

Te Manawhenua Forum Mo Matamata-Piako

Open Agenda



Notice is hereby given that an ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako will be held on:

Date: Tuesday 5 December 2017
Time: 12.30pm
Venue: Council Chambers
35 Kenrick Street
TE AROHA

Membership

Mayor

Jan Barnes, JP

Cr James Thomas, JP

Mrs Te Ao Marama Maaka

Mr Weka Pene

Mr Thomas Smith

Mr Michael Baker

Ms Glenice Wigg

Mr Gary Thompson

Mrs Jill Taylor

Mrs Shelley Turner

Mrs Kathy Ngamane

Mr Wati Ngamane

Mr Phillip Samuels

Ms Dianna Vaimoso

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1 Meeting Opening

2 Karakia

3 Present

4 Apologies

At the close of the agenda an apology from J Taylor had been received.

5 Notification of Urgent Business

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 6A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

6 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of the Te Manawhenua Forum Mo Matamata-Piako, held on 5 September 2017

Annual Report 2016/17 and Summary

Trim No.: 1948815

Item 7.1

Executive Summary

The Local Government Act 2002 (LGA) requires Council to adopt its Annual Report and Summary by 31 October each year. Audit New Zealand has completed their audit and we received an unmodified Audit opinion.

Recommendation

That:

1. The information be received
2. The Annual Report Summary 2016/17 be received.

Content

Background

The LGA requires Council to adopt its Annual Report and Summary by 31 October each year. The Summary must be published within one month of its adoption. The Annual Report and Summary must be audited, and an opinion on the Annual Report and Summary provided to Council and the report's readers.

Issues

Financial overview

In our report to Council's Corporate and Operations Committee on 23 August 2017, we reported a draft 1 accounting surplus of \$3,772,000, compared to our budgeted surplus of \$1,138,000. Following further review by staff and completion of Audit New Zealand's review, the final result is an accounting surplus of \$3,844,000. The following table shows the significant variances to budget as reported previously for draft 1, and then the variances following the changes made for the final result.

	Draft 1	Final
	\$000	\$000
Actual surplus	3,772	3,844
Non-cash variances to budget:		
Revenue recognised in respect of vested assets less than budgeted	193	193
Gain on the value of interest rate swaps at 30 June	(959)	(959)
Net loss on disposal of property, plant and equipment	745	745

Item 7.1

Depreciation was higher than budgeted	190	190
KVS stock written off	75	75
Surplus (excluding non-cash items)	4,016	4,088
Cash variances to budget:		
Contributions from the TA Events Centre Trust more than budgeted	(801)	(801)
Increase in development contribution income to budget	(119)	(119)
Increase in metered and tankered water revenue to budget	(436)	(436)
Profit on sale of Mangawhero industrial lot	(271)	(271)*
Additional investment interest received to budget	(144)	(144)*
Increase in net revenue from building and resource consents	(302)	(302)*
Increase in trade waste revenue to budget	(92)	(92)
NZTA subsidy income higher than budgeted	(208)	(318)
Increase in income from refuse and EPH rental	(189)	(189)
Additional income from provision of LIMs	(53)	(53)
Tui Mine funding not budgeted for	(154)	(154)
Rates and rates penalties (not budgeted)	(156)	(156)*
Finance costs were lower than budgeted	(405)	(405)
Economic development, Civil Defence, IT, partnership grants and Regional policy budgets not spent	(329)	(329)*
Plant, asset management, District Plan budgets not spent	(320)	(320)
Higher spends than budgeted for wastewater, waste management, and water	677	677
Higher spends than budgeted for parks and property, KVS private works and salaries	231	231*
Events Centre costs reclassified as operating costs	184	184
Other minor contributing factors	9	47
Budgeted surplus	1,138	1,138

Financial Performance Benchmarks

Benchmarks	2016/17
Rates (income) affordability	✓ within limits
Rates (increases) affordability	✓ within limits
Debt affordability	✓ within limits
Balanced budget	✓ benchmark met
Essential services	✓ benchmark met
Debt servicing	✓ benchmark met
Debt control	✓ benchmark met
Operations control	✓ benchmark met

Non-financial information

Through the audit process, Audit New Zealand required a few minor changes to the non-financial performance measures; only one major change was noted in the Misstatement Schedule. This was to change actual and target information stated in the Roading performance measure 'the changes from previous financial year in the number of fatalities and serious injury crashes on the local road network' as previous calendar year data is confirmed and interim data to be used for 2016/17 comparison.

In 2016/17 we have focused on maintaining our services to support our community while making sure cost increases are affordable. We delivered our extensive range of activities, services and projects to similar levels as detailed in the Long Term Plan 2015-25 and at a similar standard as previous years. Comparisons to both targets and previous year's results are available in the full Annual Report which is available on our website.

There are a total of 71 performance measures targets which Council reports on in the Annual Report. Council achieved its target performance for 46 of these 65% (2015/16: 66%). Four performance measures were missed by two percent or less. One performance measure not achieved was not measured in 2016/17 (condition of footpaths).

Mandatory non-financial performance measures

In 2015 Department of Internal Affairs introduced 19 mandatory non-financial performance measures for the core infrastructure activities (roading, water, wastewater and stormwater). The Annual Report 2016/17 is the second report on performance against these performance measures. We achieved our target for 11 of the 19 mandatory performance measures. One of these was not measured being the condition of footpaths which is measured biennially.

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

Roading, page 81

- *The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network.*

Stormwater, page 86

- *The number of flooding events that occur in our district and for each flooding event the number of habitable floors affected.*
- *The number of complaints we receive about the performance of our stormwater system.*

Wastewater, page 89

- *Wastewater system faults.*

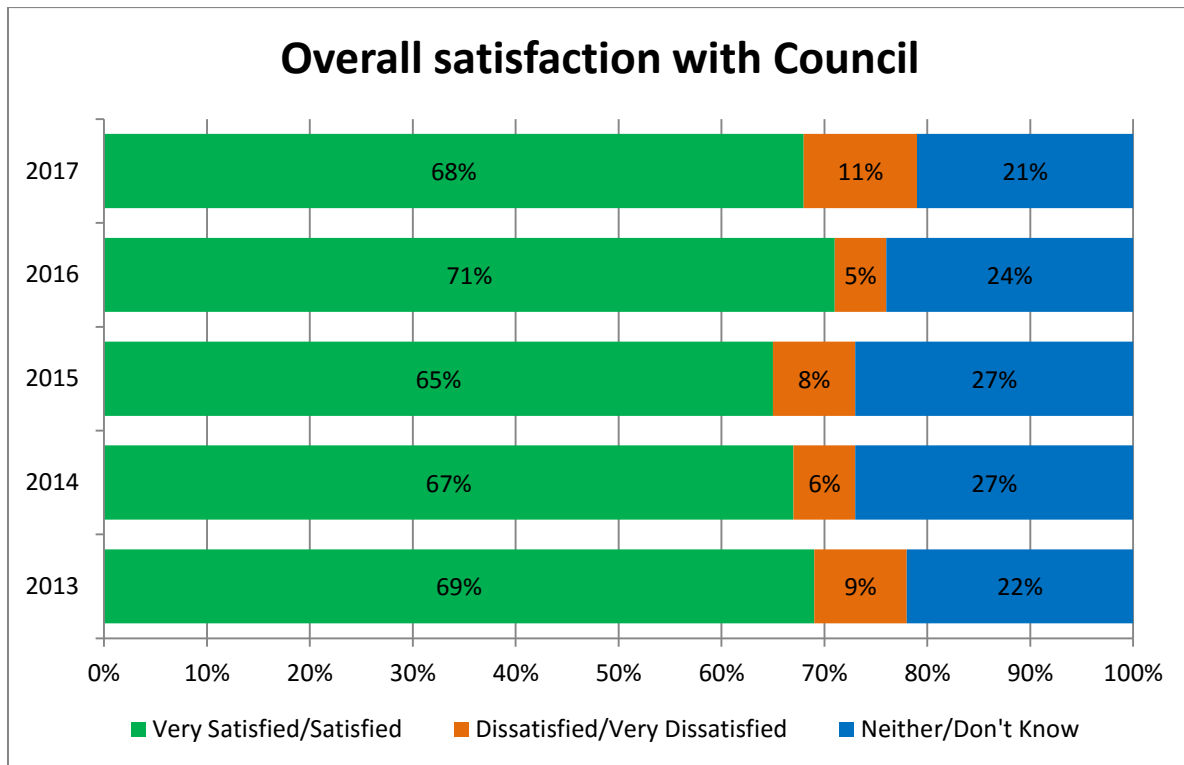
Water, page 92-94

- *Compliance with Part 4 and Part 5 of the New Zealand Drinking Water Standard.*
- *Number of complaints relating to drinking water clarity, pressure/flow.*

The annual customer survey

A number of our performance measures are measured through our annual customer survey. This survey was conducted by Versus Research Limited (Versus) in February/March 2017. This survey asks how satisfied respondents are with a number of different services or facilities that Council provides. Respondents are asked to rate their satisfaction on a 5 point scale with 1 being very dissatisfied and 5 being very satisfied.

The overall satisfaction with council services and facilities has remained similar to previous years, with 68% of respondents saying they were very satisfied (14%) or satisfied (54%), compared to 71% in 2016 (15% very satisfied and 56% satisfied). A further 21% said they were neither satisfied nor dissatisfied (2016: 23%). 11% were dissatisfied or very dissatisfied compared with 5% in 2016 and 0% responded don't know (2016: 1%).



Analysis

Options considered

The Committee has the option of providing feedback to Council.

Analysis of preferred option

There is no preferred option.

Legal and statutory requirements

Under Section 98 of the LGA, Council is required to prepare an Annual Report and Summary at the close of each financial year.

