision for the Future	14
Zero Waste 2038; Towards a low-waste, low carbon future	14
PART B: ACTION PLAN:	16
What Are We Going To Do?	16
TARGETS	16
ACTION PLAN OVERVIEW	16
Our proposed key action areas	16
Considerations	17
Council's intended role	17
ACTION PLAN	18
Leadership and Management	18
Collections	18
Infrastructure	19
Community Engagement, Communication and Education	19
Data, Regulation and Reporting	20
FUNDING THE PLAN	21
Funding local actions	21
Territorial Authorities Waste levy funding	22
Funding business and community actions	22
MONITORING EVALUATING AND REPORTING PROGRESS	22
GLOSSARY	22
PART 3 –SUPPORTING INFORMATION	23
Waste Assessment	23

**WE  
CARE.**

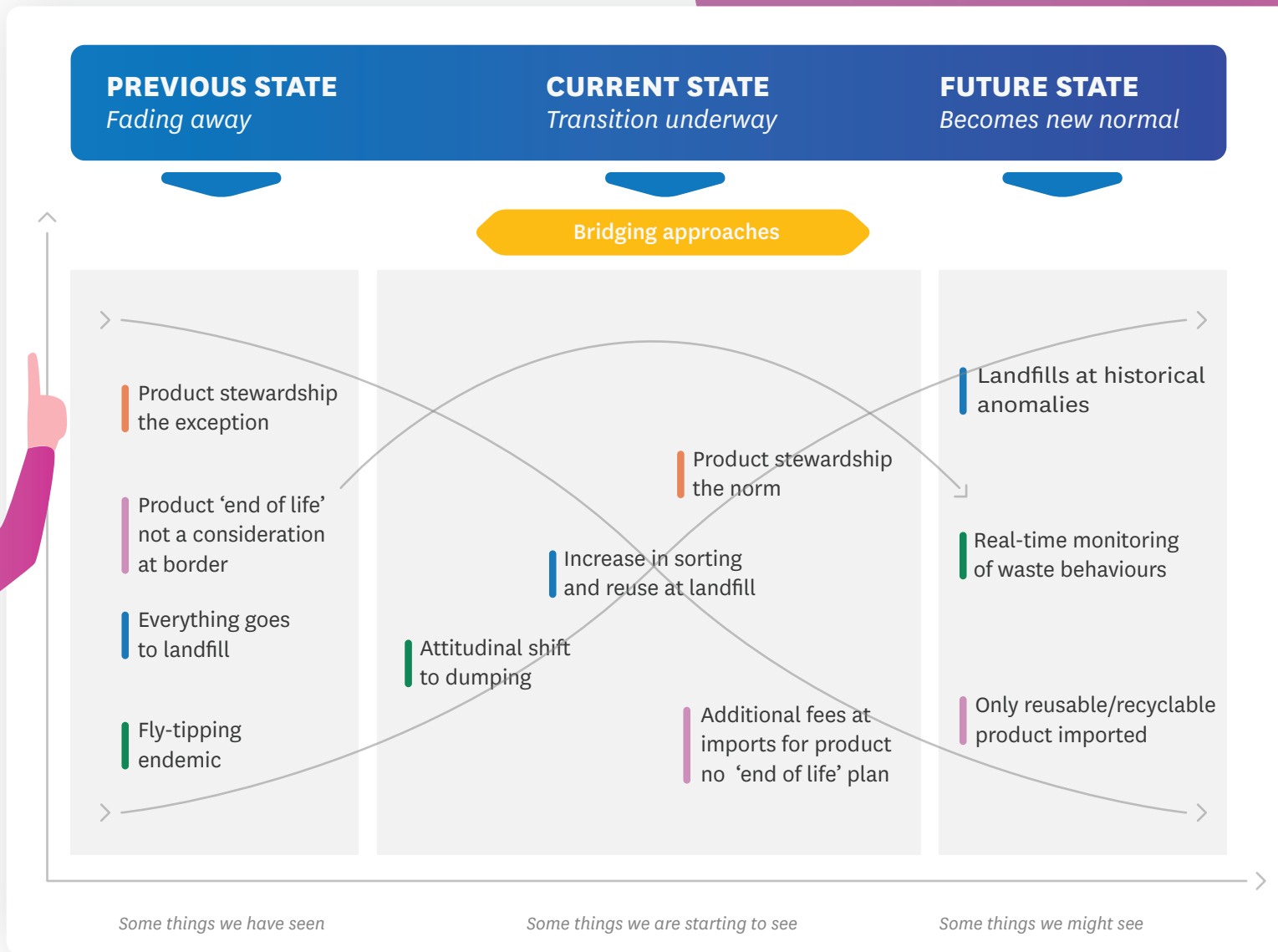
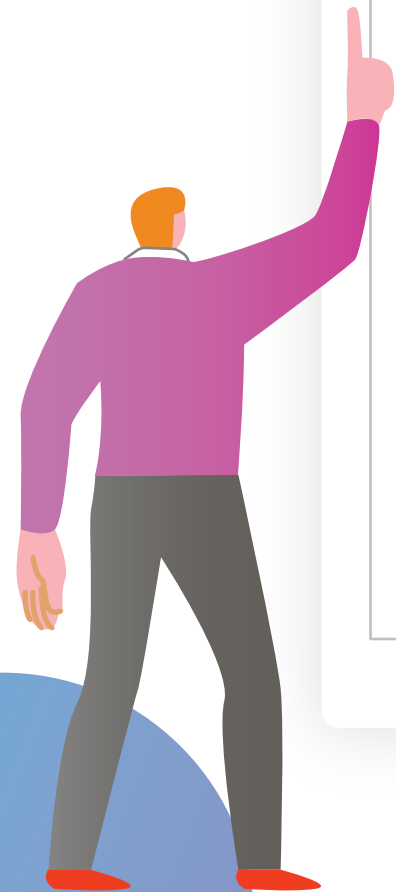
# Introduction

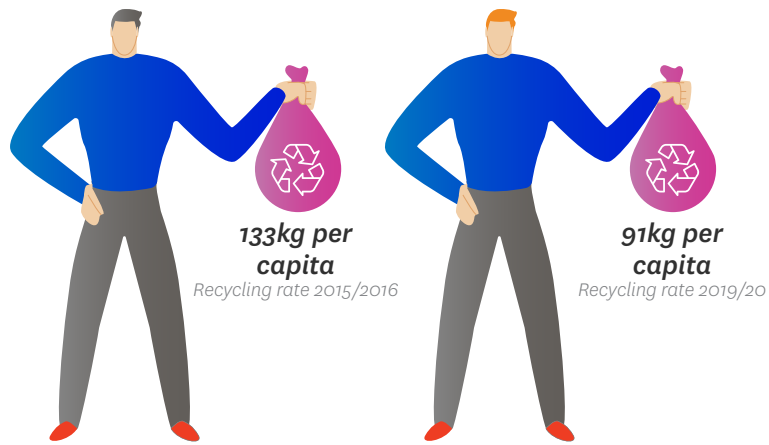
Council is required to develop and adopt a Waste Management and Minimisation Plan (WMMP) under s44 of the Waste Minimisation Act 2008. Our last Waste Management and Minimisation Plan (the Plan) was adopted in 2017 in partnership with our neighbours Thames-Coromandel District Council (TCDC) and Hauraki District Council (HDC). While our Plan covered the period 2017 to 2023 significant changes in Central Government policies, and in the waste industry sector have resulted in reviewing our Plan in 2020 to ensure it is 'fit for purpose'.

