

# Waharoa (Matamata) Aerodrome Committee

## Mēneti Wātea | Open Minutes

Minutes of a meeting of Waharoa (Matamata) Aerodrome Committee held in the Matamata-Piako Civic and Memorial Centre on Thursday 25 February 2021 at 10.00am.

---

### Ngā Mema | Membership

#### Ngāti Hauā

Mr Mokoro Gillett (Co-Chairperson)

Mrs Rangitonga Kaukau

#### Matamata-Piako District Council

Mayor Ash Tanner, JP (Co-Chairperson)

Deputy Neil Goodger

Cr Kevin Tappin



## Ngā whakapāha | Apologies

## Kaimahi i reira | Staff Present

Author Name	Author Title	Item No.
Sandra Harris	Corporate Strategy Team Leader	
Tamara Kingi	Committee Secretary and Corporate Administration Officer	
João Paulo Silva	RMA Policy Planner	7.1, 7.2, 7.3, 8.1, 8.2
Manaia Te Wiata	Group Manager Business Support	8.3
Sharon Bryant	Facilities Operations Manager	8.3
Mark Naudé	Parks and Facilities Planner	8.4

## I reira | In Attendance

Name	Time In	Time Out
Lisa Gardiner – Ngāti Hauā	10.30am	11.25am

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

Mayor Ash Tanner declared the meeting open at 10.30am.

**2 Karakia**

Mokoro Gillett performed the opening Karakia.

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

There were no apologies.

**4 Notification of Urgent/Additional Business**

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

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

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

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

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

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

**5 Whākī pānga | Declarations of Interest**

There were no declarations of interest.

**6 Whakaaetanga mēneti | Confirmation of Minutes**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the minutes of the meeting of the Ordinary Meeting of Waharoa (Matamata) Aerodrome Committee held on Thursday, 26 November 2020, be confirmed as a true and

correct record of the meeting.

Moved by: R Kaukau  
Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

## **NGĀ PŪRONGO O NGĀ ĀPIHA | OFFICER REPORTS**

<b>7</b>	<b>Pūrongo me whakatau   Decision Reports</b>	
7.1	Schedule of Meetings 2021	5
7.2	2021 Work Programme	9
7.3	Raungaiti Marae entranceway	11
<b>8</b>	<b>Information Reports</b>	
8.1	Long Term Plan 2021-31 Update	23
8.2	District Plan Update	28
8.3	Waharoa Aerodrome Management - Facilities Operations Manager	32
8.4	Strategy & Policy Update	33

7 Pūrongo me whakatau | Decision Reports

## Schedule of Meetings 2021

CM No.: 2363773

### Rāpopotonga Matua | Executive Summary

The Waharoa (Matamata) Aerodrome Committee is asked to confirm meeting dates and venues for 2021.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. Waharoa (Matamata) Aerodrome confirm and adopt its meeting schedule and venues for 2021.

Moved by: M Gillett

Seconded by: Deputy Mayor N Goodger

**CARRIED**

#### Horopaki | Background

The following proposed dates are similar to 2020, meeting three times a year on the third or fourth Thursday. Proposed dates for the 2021 meetings of the Waharoa (Matamata) Aerodrome Committee are:

- 25<sup>th</sup> February – Matamata-Piako Civic and Memorial Centre
- 24<sup>th</sup> June – Matamata-Piako Civic and Memorial Centre
- 23<sup>th</sup> September – Matamata-Piako Civic and Memorial Centre

Attached to the agenda is a planner for 2021 showing the meeting dates for Council, Corporate and Operations Committee, Audit and Risk Committee and Te Manawhenua Forum. Also included are known Local Government NZ commitments to ensure no clash.

#### Ngā Tāpiritanga | Attachments

[A↓](#). Meeting Planner 2021

#### Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Committee Secretary and Corporate Administration Officer</b>	
-----------	---	--

Approved by	Sandra Harris <b>Senior Policy Planner</b>	
	Don McLeod <b>Chief Executive Officer</b>	