Impact on policy and bylaws

There are no policy or bylaw issues.

Consistency with the Long Term Plan / Annual Plan

The Annual Report measures our performance against the Long Term Plan 2015-25.

Impact on Significance and Engagement Policy

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

Communication, consultation and decision making processes

The 2016/17 Annual Report Summary in the form of a Calendar was circulated to the public as an insert in the Matamata Chronicle and Piako Post newspapers on 1 November 2017. The Annual Report and Summary are available on Council's website and in Council's Offices and Libraries following adoption. E-newsletters were sent to those who have indicated an interest in the Annual Report and Summary.

Timeframes

The Annual Report process was been completed within statutory timeframes.

Contribution to Community Outcomes

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

Financial Impact

i. Cost

The production of the Annual Report and Summary has a budget of \$15,000 (staff time and circulation of the Summary). Annual Report audit fees have a budget of \$120,000.

ii. Funding Source

The Annual Report cost is provided for within the Strategies and Plans activity budgets. The Annual Report and audit are funded from general rates.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Vicky Oosthoek Corporate Strategy Administration Officer	
	Danny Anglesey Finance & Business Services Manager	

Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	
	Manaia Te Wiata Group Manager Business Support	

Representation Review

Trim No.: 1951340

Executive Summary

This report provides an update on the representation review process to Te Manawhenua Forum Mo Matamata-Piako (Forum).

Council is currently consulting with the community to seek preliminary feedback on our representation arrangements. Forum members are invited to complete the survey circulated separately.

Recommendation

That:

1. The information be received.
2. Forum members complete the 'who represents you' survey for the representation review if they wish to do so.

Content

Background

The Local Electoral Act 2001 ("Act") requires Council to review its representation arrangements every six years. Council conducted its last review in 2012; therefore a review must be undertaken in 2018.

This report follows on from previous reports and discussions to the June and September 2017 Forum meetings.

Issues

The representation review looks at the makeup of our council - for example how should people be represented in their community, how many councillors should there be, and what are the major communities of interest.

Through this process Council reviews:

- the basis of election by wards;
- the structure and boundaries of wards;
- the number of elected members (including the number of elected members per ward);
- the establishment of Community Boards; and
- the establishment of any Maaori ward.

Maori Wards

The Local Electoral Act 2001 (Act) provides an opportunity for councils to establish Maaori wards. The issue of Maaori Wards was discussed by Forum discussed this matter at their meeting 6 June and 5 September 2017. Council has now formally considered the issue and the feedback given by the Forum.

At its meeting on 8 November Council passed the following resolution:

1. The information be received.

2. Council does not establish a Maori Ward in the Matamata-Piako District for the 2019 triennial general election.
3. Council does not establish a Maori Ward for the 2019 triennial election in view of:
 - The pending treaty settlements
 - The current review of the Te Manawhenua Forum Heads of Agreement
 - Development of Iwi participation agreements which are underway

An article in 'Council in focus' (Councils fortnightly newspaper page) was placed in the Piako Post and Matamata Chronicle on 22 November about the Maaori representation decision.

Communities of interest

The Act requires that Council's representation arrangements must:

1. Provide effective representation of communities of interest within the district; and
2. Ensure that electors within each ward are fairly represented.

The first recommend step in the representation review is for Council to identify the communities of interest within the district. Once Council has identified the communities of interest, it must consider how best to provide for effective representation of those communities of interest.

The Local Government Commission (Commission) has published *Guidelines for Local Authorities Undertaking Representation Reviews* - June 2017 (6th edition). This is available on the commission website www.lgc.govt.nz

The term 'community of interest' is not defined in the Act and may mean different things to different people. The Commission refers a community of interest as having perceptual, functional and political dimensions.

The Commission considers 'community of interest' is about perceptual and functional aspects in which a sense of community identity and belonging is reinforced by:

- Distinct physical and topographical features
- Similarities in economic and social activities carried out in the area
- Similarities in the demographic, socio-economic and/or ethnic characteristics of the residents of a community
- Distinct local history of the area
- The rohe or takiwaa of local iwi, and
- Dependence on shared facilities and services in an area, including schools, recreational and cultural facilities and retail outlets, transport and communication links.

Community of interest also encompasses aspects such as geographical attachment, sense of community and belonging, social interaction, community networks, sports teams, where people work or go to school, shopping patterns and so on.

The Commission's Guidelines state that decisions relating to the representation of communities of interest (the political dimension) will need to take account of the extent that distinct geographical communities of interest can be identified, i.e. a physical boundary is able to be defined below the district level for the community of interest.

Analysis

Options considered

Forum members are invited to complete

Analysis of preferred option

There is no preferred option.

Legal and statutory requirements

The representation review is following the process set out under the Act.

Impact on policy and bylaws

There is no impact on Council policies and bylaws.

Consistency with the Long Term Plan / Annual Plan

This is not related to the Long-Term Plan/Annual Plan.

Impact on Significance and Engagement Policy

No significant decisions are being considered at this stage. The proposed representation arrangements will be subject to formal consultation in 2018.

Communication, consultation and decision making processes

Council is undertaking preliminary consultation to understand the communities of interest that exist within the district and whether these have changed over time. This will help inform the representation review.

Consultation approach

The communication plan includes two parts:

1. Targeted consultation with residents along the ward boundaries to seek information on which Ward they feel best represented by;
2. General consultation with the entire community to determine whether our council structure reflects the interests of our community, or whether we need to make some changes

The targeted consultation is being undertaken through a telephone survey and letters to these residents.

General/community consultation approach is through an online survey (www.mpdc.govt.nz), newspaper advertisements/stories, e-newsletters, social media, library displays, posters digital signage, attending town market days and a Mayoral interview with Nga iwi FM.

Consent issues

There are no consent issues.

Timeframes

The consultation period is 27 November – 15 December 2017.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Niall Baker	
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Item 7.2

	Acting Senior Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Heads of Agreement Review and Maori involvement in decision-making

Trim No.: 1955548

Executive Summary

Over the past few months Te Manawhenua Forum (Forum) has held discussions about a review of its Heads of Agreement (HOA) with Council, and how it would like to engage with Council going forward including its involvement in decision making.

Following a Forum workshop in May and meeting in June, the matter was formally reported to Council in July. The report to Council included the background and current practice relating to iwi engagement and provided Council with the feedback from the Forum. The Forum then held another workshop in November to discuss further amendments.

Council has a Heads of Agreement with the Forum (attached) setting out the principles of the relationship between the parties, and the roles and responsibilities. This agreement was last reviewed in 2013. Forum members have asked that this is reviewed again to better reflect how the relationship has evolved and is now moving into a post-Treaty settlement era.

The purpose of this report is to provide the Forum with feedback from Council on the Heads of Agreement review and further engagement to strengthen the relationship between iwi and Council.

The Forum is asked to consider the feedback from Council and confirm how it wishes to proceed from here.

Recommendation

That:

1. **The report be received.**
2. **The Forum considers the proposed further amendments and confirms how it wishes to proceed.**

Content

Background

Forum members have expressed a wish to review the existing HOA to better reflect the current situation and the current and impending post-settlement relationships with Council (the HOA was last reviewed in 2013). A Forum workshop was held 9 May 2017 to discuss and review the current HOA as well as providing Forum members with an update on the Resource Management Amendment Legislation (RMAL) and Council's Long Term Plan 2018-28.

Following the workshop a report summarising the discussion was presented to the Forum meeting 6 June, and staff were authorised to initiate discussions with Council on the review of the HOA and how the Forum would like to engage with Council going forward including its involvement in decision making. This was discussed formally with Council at their meeting 12 July. The Forum then held another workshop in November to discuss further amendments.

Issues

The following table is a summary of feedback from the Forum workshop on the Review of the Heads of Agreement and Council's response (further details are provided below);

Forum feedback	Councils response
1. Standing Committee or Independent Forum	<i>Maintain Standing Committee status</i>
2. Delegation to appoint non-elected members to the Forum.	<i>May consider delegation provided clear framework in place to guide the appointment process.</i>
3. Forum members indicated that they would like to see a similar framework to that provided for in Auckland.	<i>This option is not available to Matamata-Piako iwi, as the Auckland Statutory Maori Board was created by the Local Government (Auckland Council) Act 2009 section 81.</i>
4. Include an annual budget in the Long Term Plan to assist iwi with the development of iwi management plan, with an aim to complete one IMP each year.	<i>No budgetary allowance, however staff are available to provide feedback on Plans. The Forum and/or individual iwi have the opportunity to submit a proposal for funding to the Long Term Plan grants and draft budgets.</i>
5. Delegation to formally receive iwi management plans	<i>May consider a joint delegation to the Forum to receive iwi management plans.</i>
6. How are 'matters of interest to mana whenua' determined	<i>Refer Iwi relationship agreements below</i>
7. Additional technical support to Forum members	<i>Council has not included any additional funding towards Forum technical support in its draft Long Term Plan.</i>
8. Additional functions of the Chairperson including representing the Forum by attending events, reporting to Council and Committee.	<i>Council would like to extend an invitation to the Forum Chair or her representative to attend Council or Corporate Operations Committee meetings to report back on matters discussed at Forum meetings.</i>
9. Meeting frequency	<i>Council indicated that they would be happy with the Forum setting its own meeting frequency so long as the cost of meetings will remain within existing budgets.</i>
10. Engagement with central government agencies, regional council and elected members	<i>Council indicated a desire to host joint workshops with the Forum when discussing matters with central government agencies.</i>
11. A process for notifying Iwi as part of the process for disposal of surplus property	<i>This may be considered as part of the individual iwi relationship agreements.</i>
12. Iwi relationship agreements and Mana Whakahono a Rohe	<i>Council have asked staff to proceed with engagement with individual iwi to initiate work on iwi agreements. It is anticipated that these agreements would also set out the guidelines for what matters are or may potentially be of mana whenua interest to that iwi/hapu.</i>
13. Strategic direction and work programme	<i>Council indicated that they would be happy to consider additional items under the Work programme within the HOA.</i>

1 Standing Committee or Independent Forum

The Forum was first established as a Standing Committee of Council in 2004. Since then it has remained a Standing Committee following the subsequent local body elections, and was re-

confirmed as such following the 2016 elections. Forum members discussed the merits of being a standing committee versus an autonomous forum providing recommendations and advice to Council.

