

Kaunihera | Council

Kaupapataka Wātea | Open Agenda



Notice is hereby given that an ordinary meeting of Matamata-Piako District Council will be held on:

Ko te rā | Date: Wednesday 29 June 2022
Wā | Time: 9.00am
Wāhi | Venue: Council Chambers
35 Kenrick Street
TE AROHA

Ngā Mema | Membership

Koromatua | Mayor

Ash Tanner, JP (Chair)

Koromatua Tautoko | Deputy Mayor

Neil Goodger

Kaunihera ā-Rohe | District Councillors

Donna Arnold

Caitlin Casey

Teena Cornes

Bruce Dewhurst

James Sainsbury

Russell Smith

Kevin Tappin

James Thomas

Sue Whiting

Adrienne Wilcock

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1 Whakatūwheratanga o te hui | Meeting Opening

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

At the close of the agenda no apologies had been received.

3 Pānui i Ngā Take Ohorere Anō | Notification of Urgent/Additional Business

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

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

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

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

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

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

4 Whākī pānga | Declaration of Interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

5 Whakaaetanga mēneti | Confirmation of Minutes

Minutes, as circulated, of the Ordinary meeting of Matamata-Piako District Council, held on 8 June 2022

6 Papa ā-iwi whānui | Public Forum

At the close of the agenda of the no speakers were scheduled to the Public Forum.

7 Pūrongo me whakatau | Decision Reports

Audit and Risk Committee Report of 28 June 2022

CM No.: 2597251

Rāpopotonga Matua | Executive Summary

Audit and Risk Committee Chairperson, Joanne Aoake, in attendance to update Council on the committee business and provide an overview of the minutes and any recommendations from the Audit and Risk Committee on 28 June 2022.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
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Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	

7 Pūrongo me whakatau | Decision Reports

Fees and Charges 2022/23

CM No.: 2572475

Rāpopotonga Matua | Executive Summary

Council's fees and charges are reviewed annually. The draft Fees and Charges 2022/23 were approved by Council on 8 December 2021, with consultation running from 14 March to 19 April 2022. Council heard and considered all submissions at a hearing on 11 May 2022. After hearing all submissions, Council made the following resolution;

Council agrees to the Draft Fees and Charges 2022/23 changes outlined in this report to;

- *The Events at Firth Tower fee structure.*
- *The Parks booking fees.*
- *The Waharoa Aerodrome landing fees, when making payment in cash.*

Council confirms the following changes in respect to the draft Fees and Charges 2022/23 with reasoning set out in Attachment A:

- *SwimZone Pools Commercial Lane Hire Fee - to remain at \$12.00.*

These changes have been incorporated into the Fees & Charges 2022/23 Document.

The approved Commercial Lane Hire Fee was lower than the proposed Lane Hire Fee Community (\$12.50 in the Draft Fees & Charges). It is recommended that the Community Lane Hire Fee also remain at \$12.00, and just have one line for Lane Hire Fee. This has been updated on page 27 of the attached Fees & Charges.

A data entry mistake has also been identified for the 6 Month Membership Pools and Spas for Senior Citizens. The correct fee should be \$255.00 (not \$250.00 as per the Draft F&C). This is the same as the 2021/22 fee. This has been updated on page 26 of the Fees & Charges.

In addition, due to Health and Safety concerns management has made the decision to no longer provide functions at Firth Tower after 5pm. This has been updated in the attached Fees & Charges on page 9.

The purpose of this report is to adopt the final Fees and Charges 2022/23 as attached to this report. The new Fees & Charges will come into effect 1 July 2022.

Tūtohunga | Recommendation

That:

1. **The report is received.**
2. **Council adopts the Fees and Charges 2022/23, to take effect from 1 July 2022 unless otherwise specified.**

Horopaki | Background

Council's fees and charges are reviewed annually. The draft Fees and Charges 2022/23 were approved by Council on 8 December 2021, with consultation running from 14 March to 19 April 2022. Council heard and considered all submissions at the hearing on 11 May 2022. After hearing all submissions, Council resolved to maintain the Commercial Lane Hire fees for SwimZone at \$12.00 (proposal \$15.00), and make some minor amendments to the Firth Tower fee structure and Waharoa Aerodrome fee structure.