MPDC Meeting Planner 2021 – inclusive Committee dates  
and LGNZ commitments

	January	February	March	April	May	June	July	August	September	October	November	December	
SUN													SUN
MON			1 CDEM Joint Committee										MON
TUES			2 TMF			1 TMF							TUES
WED			3 National Council			2			1			1 COUNCIL	WED
THURS			4 R&P Stakeholder Function	1		3	1		2				THURS
FRI	1 New Year's Day		5 R&P	2 Good Friday		4	2 Equip		3	1 Te Maruata		3 National Council	FRI
SAT	2		6	3	1	5	3		4	2		4	SAT
SUN	3	Mon 1 Nelson/Buller	7	4	2	6	4		5	3		5	SUN
MON	4 Day after New Year's	1 Auckland/Northland	8 HGF	5 Easter Monday	3	7 Queen's Birthday	5	2 PAG GSAG CDEM Joint Com	6	4	8 PAG GSAG	6	MON
TUES	5	2	9 ARC	6	4	8	6	3	7	5		7	TUES
WED	6	3 WORKSHOP TBC	10 COUNCIL Te Maruata	7 WORKSHOP TBC	5 COUNCIL	9 COUNCIL	7 WORKSHOP TBC	4 WORKSHOP TBC	8 COUNCIL	6 WORKSHOP TBC	10 COUNCIL	8 COC	WED
THURS	7	4	11 Te Maruata Hui	8	6	10 Rural and Provincial	8	5	9	7 NC Strat Day		9	THURS
FRI	8	5	12	9	7 Regional	11 R&P	9	6	10	8 National Council		10 Te Maruata	FRI
SAT	9	6 Waitangi Day	13	10	8	12	10	7	11	9		11	SAT
SUN	10	7	14	11	9	13	11	8	12	10		12	SUN
MON	11	8 Waitangi Day (observed)	15	12	10	14	12	9	13	11		13	MON
TUES	12	9 Te Maruata	16	13	11	15	13	10	14	12	16 ARC	14	TUES
WED	13	10 COUNCIL	17 WORKSHOP TBC	14 COUNCIL	12 COUNCIL Hearing	16 WORKSHO TBC	14 COUNCIL Te Maruata Hui NC	11 COUNCIL	15 WORKSHOP TBC	13 COUNCIL	17 WORKSHOP TBC	15	WED
THURS	14	11	18	15	13 Hearing Cont.	17	15 Conference	12	16	14		16	THURS
FRI	15	12	19	16	14	18	16 Conference	13	17	15 Equip		17 Equip	FRI
SAT	16	13	20	17	15	19	17 AGM	14	18	16		18	SAT
SUN	17	14	21	18	16	20	18	15	19	17		19	SUN
MON	18	15 CE Forum	22	19	17	21	19 CE Forum	16	20	18	22 CE Forum	20	MON
TUES	19	16	23	20	18	22	20	17	21	19		21	TUES
WED	20	17	24 Bylaw, Speed Limit Hearing / WORKSHOP	21 COC	19 WORKSHOP TBC	23 COC	21 WORKSHOP TBC	18 WORKSHOP TBC	22 COC	20 WORKSHOP TBC	24 COC	22	WED
THURS	21	18	25	22	20 Te Maruata	24 WMAC	22	19 Zone 2	23 WMAC	21	25 Rural & Provincial	23	THURS
FRI	22	19	26	23	21 Equip	25 National Council	23	20 Zone 2	24	22	26 Rural & Provincial	24	FRI
SAT	23	20	27	24	22	26	24	21	23	21		25 Christmas Day	SAT
SUN	24	21	28	25	23 ANZAC	27	25	22	24	22		26 Boxing Day	SUN
MON	25	22	29 PAG GSAG	26	24 ANZAC (observed)	28	26	23	25	23	25 Labour Day	27 CDEM Joint Committee	27 Christmas Day (observed)
TUES	26	23	30	27	25	29	27	24	28	26	30	28	28 Boxing Day (observed)
WED	27	24	31 WORKSHOP TBC	28 COC	26 COC	30 COUNCIL LTP Adoption	28	25	29 WORKSHO TBC	27	30	29	WED
THURS	28	25	29 Equip WMAC	29	27	30	29	26	30	28		30	THURS
FRI	29	26	30	28	27	31	30	27	31	29		31	FRI
SAT	30	27		29	28		31	28		30			SAT
SUN	31	28		30	29			29		31			SUN
MON				31	30			30					MON
TUES								31					TUES
key	Conference	National Council	Zones	Sector R & P – Rural & Provincial	Weekends/Public Holidays	Symposium	CE Forum	Advisory Groups PAG – Police GSAG – Governance and Strategy	Equip Board	Waharoa (Matamata) Aerodrome Committee	Te Manawhenua Forum	Audit and Risk Committee	Te Maruata

Agenda Close Dates:  
Council / COC, Committees



## 2021 Work Programme

CM No.: 2397918

### Rāpopotonga Matua | Executive Summary

This report details the proposed work programme for the Waharoa (Matamata) Aerodrome Committee for 2021. Members are encouraged to advise of additional agenda items/topics that they wish to discuss at future meetings

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. Any additional agenda items/topics are advised for discussion at future meetings.