In addition, Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs. This new plan has been developed for the Matamata-Piako District, to initiate activities within our district to meet our own communities' needs. It will allow us to incorporate new waste minimisation services that are 'fit for the future'. It will also allow us to continue to collaborate with TCDC/HDC and other like-minded organisations on waste minimisation initiatives.

It is based on a collaborative model where, Council, business, Iwi, community groups and householders can all work together to build new waste minimisation services and grow local economic development, ultimately building community resilience at the same time.

We will ensure everyone has access to recycling, resource recovery and waste management services, that businesses and individuals understand that reducing and minimising waste is their responsibility, and that valuable resources are reused or recycled and don't go to landfill.





**11,167 tonnes to landfill**  
Recycling rate 2015/16



**12,557 tonnes to landfill**  
Recycling rate 2019/20

## How much waste do we have?

Unlike the majority of New Zealand, Council’s volume of waste to landfill has not increased dramatically over the previous 10-year period. While the volume of waste to landfill remains steady, our recycling rates are declining which follows a nationwide, and global, trend.

We do not have data on waste that is burned or buried so the actual volume of waste being disposed of within our District is unknown.

Central government has signalled a range of proposals to move towards a ‘low-waste, low-carbon’ future including regulated product stewardship and a progressive increase in the cost of landfill disposal over the next four years. The rising costs make it important to act now to implement systems that provide for the minimisation of wastes and for greater recovery of resources currently sent to landfill.

We propose to do this by progressively converting our Refuse Transfer Stations into Community Resource Recovery Centres (CRRC) to provide for greater separation of wastes and provide for collaborative enterprises that allow for community and business input.

We will bring the management of our CRRC’s in-house. This means there is a responsibility for Council to at least consider all waste in our district, although the Council may not have direct involvement in the management of all wastes. This will include suggesting areas where other groups, such as businesses or householders, could take action themselves. Where Council, Iwi, business and the community can work together collaboratively to enhance local economic development and build community resilience.

Our new kerbside recycling and collection contract that is due to commence in 2023 may mean reviewing our current services to ensure they support reducing waste, which may mean a change to our current services. We will consider the recent report ‘Recommendations for Standardisation of kerbside Collections in Aotearoa as part of this review.

All of these changes will require a change in behaviour and this has been considered while developing this plan. The actions in this plan will be carried forward into our long term and annual plans to ensure we have the resources to deliver the plan’s goals and objectives. Our Plan needs to be reviewed at least every six years and new goals set. This proposed Plan covers the period 2021-2027.

# VISION: ZERO WASTE 2038; working towards a low-waste future and a circular economy

## GOALS & OBJECTIVES: What we want to achieve

G1

A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes minimising waste sent to landfill.

- Provide sustainable waste minimisation services that are cost-effective to the community.
- View waste as a resource, improving and modifying collections and facilities so that more materials and products can be diverted from landfill.
- Prioritise waste reduction, reuse and recovery initiatives that align with other council objectives.
- Remove or reduce barriers that are preventing the community of make best use of existing services and any potential new services.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Process and manage waste , or within the district wherever feasible and cost-effective.



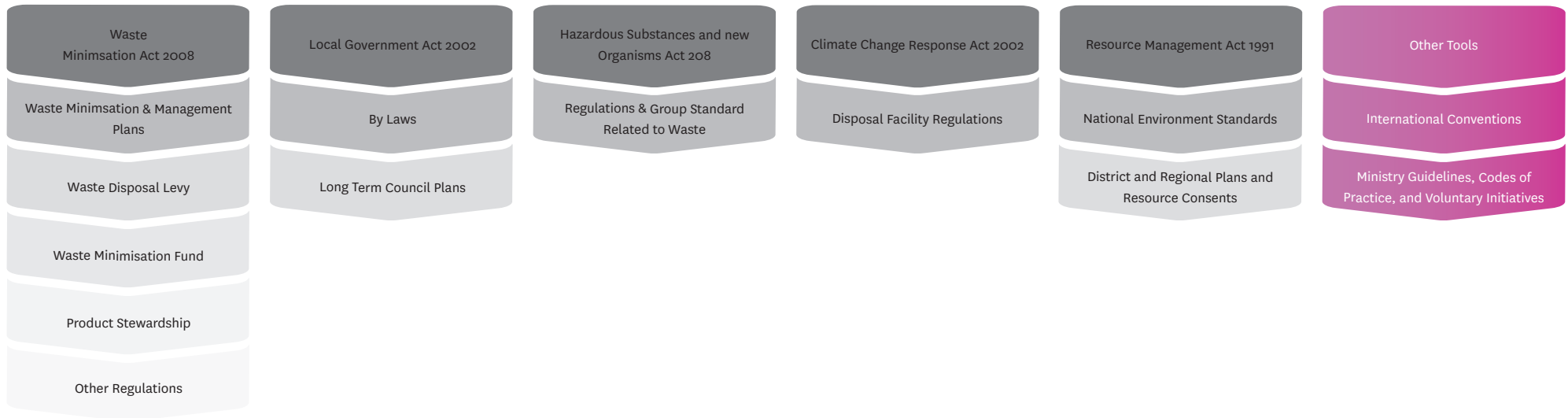
G2

Minimise environmental harm and protect public health

- Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
- Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

# NEW ZEALAND WASTE STRATEGY

## LEGISLATIVE FRAMEWORK



## Why do we need a plan?

Council has a statutory requirement under the Waste Minimisation Act 2008 (the Act) to promote effective and efficient waste management and minimisation within our district. We do this by adopting a Waste Management and Minimisation Plan (Plan). We also have obligations under the Health Act 1956 to ensure that our waste management systems protect public health.