Ngā Take/Kōrerorero | Issues/Discussion

Council is required to adopt its fees and charges in time for the 2022/23 financial year. The fees and charges have been developed in conjunction with the Long Term Plan budgets for 2022/23. While small amendments will likely have little impact on revenue, larger changes would have a direct impact on the revenue forecast in the Long Term Plan budgets. Any significant changes to the fee structure may not be aligned with our Revenue and Financing Policy set out in the Long Term Plan.

The majority of the fees and charges have remained the same or have been increased based on inflation data from Business and Economic Research Ltd (BERL) and then rounded accordingly. This is to ensure our fees and charges are up to date and reflect actual and reasonable costs and remain consistent with Council's Revenue and Finance Policy.

Changes identified during Consultation period

During the consultation period some items requiring correction were identified by staff and recommended to Council at the Hearing 11 May. Council resolved to approve these changes for inclusion in the Final Fees & Charges document, and these have been included in the document as attached to this report.

The changes identified are listed below for information;

Firth Tower

Due to Health and Safety concerns, alcohol is no longer permitted on site at Firth Tower. The line item relating to a bond for events with alcohol served have been deleted from Fees and Charges.

Council no longer offer wedding receptions at Firth Tower. Therefore this line item have been deleted from Fees and Charges.

The Event venue hire time has been amended to 9am to 5pm.

Parks Bookings

The 'note' has been shifted down to clarify that it does not include the booking fee. It is intended that the note is only relevant to the hire charges and the booking fee is applicable for all groups.

The change required was simply shifting the wording down so as that it doesn't appear that it excludes the booking fee.

Aerodrome landing/movement fee – via cash payment

For cash payments, 'commercial operator' has been added so the \$20.00 fee covers both recreational and commercial operators. The fee reads as follows:

- Recreational operator / commercial operator– cash - per landing/movement.

In addition, due to Health and Safety concerns management has made the decision to no longer provide functions at Firth Tower after 5pm. This has been updated in the attached Fees &

Charges on page 9, by deleting the option for 9am to midnight, and amending the timeframe for Event venue hire to 9am to 5pm (previously 9am to 4pm).

Events at Firth Tower		
Photos (access to Reserve and Firth Tower Buildings)		\$60.00
Event venue hire (funeral or wedding ceremony, photos, access to buildings or reserve, includes optional Firth Tower decor)	Between 9am and 5pm	\$500.00
Set up and pack up assistance (if required)	Per hour outside of opening hours	\$50.00
Event bond	Bond (no alcohol served**)	\$150.00

Further changes identified after the Hearing

The approved Commercial Lane Hire Fee was lower than the proposed Lane Hire Fee Community (\$12.50 in the Draft Fees & Charges). It is recommended that the Community Lane Hire Fee also remain at \$12.00, and just have one line for Lane Hire Fee. This has been updated on page 27 of the attached Fees & Charges.

A data entry mistake has also been identified for the 6 Month Membership Pools and Spas for Senior Citizens. The correct fee should be \$255.00 (not \$250.00 as per the Draft F&C). This is the same as the 2021/22 fee. This has been updated on page 26 of the Fees & Charges.

In addition, due to Health and Safety concerns management has made the decision to no longer provide functions at Firth Tower after 5pm. This has been updated in the attached Fees & Charges on page 9.

Development Contributions Charges for 2022/23

The Development Contributions within the document have increased in accordance with the Local Government Act 2002, Council have removed any interest and other financing costs, increased the remainder by the Producers Price Index Outputs for Construction provided by Statistics New Zealand since the Development Contribution was last set or increased and then added the interest and other financing costs back on. Further information can be found in our Development Contributions Policy available on our website.