Moved by: Deputy Mayor N Goodger

Seconded by: R Kaukau

**KUA MANA | CARRIED**

### Horopaki | Background

This report details the proposed work programme for the Waharoa (Matamata) Aerodrome Committee for 2021. This list is not complete, as issues and opportunities arise throughout the year these will be added to the agenda. Members are encouraged to advise of additional agenda items/topics that they wish to discuss at future meetings.

### Ngā Take/Kōrerorero | Issues/Discussion

The Work Programme for 2021 is proposed as:

#### Meeting 1 – 25 February 2021

- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- District Plan update
- Long Term Plan update

#### Meeting 2 – 24 June 2021

- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- Health and Safety Plan/Report
- District Plan update
- Long Term Plan update

#### Meeting 3 – 23 September 2021

- Waharoa (Matamata) Aerodrome Reserve Management Plan

- Marae entranceway and parking
- Schedule of Meetings and work programme 2022
- District Plan update
- Annual Plan update
- Annual Report update

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Sandra Harris <b>Senior Policy Planner</b>	
	Don McLeod <b>Chief Executive Officer</b>	

## Raungaiti Marae entranceway

CM No.: 2399510

### Rāpopotonga Matua | Executive Summary

Safety issues at the Raungaiti Marae entranceway have been highlighted as an issue for the Committee's consideration. It has also been identified that there is not enough parking available for the Marae at times.

A preliminary study on the options of upgrading the entranceway and parking was completed and presented to the Committee on 28 May 2015, with further discussion at its August and November meetings.

At the August meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road. As an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed. It was decided that the option of shifting the power pole next to the entrance way should be investigated. Priority was to be given to the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016. At the meeting in April 2016 Gary Thompson, Te Kaiwhakarite from Community Waikato also attended to assist with questions and discuss resources and support available in regards to funding opportunities.

This issue was considered by the Committee at each of the 2017 meetings. Discussion at the November 2017 meeting indicated Wharekai funding/feasibility study options are being investigated and consideration was being given to erecting an archgola over possible concrete apron beside the wharekai which will give a big covered area. The carpark options are being included in this study.

The issue was further discussed at each of the Committee's meetings.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

**That:**

- 1. The information be received**
- 2. That the entranceway to the Marae is a priority.**

**Moved by: M Gillett**  
**Seconded by: Cr K Tappin**

**KUA MANA | CARRIED**

### Horopaki | Background

State Highway 27 adjoins the Raungaiti Marae entranceway. The latest measured traffic volume is 9,157 Average Daily Total (ADT) with a 20% of the volume being heavy vehicles. The speed limit in the vicinity of the Marae vehicle crossing is 100 km/h.

The road marking on the pavement in the surrounding area is marked for two single lanes, one in each direction, there is a marked right-turn bay for northbound traffic to enter the Marae and widening of 2.8m on the east side to allow left- turning traffic to turn into the Marae and be clear of south-bound traffic.

The access to the Marae building and other buildings is a narrow unsealed vehicle crossing off SH 27 on the southern boundary of the Waharoa (Matamata) Aerodrome. This crossing is not wide enough for use by more than one vehicle at the same time.

The existing vehicle crossing is narrow and does not comply with current Matamata-Piako District Council and NZ Transport Agency standards. The current entranceway is not suitable to allow for safe entry of traffic to the busy State Highway. There is also limited parking available on the site.

If the vehicle crossing is to be made safer, it has been recommended that the crossing be widened to allow for a separate entry and exit. The entranceway is also required to be sealed. Minor changes will also need to be made to the marking on SH 27. This involves the relocation of the right turn bay by some 4m to the north and deleting part of the painted median north of the crossing.

Separating the entrance and exit will allow right turning traffic to enter the property while a car is waiting to exit, a traffic movement which cannot occur with the present vehicle crossing.