Our Plan sets the priorities and strategic framework for managing waste in the district. As well as aligning to the New Zealand Waste Strategy, the waste hierarchy, Council's LTP and Annual Plans; the Plan should also support or align with other strategies and plans such as:

- Central government direction in waste management (reflecting the much greater interest in waste management issues)

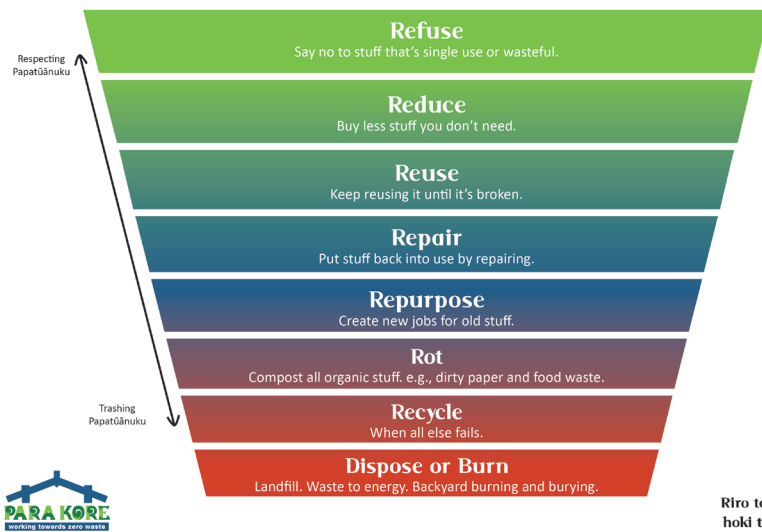
## What informs the plan?

The plan must meet requirements set out in the Waste Minimisation Act, including to:

- Consider the 'Waste Hierarchy', which sets priorities for how we should manage waste
- Ensure waste does not create a 'nuisance'
- 'Have regard to' the New Zealand Waste Strategy and other key government policies, including the recently released guidelines by central government that signal changes to the way we will need to manage waste.
- Consider the outcomes of the 'Waste Assessment'
- Follow the Special Consultative Procedure set out in the Local Government Act (2002).

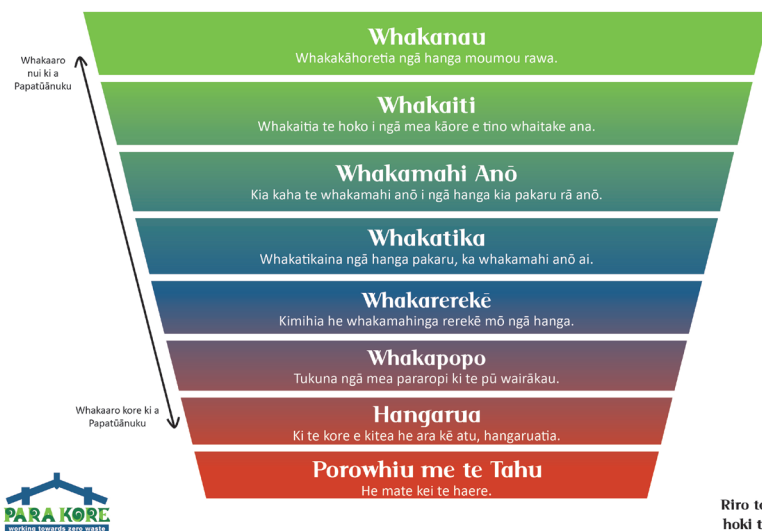


## The Waste Hierarchy



Riro taonga mai,  
hoki taonga atu.

## Te Pūnaha Whakarōpū Para



Riro taonga mai,  
hoki taonga atu.

## WASTE HIERARCHY

**REDUCE**  
*Lessening waste generation.*

**REDUCE**  
*Further use of products in their existing form for their original or similar purpose.*

**RECYCLING**  
*Reprocessing waste materials to produce new products.*

**RECOVERY**  
*Extraction of materials or energy from waste for further use or processing, including, but not limited to making materials into compost.*

**TREATMENT**  
*Processing the waste to change its volume or character so it can be disposed of with no, or reduced, adverse environmental impact.*

**DISPOSAL**  
*Final deposit of waste on land set apart for the purpose.*

## The waste hierarchy

The 'waste hierarchy' is a common approach to ways we can think about waste. Essentially it says that reducing, reusing and recycling is preferable to disposal.



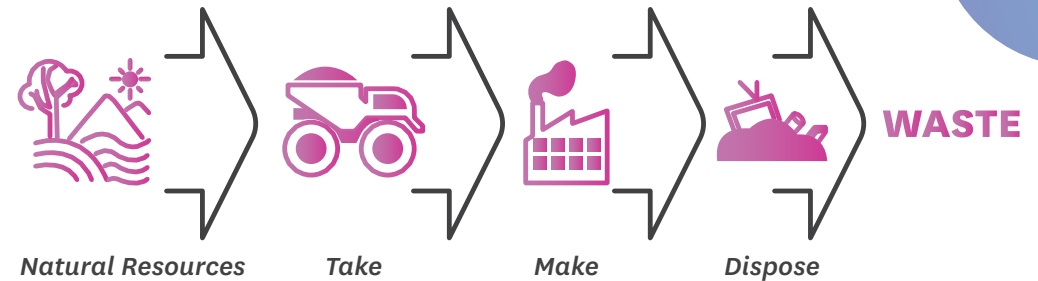
## Zero Waste – Para Kore

Our vision aligns with tangata whenua principles such as kaitiakitanga, taking an integrated view of the environment and aiming to protect land, air and water from the possible negative impacts resulting from the inappropriate management of waste.

Para Kore means Zero Waste. Humans are the only species on the planet that do not live by zero waste principles. The natural world does not create waste. Everything at the end of its life, whether it is a plant or animal, becomes part of another system. A dead insect becomes kai for another insect, a tree that falls in the bush rots and provides nutrients to the earth for new growth. Everything in nature is part of a closed, continuous, endless cycle. This is called the ‘Circular Economy’ Ōhanga āmiomio .

