

Waharoa (Matamata) Aerodrome Committee

Mēneti Wātea | Open Minutes

Minutes of an ordinary meeting of Waharoa (Matamata) Aerodrome Committee held on Zoom on Thursday 26 August 2021 at 10.00am.

Ngā Mema | Membership

Ngāti Hauā

Mr Mokoro Gillett (Co-Chairperson)

Mrs Rangitionga Kaukau

Te Kaunihera ā Rōhe o Matamata-Piako | Matamata-Piako District Council

Mayor Ash Tanner, JP (Co-Chairperson)

Deputy Neil Goodger

Cr Kevin Tappin



Ngā whakapāha | Apologies

Kaimahi i reira | Staff Present

Name	Title	Item No.
Stephanie Hutchins	Committee Secretary and Corporate Administration Officer	7.1
Sandra Harris	Placemaking and Governance Team Leader	7.1, 8.1, 8.2, 8.3 8.4, 8.5, 8.7
Tuatahi Nightingale-Pene	Kaitakawaenga Māori - Iwi Liaison Officer	8.1
Ally van Kuijk	District Planner	8.6
Kumeshni Naidu	Graduate RMA Policy Planner	8.6

I reira | In Attendance

Name	Time In	Time Out
Lisa Gardiner – <i>General Manager, Ngāti Hauā Iwi Trust</i>	10.16am	11.00am

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Ash Tanner welcomed members and staff and declared the meeting open at 10.02am.

2 Karakia

Mayor Ash Tanner invited Mr Mokoro Gillett to perform the opening Karakia.

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

Apology for lateness from Mrs Rangitonga Kaukau who joined the meeting at 10.06am.

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 mēneti | Confirmation of Minutes

That the minutes of the meeting of the Ordinary Meeting of Waharoa (Matamata) Aerodrome Committee held on Thursday, 24 June 2021, be confirmed as a true and correct record of the meeting.

Moved by: Cr K Tappin

Seconded by: M Gillett

KUA MANA | CARRIED

- 6 **Papa ā-iwi whānui | Public Forum**
There were no speakers for the public forum.

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7 Decision Reports

Review of Meetings 2021

CM No.: 2465840

Rāpopotonga Matua | Executive Summary

At the start of the year the Committee agreed on the following meeting dates

- 25th February – Matamata-Piako Civic and Memorial Centre
- 24th June – Matamata-Piako Civic and Memorial Centre
- 23th September – Matamata-Piako Civic and Memorial Centre

The meeting scheduled on 24 June was postponed until 26 August 2021. This report is to confirm the date of the next meeting, to continue as planned on 23 September or move to another date, possibly Thursday 25 November or Thursday 9 December to maintain a similar time between meetings.

COMMITTEE RESOLUTION

That:

1. The final meeting of 2021 be held on Thursday 9 December 2021.

Moved by: Deputy Mayor N Goodger

Seconded by: Cr K Tappin

KUA MANA | CARRIED

Horopaki | Background

The meeting time and venue will remain the same as previous meetings, 10.00am at the Matamata-Piako Civic and Memorial Centre. The Committee are to advise which option they prefer of maintaining the original date or agree to schedule the meeting on an alternate date.

Ngā Whiringa | Options

1. The Committee agrees to hold its final meeting for 2021 on the scheduled date of 23 September 2021.
2. The Committee agrees to move the final meeting of 2021 to an alternate date in November or December.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Committee Secretary and Corporate Administration Officer	
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Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Don McLeod Chief Executive Officer	

Item taken out of order and considered after Item 8.1 - Welcome to Kaitakawaenga Māori.

8 Information Reports

Welcome to Kaitakawaenga Māori

CM No.: 2447362

Rāpopotonga Matua | Executive Summary

Te Manwhenua 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.