A number of parking options were presented to the committee in May and August for their consideration and further discussed at the November meeting in 2015:

- Parking on the north side of the proposed access road  
This area has a road length of 95m but about 74m are clear of any buildings. This can be set up for 45-degree parking (the usual angle) and 74 m can produce 20 carparks. This does require land from the Aerodrome Reserve to be utilised for the parking and access way.
- Parking on the north side of the existing road  
This can be up to 74m in length and would accommodate 20 carparks. This length of parking involves fence relocation and tree stump removal this would also require land to be utilised from the Aerodrome Reserve.
- Parking on the south side of the existing road  
There is a grass berm of about 7.4m wide between the Marae main building and the end of the fence that runs past the church. This berm would be reduced to 5.4m if the existing road was widened. This berm is some 55m length which can be set up for 45-degree parking and can cater for 15 carparks.
- Parking on the west side of State Highway 27  
This would be the cheapest option but only provide 8 carparks. This requires the existing road berm to be used for parking and the underpass used to cross the State Highway.
- Parking by the church fence  
Mentioned above is an internal road that is parallel to the highway. The distance between the boundary fence and the fence by the church is 13.3m of which there is about 6m of grass between the road and the church fence. This area is some 55m long which can be set up for 15 angle carparks. One negative with this option would be the manoeuvring and would need to be considered further.
- Soaring Centre alternative – parking along the state highway

At its meeting on 28 May, the Committee indicated that option one was the preferred option with consideration of moving two power poles which obstruct view for safety of vehicles exiting.

Following this staff undertook further consultation with Aerodrome users on the viability of this option as recommended in the previous report. The Soaring centre has advised that the proposed layout would block the glider exit and manoeuvring area at the rear of the closest large hangar. In order for this layout to be successful the area available for parking would need to be shortened to stop at the edge of the smaller square hangar, reducing the number of car parks that would be available with this design.

The Soaring Centre suggested an alternative option of parking along the front boundary of the aerodrome, staff advised that this option was unlikely to be acceptable to NZTA, this was confirmed at the November Committee meeting.

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

At the August meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road. As an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed. It was decided that the option of shifting the power pole next to the entrance way should be investigated. Priority was to be given to the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016.

#### Preferred option – Parking on the north side of the marae entrance

Staff prepared a further plan and estimate based on the preferred option identified at the August Committee meeting. Maps and cost estimates were provided in November 2015 for consideration.

The proposal shows the reduced parking area to allow continued manoeuvring of aircraft in the adjacent hangars and the fencing is set back approximately 2 metres from the nearest hangar to ensure that this area can still be accessed for maintenance.

In order to reduce costs, the proposal does not include a splitter island or any road markings directing vehicles (other than the vehicle entrance) or parking layout. This would mean that the parking area will be 'open' and parking configurations managed by the Marae as they do now with their current parking spaces.

#### Shifting the power pole

As requested at the August 2015 meeting, Staff contacted PowerCo and Northpower regarding the options and costs for shifting the power pole to improve the sight lines for vehicles turning right out of the Marae entranceway. This option plus costs were discussed by the committee in 2016, however the cost was viewed to be prohibitive when weighed against the small benefits in sightline improvement gained from shifting the power pole.

#### Underpass

It is understood that the main barriers for use of the underpass are lighting and water that pools in the underpass. Vandalism has caused most of these issues. Council's records show that the underpass was built in approximately 1997, with the contract being managed by Council. It is

Council's understanding that once built the underpass would become an NZTA asset and the marae would be responsible for the maintenance and operating costs of the underpass (i.e. power).

### Ngā Whiringa | Options

The Committee could continue with the preferred option or consider an alternative option.

At the site meeting held prior to Christmas in 2018 it was discussed that the parking on the northern side of the road is still the preferred site, but the request was to extend the identified area in the Aerodrome Reserve further to the east to provide additional parking and manoeuvring.



The existing concept plan indicated that the area was up to 74m in length and would accommodate 20 carparks. To extend the area further to the east, the width would have to be reduced as the next Hangar is located further towards the fence and requires manoeuvring to be used.



It is not sure how this additional area would tie in with regards to the current parking proposal of angled parking.

### **Wetewete i te kōwhiringa pai ake | Analysis of preferred option**

There are no preferred options.

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

If some of the land from the Aerodrome is to be used for a new access way or car parking, a legal agreement would need to be developed to formalise this matter.

Hangars 8, 12A and 12B have a lease until mid-2024, any discussion (if contemplated by the committee) with the leaseholders on shifting the sites of these hangars would need to be carefully considered to ensure Council's legal, planning, communication and other obligations were met.

### **Pānga ki ngā kaupapahere me ngā ture ā-rohe | Impact on policy and bylaws**

There is no impact on policies or bylaws

### **Herenga ki te Rautakinga Tūroa / Rautakinga ā-Tau | Consistency with the Long Term Plan / Annual Plan**

This project has not been identified in Council's Long Term Plan or Annual Plan 2017/18

## **Pānga ki te kaupapahere whakapapānga nui | Impact on Significance and Engagement Policy**

The Aerodrome is identified as a significant asset and therefore any formal or legal agreements around the land would have to be carefully considered and may require further consultation.