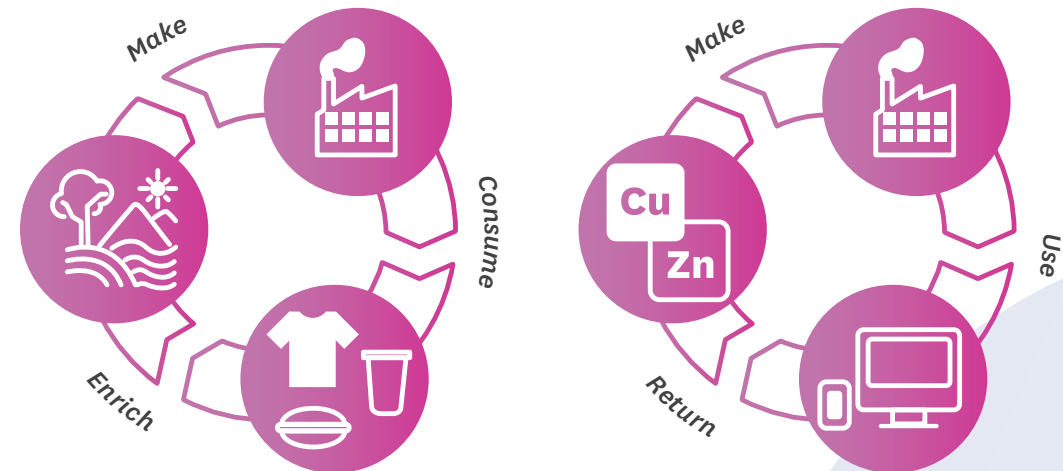
Traditionally, tangata whenua societies produced only organic wastes, which could be managed by returning these to the land. In modern times, this is no longer possible due to the increase in volumes and a shift to nonorganic and potentially hazardous waste types. Kaitiakitanga, mauri, and the waste hierarchy are seen as an aligned set of principles that support our vision of zero waste Para Kore and the circular economy; Ōhanga āmiomio

## LINEAR ECONOMY



**TECHNICAL & BIOLOGICAL MATERIALS MIXED UP**  
**ENERGY FROM FINITE SOURCES**

## CIRCULAR ECONOMY



**BIOLOGICAL MATERIALS**  
**ENERGY FROM RENEWABLE SOURCES**

**TECHNICAL MATERIALS**

The circular economy is a global concept that represents a big change in thinking. The idea is that products are designed from the start to last a long time and be easily repaired, or to be ‘unmade’ after use and the materials either made into something new or returned to nature – all without creating pollution or greenhouse gas emissions.



## What is waste and why is it a problem?

We need to move from our current high waste society to a low waste society. This requires us to rethink every aspect of our approach. We need to not only recover resources at the end of their use rather than disposing of them, but also to only use resources in the first place in ways that will ensure they do not generate waste.

Most of the things we do, buy, and consume generates some form of waste. This not only costs money when we throw things away but, if we do not manage the waste properly, it can cause problems with the environment and with people's health. Our Plan covers all solid waste and diverted material in the district whether council manages it or not.

This does not necessarily mean that the Council is going to have direct involvement in the management of all waste, but there is a responsibility for the Council to at least consider all waste in our district, and to suggest areas where other groups, such as businesses or householders, could take action themselves.





### ***The NZ situation***

Central government has a renewed focus on waste minimisation and management and has released a large number of cabinet papers and consultation documents over the past year. Previously, most of our recyclables went to China, who now have restricted what they will accept, which means we need to find new markets and uses for these products, particularly onshore. Awareness amongst the public about a number of waste issues, notably plastic bags and single-use plastics, has increased dramatically and led to petitions calling on government to ban single-use packaging and other similar items.

There has been an increased investment into onshore facilities so we can process (recycle) more materials onshore. However, we need to clean up the recycling we put out for collection by presenting only acceptable and clean recyclables so this investment in infrastructure does not go to waste. We need to consider adopting a procurement policy that provides for the use of recycled products. Buying recycled is not just about reducing the amount of waste that goes into landfill, but also reducing the amount of 'virgin' materials that are extracted from the earth for manufacturing. It makes sense to reuse the materials we already have available through recycling, rather than throwing items away after a short time and extracting more raw materials.





# Our District

## How much waste is there and where does it come from?

### How much waste is there and where does it come from?

In 2019/20, Matamata Piako District sent 12,710 tonnes of waste to landfill. This waste comes from household kerbside waste collections (bags and bins), industrial or commercial activities, and includes commercial, residential and rural residents taking loads to our three transfer stations and, waste taken directly to landfill by private operators. It also includes the tonnage taken out of the district for disposal.

Currently those living and working in the Matamata Piako District have access to a range of options to manage their waste including:



*Council weekly user pays rubbish bags and private company wheelie bin services*



*Green waste drop-off at Refuse Transfer stations*



*Council fortnightly kerbside collection of recyclables*

### Refuse Transfer Stations accept:

- general refuse
- household recyclables, paper and cardboard, plastics 1&2, steel cans, aluminium cans
- green waste
- scrap steel
- tyres
- household hazardous waste

Due to perceived convenience, the household wheelie bin market is highly competitive nationally. This has led to a number of councils losing significant market share and even reviewing their role in providing waste collections. Currently many households already use wheeled-bin services provided by private companies, with approximately only 9% of the waste collected in our district using Council rubbish bags. The remaining waste going to landfill includes waste from wheelie bin collections, and industrial and commercial sources and waste taken directly to the Tirohia Landfill, or to one of our three Refuse Transfer Stations.

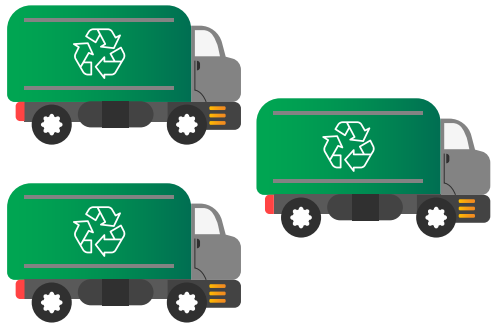
## What happens with our waste?

Council kerbside collection of bags accounts for 29% of the district's waste. Waste and recycling is also taken to councils three Refuse Transfer Stations in Te Aroha, Morrinsville and Matamata by residents and business. Commercial operators (waste companies) provide household and business collections that account for the rest.

Recycling collected at the kerbside and at our Refuse Transfer Stations is managed by our contractor who sort and bale materials that are then on-sold.

An audit of our bags and wheelie bins estimates 66 tonnes of organic waste (kitchen and green waste) are put out for collection each week or over 3,400 tonnes per annum. It also showed residents who use wheelie bins send far more material to landfill that could have been repurposed, or recycled, than those who use bags and/or smaller bins.

### All waste to landfill from Refuse Transfer Stations, kerbside and commercial collections:



**Food waste= 2,121 tonnes**  
**Green waste = 1,794 tonnes = 3,915 per annum**

While Council provides a user-pays rubbish bag collection, many households use a private wheelie bin company. A key issue is the different way households use the council rubbish collection to manage their waste, compared with households that use wheelie bins provided by private collection companies. The bigger the bin, the more food and green waste they are throwing out.