Council are satisfied that a Standing Committee remains the most appropriate framework for a collaborative iwi engagement between Council and the district's various iwi.

2 Delegation to appoint members

Under the current format and HOA Forum members must be appointed by Council. Under the Local Government Act 2002, Council can delegate to the Forum the authority to appoint non-elected members onto the Forum. This delegation could be made under a framework which guides the appointment of members.

Council indicated that they would take a favourable view on delegating the appointment of members to the Forum itself, so long as there is a clear framework in place to guide the appointment process.

3 Independent board

Forum members indicated that they would like to see a similar framework to the Auckland Council's independent statutory Maori board, which is provided for under legislation.

This option is not available to Matamata-Piako iwi, as the Auckland Statutory Maori Board was created by the Local Government (Auckland Council) Act 2009 section 81.

4 Iwi Management Plans

To date, two iwi management plans (IMP) have been lodged with Council; Waikato-Tainui Environmental Plan and Raukawa Environmental Management Plan 2015. The Forum workshop noted that there has been minimal progress on the development of other iwi management plans throughout the district. Forum members suggested that maybe Council could provide resource and/or funding assistance for the development of iwi management plans. One option that was put forward was to include an annual budget in the Long Term Plan for such assistance, and aim to complete one IMP each year.

While Council has not included a separate budget towards the development of iwi management plans in its Draft Long Term Plan, they have indicated a support for iwi to develop these plans and would consider making staff available as appropriate to assist in the development of these.

The Forum and/or individual iwi have the opportunity to submit a proposal for funding to the Long Term Plan grants and draft budgets.

5 Delegation to receive Iwi management plans

Forum members noted that the current HOA specifically states that the Forum does not have the delegation to formally receive iwi management plans on behalf of Council. It was suggested that this should be changed.

Council indicated that they would consider a joint delegation to the Forum to receive iwi management plans.

6 Determining/monitoring 'matters relating to mana whenua interest'

The current HOA and work programme includes an item for determining and monitoring 'matters relating to mana whenua interests.' However there was discussion at the workshop about how these 'matters' are defined, and who determines whether they are of interest to mana whenua.

Development of individual iwi agreements (as outlined under point 12 in this report) may also go some way in setting out the guidelines for what matters are or may potentially be of mana whenua interest to that iwi/hapū.

Council have asked staff to proceed with engagement with individual iwi to initiate work on iwi relationship agreements as resources allow. It is anticipated that these agreements would also set out the guidelines for what matters are or may potentially be of mana whenua interest to that iwi/hapu.

7 Technical Support

The Forum would like to look into the cost and feasibility of having additional resources available to provide technical support to iwi representatives on complex matters such as District Plan reviews and providing advice and an iwi perspective to reports presented to the Forum.

There was discussion during the Forum workshop on what this may look like. It was suggested that such a resource should be employed by the iwi/hapū and not a council staff member. The suggestion included providing for a budgetary allowance for each iwi/hapū to use at their discretion for technical advice.

There was also discussion around whether Forum members can invite their iwi technical advisors to attend Forum meetings in place of the alternate representative. The Forum is a committee of Council, and is open to the public including any additional staff/advisors that the iwi/hapū may wish to invite. Under the current HOA there is no financial compensation available towards such advice.

Council currently provides \$250 financial compensation to Forum members for each meeting they attend, as well as mileage for distance travelled to meeting venue (within District). There are currently eight Iwi represented on the Forum, each entitled to have two members attend each meeting. The total compensation to each iwi/hapū can be up to \$2,360 per year (incl mileage). Current attendance trends have been between six and eight members attending each meeting. This has resulted in the budget being underspent every year since 2012/13.

At its meeting in July Council considered alternative options for allocating the funding for meeting attendance. It was felt that the current arrangement works well, but that Council would be open to review this should the Forum wish to put forward a proposal for how it wishes to allocate its budget. Council has not included any additional funding towards Forum technical support in its draft Long Term Plan.

8 Functions/Duties of Forum Chairperson

The current HOA includes sections defining the Functions of the Forum and Duties of the Council. It was suggested that additional functions of the Chairperson should be included in the HOA. These functions would include representing the Forum by attending events, and reporting to Council and Committee. Under the current arrangement Forum minutes are received by Council. Forum members suggested that by having the Chairperson or a representative of the Forum reporting to Council would provide the iwi perspective and insight into the discussions. This would also provide an opportunity for the Forum to raise matters of interest directly to Council and build a closer relationship with elected members.

Council would like to extend an invitation to the Forum Chair or her representative to attend Council or Corporate Operations Committee meetings to report back on matters discussed at Forum meetings.

9 Meeting frequency

Forum members discussed how frequently they wish to meet. It was noted that quarterly meetings is a long time between meetings, and in some instances this means that the Forum is asked to receive information retrospectively with a Council decision already having been made. There was a suggestion to have bi-monthly meetings, or alternatively have four formal meetings with potential workshop dates in between. Currently additional workshops are funded from within existing budgets for the Forum.

Council indicated that they would be happy for the Forum to set its own meeting frequency so long as the cost of meetings remain within existing budgets.

The Forum is asked to consider the required meeting frequency for 2018 to be agreed at the next Forum meeting in December.

The Forum has the opportunity to submit a proposal to increase the Forum budget to the Long Term Plan grants and draft budgets.

10 Engagement with central government agencies, regional council and elected members

During the workshop, Forum members discussed how the Forum can improve its engagement with regional council and central government agencies. One suggestion was to invite Te Pūne Kōkiri (TPK) to attend a Forum meeting to discuss the recent announcement of Maori housing funding. Staff have made contact with TPK and awaiting a response.

Council indicated a desire to host joint workshops with the Forum when discussing matters with central government agencies.

The Forum is asked to consider this.

11 A process for notifying iwi as part of the process for disposal of surplus property

Forum members asked whether Council has a process for engaging with iwi if and when a property has been identified as surplus to Council requirements. Reference was made to Auckland Council and Panuku Property Development Board.

Panuku has a robust form of engagement with mana whenua groups across the region. Each relevant mana whenua group is contacted independently by email and provided general property details, including a property map, and requested to provide any feedback within 15 working days. Panuku's engagement directs mana whenua to respond with any issues of particular cultural significance the group would like to formally express in relation to the subject properties. They also request express notes regarding any preferred outcomes that the group would like us to consider as part of any disposal process. Mana whenua groups are also invited to express potential commercial interest in any sites and are put in contact with Panuku's Development team for preliminary discussions if appropriate to the property. This facilitates the groups' early assessment of the merits of a development opportunity to their iwi. In the event a property is approved for sale all groups are alerted of the decision, and all groups are alerted once a property comes on the market.

This may be considered as part of the individual iwi relationship agreements.

12 Iwi Relationship Agreements

The current work programme for the Forum (attached) identifies individual Iwi agreements as a work stream, these agreements can take any form – an example from Auckland Council is attached to this report, and would typically set out any protocols agreed with Iwi on engagement, mutual aspirations etc. These agreements may incorporate or sit alongside Mana Whakahono a Rohe – which are detailed below under the legislative section of this report. It is suggested that these agreements have the potential to be of benefit to both parties – clarifying the line of communication and expectations when dealing with each other.

Council has authorised staff to proceed with the initial discussions with individual iwi to develop iwi relationship agreements as resources allow.

13 Strategic direction and work programme

As part of the discussion on the HOA, the review of the annual work programme (current programme attached) was also discussed. A question was raised whether the Forum needs to develop a Strategic Direction to inform their work programme.

Suggestions for additional items for 2017 work programme arising from the workshop included:

- The Forum supports the Mayoral Tuia Rangatahi programme (LGNZ leadership development programme) - Council provides \$2,000 in funding towards the cost of the Tuia Rangatahi attending four to five hui each year. This is funded from a separate budget. The programme is an intentional, long term, intergenerational approach to develop the leadership capacity of young Maori. Each year the Mayor invites the local iwi to nominate a young Maori from their district to mentor on a one-to-one basis, to encourage and enhance leadership skills.
- Assist with development of iwi management plans. Please refer to IMPs earlier in this report.
- Support Council to develop individual iwi relationship agreements.

These have all been included in the revised Heads of Agreement attached to this report, as, well as further amendments following the Forum's November workshop which are shown in red.

Analysis

Options considered

The Forum is asked to consider how it wishes to progress from here with the review of the Heads of Agreement.

Legal and statutory requirements

The Mayor has the power under the Local Government Act 2002 to appoint Committees of Council and its Chairperson. Following the 2016 Local Body Elections Mayor Barnes appointed Te Manawhenua Forum mo Matamata-Piako as a Standing Committee of Council, and Te Ao Marama Maaka was appointed the Chairperson.

Both LGA and Resource Management Act (RMA) require local authorities to recognise and respect the Crown's responsibilities under the Treaty of Waitangi, and to maintain and improve opportunities for Maori to contribute to local government decision making processes.

Iwi in and around the Matamata-Piako District are currently negotiating with the Crown and are at various stages of settling Treaty of Waitangi claims. While these agreements are between the Crown and Iwi, we will be affected by the outcome of these settlements, particularly where Iwi are seeking co-governance of natural resources.