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

Initial informal consultation has been completed with the NZ Transport Agency around the entranceway and State Highway requirements but any final design to the entranceway and State Highway would need to be formally approved by the NZ Transport Agency.

The committee may wish to undertake further consultation with stakeholders from both the Aerodrome users group and the Marae prior to settling on a final option.

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

A Resource Consent is required for parking and changing the vehicle entrance way. Advice from the Council Planners is as follows:

The activity of providing parking for a Marae within the subject property triggers resource consent under the following rules:

- 2.2.6.3 – Marae, Wharenui and housing developments where there is no Iwi Housing and Marae Development Plan or where the development is not in accordance with an approved Plan = Discretionary activity
- 2.2.7.2 – Activities (excluding buildings) on public reserves not provided by a Management Plan approved under the Reserves Act 1977, or by a Conservation Management Strategy under the Conservation Act 1987, or where there is no Management Plan = Discretionary activity.

The proposed vehicle entrance is unable to comply with the minimum separation distances required between other crossings and intersections. Therefore, the following rule is applicable:

- 9.1.2(ii)1.4 - An existing vehicle crossing that changes in character, scale, or intensity of use or a new vehicle crossing:
  - Meeting the performance standards in 9.1.2(iii)(a)(i)–(iv); and:
  - There is no location anywhere along the site's frontage where the performance standards in 9.1.2(iii)(a)(v) can be met; and:
  - The vehicle crossing is not associated with a new subdivision.

It is assumed that the final layout of the parking area will demonstrate compliance with the minimum dimensions in the Development Manual in respect of the individual parking spaces and manoeuvring areas.

Potentially affected parties:

- NZTA in respect of the entranceway and potential traffic safety/efficiency effects.
- MPDC as the requiring authority for the designation. Approval is required from the requiring authority to undertake an activity not provided for under the designation.



- Occupiers of the two aerodrome sheds located directly adjacent to the new parking area. It is noted that additional aerodrome occupiers may be identified once final plans are provided and a site visit has been undertaken.

### Ngā wātaka | Timeframes

No timeframes have been discussed by the Committee.

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

Estimated costs for the preferred option have been summarised below excluding GST. It should be noted that these estimates were prepared in 2015 and are out of date. A reasonable contingency should be added to all estimates to address this point (eg 20%).

Project options	Entrance way and parking	Entrance way only	Parking only	Resource Consent	Total
One project	55,792	-	-	2,000	57,792
Staged project	-	38,676	28,077	2,000	68,753
Vehicle entrance only	-	38,676	-	2,000	40,676

### Project costs

These have been broken down in to the following two options:

- Completing the entrance and parking work as one project
- Staging the project, with completing the vehicle entrance way first and the parking as a subsequent project

Committee members should note:

- Prices are exclusive of GST
- Prices are estimates only, based on the best information Council staff have at this time, actual costs would not be known until the project was tendered.
- Estimates were calculated in October/November 2015. Costs may increase over time and if the project does not proceed for any length of time revised estimates should be sought.

### Estimated costs to complete the entrance and parking work as one project

Item	Description	Unit	Qty	Rate	Amount
<b>5.0</b>	<b>Site Clearance</b>				
5.1	Clearing and grubbing (Removal of 600 mm dia. tree stumps-15 Nos, and Removal of trees (450mm dia. 1 No, 400mm dia. 4 Nos, 300mm dia. 1 No)	LS	1	18000.00	18000.00
	Relocate the existing fence as indicated on the drawing	m	80	25.00	2000.00
<b>6.0</b>	<b>Earthworks</b>				

6.1	Excavation for the parking area and entranceway. Cut to waste.	m <sup>3</sup>	250	15.00	3750.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m <sup>3</sup>	15	20.00	300.00
<b>7.0</b>	<b>Pavement Construction</b>				
7.1	Supply, spread and compact granular material of CBR >=10	m <sup>3</sup>	154	45.00	6930.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m <sup>3</sup>	110	100.00	11000.00
<b>8.0</b>	<b>Sealing</b>				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m <sup>2</sup>	70	10.00	700.00
8.2	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m <sup>2</sup>	665	3.00	1995.00
<b>9.0</b>	<b>Other Services</b>				
9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00
9.3	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.4	Preliminary and General	LS	1	5000.00	5000.00
9.5	Contingencies	%	10	46175.00	4617.50
<b>Improvements to Marae Entrance (excluding GST)</b>					<b>55,792.50</b>