The top three items in official council bags and private wheelie bins that could be diverted are:

### MPDC Bags



- 1. Kitchen waste**  
15.5 tonnes per week

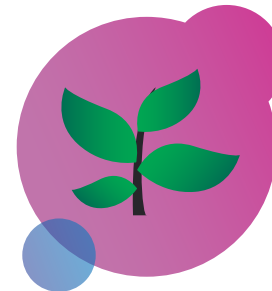


- 2. Compostable green waste**  
1.9 tonnes per week



- 3. Recyclable paper** 1.9 tonnes per week

### Private Wheelie bins



- 1. Compostable green waste**  
29.1 tonnes per week



- 2. Kitchen waste**  
19.5 tonnes per week



- 3. Glass bottles and jars** 5.2 tonnes per week

Including commercial collection if organics were recycled, and not disposed of in kerbside collections, we could divert over 50% of our waste from landfill every year and compost this instead. This is important, particularly as Tirohia Landfill will have close by 2038. The closest landfill will then be 75kms away and any waste created will need to be transported out of the district for disposal.

## How well are we doing?

While Council has completed a number of the actions from the last Plan, it is difficult to measure what impact this has had on our performance due to changes in the way we collect and store information.

To determine how well we are doing in terms of waste minimisation it is useful to compare ourselves with other parts of New Zealand.

- When we look at how much waste from households we send to landfill from kerbside collections, we generate about 183kg per person, per year. This is mid-range when compared to other councils but has increased from 164kg when we last surveyed this in 2010.
- When we consider all waste sent to landfill the per capita waste per population is .369kg, which is down from .419kg when surveyed in 2010.
- When it comes to household recycling, we recycle about .372kg per capita at the kerbside, which is on the low side. Those using Council's rubbish bags recycle more than those that have large wheelie bins.

Some councils have opted to impose licensing conditions on waste operators as a way to influence increased diversion. At present there is nothing to prevent an established waste operator expanding a wheelie bin collection to compete directly with council's rubbish bag methodology. This issue raises the question of whether the current council rubbish bag service is meeting the needs of the majority of the community and whether it will continue to do so.

## How much better could we do?

Surveys of the rubbish picked up at the kerbside, and the rubbish sent to landfill, show that there is a large percentage that does not need to go to landfill and could instead be recycled, composted or be recovered in some other way such as reuse.

## What could be diverted

Surveys of the rubbish picked up at the kerbside, and the rubbish sent to landfill, show that there is a large percentage that does not need to go to landfill and could instead be recycled, composted or be recovered in some other way such as reuse.

Recoverable materials in all waste to Class 1 landfills - August 2019 - July 2020	Overall waste (includes kerbside rubbish)	
	% of total	Tonnes per week
<b>Paper - Recyclable</b>	3.6%	8.7 T/week
<b>Paper - Cardboard</b>	2.8%	6.7 T/week
<b>Plastic - Recyclable</b>	1.3%	3.2 T/week
<b>Ferrous metals</b>	3.0%	7.2 T/week
<b>Non-ferrous metals</b>	0.8%	2.0 T/week
<b>Glass - Recyclable</b>	2.9%	7.1 T/week
<b>Textiles - Clothing</b>	1.8%	4.5 T/week
<b>Rubble - Cleanfill</b>	2.0%	4.8 T/week
<b>Timber - Reusable</b>	0.6%	1.6 T/week
<b>Subtotal</b>	<b>18.8%</b>	<b>45.8 T/week</b>
<b>Compostable materials</b>		
<b>Kitchen waste</b>	16.7%	40.8 T/week
<b>Compostable greenwaste</b>	14.2%	34.5 T/week
<b>New plasterboard</b>	1.4%	3.3 T/week
<b>Untreated/unpainted timber</b>	2.1%	5.1 T/week
<b>Subtotal</b>	<b>34.3%</b>	<b>83.7 T/week</b>
<b>TOTAL - POTENTIALLY DIVERTABLE</b>	<b>53.1%</b>	<b>129.5 T/week</b>





## KEY ISSUES

The 2020 Waste Assessment looked across all aspects of waste management in the Matamata Piako District and identified the main areas where we could improve our effectiveness and efficiencies.

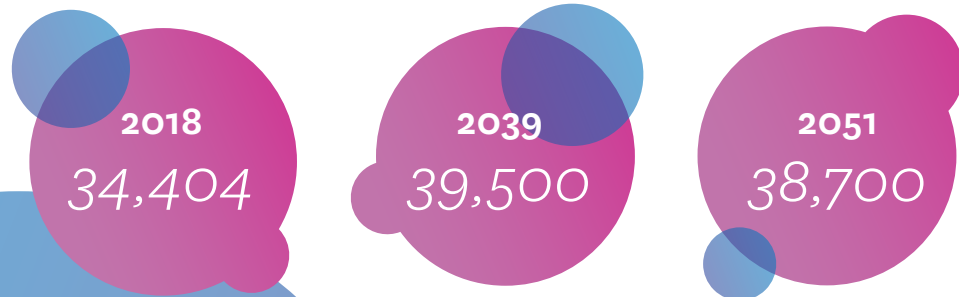
- A significant proportion of waste going to landfill is organic waste, with food waste present across all kerbside rubbish collection systems.
- There is a significantly higher proportion of material that should not be going to landfill in rubbish from households with private wheelie bin collections (particularly those with large bins), including organic waste and glass bottles and jars.
- Many households use a wheelie bin service for rubbish rather than use the Council-provided bagged service and send far more material to landfill that could have been recycled, recovered and repurposed.
- There is a lack of facilities to recycle or otherwise divert a range of materials other than household recyclables, green waste, scrap metal and waste for disposal.
- Licensing provisions in the Council waste bylaw are not yet implemented, so there is little data available on private operator activities and non-Council waste streams in general.
- While there are services to manage household hazardous waste, there are no other services.
- Community engagement, understanding and awareness of waste issues could be improved.
- More recyclables could be diverted from both domestic and commercial properties.
- There are no permanent services to recover materials including bulky items, E-waste, rural waste (silage wrap and containers) and there is room for improvement, including collaboration.
- Industrial and commercial waste generally presents scope for increased diversion, with paper/card the main material type currently diverted.

## Future Demand

The factors that will impact future demand for waste services is difficult to predict, particularly given the change in the waste sector and the shift towards Product Stewardship where producers take responsibility for their own waste. Factors include:

- Economic growth or decline.
- Construction and demolition activity.
- Changes in consumption. e.g. an increased use of electronics.
- An aging population. e.g., more home based medical assistance and wastes that require specialised recovery.
- Changes in collection services and/ or change in recovery of waste streams including rural wastes.

Population growth in the district has been steady over the past 15 years. 2018, it was 34,404 and is expected to continue growing to peak at 39,500 in 2039, before gently easing to 38,700 in 2051.



The population aged 0-14 and 15-64 is expected to ease slightly while the population aged 65 years and over will grow strongly. The number of households is projected to grow steadily from 14,300 in 2019 to 16,400 in 2051. This suggests no dramatic shifts are expected over this period of time.