Consistency with the Long Term Plan / Annual Plan

The Long Term Plan 2015-25 describes how Te Manawhenua Forum mo Matamata-Piako, through the HOA, contributes to facilitation of Mana Whenua contribution to decision-making.

Council is currently preparing its LTP 2018-28, and the information regarding Maori involvement in decision-making will be reviewed as part of this process. The Heads of Agreement review forms part of this process.

Impact on Significance and Engagement Policy

The review of the HOA is not considered significant under Council's existing Significance and Engagement Policy.

Communication, consultation and decision making processes

A Forum workshop was held 9 May 2017 to initiate the review of the HOA. The Forum formally discussed the HOA at its meeting in June, and feedback from the Forum was discussed with Council in July. This report provides the Forum with the feedback and response from Council.

The Forum is asked to consider how it wishes to proceed with the review.

Timeframes

There is no set timeframe for the review of the HOA. If the review results in a change in resource requirements (either staff support or financial), a proposal can be made as a submission to the draft Long Term Plan consultation in March/April 2018.

Staff have prepared a report to the December Council meeting with the draft heads of agreement attached for its consideration, any further feedback or amendments will be verbally reported at the Council meeting.

Contribution to Community Outcomes

Te Manawhenua Forum mo Matamata-Piako is a standing committee of Council. The Forum contributes to the community outcomes relating to decision-making, and in particular;

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

Financial Impact

i. Cost

The total cost of the HOA review will depend on number of meetings and workshops required to reach agreement among Forum members and with Council on a revised HOA.

There will also be additional staff time required to facilitate workshops, attend meetings, and coordinate feedback and drafting of the HOA.

ii. Funding Source

The HOA review is funded from the existing budget allocated to the Forum.

Attachments

A. Heads of Agreement Clean Copy

Signatories

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

[Te Reo translation]
Heads of Agreement
Te Mana Whenua Forum Mo Matamata-Piako
and
Matamata-Piako District Council

Item 7.3

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Attachment A

[Te Reo heading] - Introduction

[Te Reo introduction]

This Heads of Agreement provides for a forum called the Te Manawhenua Forum Mo Matamata-Piako ("Forum") where the Matamata-Piako District Council ("Council") and Maaori who have mana whenua in respect of the jurisdictional boundaries within Matamata-Piako district can forge an ongoing effective and meaningful partnership.

The Council and mana whenua representatives of the district wish to enter into this Heads of Agreement which is intended to reflect the basis upon which they will conduct their affairs of common interest.

The Forum is formalised as a standing committee of the Council.

[Te Reo heading] - History

The following section sets out the history of the development of the Te Mana Whenua Forum Mo Matamata-Piako.

Following the introduction of the Local Government Act 2002 Council was committed to establish and maintain appropriate links with mana whenua to foster effective relationships with them as representatives of the district's iwi authorities. Discussions with Iwi led to Council establishing Te Mana Whenua Forum Mo Matamata-Piako ("Forum") in 2004 as a mechanism for Council to meet its obligations.

The Forum was originally formalised as a standing committee of Council at its meeting on 8 July 2004 where Forum members were invited to the official signing. At that meeting Council resolved that:

- *The following be the constitution of Te Manawhenua Forum Mo Matamata-Piako as a standing committee of Council.*
- *The Council hereby constitutes a standing committee of the Council to be known as Te Manawhenua Forum Mo Matamata-Piako.*
- *The initial composition of Te Manawhenua Forum Mo Matamata-Piako shall be as follows:*
Names of Members:

○ Mayor G W H Vercoe	Council (Initial Chairman)
○ Cr R J McGrail	Council
○ Te Ao Marama Maaka	Ngaati Haua
○ Butch Tuhakaraina	Ngaati Haua
○ David Taipari	Ngaati Maru
○ Waati Ngamane	Ngaati Maru
○ Pahai Tupuhi	Ngaati Paoa
○ Esdelle Kahu	Ngaati Paoa
○ Henry Smith	Raukawa
○ Waaka Gage	Raukawa
○ Peter Te Wharau	Ngaati Tumutumu
○ Suzy Te Wharau	Ngaati Tumutumu
- *Te Manawhenua Forum Mo Matamata-Piako may at any time appoint a new Chairman by resolution.*
- *The quorum required for any meeting of Te Manawhenua Forum Mo Matamata-Piako shall be six members, and must include at least one member of the Council.*

- *Notwithstanding clause 30(7) of the 7th Schedule of the Local Government Act 2002, Te Manawhenua Forum Mo Matamata-Piako shall not be discharged before the 13th day of October 2007.*
- *All proceedings and actions of Te Manawhenua Forum Mo Matamata-Piako shall be in accordance with the Heads of Agreement between Te Manawhenua Forum Mo Matamata-Piako and the Council.*

The Forum held its first formal meeting on 24 September 2004.

The Heads of Agreement provides for a review of the protocols and performance of the parties based on the purpose and principles of the agreement. During 2011 and 2012 Forum members worked on a review of the original Heads of Agreement. Council approved a revised Heads of Agreement on 26 September 2012. The revised agreement was subsequently approved by the Forum at its meeting on 4 December 2012.

During 2017 Forum members again worked on a review of the Heads of Agreement. Council and the Forum agreed to a revised Heads of Agreement on XX.

[Te Reo heading] - Definitions and Interpretation

To aid in the interpretation of this Heads of Agreement the following terms apply unless the context requires otherwise:

- “Council” means the Matamata-Piako District Council;
- “Forum” means the Te Manawhenua Forum Mo Matamata-Piako which is a standing committee of Council;
- “Heads of Agreement” means this signed copy of the Heads of Agreement between Council and the Forum members
- “mana whenua” means the territorial rights, power and authority from the land – associated with the current and historical possession/occupation of tribal lands within the Matamata-Piako district.
- “Taurahere” means binding strands into one as threads - individuals or groups who join together to fulfil a common purpose or goal, that share kinship ties, similar aspirations and who either, live outside their tribal territories or are urban based. Taurahere is about acknowledging other Iwi.

[Te Reo heading] - Membership

Membership of the collective Forum shall comprise of:

- Matamata-Piako District Council (the Mayor and Deputy Mayor are appointed members)
- Ngaati Hauaa
- Ngaati Raahiri-Tumutumu
- Raukawa
- Ngaati Maru
- Ngaati Tamatera – who have decided not to appoint a member but may so at any time
- Ngaati Whanaunga
- Ngaati Paoa;
- Ngaati Hinerangi and
- Any other members that the Forum may agree to in the future, upon formal application.

Iwi/hapu registration

There is a due process for any group to request participation in the Forum. Upon application the Forum shall consider the request, and may consider issues such as what membership the Forum should hold, what constitutes an iwi/hapu, and what membership size is suitable to ensure the

Forum is effective and efficient. The Forum will provide a recommendation to Council who in turn will make a decision on Forum member Iwi/hapu representation.

Appointment to the Forum

Under Clause 31 Schedule 7 of the Local Government Act 2002 Council may delegate to any Committee the appointment of any non-elected members to any committee. Council has delegated to Te Manawhenua Forum mo Matamata-Piako the appointment of non-elected members to Te Manawhenua Forum mo Matamata-Piako.

It is considered that Forum members must be representative of mana whenua within the Matamata-Piako District and individual Iwi representation is a matter for respective Iwi to determine. Each of the identified member groups of the Forum shall nominate two representatives, one of which is the principal spokesperson. Both representatives may attend the meetings. The second representative will act at meetings in the absence of the principal representative. The Mayor is the principal for the Council, the Deputy Mayor is the alternate.

Following each Council election, the Forum, its membership and delegations shall be re-constituted by Council.

[Te Reo heading] - Principles of the Forum

The Forum recognises the following principles for maintaining a strong and meaningful relationship between Council and mana whenua:

- Mutual respect and adherence to atuātanga (spirituality)
- Respect of taha Māori (wellbeing) and tikanga Māori (customs, protocols)
- Respect for the rangatiratanga (self-determination, autonomy) of Iwi – the right to organise as Iwi
- Protection of mana whenua
- Protection of wahi tapu (sacred places), natural resources, cultural materials and taonga (treasures) Māori
- Meaningful and mutually beneficial participation of Māori in the Council
- Regard for the principles of the Te Tiriti o Waitangi (Treaty of Waitangi) as contemplated by the empowering legislation

[Te Reo heading] - Purpose of the Forum

The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu.

The purpose of the Forum does not substitute individual consultation and engagement of Iwi by the Council.

General functions of the Forum

The Forum will consider any matter to promote the social, economic, environmental and cultural well-being of the Māori communities for today and for the future, taking a sustainable development approach. This may include but is not limited to contributing to policy development, input into special projects, reserve management processes and receiving presentations from external organisations or individuals (e.g. regional council, government departments, and community groups). The Forum will agree on an annual work programme to prioritise efforts and resources. This work programme will be considered by Council as part of its budgeting process.