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

Section 150

Under Section 150 of the Local Government Act 2002 (LGA) Council may prescribe fees or charges in the form of a bylaw made under the LGA or separately using the principles of consultation. In addition, other legislation such as the Resource Management Act 1991 (RMA) and Building Act 2004 delegates Council with the ability to fix fees or charges relevant to certain administration purposes (such as processing resource consents).

Under Section 150(3) of the LGA, fees and charges maybe prescribed using bylaws or separately using the principles of consultation set out in section 82. Fees and charges provided for by other legislation must be carried out under section 83 of the LGA. Council has opted not to use bylaws to set fees and charges at this time. Therefore, consultation was undertaken.

Section 82

Under section 82 of the LGA, where Council is required to consult in accordance with section 82 it must make the following publicly available:

- the proposed fees and charges and the reasons for the proposal
- an analysis of the reasonably practicable options including the proposal

Section 83

Where the LGA or any other legislation requires Council to use section 83, Council must ensure that the following is publicly available:

- Statement of Proposal in regards to the fees and charges proposed
- if necessary a summary of the information
- a description of how the community can present their views to Council
- a statement of the period within which views on the fees and charges may be provided to Council.

The Council must make a summary of the information or the Statement of Proposal as widely available as is reasonably practicable as a basis for consultation and provide an opportunity for persons to present their views to the Council.

Consultation for fees and charges was undertaken in accordance with the section 83 special consultative procedure principles. Undertaking consultation through section 83 ensured that Council meets both the requirements of section 82 for Council set fees and charges as well as fees and charges delegated to Council by other legislation requirements.

Revenue and Financing Policy

The fees and charges are consistent with Council's Revenue and Financing Policy. Significant changes in the setting of the fees and charges would potentially be inconsistent with Council's Revenue and Financing Policy. The exception to this is set out below:

1. Noise control - Under Resource Management Act 1991 Council needs the ability to disable the noise source if it continues. The Fees & Charges 2022/23 include a fee to recover the actual costs of alarm deactivations. Inclusion of the proposed fee for alarm deactivations does not change the budget or assumptions. The Revenue & Financing Policy specifies that the overall whole activity is funded by 100% rates.
2. Building Control – Due to the increasing demand for building consents and associated inspections, Council is outsourcing some of the building control activity. This is driving increased cost. The increased cost is a direct result of increased demand from individual users. These increased cost are passed on to the individual user through the user fees as set out in the Fees & Charges 2022/23. The Revenue & Financing Policy specifies that the overall activity is funded by 40-60% Fees & Charges and 40-60% from General Rates. The building control Fees would result in 80% revenue from Fees & Charges.

For any decision that is *“significantly inconsistent with, or is anticipated to have consequences that will be significantly inconsistent with, any policy adopted by the local authority or any plan required by this Act or any other enactment* (such as the Revenue and Financing Policy), Section 80 of the Local Government Act 2002 requires that

the local authority must, when making the decision, clearly identify –

- a) *The inconsistency; and*
- b) *The reasons for the inconsistency; and*
- c) *Any intention of the local authority to amend the policy or plan to accommodate the decision."*

In relation to the decision to set the fees for the activities above is not considered to be significantly inconsistent with the Revenue and Financing Policy.

The reasons for the inconsistencies are discussed above.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Process	Date
Council approve statement of proposal and Fees and Charges for public consultation	8 December 2021
Consult the community – newspaper ads, Social Media posts, direct mail outs and E-newsletters	14 March – 19 April 2022
Council hearing	11 May 2022
Adopt Fees	29 June 2022
New Fees apply	1 July 2022

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

Theme: Healthy Communities

Community Outcome:

We encourage the use and development of our facilities.