## The structure of our plan

### This plan is in three parts:

**Part A:** The Strategy: contains core elements vision, goals, objectives, and targets. It sets out what we are aiming to achieve and the broad framework for working towards the vision.

**Part B:** Action Plan: sets out the proposed actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also shows how we will monitor and report on our actions and how they will be funded.

**Part C:** Supporting Information: contains the background information that has informed the development of our WMMP. Most of this information is contained in the Waste Assessment.



# PART A: THE STRATEGY Our Vision for the Future

## Zero Waste 2038; Towards a low-waste, low carbon future



Our vision reflects the intended direction for the district in putting maximum effort into diversion and using landfill disposal as a last resort. This aligns with the waste hierarchy and reflects the New Zealand Waste Strategy acknowledging our responsibility to manage waste responsibly and minimise the impact on our environment.

It embraces Zero Waste (Para Kore) and the Circular Economy (Ōhanga āmiomio) as an alternative to the traditional linear economy in which we keep resources in use for as long as possible, extracts the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life where possible.

When a product is designed for the longest use possible, and can be easily repaired, remanufactured or recycled (or used, composted and nutrients returned) we consider it to have a circular life cycle.



A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes minimising waste sent to landfill

- Provide sustainable services that are cost-effective to the community as a whole.
- View waste as a resource, improving and modifying collections and facilities so that more materials and products are diverted from landfill.
- Prioritise waste reduction, reuse, recovery and recycling initiatives that align with other council objectives.
- Promote, encourage, and emphasise reduction, reuse and recycling.
- Remove or reduce barriers that are preventing the community of make best use of existing services and any potential new services.
- Process and manage waste locally, or within the district wherever feasible and cost-effective.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Consider the Circular Economy in making any decisions.





Minimise environmental harm and protect public health

• Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.

• Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

## PART B: ACTION PLAN: What Are We Going To Do?

### Targets



1 Decrease the volume of kerbside household waste to landfill Reduction of 1% per person per year (from previous year)\*



2 Increase the recovery of organic materials (food and green waste) by assessing the most appropriate and cost effective services to recover these resources and introduce services to achieve this A 30% decrease in organic waste going to landfill by 2025



3 Work collaboratively within our community developing relationships to increase the range of, and options for, an increased range of products and materials, particularly in the rural sector A minimum of five new waste minimisation services are implemented before 2025 (i.e. e-waste, batteries etc.)

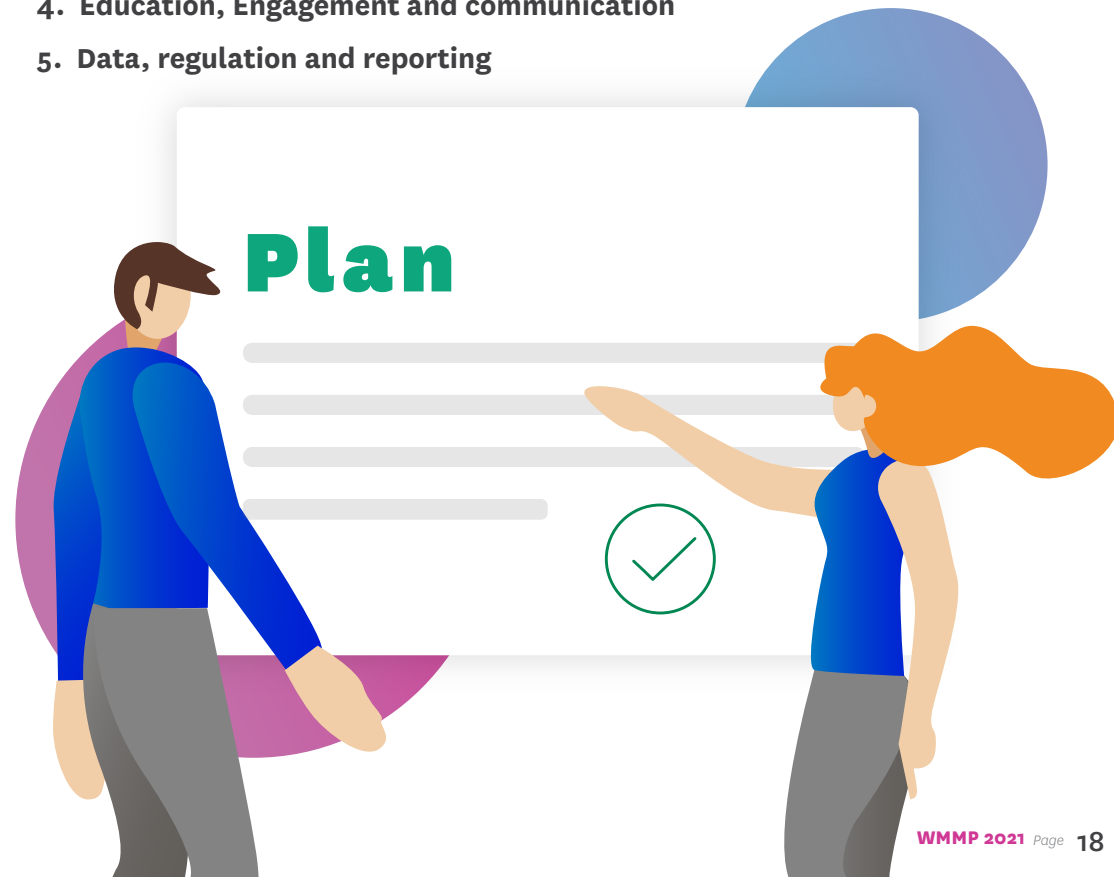
### Action Plan Overview

The Action Plan aims to set out clear, practical initiatives for Matamata Piako District Council to implement, either on our own or jointly. While the action plan forms part of the Plan, it is intended to be a ‘living’ document that can be regularly updated to reflect current plans and progress.