*Staging the project Stage 1 – vehicle entrance*

Item	Description	Unit	Qty	Rate	Amount
<b>5.0</b>	<b>Site Clearance</b>				
5.1	Clearing and grubbing including Removal of tree stumps-600mm dia.- 4 Nos, 900 mm dia.- 9 Nos and 1200mm dia.-10 Nos, and Removal of trees 600mm dia.-2 Nos, 400mm dia- 4 Nos & 300mm dia.-1No	LS	1	16500.00	16500.00
5.2	Relocate the existing fence as indicated on the drawing. Rate shall include the cost of additional material if required.	m	80	25.00	2000.00
<b>6.0</b>	<b>Earthworks</b>				
6.1	Excavation for the entranceway. Cut to waste.	m <sup>3</sup>	74	20.00	1480.00
<b>7.0</b>	<b>Pavement Construction</b>				
7.1	Supply, spread and compact granular material of CBR >=10	m <sup>3</sup>	42	70.00	2940.00

7.2	Supply, spread and compact WHAP40 Basecourse.	m <sup>3</sup>	32	120.00	3840.00
<b>8.0</b>	<b>Sealing</b>				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m <sup>2</sup>	210	15.00	3150.00
<b>9.0</b>	<b>Other Services</b>				
9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.3	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	4250.00	4250.00
9.4	Contingencies	%	10	35160.00	3516.00
<b>Improvements to Marae Entrance (excluding GST)</b>					<b>38,676.00</b>

*Staging the project Stage 2 – parking*

Item	Description	Unit	Qty	Rate	Amount
<b>5.0</b>	<b>Site Clearance</b>				
5.1	Clearing and grubbing	LS	1	1000.00	1000.00
<b>6.0</b>	<b>Earthworks</b>				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m <sup>3</sup>	184	20.00	3680.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m <sup>3</sup>	10	20.00	200.00
<b>7.0</b>	<b>Pavement Construction</b>				
7.1	Supply, spread and compact granular material of CBR >=10	m <sup>3</sup>	111	70.00	7770.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m <sup>3</sup>	83	120.00	9960.00
<b>8.0</b>	<b>Sealing</b>				
8.1	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m <sup>2</sup>	555	3.00	1665.00
<b>9.0</b>	<b>Other Services</b>				
9.1	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00
9.2	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	750.00	750.00
9.3	Contingencies	%	10	25525.00	2552.50

Construction of Additional Parking Space (excluding GST)	28,077.50
--	-----------

#### Power pole costs

The total estimated cost for works to shift the power pole is approximately \$18,696 excluding GST. Usually when shifting poles Power Co funds the cost of materials for the work. Powerco sent through a letter of offer (circulated at the November 2015 meeting) setting out the contribution that would need to be made to shifting the power pole of \$12,697 excluding GST which would need to be funded.

#### Resource consent costs

The Resource Cost costs of Council are approximately \$1,500 and unlikely to exceed \$2,000. However this is on the basis that all affected party written approvals are obtained and no further information is required. If affected party approvals cannot be obtained then costs will be greater than this, as the consent would potentially need to be limited notified, and if affected party agreement cannot be reached a hearing on the consent application would need to be held.

#### **ii. Puna Pūtea | Funding Source**

##### Kaunihera | Council

Council does not have any funding for this project identified for this project. As part of the settlement negotiation there was no agreement on who would have responsibility for funding for this project. Council has contributed in kind, with staff time preparing plans and estimated of costs for this project.

Council recently consulted on its Long Term Plan – further details are set out in a separate report to the Committee, the Ngāti Haua Iwi trust made a submission to this process however no funding was specifically sought for the Marae entranceway and parking arrangements.

#### Council Resource Consent Grant

Council has set aside funding to assist non-profit community organisations to fund the costs of resource consent applications. The Ngāti Haua Iwi Trust may be eligible to apply for funding from this grant to assist with resource consent costs.

Applications can be made at any time, with a maximum of \$5,000 to be granted to each community group per project. The funding only covers the costs associated with Council fees to process resource consents. Any reports or consultants fees that the community group incurs as part of preparing their application will not be covered by the grant.

The group must be a non-profit community organisation and should:

- have a high ratio of volunteers to paid employees
- have a high degree of public access to the organisation
- primarily be funded from grants, donations, subscriptions or similar and not from fees, charges or funding from central government

Applications must meet the following criteria:

- the resource consent application must be for an activity within the Matamata-Piako District
- the project must have no commercial aspect, and must clearly demonstrate community benefit

- the group must have a business plan setting out in sufficient detail the proposal, timeline, long-term plans, confirmed and potential funding sources and any other relevant information for the project.