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

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

The fees and charges set by Council are done on the basis of either total or partial cost recovery for certain services. The proportion of costs intended to be recovered for any given activity is set out in Council's Revenue and Financing Policy. This in turn influences the level of fees set for a service. Changes to the level of fees charged for a service will impact Councils budgets (potentially increasing or decreasing revenue from this source).

Ngā Tāpiritanga | Attachments

[A↓](#). MPDC Fees & Charges 2022/23 - For Council adoption 29 June 2022



Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Senior Policy Advisor	
Approved by	Niall Baker	

	Policy Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	



Fees and Charges 2022/23 1 July 2022 – 30 June 2023

For Adoption 29 June 2022

All fees and charges are inclusive of GST unless otherwise stated.

Credit Card payments are accepted at Swim Zone Te Aroha, Te Aroha Mineral Spas and Te Aroha i-SITE with no transaction fees charged back to the customer. Credit Card transactions are accepted for payment-on-line (i.e. E-services) and at Matamata, Morrinsville and Te Aroha offices with transaction fees charged to the customer.

Version: For Council adoption

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Definitions

Definitions have been provided below for words that appear in *italics* throughout this document.

Community group - a not-for-profit organisation that provides services that are of benefit to the community, including the provision, promotion or facilitation of: public health or wellbeing, social advisory or rehabilitation services, sports or recreational activities, public amenities or recreational facilities, the protection or enhancement of the environment, the protection of human life, the relief of poverty, the advancement of education (e.g. schools) or religion, animal welfare, public works or services, the efficiency of the armed forces

Non-commercial - Not-for-profit organisations, individuals, clubs, or those involved in public health or wellbeing, social advisory or rehabilitation services, sports or recreational activities, public amenities or recreational facilities, the protection or enhancement of the environment, the protection of human life, the relief of poverty, the advancement of education (e.g. schools) or religion, animal welfare, public works or services, the efficiency of the armed forces.

Commercial - Any other entity not covered above

1. Cemeteries		2022/23
*Child means a person under the age of 14 years		
Plot fees		
Adult		\$1,625.00
Child		\$810.00
Single ashes		\$435.00
Single ashes wall		\$340.00
Double ashes wall		\$510.00
Deposit for reserved plot		\$100.00
Interment fees		
Adult burial		\$1,205.00
Child* burial		\$600.00
Ashes	In-ground	\$145.00
	Wall (includes plaque installation)	\$170.00
Late interment fee (arrival at Cemetery more than 1 hour after specified burial time, this will be charged in addition to the relevant interment charge)		\$100.00
Disinterment fees		
Adult or child*		At cost
Ashes (wall or inground)		\$145.00
Matamata Cemetery only		
Single RSA ashes wall	Wall 2	\$80.00
Single RSA ashes wall	Wall 3	\$345.00
Two adjacent single plots for a double interment RSA ashes wall		\$510.00
Matamata Memorial Garden		\$140.00
Piako Lawn Cemetery		
Still born (Plaque installation only – no interment)		\$80.00
Still born (Interment only)		\$145.00
Still born (Plaque installation and interment)		\$170.00
Te Aroha Cemetery		
Still born (Plaque installation only – no interment)		\$80.00
Additional costs (if applicable)		
Vase Installation (Ashes Walls)		\$50.00
Plaque/Memorial Installation (Ashes Walls)		\$80.00
Breaking concrete & reinstatement	Per m3 concrete and hourly rate	At cost
Weekend fees (burial only)		\$340.00
Weekend fees (ashes only)		\$145.00
Public holiday fee (burial only)		\$450.00
Public holiday fee (ashes only)		\$260.00
Request to change reserved plot		\$55.00
Request to change warrant		\$110.00
Request to sell back reserved plot to Council		\$55.00
Admin fee for unpaid reserved plot		\$55.00
Monument installation application fee		\$50.00
Monument installation application fee - RSA		No charge

2. General property		2022/23
Council boardroom facilities		
If cancellation notice is received within 7 days prior to the Event – no refund		
Interview rooms	Per hour	\$10.00
Boardroom hire, not including kitchen	Per hour	\$40.00
Boardroom includes kitchen	All day	\$330.00
Boardroom kitchen only	Per hour	\$20.00
Lease arrangement set up cost		
Lease where annual lease payments to Council are less than \$200.00		\$270.00
Lease where annual lease payments to Council are more than \$200.00		\$550.00
Community Group that meet the criteria of the Community Lease and Licence Policy pay 50% of the relevant lease/licence fee.		