Specific functions of the Forum

In order to give effect to the principals and purpose set out above Council delegates the following to the Forum:

- Appoint any non-elected members to the Forum in accordance with this agreement.
- Appoint up to two representatives to sit as members on any Council working party as requested by Council. Council establishes working parties on an issue-by-issue basis and will invite the nominated Forum representatives to join as a member of any relevant working parties. These working parties usually report back to Council or its committees with recommendations.
- Consider any request by the Council to accept a delegation of a function of Council. The Forum must act in accordance with a delegation it has accepted.
- Appoint a minimum of two representatives to form the Waitangi Day Celebration organising committee each year, to work with staff on the district wide celebrations.
- Develop an annual work programme each year.
- Develop and adopt goals, strategies and policies and programmes for consideration by Council, if outlined in the Annual work programme (see below).
- Council will pay for a maximum of one representative nominated by the Forum in each three yearly election period to undertake training as a Resource Management Act 1991 hearing commissioner to establish a suitable pool of qualified commissioners. Council may ask the Forum to nominate further representatives if the need arises.
- Monitor the Long Term Plan/Annual Plan implementation for matters relating to mana whenua interests.
- Recommend to Council actions to enhance mana whenua capacity to contribute to decision-making including providing advice and recommendations
- Assist in the collation and monitoring of performance data for the Maaori specific community outcomes/indicators
- Receive Iwi/hapu management plans on behalf of Council.
- In December each year, the Forum will recommend to Council a budget for the following financial year to be included within the Annual Plan or Long Term Plan to undertake a suggested work programme. If Council agrees to the proposed work programme, the Forum shall oversee the implementation of that work programme
- Support a joint Council and Forum meeting each year (refer to review section below).
- Support the Mayor through the Tuia Rangitahi programme (note: this is funded separately from the Forum)
- Represent the District iwi in engagements with Waikato Regional Council and government agencies.
- **Engage with external agencies (such as government departments) on work they wish to undertake within the district.**

Functions and duties of the Chair person or his/her delegate

- Act as the Forum representative at events hosted by Council e.g. ANZAC Day;
- Provide regular updates to Council following each Forum meeting.

Council's duties to Forum

The Council must provide the Forum with the information that it needs to identify business of the Council that relates to the Forums purpose. Council has an obligation to consult the Forum on matters affecting mana whenua and give consideration to the Forum's advice.

It is to be acknowledged the limitations on resources Council can and are willing to provide may result in the purpose of the Forum not being fully realised within the Forum's timeframes.

Council is committed to fulfil its obligations to consult with individual iwi/hapu as required by legislation – for example under the Resource Management Act 1991 and Treaty of Waitangi settlement legislation relating to individual Iwi.

Consultation with the Forum does not substitute for such engagement, and shall be in addition to individual Iwi engagement.

[Te Reo heading] - Meetings

Following each Council election, the Forum shall appoint a Chairperson.

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

Agendas and Minutes

Council is responsible for the production and distribution of agendas and minutes.

Council will advise respective members of the Forum of proposed agenda items by email, at least 15 working days prior to the meeting (five days prior to the meeting agenda closing). Forum members are invited to respond with any additional items to be included on the agenda within the set timeframe (one day prior to the meeting agenda closing) to allow Council staff time to add the item to the meeting agenda.

It is recognised that there may be times when a meeting of the Forum is not required, if so, all members must agree that a meeting is not required. All parties are to convey and be advised of this in writing.

Forum meetings will be held in the Council Chambers, Te Aroha unless otherwise agreed by all Forum members.

Legislation and Standing Orders

Formal meetings of the Forum will be called in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

Following each Council election, the Forum shall adopt standing orders for the duration of the triennium.

Quorum

The quorum required for any meeting of the Forum shall be four Iwi members who are entitled to vote plus a member of Council.

Voting Rights

Where the principal and alternate representatives attend meetings only the principal representative shall be entitled to vote. Where both the principal and alternate representative attend any meeting both will have full speaking rights but only one single Iwi member vote.

[Te Reo heading] - Expenses

In fulfilling its statutory duties, Council may require assistance and advice from the Forum. In such cases, the Forum will be adequately resourced by Council both financially and non-financially. The Council will make provision for such resourcing through its budgetary processes. This would include meeting fees and expenses for the two representatives and resourcing to undertake the work programme (refer to specific functions of the Forum).

Remuneration

It is agreed that remuneration will be paid in the form of a meeting allowance and mileage reimbursement for attendance by appointed members at formal meetings of the Forum called in accordance with the Local Government Official Information and Meetings Act 1987. The meeting allowance and mileage shall be that set by Council from time to time.

Remuneration for workshop attendance will be determined on a case by case basis for each workshop, and will be dependent on funding available. If Council invites Forum member/s on any working party then the meeting allowance and mileage will be payable.

[Te Reo heading] - General

The Forum is recognised as a standing committee of Council; however, this does not affect or undermine the Tino Rangatiratanga (self-determination) of the members of the Forum.

The Forum acknowledges that the interpretation, application and operation of these protocols are subject to the relevant empowering legislation, accountability frameworks and financial constraints.

The operation of the Forum does not restrict the ability of the Council to form specific relationships or agreements with individual Iwi or Iwi groups.

The operation of Forum will be supported by Council staff in the preparation of agendas, minutes as required by legislation and technical advice as resources allow.

[Te Reo heading] - Review

The protocols and performance of the parties shall be reviewed each year by way of a joint Forum and Council meeting to discuss issues relating to the Forum based on the purpose and principles of this Heads of agreement.

All parties acknowledge that the relationship and partnership between Iwi and Council is an evolving process. As such, Iwi may seek to progress discussions regarding the independence of the Forum and its functions as part of future reviews.

Minor Amendments

The Heads of Agreement can be amended at any time, without being re-signed by Forum members, to allow for changes in membership and re-appointments. Council staff are authorised to update this Heads of Agreement for minor and necessary amendments such as the ability to add alternates without further member agreement.

Signed at Te Aroha thisday of 2017.

Mayor JE Barnes
Matamata-Piako District Council

Deputy Mayor JAF Thomas
Matamata-Piako District Council

Te Ao Marama Maaka (Principal)
Ngaati Haua

Weka Pene (Alternate)
Ngaati Haua

Jill Taylor (Principal)
Ngaati Rahiri-Tumutumu

Shelley Turner (Alternate)
Ngaati Rahiri-Tumutumu

Thomas Smith (Principal)
Raukawa

Raukawa

Glenice Wigg (Principal)
Ngaati Paoa

Gary Thompson (Alternate)
Ngaati Paoa

Kathy Ngamane (Principal)
Ngaati Maru

Waati Ngamane (Alternate)
Ngaati Maru

Michael Baker (Principal)
Ngaati Whanaunga

Ngaati Whanaunga

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Ngaati Tamatera

Ngaati Tamatera

Philip Samuels (Principal)
Ngaati Hinerangi

Dianna Vaimoso (Alternate)
Ngaati Hinerangi

Attachment A

Long Term Plan 2018-28 - Project Update

Trim No.: 1955556

Executive Summary

Council is required to prepare and adopt a Long Term Plan (LTP) under the Local Government Act 2002 (LGA) every three years. This report seeks feedback from the Forum on the section on Iwi engagement and the current indicators used in the Long Term Plan relating to engagement with Iwi.

Recommendation

That:

1. The information be received.
2. The Forum provides feedback to Council on the new Community Outcome themes and outcomes as set out in Table 2 of this report.
3. The Forum provides feedback to Council on the text relating to Maori involvement in decision-making.

Content

Background

Council is required to prepare and adopt a LTP under the LGA. The LTP sets out the activities, budgets, financial strategy and key financial policies of the Council for the next 10 years. The LTP is required to be updated every three years. The last LTP was approved in 2015. The 2018-28 LTP must be adopted by Council by 30 June 2018 for implementation from 1 July 2018.

The LTP is a complex document covering all activities of Council, major strategic documents, financial policies, auditing and a large consultation component with the community. Due to its complexity and interrelationships between parts the timeline may be adjusted throughout the project. The dates for the External Audit process, consultation and adoption however cannot be changed.

Table 1 on the next page provides a high level overview of progress to date and upcoming milestones. The overall project is considered to be on track.

Table 1 – Project Timeline

Description	When	Progress
Demographic/Growth/Economic/ Assumptions	Feb-May 2017	Council has adopted the <i>median</i> growth projections. Major assumptions to be discussed with Audit & Risk Committee in June
Community Outcomes Review	Apr-Jun 2017	<i>Refer below</i>
Rates Structure	Apr 2017-Jun 2018	Update report to Council in June

Description	When	Progress
		2017
Activity Plans (including budgets)	Apr-Sep 2017	On track
Right Debate (pre-consultation) if required	Apr-Aug 2017	On track
Infrastructure and Financial Strategy	Apr-Oct 2017	On track
Asset Management Plans	Feb-Oct 2017	On track
Policy Review	Apr-Oct 2017	On track
Maori participation in decision making	Jul-Oct 2017	Refer below
Budgets/ Financials/ Notes	Jul-Dec 2017	On track
Document development and QA	Jul-Dec 2017	Due to start in July.
Communications Strategy	Jul-Dec 2017	Due to start in July.
External Audit Process	Jan-Jun 2018	Scheduled for Jan 2018
Special Consultative Procedure	Jan-Jun 2018	Scheduled for 2018
Adoption	By 30 June 2018	

The parts of particular interest to the Forum include the review of the *Community Outcomes* and the section on *Maori participation in decision making*;

Community outcomes / vision

Council has directed that it wishes to review the community outcomes and its overall Vision for the LTP 2018-28. The Community Outcomes are the outcomes that Council seeks for its community (required by legislation). These outcomes must be disclosed in the Long-Term Plan.

Table 2 – Vision, Outcomes and Strategic Priorities 2018-28

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	We provide leadership and	We encourage community	We engage with our regional and	Tangata Whenua with Manawhenua status

external providers of infrastructure to our communities.	advocacy is provided to enable our communities to grow.	engagement and provide sound and visionary decision making.	national partners to ensure positive environmental outcomes for our community.	(those with authority over the land under Maaori lore) have meaningful involvement in decision making.
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Maori participation in decision-making

The following is proposed as text for the draft Long Term Plan on Iwi engagement

Vibrant Cultural Values – text for the LTP 2018-28

Part of our new vision is to support the vibrant cultural values of our district; to support this we have specifically identified that:

- we promote and protect our arts, culture, historic, and natural resources.
- we value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.
- Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) will have meaningful involvement in decision making.

What’s most important?