### Lotteries

Council staff have also identified a Lottery Marae Heritage and Facilities grant (Te Tahua Marae Tuku Iho Me Nga Whakaurunga).

Some funding is potentially available for car parking and fencing that meet the rest of the funding criteria. However, the Lottery Marae Heritage and Facilities Committee does not fund carparks and roading outside the land boundary on which the project is situated, and groups are expected to source at least 1/3 funding themselves.

Further information on the above and other lotteries grants can be found at <http://www.communitymatters.govt.nz/Funding-and-grants---Lottery-grants---Lottery-Marae-Heritage-and-Facilities>

### Community Waikato

Community Waikato was established to provide practical support to social services organisations. Its work is the provision of capability and capacity strengthening services. Community Waikato works with and for tangata whenua, community and voluntary social service, health, education, disability, community development, culture & heritage, and environmental organisations in the Waikato region.

The Advisory team provides one-to-one advice, support and information on governance, management, strategic and operational planning, employment, resource development, legal structures, policy development, financial systems and funding, planning new services, projects and events and the myriad of other issues that come up for community groups. It tailors support and training to fit the needs of the organisations. We work with management and staff, volunteers and/or the board.

Gary Thompson, Te Kaiwhakarite for Community Waikato was invited to join the committee members to discuss the resources and support Community Waikato may be able to offer the Marae.

### Gambling charity grants

Grants may also be available from the following organisations that operated within the Matamata-Piako District:

- Grassroots Trust Limited
- New Zealand Community Trust
- Pub Charity Limited
- The Lion Foundation

### Trust Waikato

Trust Waikato donates money to community organisations and projects that focus on welfare, sport, recreation, youth, art, culture, and the environment, for the benefit of people in the Waikato region. Funding may be available from the trust to assist with costs. Further information can be found at <http://www.trustwaikato.co.nz>

### Ministry of Culture and Heritage

The Regional Culture and Heritage Fund (the RCHF) replaces the Regional Museums Policy for Capital Construction Projects (the RMP). The RCHF eligibility criteria are sufficiently broad to enable the Fund to benefit a range of cultural organisations throughout New Zealand: in the broader art gallery and museums sector (including iwi museums/whare taonga), the performing arts, and the heritage sector.

The RCHF's focus is capital projects outside the main centres of Auckland, Wellington, and Christchurch. Applications must relate to arts, culture and heritage facility projects focussed on renovating, restoring, adding to, and constructing buildings in which arts, culture and heritage activities take place. Grants will be for the construction of new buildings and basic infrastructural redevelopment work to existing buildings which may include permanent/long-lived specialist fittings.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Sandra Harris <b>Senior Policy Planner</b>	
	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
Approved by	Don McLeod <b>Chief Executive Officer</b>	

## 8 Information Reports

# Long Term Plan 2021-31 Update

CM No.: 2392421

## Rāpopotonga Matua | Executive Summary

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

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

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: R Kaukau

Seconded by: M Gillett

**KUA MANA | CARRIED**

## Horopaki | Background

### Long Term Plans

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

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

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

### How the LTP has been presented

The draft LTP consists of information:

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

- mandatory policies.

### The Consultation Document

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

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

### **Ngā Take | Issues**

#### Māori participation in decision-making

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

#### Council proposals

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

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

The CD also provides an overview of longer term priorities; Things we really want to do, but have put further out in the plan, because we can't do everything right now. These include Destination playgrounds, 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.

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

#### Other documents

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

- the Revenue and Financing Policy



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

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

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

## Analysis

### **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 ngā kaupapahere me ngā ture ā-rohe | 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 proposed communications plan includes a mixture of communication methods, including: print, individual/targeted communications, online, displays, face to face (e.g. market days) and social media.

### Submission from the Committee

The Committee may wish to consider making a submission to the LTP.

### **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	12 May 2021

	(13 May if required)	(13 May if required)
<b>Council adopt final LTP Rates struck for 2018/19</b>	30 June 2021	30 June 2021
<b>LTP in force</b>	1 July 2021	30 June 2024

### Contribution to Community Outcomes

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

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

### Vision and Community Outcomes 2021-2031

<b>Matamata-Piako – The Place of Choice 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>
<b>Infrastructure and services are fit for purpose and affordable, now and in the future.</b>	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.
<b>Quality infrastructure is provided to support community wellbeing.</b>	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.
<b>We have positive partnerships with external providers of infrastructure to our communities.</b>	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

### Pānga ki te 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

There are no attachments for this report.

## Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter <b>Policy Planner</b>	
	Niall Baker <b>Senior Policy Planner</b>	

Approved by	Sandra Harris <b>Senior Policy Planner</b>	
	Don McLeod <b>Chief Executive Officer</b>	

## District Plan Update

CM No.: 2369921

### Rāpopotonga Matua | Executive Summary

The purpose of this report is to bring the Committee up to date on the District Plan Review and the progress on the current District Plan policy processes.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information is received

Moved by: R Kaukau

Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

### Horopaki | Background

#### Current Plan Changes

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

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

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

Following earlier consultation and great feedback, PC53 was publicly notified from 18 November to 18 December 2020. Letters containing the public notice, submission form and information on the plan change were sent to iwi, affected parties and key stakeholders.

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

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

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

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

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

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

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

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

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

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

Staff are now working on the draft provisions and liaising with the Chair and Co-chair in regards to a subsequent hui, prior to the notification of PC54, likely to be held in the second half of March.

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

Fonterra Waitoa - Plan Change 55 – On 4 December 2020 Council received a private plan change application from Fonterra, in regards to the Noise Emission Control Boundary (NECB) for the Waitoa site. In summary, Fonterra is proposing to amend the noise emission levels and rules within its Development Concept Plan (DCP) and to introduce internal noise limits to apply to habitable spaces and bedrooms. Nevil Hegley has done an acoustic review for MPDC and has recommended lower internal noise limits.

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

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

\* Includes bedrooms

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

### **National Planning Standards (NPS)**

Central government, in order to improve consistency have decided that all plans and policy statements around the country must have the same structure and format so they can be easily

followed by users. This requires a mandatory three step process. The first step was due in April 2020; which consists of minor updates in our webpage (electronic accessibility and functionality). We have made the changes requested by MfE to meet the first stage's deadline and the website was made fully compliant before the due date. Staff are now working on the second step that involves the review of the structure, format and content of the District Plan, which is due in April 2024. The final stage (online interactive policy statement or plan) is due in 2029.

Now we are reviewing the chapters in the District Plan, including the Tangata Whenua/Mana Whenua chapter. We are also working with the Waikato Regional Council around natural hazards; currently on mapping our areas prone to flooding and also scoping a 2D flood modelling for our district.

### Water quality update

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

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

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

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

### Hauraki Gulf Forum hui – Te Aroha

The next hui for the Hauraki Gulf Forum is proposed to take place in Te Aroha on 8 March 2021, at the Silver Fern Farms Events Centre, starting at 11am with a workshop and the actual meeting starting from 1pm.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

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



## Waharoa Aerodrome Management - Facilities Operations Manager

CM No.: 2398964

### Rāpopotonga Matua | Executive Summary

The Facilities Operations Manager is responsible for the operations at the Waharoa Aerodrome.

Bruce Langlands held this position from 1998 until his retirement on 8 February 2021.

Sharon Bryant has been a member of the Facilities management team for many years and has been appointed to replace Bruce Langlands.

The Group Manager Business Support is taking the opportunity to review how we undertake Council's operational responsibilities.

The Group Manager will be in attendance to introduce Sharon Bryant to the Committee.

It is also an opportunity for the Governance committee to provide any feed-back to the operational review.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Deputy Mayor N Goodger

Seconded by: M Gillett

**KUA MANA | CARRIED**

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Manaia Te Wiata <b>Group Manager Business Support</b>	
-----------	--	--

Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
-------------	--	--



## Strategy & Policy Update

CM No.: 2399742

### Rāpopotonga Matua | Executive Summary

Council Staff in attendance to provide an update on Assets, Strategy & Policy projects/programmes that are underway or planned.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received;

Moved by: Cr K Tappin

Seconded by: R Kaukau

**KUA MANA | CARRIED**

### Horopaki | Background

Council Staff from the Assets, Strategy & Policy team in attendance to provide updates on various projects and programmes currently underway or being planned.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Mark Naudé <b>Parks and Facilities Planner</b>	
-----------	---	--

Approved by	Susanne Kampshof <b>Asset Manager Strategy and Policy</b>	
	Manaia Te Wiata <b>Group Manager Business Support</b>	

*Mokoro Gillett performed the closing Karakia.*

11.25 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF WAHAROA (MATAMATA)  
AERODROME COMMITTEE HELD ON 25  
FEBRUARY 2021.

**DATE:** .....

**CHAIRPERSON:** .....  
Mayor Ash Tanner, JP