3. Libraries		2022/23
Over dues – rentals	Per day	\$0.50
Over dues – adult	Per day	\$0.40
Over dues – DVD/non book \$3	Per day	\$1.00
Over dues – DVD/non book \$5	Per day	\$2.00
Over dues – DVD/non book \$10	Per day	\$3.00
Over dues – reference and overnight loan	Per day	\$5.00
Hot picks	Per book (2 week issue only)	\$5.00
Non-collection of a reserved item		\$2.00
Interloans fee – requests outside MPDC	Plus associated fees	\$10.00
Internet and email – ½ hour per person per day		No charge
Photocopying – A4 side – black and white	Self service	\$0.20
Photocopying – A3 side – black and white	Self service	\$0.40
Photocopying – A4 side – colour	Self service	\$1.00
Photocopying – A3 side – colour	Self service	\$2.00
Printing- black and white - per side	Self service	\$0.20
Printing - A4 page – colour – per side	Self service	\$1.00
CDs	From	\$2.00
DVD/non book (cost of item \$ <\$45.00)		\$3.00
DVD/non book (cost of item \$45> <\$75.00)		\$5.00
DVD/non book (cost of >\$75.00)		\$10.00+
Replacement cards		\$4.50
Withdrawn books		20 cents to \$2.00
PC scanning		Actual cost
Lost books/item – replacement cost	Cost of book plus admin charge of	\$15.50
Local request delivery		Actual cost
Data storage devices		Price varies
Membership charge for non-residents from non-reciprocal districts	Annual membership fee	\$60.00

3. Libraries		2022/23
Meeting rooms	Per hour	\$10.00
Pop-up meeting space	Per hour	\$5 - \$10

4. Parks		2022/23
<p>** Alcohol served - Serving alcohol at Council facilities is subject to licensing requirements under the Sale and Supply of Alcohol Act 2012 and/or obtaining permission from Council.</p> <p>*** Casual/regular hirers definitions - Regular hirers are not required to pay a bond. Regular hirers are those who make regular bookings that cover one school term or a period of three months or more. All other hirers are classified as casual hirers.</p> <p>**** Sports parks; Matamata: Matamata Domain, Pohlen Park, Swap Park, Morrinsville: Morrinsville Recreation Ground, Wiseley Reserve, Te Aroha: Boyd Park, Herries Park, Waihou Recreation Reserve</p> <p>Please note: There is no GST on bonds for parks. If cancellation notice is received within 7 days prior to the Event - no refund.</p>		
Standard charges - all parks		
Booking fee - required per booking or group of bookings if made at one time		\$16.00
Daily charge - sports parks****		\$55.00
Daily charge - this is for all other parks and reserves that are not listed as sports parks**** (above) e.g. Railside by the Green Reserve, Howie Park, Te Aroha Domain.	Note: These do not apply to <i>Community Group</i>	\$20.00
Bond for casual hirers ***	Per day	\$260.00
Key bond (where applicable)	Per set of keys	\$25.00
Optional extras - all parks (all users, including community groups)		
Rubbish bins, above what is normally provided in the park	Per additional bin	\$16.00
Wedding/event site preparation (e.g. additional mowing prior to event)		\$65.00
Power service charge (if available)	Per day	\$65.00
Gate locking/unlocking (if required after hours/weekends)	Per locking/ unlocking	\$65.00
Commercial activities - all parks		
Hire	Per day	\$645.00
Building/facilities		
Note: for recreational facilities such as sports stadiums please see recreation facilities and heritage section		
AR Johns Building - Boyd Park, Te Aroha		
Daily charge (daily charge rates will be pro-rated on an hourly basis for regular bookings that cover one school term or a period of three months or more)	Per 1/2 day (up to 6 hours)	\$85.00
	Per day	\$130.00
Bond for casual hirers *** (no alcohol served**)	Per day	\$50.00
Bond for casual hirers *** (alcohol served**)	Per day	\$260.00
Domain House - Te Aroha Domain		
Note: Council is currently operating operate Domain House as a beauty salon. These fees and charges will only apply while the facility is available for casual use not at times the salon is operating.		
All hirers (lower rates for use of Domain House for three days or more may be negotiated.	Per day	\$50.00
Bond for casual hirers*** (no alcohol served**)	Per day	\$50.00
Bond for casual hirers*** (alcohol served**)	Per day	\$260.00