Council has identified strategic priorities that we want to focus on first – in relation to supporting our vibrant cultural values, our strategic priority is **building relationships with Iwi and other groups within our community that represent our cultural diversity and advocating for services on behalf of our communities.**

What’s the challenge?

In a world where access to basic services (such as postal, banking and health services) are being reduced in rural New Zealand, everything is done online and relationships are formed in cyberspace - for some the sense of community is being lost. Our challenge as a community is to adapt to the changing world but to retain our sense of community. We need to provide environments where people from all backgrounds feel included, connected and welcome.

What are vibrant cultural values?

A ‘vibrant community’ will mean different things to different people – but are generally about positivity and the presence of something alive and wonderful. Our cultural values are generally common standards of what is acceptable or unacceptable, important or unimportant, right or wrong, workable or unworkable – and these standards also help shape a vibrant community. We have identified that we will cultivate these values through promoting and protecting our arts, culture, historic, and natural resources, encouraging strong relationships with Iwi and other cultures and ensuring Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

What’s Council’s role?

Council can’t achieve everything, but it does provide direct support to some groups who

provide the services and the activities that make up the fabric of our communities. Many of these groups rely heavily on volunteers, and they also access funding from other sources, such as charitable trusts and central government – bringing additional funding in to the community that Council couldn't access on its own. Council also advocates for the community, engages with Iwi on a variety of matters and reviews its representation arrangements every six years to make sure our community is represented fairly.

What does Council currently do?

Council is currently involved in a range of activities that support the cultural values of our district including:

- **Advocacy** – we advocate on behalf of our community at a regional and national level and are planning to continue this.
- **Representation** - One of the projects that will affect this activity is the review of our representation arrangements in 2018 (and subsequent reviews as required). We may have to make changes to our representation arrangements – possibly our ward boundaries, Councillor numbers or both. Funding for this work is provided under the Strategy and Planning activity.
- **Citizenship** - Community Leadership also works with the Department of Internal Affairs to host citizenship ceremonies. This public ceremony is a very important step in the process of becoming a New Zealand citizen - it is an opportunity to publicly declare allegiance to our country and for our local community to welcome new citizens on behalf of all New Zealanders.
- **Maaori engagement in decision making**
Te Manawhenua Forum mo Matamata-Piako - Te Manawhenua Forum mo Matamata-Piako (Forum) is a standing committee of Council that has been developed under a Heads of Agreement with the Forum. The purpose of the Forum is to facilitate Mana Whenua contribution to our decision making.

Resource Management Act 1991 (RMA). We are currently undertaking a rolling review of the District Plan. As part of this process we will review how we engage with Iwi through the resource consent process. We also monitor the number of times we seek and receive feedback from Iwi. The results of this monitoring are reported each year in our State of the Environment Report, which is available at mpdc.govt.nz.

Recent changes to the RMA also provide for the development of Mana Whakahono a Rohe. The purpose of a Mana Whakahono a Rohe is to provide a mechanism for councils and iwi to come to agreement on ways Tangata Whenua may participate in RMA decision making, and to assist councils with their statutory obligations to Tangata Whenua under the RMA. We expect these agreements to be developed in the near future.

- **Treaty of Waitangi settlements** Treaty of Waitangi claims and settlements have been a significant feature of New Zealand race relations and politics since 1975. Over the last 30 years New Zealand governments have provided formal, legal and political opportunities for Maaori to seek redress for breaches by the Crown of the guarantees

set out in the Treaty of Waitangi. Iwi in and around the Matamata-Piako District are currently negotiating with the Crown and are at various stages of settling Treaty of Waitangi claims. While these agreements are between the Crown and Iwi, we will be affected by the outcome of these settlements, particularly where Iwi are seeking co-governance of natural resources.

Hauraki Treaty of Waitangi Settlements In 2010, the Crown and Hauraki Iwi signed the Hauraki Collective Framework agreement, which outlined the process for ongoing negotiations towards settlement of shared claims, including possible elements of a settlement. The Iwi in the Hauraki Collective are Ngaati Hako, Ngaati Paoa, Ngaati Tamatera, Ngaati Tara-Tokanui, Ngaati Porou ki Hauraki, Ngaati Whanaunga, Ngaati Hei, Ngaati Maru, Ngaati Pukenga, Te Patukirikiri, Ngaati Tai ki Tamaki and Ngaati Rahiri Tumutumu. The Crown acknowledges that Raukawa and Ngāti Haua also have interests in the Waihou River that are of significant cultural, historical and spiritual importance to the Iwi. We (as well as the Waikato Regional Council and other adjoining district councils) have been engaged by the Crown to provide feedback in the ongoing negotiations between the Crown and Hauraki Iwi.

Ngaati Hauaa Treaty of Waitangi Settlement Council was engaged in the Ngaati Hauaa Treaty of Waitangi settlement negotiations. The Ngati Hauaa Claims Settlement Act 2014 was passed in to law in December 2014. The Act gives effect to the deed of settlement signed on 18 July 2013 in which the Crown and Ngaati Hauaa agreed to the final settlement of the non-raupata historical Treaty of Waitangi claims. The settlement package includes recognition of breaches of the Treaty of Waitangi, cultural and spiritual redress in the return of significant sites and financial redress. One site of significance to Ngāti Haua is the Waharoa (Matamata) Aerodrome. As part of settlement, the Council, the Crown and Ngāti Haua agreed that a co-governance committee called the Waharoa (Matamata) Aerodrome Committee comprising of Ngāti Haua and Council representatives (the Committee) would be established for the Waharoa Aerodrome.

The Committee was created in 2015 by legislation under the Ngaati Hauaa Claims Settlement Act 2014. The Committee includes the Mayor, Deputy Mayor, one Council appointed member and three members appointed by the Ngaati Hauaa Iwi Trust Board trustees. The functions of the Committee, as set out in the Ngaati Hauaa Claims Settlement Act 2014 are to:

- Make recommendations to Council in relation to any aspect of the administration of Waharoa Aerodrome land,
- Make final decisions on access and parking arrangements for the Raungaiti Marae land that affects the Waharoa Aerodrome,
- Perform the functions of the administering body under section 41 of the Reserves Act 1977 in relation to any review of the reserve management plan that has been authorised by Council,
- Perform any other function delegated to the committee by Council.

Council has incorporated the statutory acknowledgements, as they relate to the district in Appendix 10 of the Matamata-Piako Operative District Plan. More information on the statutory acknowledgements for Ngaati Hauaa can be found in the Ngaati Haua Claims Settlement Act 2014 (legislation.govt.nz).

Ngaati Hinerangi Treaty of Waitangi Settlement We have provided feedback to the Crown on its settlement negotiations with Ngaati Hinerangi. These negotiations are

ongoing following Ngaati Hinerangi signing their Agreement in Principle in December 2015.

Raukawa Treaty of Waitangi Settlement The Crown has settled the claims of the Raukawa Iwi with legislation to give effect to the deed of settlement signed on 2 June 2012 in which the Crown and Raukawa agreed to the final settlement of the historical claims of Raukawa. The Raukawa Claims Settlement Act 2014 passed in to law in March 2014.

There were no specific arrangements between Council and Raukawa, such as those in the Ngāti Haua Claims Settlement Act 2014. As with other settlement processes Raukawa may now be in a position to consider developing documents such as Iwi Management Plans for the areas of their Rohe (ancestral lands) that fall within the Matamata-Piako District. Raukawa have also released Te Rautaki Taiao a Raukawa (Raukawa Environmental Management Plan) 2015.

Council has been required to include statutory acknowledgements of the Crown in its District Plan. The purpose of the statutory acknowledgement is to:

- Require relevant consent authorities including Council, the Environment Court, and Heritage New Zealand Pouhere Taonga to have regard to the statutory acknowledgement,
- Require relevant consent authorities to record the statutory acknowledgement on statutory plans that relate to the statutory areas. Also for a period of 20 years from the effective date, to provide the trustees summaries of resource consent applications or copies of notices of applications for activities within, adjacent to or directly affecting the areas listed below,
- Enable the trustees and any member of Raukawa to cite the statutory acknowledgment as evidence of the association of Raukawa with a statutory area.

The statutory acknowledgements for Raukawa in the Matamata-Piako District cover:

- part of the Kaimai-Mamaku Conservation Park,
- the Okauia and Taihoa geothermal fields,
- parts of the Waihou River and its tributaries,
- part of Lake Karapiro.

More information on the statutory acknowledgements for Raukawa can be found in the Raukawa Claims Settlement Act 2014 (legislation.govt.nz) and Appendix 10 of the Matamata-Piako Operative District Plan (mpdc.govt.nz).

What more are we planning to do to achieve our vision?

We are proposing to keep doing what we are doing – plus the following initiatives:

- **Iwi** – we are planning to work with individual Iwi to develop relationship agreements that go in to more detail on how we will engage with each other. These will sit alongside Treaty Settlement agreements and other committees that Council administers or participates in.

Long Term Plan Indicators

The following is the current (struck through) indicator from the 2015 Long Term Plan and the proposed indicator for the 2018 Long Term Plan. For all activities there are typically one or two indicators assigned to measure performance.

Level of service	How we measure performance	Previous years			Target				Additional information
		2015/16 Actual	2016/17 Actual	2017/18 Target	2018/19	2019/20	2020/21	2021-2028	
Council will involve Tangata Whenua with Mana Whenua status in the decision making process.	Percentage of Te Manawhenua Forum members satisfied/very satisfied that Tangata Whenua with Mana Whenua are recognised and have meaningful involvement in decision making.	68%	66%	77%	75% or more satisfied				By involving Tangata Whenua with Manawhenua status in the decision making process we can ensure that we are making informed and representative decisions on behalf of the community. Measured through an annual satisfaction survey of our Te Manawhenua mo Matamata-Piako Forum members.
	Percentage of Te Manawhenua Forum members satisfied/very satisfied with progress made towards achieving the identified work streams.	New measure			Benchmark	2% improvement on previous year's combined satisfied/very satisfied results			Progress on agreed work streams with the Forum helps build strong relationships with Iwi and assists Council to recognise waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage. Measured through an annual satisfaction survey of our Te Manawhenua mo Matamata-Piako Forum members.