COMMITTEE RESOLUTION

That:

1. The Committee welcomed Tuatahi Nightingale-Pene as Kaitakawaenga Māori.

Moved by: Cr K Tappin

Seconded by: R Kaukau

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Sandra Harris Corporate Strategy Team Leader	
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	Don McLeod Chief Executive Officer	
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Item taken out of order and considered before Item 7.1 - Review of Meetings 2021

Māori Ward and Representation Review

CM No.: 2485186

Rāpopotonga Matua | Executive Summary

Following Council's decision on 28 April 2021, to establish Māori Wards Council was legislatively required to undertake a representation review. This decides how many elected members there are and what communities they represent across the district. Council currently has one Mayor (who is elected by the whole district) and 11 Councillors - four representing the Matamata Ward, four representing the Morrinsville Ward and three representing the Te Aroha Ward. Council does not have any community boards.

Council has put out an 'initial proposal' for public consultation, which proposes the Council has one Mayor and 12 Councillors (Four Matamata, Four Morrinsville and Three Te Aroha and One Māori) for the 2022 and 2025 elections. A copy of the public notice setting out the proposal is attached.

Submissions on this initial proposal opened on 20 July and closed on 22 August 2021. Staff will provide a verbal update on submissions received at the Forum meeting. A hearing is scheduled for 15 September 2021, where elected members will consider the submissions received and decide on a final proposal. Following this there will be a period for appeals and objections, and the issue may be referred to the Local Government Commission.

COMMITTEE RESOLUTION

That:

1. That the information be received.

Moved by: R Kaukau

Seconded by: M Gillett

KUA MANA | CARRIED

Horopaki | Background

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.

When the legislation was introduced it was announced that there would be a second stage of changes to further align the process for establishing Māori wards with the process for establishing general wards. Further information is available at: <https://www.dia.govt.nz/Māori-wards>

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 Māori Wards.

Number of Māori Ward members

The number of Māori members to be elected to 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 number of 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 Māori 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 Māori roll in the relevant Māori ward area.
- A Māori ward Councillor, like every other Councillor, would have one vote around the Council table.

Representation Review – overview

The establishment of a Māori Ward for the 2022 elections triggers a representation review process which is currently being undertaken.

Councils must provide for “effective representation of community’s interest’ and “fair representation of electors” There are three key factors to 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, submissions are invited 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.

The decision to establish Māori wards is not open for submissions and it is not reversible through the representation review process (as that decision has been made).

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 Māori Ward/s itself but can change the detailed arrangements such as the Māori Ward boundaries, Ward name etc.

Council’s initial representation proposal

Council has put out an ‘initial proposal’ for public consultation, which proposes the Council has one Mayor and 12 Councillors (Four Matamata, Four Morrinsville and Three Te Aroha and One Māori) for the 2022 and 2025 elections. A copy of the public notice setting out the proposal is attached.

Submissions opened on 20 July and closed on 22 August 2021. Staff will provide a verbal update on submissions received at the Forum meeting.

A hearing is scheduled for 15 September 2021, where elected members will consider the submissions received and decide on a final proposal.

Māori Ward naming

When the Māori Ward was decided on by Council, it was also decided that advice for an appropriate name for the Māori Ward(s) be sought from Te Mana Whenua Forum.

Some examples relevant to the Matamata-Piako District are:

- Parliamentary electorate:
 - Hauraki-Waikato electorate used as the Māori electorate
 - Waikato used as the general electorate

- Waikato Regional Council have two Māori constituencies:
 - Ngā Hau e Wha Māori Constituency, comprising Hamilton City and Waikato District.
 - Ngā Tae ki Uta Māori Constituency, comprising Thames-Coromandel District, Hauraki District, Matamata-Piako District, Waipa District, Ōtorohanga District, Waitomo District, South Waikato District, and the parts of Taupō District and Rotorua District within the Waikato region.
 - Waihou general constituency, which covers the Matamata-Piako District.

- Bay of Plenty Regional Council have three Māori constituencies:
 - Mauao
 - Ōkurei
 - Kōhi

Wairoa is the only territorial authority with a Māori Ward at present. They have a General Ward and Māori Ward.

A recommendation for a suitable Ward name is sought. Currently the ward is simply called the 'Māori Ward' and this could become the final name. An appropriate name that reflects the Matamata-Piako District and the Māori community who will be represented through this Ward Councillor may be prefer Aerodromeble.