### Our proposed key action areas

Our action plan includes activities we believe will enable us to achieve our vision for a low-waste future for Matamata Piako. They can be summarised into key action areas shown in the table below:

1. Leadership and Management
2. Collections
3. Infrastructure
4. Education, Engagement and communication
5. Data, regulation and reporting



Action Area	Key Actions	Issues addressed and what it will do
Leadership and Management	Engage with central government, and work more closely with the community	Various issues such as extended producer responsibility cannot be addressed at a council level; Council can engage with central government. Working more closely with our community will ensure understanding and support for Council's plans.
Collections	Maintain kerbside rubbish and recycling, investigate a kerbside food waste collection, encourage garden waste diversion	Diverting household food waste and green waste from landfill is the single biggest opportunity to increase diversion rates.
Infrastructure	Retro-fit our Refuse Transfer Stations to become resource recovery parks, and investigate other waste minimisation services that could operate from these sites	Maintains existing diversion, and potentially provide services for sectors that are currently not well served. i.e. the rural sector
Community Engagement, Communication and Education	Increase community engagement and involvement. Carry out one-off campaigns where necessary such as for a new service, or significant service changes	Ensure community is engaged and understands service decisions; and are able to make the most of existing and any new or altered services
Data, Regulation and Reporting	Implement the Waste Management and Minimisation Bylaw 2016, and consider introducing maximum limits for certain materials in household kerbside rubbish collection.  Collect data externally through licensing (enabled by the bylaw) and regular surveys. Improve recording and analysis of internal data to enable performance monitoring over time.	This will help council set standards and gather data so we can plan and manage waste better.  Consistent, high quality data will help us track and report on progress and will support effective decision making

## Considerations

The action plan outlines high-level intentions for actions to meet our obligations under the WMA 2008. In some cases, further research might be required to work out the costs and feasibility of some projects. This might change how, when, or if they are implemented.

Completing some other actions might depend on changing contractual arrangements with providers, or setting up new contracts. These type of contracts can be unpredictable, and this might impact the nature, timing, or costs of these projects.

## Council's intended role

The Council intends to oversee, facilitate and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the district. The Council will do this through our internal structures responsible for waste management. We are responsible for a range of contracts, facilities and programmes to provide waste management and minimisation services to the residents and ratepayers of Matamata Piako District.

Reference	Description	New or existing	Timeframe and funding options	Objective
<b>Leadership and Management</b>				
1.	Advocate to central government for more extended producer responsibility; addressing problem waste streams at the source for difficult waste streams such as e-waste, packaging and rural waste.	Existing	Ongoing Staff time	More government action centrally will support many initiatives at regional and local levels and help Council provide management options for waste streams.
2.	Work closely with mana whenua, community groups, and the private sector to progress opportunities for increased waste diversion	Existing	Ongoing Waste Levy Staff time	Seek opportunities for collaboration by working with business and the community to develop local initiatives; i.e. AgRecovery, Transition Matamata, Para Kore
<b>Collections</b>				
3.	Continue to deliver and optimise household recycling services to urban ratepayers	Existing	2021-2023 Targeted rate	Reduce the quantity of waste sent to landfill and increase recycling
4.	Continue to deliver and optimise household waste collection services to urban rate payers	Existing	2021-2023 User pays Targeted rate (new services)	Provide a safe and efficient service to ratepayers
5.	Review waste collection services to rural communities, private roads and the business sector	New	2021-2022 Staff time	What services should be provided by council assessing the cost, suitability and liability
6.	Implement new rubbish and recycling services when new contract commences and support this with a comprehensive education and information campaign before and after implementation	New and expanded services	2023 onwards  General rates Targeted rate User pays	Explore options to manage food waste to reduce greenhouse gas emissions including managing locally using new technology
7.	Investigate the introduction of food waste collections services, kerbside collections vs services at Refuse Transfer Stations including the cost	New	2022-2023 General rates	Explore options to manage food waste to reduce greenhouse gas emissions including managing locally using new technology

Reference	Description	New or existing	Timeframe and funding options	Objective
8.	Undertake a review of the existing waste team resources and capability to ensure there are adequate resources to both implement the new services and implement this plan	New	2022 -2023 General rates Waste levy	Ensure waste team have enough staff to deliver the new Plan and new services; 3:officer, contract manager and 'out reach' officer
<b>Infrastructure</b>				
9.	Prepare a plan for a new 'fit for purpose' Community Resource Recovery Centre that provides for an expanded range of waste recovery services	New	2021-2023 CAPEX General rates User pays	Develop a new site that provides for an increased range of waste minimisation services; e-waste, beverage containers, rural waste
10.	Continue to enhance our Refuse Transfer Stations by upgrading each site	Existing	Ongoing General rates User pays	Improve site safety, equipment and signage to provide for a better and safer environment for site visitors
11.	Develop a Business Plan to develop a 'green field' community resource recovery park to act as a hub for the District that provides indicative CAPEX and OPEX costs	New	2020-2021 Waste Levy	Understand the development and ongoing costs for a community based resource recovery centre to act as a 'hub'.
12.	Investigate and where feasible, develop region-wide relationships to increase resource recovery including with social enterprise to extract value from waste and to provide employment	New	Ongoing Staff time Waste levy	Continue to work with colleagues throughout the region including the Waikato Region Waste Liaison group and other NGO's
<b>Community Engagement, Communication and Education</b>				
13.	Develop and deliver a comprehensive waste minimisation programme promoting the waste hierarchy and the circular economy	Existing	Ongoing General rates Staff time Waste levy	Ensure residents are actively informed regarding existing services and any new services that may be introduced.

Reference	Description	New or existing	Timeframe and funding options	Objective
14.	Work collaboratively with central government, local government organisations and other key stakeholders to undertake research and actions to advance solutions to waste issues such as packaging, rural waste, e-waste and advocate for increased or mandatory producer responsibility for problematic waste	Existing	Ongoing Staff time	Continue to monitor changes signalled by central government and implement any new initiatives that may be required
15.	Support Iwi and marae to promote and undertake waste minimisation by the provision of (but not limited to) support for the Para Kore programme	Existing	Ongoing Waste levy	Actively consult with local Iwi and support programmes that assist in the recovery and management of wastes
16.	Support education programmes that raise awareness and promote waste minimisation including targeted programmes	Existing	Ongoing	To actively engage the community by providing information and resources to support our community that include but are not limited to: Enviroschools, Zero Waste Education, Para Kore, Paper4trees
17.	Introduce a contestable community grant	New	2021 ongoing Waste levy	Implement an annual contestable fund utilising waste levy funds for community and business to apply for waste minimisation grants to encourage local innovation

## Data, Regulation and Reporting

18.	Collect and manage data in accordance with the National Waste Data Framework	Existing	Ongoing General rates	To improve the collection of waste data locally, district wide and nationally and to meet reporting requirements of central government and improve the decision making process
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Reference	Description	New or existing	Timeframe and funding options	Objective
19.	Implement MPDC Solid Waste By Law that includes Waste Operator Licensing	Existing	Ongoing User pays Staff time	Implement our existing Solid Waste By Law in collaboration with other councils throughout the district to provide uniformity, clarity and certainty.
20.	Actively enforce control and reduce Littering and illegal dumping	Existing	Ongoing Staff time General rates	Ensure systems and resource are in place to actively enforce, control and reduce littering and illegal dumping
21.	New Developments and Multi-Development Units (MUD's)	Existing	Ongoing Staff time	Work with key internal and external stakeholders to ensure new multi-unit residential and commercial buildings allocate space for appropriate waste facilities and servicing

## FUNDING THE PLAN

The Waste Minimisation Act 2008 (s43) (WMA) requires that Councils include information about how the implementation of this Plan will be funded, as well as information about any grants made and expenditure of waste levy funds.