The assessment of this indicator is based on the attached survey which is sent out to Forum members each year. It is requested that Forum members consider whether proposed indicator is appropriate.

Forum survey

Each year the Forum complete a survey with questions that have been developed with their input. It is proposed to amend the survey (both the proposed and current surveys are attached). The survey results are used as part of the reporting by Council on engagement with Iwi in its Annual Report.

Legal and statutory requirements

Council is required to adopt a Long Term Plan under the Local Government Act 2002. The LGA also requires Council to establish and maintain processes to provide opportunities for Maori to contribute to decision making.

Impact on policy and bylaws

As part of the preparation of the LTP, Activity and Asset Management Plans will be checked against Council's key strategic and policy documents for strategic fit. The preparation of the LTP may lead to the review of some Council policy documents.

Impact on significance policy

The Long Term Plan is a significant document; consultation will be undertaken with the community.

Communication, consultation and decision making processes

The Long Term Plan is subject to the special consultative process under the LGA. The special consultative process is a structured one month submission process with a hearing for those who have submitted and wish to speak to their submission.

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

Consent issues

There are no consent issues.

Timeframes

The Long Term Plan must be adopted prior to 1 July 2018. Staff will update the Forum as the project progresses.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Michelle Staines-Hawthorne Corporate Strategy Manager	
Approved by	Don McLeod Chief Executive Officer	

Schedule Of Meetings For 2018

Trim No.: 1955552

Executive Summary

The Te Manawhenua Mo Matamata-Piako (Forum) needs to confirm the meeting dates for 2017
The proposed meeting dates for the Forum are as follows:

- Tuesday 27 February 2018
- Tuesday 5 June 2018
- Tuesday 4 September 2018
- Tuesday 4 December 2018

At the moment there is an extra Council meeting to adopt the draft Long Term Plan Consultation Document for consultation on 7 March and an Audit & Risk meeting preceding this on Tuesday 6 March which would normally be the first meeting of the Forum for the year.

This is otherwise based on previous schedules, where the meetings were held on the first Tuesday of each quarter.

The Forum may wish to consider whether the four meetings will meet its needs in 2018.

Recommendation

That:

1. **The Te Manawhenua Mo Matamata-Piako meeting dates for 2018 be confirmed.**

Attachments

There are no attachments for this report.

Signatories

Author(s)	Michelle Staines-Hawthorne Corporate Strategy Manager	
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Approved by	Don McLeod Chief Executive Officer	
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Draft Work Programme 2018

Trim No.: 1955555

Item 7.6

Executive Summary

This report provides for discussion by Te Manawhenua Forum of its work programme for 2018.

Recommendation

That:

1. **Te Manawhenua Forum approve the work programme for the 2018 calendar year.**

Content

Background

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

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

Meeting 1

- 2017 Waitangi Day event review
- Six month report, July to December 2016
- Long Term Plan project update
- District Plan and Iwi management plans update
- Confirmation of priorities from the work programme(attached)

Meeting 2

- 2016/17 Satisfaction Survey
- Waitangi Day event planning
- Long Term Plan project update
- District Plan and Iwi management plans update
- Update on progress of priorities from the work programme (attached)

Meeting 3

- Waitangi Day event planning
- Long Term Plan project update
- District Plan and Iwi management plans update
- Update on progress of priorities from the work programme (attached)

Meeting 4

- 2016/17 Draft Annual Report
- Meeting schedule for 2018

Item 7.6

- Draft work programme for 2018
- Waitangi Day event planning
- State of the Environment Reporting
- Annual Plan project update
- District Plan and Iwi management plans update
- Update on progress of priorities from the work programme (attached)
- Lunch with the Councillors

Attachments

A. Work programme 2018

Signatories

Author(s)	Michelle Staines-Hawthorne Corporate Strategy Manager	
Approved by	Don McLeod Chief Executive Officer	

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
	The forum shall meet regularly (minimum four meetings per year)	Te Manawhenua Forum scheduled meetings		\$20,000.00	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Strategy and Corporate Planning
Priority for 2018	Principle: Regard for the principals of the Te Tiriti o Waitangi as contemplated by the empowering legislation. Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Waitangi Day Celebrations	Applications called for in the middle of the year, applications close end of September. Waitangi Day 6 February 2018.	Dependent on event and grant received from Ministry of Culture and Heritage. Council has allocated a budget of \$2,500 for this.	We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage. Our community is safe, healthy and connected. We promote and protect our arts, culture, historic and natural resources.	Strategy and Corporate Planning and Communications
Priority for 2017/18-	Principles: Promote the social, economic, environmental and cultural well-being of the Maori communities for today and for the future taking a sustainable development approach. Respect taha (wellbeing) Maori and tikanga Maori (customs, protocols). Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Bilingual Signage and Branding NB: the following priorities have been identified as a place to start. Further work to understand further priorities will need to be undertaken. Priority: - Council name and letterhead - Website - Council facilities	Ongoing	Dependent on level of replacements	We promote and protect our arts, culture, historic and natural resources. We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	Communications and Parks and Reserves
Ongoing	Principle: Meaningful and mutually beneficial participation of Maori in Council. Function: Appoint up to two representatives to sit as members on any Council working party as requested by Council.	Working Parties and Committees appointment	Ad Hoc- TMF to be appointed at Council discretion	Link to project budget for working parties, not to come out of TMF budget	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Council
Ongoing	Function: Receive Iwi/hapu management plans- noting this does not mean the plan/s have been received on behalf of Council.	Iwi Management Plans- process for receiving this by both Council and TMF	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	District and Regulatory Planners
Ongoing	Function: promote the social, economic, environmental and cultural well-being of the Maori communities for today and for the future taking a sustainable development approach.	District Plan Review- Maori development / Papakainga. Timeline for development	Ongoing- due to priorities/ timeline	Council has allocated \$200k per year for District Plan Review	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.. We value and encourage strong relationships	District and Regulatory Planners

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
					with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	
Ongoing	Function: Recommend to Council actions to enhance mana whenua capacity to contribute to decision-making including providing advice and recommendations. Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Resource consent consultation protocol	9 Months		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	District and Regulatory Planners
Ongoing	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu. The purpose of the Forum does not substitute individual consultation and engagement of Iwi by the Council..	Individual Iwi Relationship consultation	6 Months, linked to RMA protocols		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Strategy and Corporate Planning, District and Regulatory Planners and Asset Management
		Individual Iwi Relationship agreements	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making	Strategy and Corporate Planning
		Mana Whakahono a Rohe (this may be included in the scope of the Individual Iwi Relationship agreements)	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making	Strategy and Corporate Planning District and Regulatory Planning
Ongoing	Principle; Meaningful and mutually beneficial participation of Māori in the Council Function; Develop an annual work programme each year. Develop and adopt goals, strategies and policies and programmes for consideration by Council, if outlined in the Annual work programme. Monitor the Long Term Plan/Annual Plan implementation for matters relating to mana whenua interests.	Monitoring of work streams and outcomes	Ongoing		We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage	Strategy and Corporate Planning
	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu.	Represent the District iwi in engagements with Waikato Regional Council and government agencies; - Te Puni Kokiri - Te Wananga O Aotearoa	Ongoing		We engage with our regional and national partners to ensure positive environmental outcomes for our community. We have positive partnerships with external providers of infrastructure to our communities.	Strategy and Corporate Planning
	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and	Support the Mayor's Tuia Rangitahi programme incl nominating ranghitahi each year, invite Tuia to present to the Forum and provide support for Tuia where appropriate throughout the year	Ongoing		We provide leadership and advocacy to enable our communities to grow. We value and encourage strong relationships	

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
	engagement between Council and iwi/hapu.				with iwi and other cultures	
Ongoing	Principle: Regard for the principals of the Te Tiriti o Waitangi as contemplated by the empowering legislation	Post Settlement Environment	Ongoing		We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage	Strategy and Corporate Planning
The following workstreams have been completed						
COMPLETE	Principle: Respect taha (wellbeing) Maori and tikanga Maori (customs, protocols) Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Development of Engagement Guidelines and Protocols Development of cultural induction Linked to Sustainability Policy actions that identify Treaty of Waitangi training for staff with an outcome that Council staff become better informed about the Iwi within the district	12 Months Implemented	80 hours of staff time 2 Workshops at \$250 per attendance plus mileage	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs. We promote and protect our arts, culture, historic and natural resources. We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	Strategy and Corporate Planning
COMPLETE	Principle: Respect taha Maori (wellbeing) and tikanga Maori (customs, protocols); Protection of wahi tapu (sacred places) and taonga (treasures) Maori. Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Development of a Cultural Monitoring Guide	12 Month-Evolve and review	80 hours of staff time 2 Workshops at \$250 per attendance plus mileage	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs. We promote and protect our arts, culture, historic and natural resources. We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	Strategy and Corporate Planning
COMPLETE as part of Cultural Monitoring Guide work stream.	Principle: Protection of waahi tapu (sacred places) and taonga (treasures) Maori. Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Waahi tapu/ taonga on site process (may link to a process being developed under the Cultural Monitoring Guide work stream)	6 Months		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	District and Regulatory Planners

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
					<p>We promote and protect our arts, culture, historic and natural resources.</p> <p>We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.</p>	

Summary of individual work streams

Iwi Management Plans- process for receiving this

A review would need to be undertaken to determine how we deal with these and then the development of potential guidelines or process. Reviewing our current process and the development of guidelines or a new process will be a combination of staff time and Forum members.