Due to timing, a recommended Ward name that is supported by the Forum is sought at this meeting so that Council can confirm its final representation proposal at the hearing on 15 September 2021 (the final proposal will include the general/Māori ward names).

October 2022 election

Looking ahead to next year's triennial election, guidance from the Forum is sought on how the the election can be promoted among the Māori 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: Electoral Commission runs an enrolment campaign);
- Encouraging/supporting candidates to stand in the Māori/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.

Māori 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.

Central government is considering whether the timing and frequency of the Māori Electoral Option should be changed. They have been seeking feedback on this, which closed on the 6th August 2021.

MPDC provided feedback to the Māori electoral option aligning with the Taituarā submitted options. The feedback summarises the following:

The five-yearly option does not align with the three-year electoral cycle; noting that general and local elections have the same cycle and the option should, at a minimum align with this and be three yearly. Alternatively, people could be given the option to change rolls at more frequent intervals or be given flexibility to change at any time. There is variance across the sector and the feedback received is:

- (a) The three-year option is pragmatic, however, being enrolled appropriately is the goal.
- (b) The option runs for four months and annual is probably the minimum. There might need to be a cut-off date for a period in the year before local government elections when Māori wards are being determined.
- (c) An annual option would be better than allowing people to change at any time. An annual option would avoid pre-loading to influence any decision around Māori wards or representation reviews.
- (d) Placing a time restriction on changing rolls takes away the opportunity for Māori to vote for their people, people should be able to change rolls whenever they want.
- (e) The general roll option is continuous in reality and so should the Māori roll. The Electoral Commission needs to find a solution to allow this.

No news has been released on how the feedback will be used.

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
Estimated eligible population		23,224 General roll 1,881 Māori roll

Ngā Tāpiritanga | Attachments

- A. Representation Review - Final advert, for newspapers (submissions open 20 July 2021) - PUBLIC NOTICE of initial proposal

Ngā waitohu | Signatories

Author(s)	Niall Baker Policy and Legal Team Leader	
	Tuatahi Nightingale-Pene Kaitakawaenga Māori	

Approved by	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	

Raungaiti Marae entranceway

CM No.: 2447503

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 2015 meeting committee members requested that 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 entranceway for Committee members to view in February 2016. The marking of the entranceway 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.

COMMITTEE RESOLUTION

That:

1. **The information be received.**
2. **Staff to initiate discussions with Aerodrome Manager regarding fencing options and occupation of the airfield house.**

Moved by: **M Gillett**

Seconded by: **Deputy Mayor N Goodger**

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.

Analysis of preferred option

There are no preferred options.

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.

Impact on policy and bylaws

There is no impact on policies or bylaws

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

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.

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.

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
5.0	Site Clearance				
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
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	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 ³	15	20.00	300.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	154	45.00	6930.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	110	100.00	11000.00
8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	70	10.00	700.00
8.2	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	665	3.00	1995.00
9.0	Other Services				
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
Improvements to Marae Entrance (excluding GST)					55,792.50

Staging the project Stage 1 – vehicle entrance

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
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
6.0	Earthworks				
6.1	Excavation for the entranceway. Cut to waste.	m ³	74	20.00	1480.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	42	70.00	2940.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	32	120.00	3840.00
8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	210	15.00	3150.00
9.0	Other Services				
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
Improvements to Marae Entrance (excluding GST)					38,676.00

Staging the project Stage 2 – parking

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing	LS	1	1000.00	1000.00
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	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 ³	10	20.00	200.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	111	70.00	7770.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	83	120.00	9960.00
8.0	Sealing				
8.1	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	555	3.00	1665.00
9.0	Other Services				
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. Funding Source

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 Corporate Strategy Team Leader	
	Susanne Kampshof Asset Manager Strategy and Policy	

Approved by	Don McLeod Chief Executive Officer	
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Long Term Plan 2021-31 Update

CM No.: 2444838

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 505 submissions and additional 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 have been incorporated into the Final Long Term Plan which was adopted on 30 June 2021.