### *Funding local actions*

There is a range of options available to local councils to fund the activities set out in this plan. These include:

- **Uniform Annual General Charge (UAGC)** - a charge that is paid by all ratepayers
- **User Charges** - includes charges for user-pays collections as well as transfer station gate fees
- **Targeted rates** - a charge applied to those properties receiving a particular council service

- **Waste levy funding** - The Government redistributes funds from the \$10 per tonne waste levy to local authorities on a per capita basis. By law, 50% of the money collected through the levy must be returned to councils. This money must be applied to waste minimisation activities
- **Waste Minimisation Fund** - Most of the remaining 50% of the levy money collected is redistributed to specific projects approved by the Ministry for the Environment. Anyone can apply to the WMF for funding for projects
- **Private sector funding** - The private sector may undertake to fund/supply certain waste minimisation activities, for example in order to look to generate income from the sale of recovered materials etc. Council may work with private sector service providers where this will assist in achieving the WMMP goals.

### **Funding considerations take into account a number of factors including:**

- Prioritising harmful wastes;
- Waste minimisation and reduction of residual waste to landfill;
- Full-cost pricing - ‘polluter pays’;
- Public good vs. private good component of a particular service;
- That the environmental effects of production, distribution, consumption and disposal of goods and services should be consistently costed, and charged as closely as possible to the point they occur to ensure that price incentives cover all costs;
- Protection of public health;
- Affordability; and
- Cost effectiveness.

The potential sources of funding for each of the actions are noted in the tables in Part B of the Plan. Budgets to deliver the activities set out in this plan will be carefully developed through our Annual Plan and Long Term Plan processes. The approach taken will be to implement as many of the activities as possible while controlling costs and, where possible, taking advantage of cost savings and efficiencies. It is anticipated that by setting appropriate user charges, reducing costs through avoided disposal, more efficient service delivery from joint working, and targeted application of waste levy money, the increased levels of waste minimisation as set out in this Plan will be able to be achieved without overall additional increases to the average household cost.

### ***Territorial Authorities Waste levy funding***

Council receives, based on population, a share of national waste levy funds from the Ministry for the Environment. It is estimated that at the current rate of \$10 per tonne our council’s total share of waste levy funding will be approximately \$120k per annum.

The WMA requires that all waste levy funding received by Councils must be “spent on matters to promote waste minimisation and in accordance with their WMMP”.

Waste levy funds can be spent on ongoing waste minimisation services, new services, or an expansion of existing services. The funding can be used for education and communication, policy research and reporting, to provide grants, or as infrastructure capital, and other activities in our Plan.

We intend to use our waste levy funds for a range of waste minimisation activities and services as set out in the Action Plan.

In addition, we may make an application for contestable waste levy funds from the Waste Minimisation Fund, either separately, with other Councils, or with another party. The Waste Minimisation Fund provides additional waste levy funds for waste minimisation activities.

### ***Funding business and community actions***

Councils have the ability under the WMA (s47) to provide grants and advances of money to any person, organisation or group for the purposes of promoting or achieving waste management and minimisation, as long as this is authorised by the WMMP.

Council will investigate the development of a grants programme where Matamata Piako District businesses, community groups, and other organisations can apply for funding from council for projects which align with, and further, the objectives of this Plan on an annual basis.

## **MONITORING EVALUATING AND REPORTING PROGRESS**

This Plan contains a number of actions with timeframes (refer to Part B), as well as a set of waste minimisation targets. Progress on each of these actions and targets will be reported annually to Council.

# GLOSSARY

<b>Bulky items</b>	large and small household appliances, furniture, carpets, mattresses, bric-a-brac etc
<b>Circular Economy</b>	A circular economy is based on the principles of designing out waste and pollution, keeping products and materials in use, and regenerating natural systems.
<b>CRRC</b>	Community Resource Recovery Centre
<b>E-waste</b>	E-waste (electronic waste) refers to any item with a plug, battery or cord that is no longer working or wanted.
<b>Food waste</b>	Any food scraps – from preparing meals, leftovers, scraps, tea bags, coffee grounds.
<b>Green waste</b>	Waste largely from the garden – including hedge and/or tree clippings, and/or lawn clippings.
<b>HDC</b>	Hauraki District Council
<b>Household hazardous waste</b>	Waste that can cause harm or damage to people or the environment like strong chemicals.
<b>Kaitiakitanga</b>	Kaitiakitanga means guardianship and protection. It is a way of managing the environment, based on the Māori world view
<b>Mana whenua</b>	Territorial rights, power from the land, authority over land or territory, jurisdiction over land or territory - power associated with possession and occupation of tribal land.
<b>Mātauranga Maori</b>	Mātauranga Māori is about a Māori way of being and engaging in the world – in its simplest form, it uses kawa (cultural practices) and tikanga (cultural principles) to critique, examine, analyse and understand the world.
<b>Organic waste</b>	Plant-based material and other bio-degradable material that can be recovered through composting, digestion or other similar processes.
<b>Para Kore</b>	A call to action that aims to end the current take, make, and dispose mentality of human society.
<b>Polluter pays</b>	The commonly accepted practice that those who produce pollution should bear the costs of managing it to prevent damage to human health or the environment
<b>Product stewardship</b>	Product stewardship is the responsible management of the environmental impact of a product including the cost. It aims to reduce the impact of manufactured products at all stages of the product life cycle.
<b>RTS</b>	Refuse Transfer Station



**Rural waste**

In rural areas, examples of solid waste include wastes from kitchens, gardens, cattle sheds, agriculture, and materials such as metal, paper, plastic, cloth, and so on. They are organic and inorganic materials with no remaining economic value to the owner produced by homes, commercial and industrial establishments.

**TCDC**

Thames Coromandel District Council

**Waste Minimisation Act 2008**

The Waste Minimisation Act 2008 Act (the Act) encourages a reduction in the amount of waste we generate and dispose of in New Zealand. The aim is to reduce the environmental harm of waste and provide economic, social and cultural benefits for New Zealand.

**WMMP**

A Waste Management and Minimisation Plan as defined by s43 of the Waste Minimisation Act 2008.

**Zero Waste**

A philosophy for waste management, focusing on council/ community partnerships, local economic development, and viewing waste as a resource. Zero waste may also be a target.

## **PART C –SUPPORTING INFORMATION**

### **Waste Assessment**



**WE  
CARE.**