District Plan Review- Maori development / Papakainga. Timeline for development

This would involve the District Planners to take a priorities report to Council involving the inclusion of a plan change around Maori development/ Papakainga housing, and Council approving this plan change to go ahead. Currently the priorities for the District Plan review are on Urban as they just completed the Town Strategies, which focus on urban. This would involve staff time to set out priorities to Council.

Resource consent consultation protocol

Review of the process in which the Regulatory Planners get in contact with Iwi in regards to a resource consent. This would take staff time and the involvement of Forum members.

Waitangi Day Celebrations 2018

The Ministry of Culture and Heritage provides the Commemorating Waitangi Day Fund to support events that commemorate the signing of the Treaty. The Forum has organised a district-wide Waitangi Day celebration every year since 2015. May involve funding in conjunction with the government grant. Staff time in conjunction with Forum members time to plan and execute event. Forum members to decide on what type of event. Budget for this to be included in Annual Plan.

Bilingual Signage and Branding

This would involve the establishment of bilingual signage and branding policy, taking staff time and also Forum members/consultant to determine what would be the wording. A review would have to be done on which signs would be replaced and a rolling implementation decided on. This may result in possible changes to Council's Signage Strategy. A budget for implementation would have to be set and incorporated into the relevant Annual Plan/Long Term Plan.

Individual Iwi Relationship Consultation

This would involve a process set up around how Council consults with individual Iwi.

Individual Iwi Relationship agreements

These agreements may incorporate or sit alongside Mana Whakahono a Rohe – which are detailed below under the legislative section of this report. It is suggested that these agreements have the potential to be of benefit to both parties – clarifying the line of communication and expectations when dealing with each other.

Mana Whakahono a Rohe

The intent of the Māori participation policy changes is to enhance Tangata whenua involvement in resource management, particularly plan making. The Resource Management Act sets out the guiding

principles and purpose of Mana Whakahono a Rohe. What this may look like in detail and when it may be required is unknown at this stage (this may be included in the scope of the Individual Iwi Relationship agreements, refer above)

Monitoring of workstreams and outcomes

Internal staff monitoring of workstreams and outcomes to ensure they are on track and achieving desired outcome. This would take staff time.

Engagements with Waikato Regional Council and central government agencies

The Forum would like to further engage with regional council and central government agencies. This could include inviting agencies to present to the Forum, or run workshops with Forum members on matters of particular interest. One suggestion was to invite Te Pune Kokiri (TPK) to attend a Forum meeting to discuss the recent announcement of Maori housing funding.

Tuia Rangitahi programme

Support the Mayor's Tuia Rangitahi programme incl nominating ranghitahi each year, invite Tuia to present to the Forum and provide support for Tuia where appropriate throughout the year

Post Settlement Environment

This would involve working with individual Iwis and setting up relationships post Treaty settlements.

COMPLETED WORKSTREAMS

Development of Engagement Guidelines and Protocols

This would involve the development of an Engagement Guidelines and Protocols document and development of a process around a cultural induction for staff and elected members. The purpose of such a guide is to raise the cultural competency of staff to work more effectively with Maori. Example used from Western Bay of Plenty District Council.

The development of this document would involve staff time, in conjunction with a working party involving Forum members to work with staff.

Development of cultural induction

A cultural induction could be part of new staff induction into the organisation as well as on certain projects, such as the Tui Mine example, or HDC example. Existing staff training would occur as implementation of document.

Development of a Cultural Monitoring Guide

A document to be established to ensure Council has sufficient protocols and processes when undertaking earthworks or development in terms of cultural monitoring, cultural sites of significance, taonga and waahi tapu. Example used from Western Bay of Plenty District Council

The development of such a document would involve staff time in conjunction with Forum members to set out processes.

Waahi tapu/ taonga on site process

A process around how Council deals with Waahi tapu/ taonga in the district. May link with the development of a cultural monitoring guide as a process for dealing with these could be developed. Potentially could involve the development of a map identifying what Iwi to talk to if anything is found in certain areas. Issues were raised about a map portraying certain areas of Waahi tapu and taonga due to inaccuracy with GPS and experience. This would involve staff to work with the individual Iwis to establish a process and where they have interests.

Te Puni Kokiri presentation

Trim No.: 1954876

Item 7.7

Executive Summary

1.30pm Patricia Nathan from Te Puni Kokiri and Sheryl Paekau from Waikato District Council will be in attendance to give a presentation on current Te Puni Kokiri work programme and projects.

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

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

Waitangi Day 2018

Trim No.: 1954880

Item 7.8

Executive Summary

The Waitangi Day 2018 event organising committee will provide a verbal update on progress.

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

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

New Road Names Within Matamata-Piako District

Trim No.: 1910226

Item 8.1

Executive Summary

The report is to update the Te Manawhenua Forum on the new and amended Road Names in Matamata Piako District over recent times.

A proposal to improve the process around road naming is discussed to provide the opportunity for input from the forum.

Recommendation

That:

1. The report be received
2. Te Manawhenua Forum adopt option B

Content

Background

For the information of the Te Manawhenua Forum the following new roads have been developed in Matamata Piako District and named by developer and approved by Council.

Banks Road Subdivision in Matamata

Richardson Road	off Banks St
Moroney Place	off Richardson Road
Gibbs Place	also off Richardson Road

Parkwood subdivision in Morrinsville

Vercoe Crescent

Amendments were made to two road names. They are now named:

Augusta Place

Sawgrass Street

Krukerink subdivision in Matamata

Aporo Drive off Station Road

Waharoa industrial Park subdivision in Waharoa

Mowatt Street off Dunlop Road

Young Street subdivision in Morrinsville

Meadowview Drive off Young Street

Andrew Hilton Close off Meadowview Drive

Also the following Private Lanes were named

Wildwood Lane off Henry Watson Road, Matamata

Oakview Lane off Peria Road, Matamata.

Issues

The current road naming policy requests that the developer provide three road names with background information on each. These are then taken to Council for approval and the Te Manawhenua Form is then advised.

This process does not allow for any feedback from this forum.

Often the developer has not recognised the requirement to name the road until they apply for a 224 (Form for final completion). This then has the negative affect of minimising the time available for Council Staff to meet Councils obligations to the developer.

Due to the meeting frequency it does not allow for the road names to be endorsed by the forum before presented and approved by Council.

Ideally if Te Manawhenua Forum would like more consultation or involvement in the approval of Road Naming. Te Manawhenua Forum could choose a contact person (perhaps two to cover when one is not available) for staff to supply proposed names to and provide feedback on the names. This can then be included in the Council report.

If the Te Manawhenua Forum contact person could then liaise with Te Manawhenua Forum to ensure that any feedback is captured on whether there are any issues with the names.

Note there would need to be a 10 working day time frame for an approval by Te Manawhenua Forum to allow Council processes to meet Council obligations.

Analysis

Options considered

A/ Status quo that Te Manawhenua Forum be advised of new Road Names once they have been approved by Council.

B/ That Te Manawhenua Forum nominate a contact person to provide any feedback on proposed new road names before they are presented to Council.

Analysis of preferred option

Option B is the preferred option.

Legal and statutory requirements

The relationship of Maori and their culture and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga" [s.6].

Impact on policy and bylaws

Will amend the Road Naming policy to allow for any changes if approved.

Impact on Significance and Engagement Policy

No impact on Significance and Engagement Policy.

Communication, consultation and decision making processes

New Road Names are taken to Council for approval. It is suggested that a process be adopted which allows for more input from the forum into the names of roads before it is presented to Council.

Consent issues

Road naming is a consent condition as part of a new subdivision.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Raymond Short Roading Asset Engineer	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Update on the District Plan Review

Trim No.: 1953541

Executive Summary

Mark Hamilton will give a presentation to bring the Forum up to date on the District Plan Review and the 2016/17 State of the Environment Report.

Recommendation

That the report and presentation be received.

The following matters will form the basis of the presentation to the Forum:

District Plan Review

The following two plan changes have been notified by the Council:

- Plan Change 47 - "Plan Your Town". Plan Change 47 received 60 submissions and 11 further submissions, and a council hearing was held on 20 - 21st June 2017. An appeal has been received by submitter Calcutta Farms, who seek additional residential rezoning north of Banks Road in Matamata. Three other parties will be party to appeal proceedings.
- Private Plan Change 51 - "Development Concept Plan for Milk Processing Site, Waharoa" was notified on 27 September; six submissions including from Ngati Haua and Council. Private Plan Change 51 will be notified for further submission at the end of November. A hearing will be required as several submitters have requested to be heard.

Future Plan Changes

Council staff have been working with applicants for two future Private Plan Changes to allow their notification in the New Year.

Preliminary meetings with some landowners have been held for Plan Change 49 – "Waharoa Zoning and Development". Both this plan change, and another, "Settlements" for settlements located in the Rural Zone, are to be commenced following a tender process to engage external expertise.

Council has earmarked Papakainga as the next plan change priority.

2016/17 State of the Environment Report

This council is required by the Resource Management Act 1991 to monitor the state of the whole or any part of the environment of our district to the extent that is appropriate to enable the Council to effectively carry out its functions under the Act. The monitoring should identify issues in the district that require District Plan objectives and policies and identify any adverse effects that are occurring.

This monitoring forms the basis of the annual State of the Environment Report produced by Matamata-Piako District Council. This report has been emailed to the Forum members. Of particular interest may be the Tangata Whenua section which includes a reference to changes

required by the Resource Management Legislation Act 2016. Key findings from the latest report will be presented to the Forum.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Mark Hamilton Environmental Policy Planner	
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Approved by	Ally van Kuijk District Planner	
	Dennis Bellamy Group Manager Community Development	