COMMITTEE RESOLUTION

That:

1. The information be received.

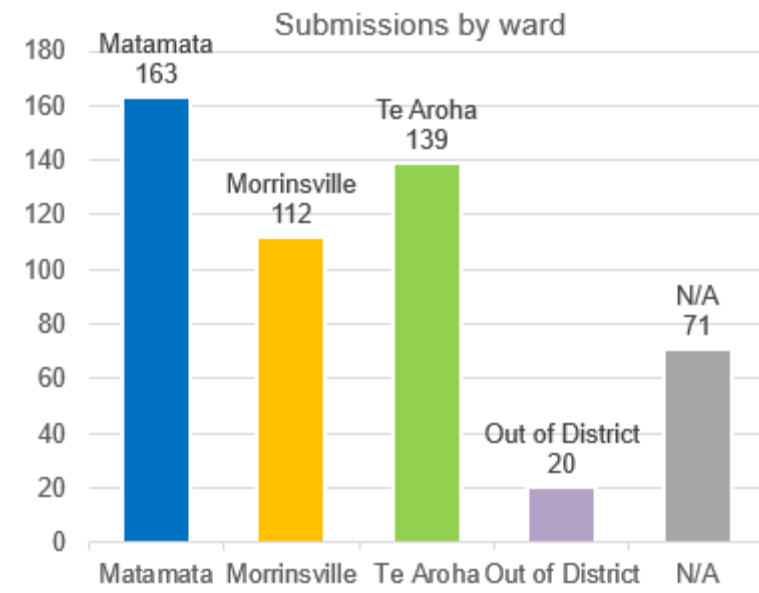
Moved by: Deputy Mayor N Goodger

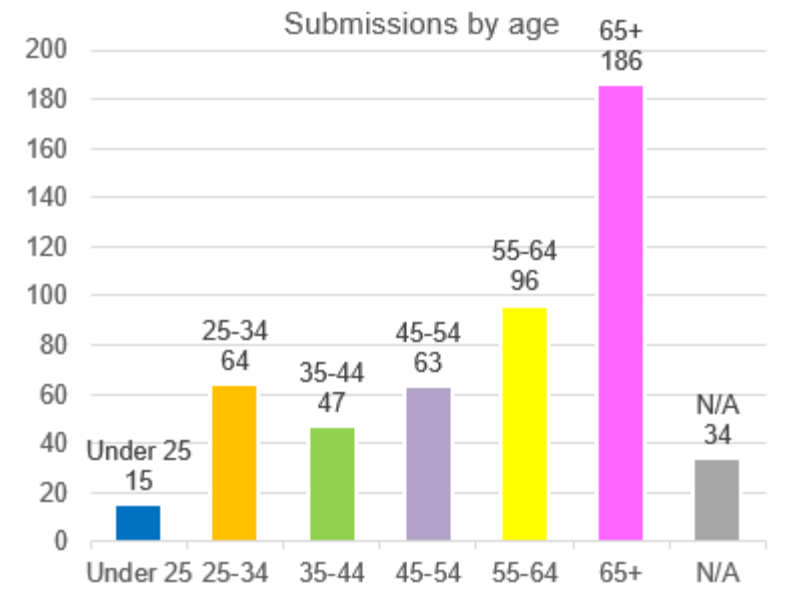
Seconded by: R Kaukau

KUA MANA | CARRIED

Horopaki | Background

Council received 505 submissions on its Consultation Document for the Long Term Plan 2021-31, with additional 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

Māori participation in decision-making

This section of the LTP 2021-31 was developed in collaboration with Te Manawhenua 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

Legal and statutory requirements

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

Impact on policy and bylaws

The outcome of this process has resulted 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.

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

Communication, consultation and decision making processes

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

LTP Communications plan

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

Contribution to Community Outcomes

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

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

Vision and Community Outcomes 2021-2031

Matamata-Piako – The Place of Choice

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

Financial Impact

i. Cost

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

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Senior Policy Advisor	
Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Don McLeod Chief Executive Officer	

Policy reviews 2021/22

CM No.: 2447366

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 Committee 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 they wish to engage with these reviews.

COMMITTEE RESOLUTION

That:

1. The information is received.
2. The Committee provided feedback on how they wished to engage with Council on the policy and bylaw reviews scheduled for 2021/22.

Moved by: R Kaukau

Seconded by: M Gillett

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 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/Kōrerorero | Issues/Discussion

Feedback is sought from Committee members 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

Committee 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.

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.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

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 Senior Policy Advisor	
Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Don McLeod Chief Executive Officer	

District Plan Update

CM No.: 2485272

Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Committee on the rolling review of the District Plan and current RMA policy processes.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: M Gillett

Seconded by: R Kaukau

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 a hui with Waharoa’s community and stakeholders. As a result, a hui was held on 8 July at Raungāiti Marae. The project team are currently consolidating all the information received at the hui and working through the next steps in the plan change.

Plan Change 53 – 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 recognise 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. At the hearing, council approved the decision on 30 June 2021.

The appeal period for PC53 closes on 18th August 2021 at 5pm.

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

Plan Change 54 – 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.

Through the iwi working group we have drafted proposed district plan provisions which include:

- 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.

As part of the informal consultation phase the project team has held hui with Ngāti Hauā and Raukawa and have scheduled consultation hui's with Ngāti Paoa, Ngāti Hinerangi, Ngāti Tumutumu and Ngāti Hako. This has provided a valuable opportunity to present information around this kaupapa to manawhenua, and for the project team to answer questions.

In addition to the above hui, we are proposing to seek public feedback through the month of September through various forms of public notification including:

- Public open days
- Letters to stakeholders, potentially affected parties and hui attendees
- Various social media platforms

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>

RMA Reform – Submission to the Natural and Built Environments Exposure Draft

The Government have made various announcement about changes to the Resource Management Act 1991 as follows:

- Election promise to review RMA
- July 2019 - Independent panel established - lead by ex high court/court of appeal judge Tony Randerson
- July 2020 - Randerson report released 2020
- Feb 2021 – Government announcement it would repeal RMA and replace it with three Acts
- June 2021 – Exposure draft of the NBA released for feedback

The announcement to repeal the RMA in February 2021 proposed to replace it with three acts, namely:

- Natural and Built Environmental Act (NBA)
- Spatial Planning Act (SPA)
- Climate Adaption Act (CAA)

As part of the consultation, in June an exposure draft of The Natural and Built Environments was released inviting feedback. As this proposal will have significantly effect on Council, we compiled a submission which covered the following key matters:

- Further drafting and clarification of the draft objectives are required
- Broad statutory function and local government autonomy
- Dilution of local government powers
- Lack of clarity around local government roles
- General lack of details within the exposure draft
- Iwi participation
- Transactional costs

Unfortunately due to the tight timeframes, this submission will need to retrospectively be endorsed by Council.

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 Te Manawhenua Forum (TMF) meeting on 1 June 2021, it was resolved to create a working group to work through the NPS requirements for the Mana Whenua/Tangata Whenua chapter of the District Plan. The group is set to be formed by TMF members and in addition, the RMA representatives listed on Te Puni Koriki website for the iwi not currently represented at the TMF. Staff are now working on an invitation letter and a guidance document to begin this kaupapa.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Kumeshni Naidu Graduate RMA Policy Planner	
Approved by	Ally van Kuijk District Planner	
	Dennis Bellamy Group Manager Community Development	

Work Programme

CM No.: 2450722

Rāpopotonga Matua | Executive Summary

The Work Programme for the Committee is attached. It is intended this is a standing item for each Committee meeting.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: R Kaukau

Seconded by: M Gillett

KUA MANA | CARRIED

Horopaki | Background

Prior to the commencement of each calendar year the Committee sets itself a work programme. The Committee last set the work programme in February 2021.

While priorities can shift during the year as unexpected issues arise, the work programme is a useful tool to enable Committee members to set their direction and to allow staff to understand the work priorities that need to be achieved.

Ngā Tāpiritanga | Attachments

- A. Waharoa (Matamata) Aerodrome Committee - work programme tracking 2021

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Committee Secretary and Corporate Administration Officer	
Approved by	Niall Baker Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

11.00am

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 26 AUGUST
2021.

DATE:.....

CHAIRPERSON:.....