4. Parks		2022/23
Domain Pavilion - Te Aroha Domain		
Daily charge	Per day	\$10 per hour (<i>Community Group</i>) or \$30 per day (8 hours) or \$25 per hour (<i>Commercial use</i>) or \$150 per day (8 hours)
Bond for casual hirers*** (no alcohol served**)	Per day	\$50.00
Bond for casual hirers*** (alcohol served**)	Per day	\$260.00
Billboard Sign - Skidmore Reserve, Te Aroha		
Billboard events sign boards (includes sign and installation)		\$80.00

5. Recreation facilities and heritage		2022/23
<p>** Alcohol served - Serving alcohol at Council facilities is subject to licensing requirements under the Sale and Supply of Alcohol Act 2012 and/or obtaining permission from Council.</p> <p>*** Casual/regular hirers definitions - Regular hirers are not required to pay a bond. Regular hirers are those who make regular bookings that cover one school term or a period of three months or more. All other hirers are classified as casual hirers.</p> <p>Event Facilitator assistance during events is available – please contact the Events and Promotions Co-ordinator to discuss your requirements and rates. Rates depend on size of event and set up requirements. Please discuss your requirements with the Events and Promotions Co-ordinator</p> <p>Please note - There is no GST on bonds for recreation facilities and heritage. If cancellation notice is received within 7 days prior to the Event – no refund</p>		
Matamata-Piako Civic and Memorial Centre		To be reviewed annually and updated 1 January
Bond		
No alcohol served Note: Bond waived if making 10 or more bookings per year. These bookings/payments must be made in a single transaction.		\$200.00
Alcohol served**		\$1,000.00
Tainui Room (Tainui 1 and 2, including kitchenette)	Per hour	\$15.00
<i>Non-commercial</i> – hourly rate (minimum of two hours)		\$15.00
<i>Non-commercial</i> – full day (8 hours or more)		\$60.00
<i>Commercial</i> – hourly rate (minimum of two hours)		\$35.00
<i>Commercial</i> - full day (8 hours or more)		\$250.00
Tainui Room 1 (including kitchenette) or Tainui Room 2 (no kitchen, only available during office hours)		
<i>Non-commercial</i> - hourly rate (minimum of two hours)		\$10.00
<i>Non-commercial</i> – full day (8 hours or more)		\$30.00
<i>Commercial</i> - hourly rate (minimum of two hours)		\$25.00
<i>Commercial</i> - full day (8 hours or more)		\$100.00
Memorial Hall (Te Takere and Te Taurapa Rooms, including kitchen)		
<i>Non-commercial</i> - hourly rate (minimum of two hours)		\$20.00
<i>Non-commercial</i> – full day (8 hours or more)		\$120.00
<i>Commercial</i> - hourly rate (minimum of two hours)		\$100.00

5. Recreation facilities and heritage		2022/23
Commercial - full day (8 hours or more)		\$600.00
Te Taurapa Room (2/3 of memorial hall)		
Non-commercial - hourly rate (minimum of two hours)		\$15.00
Non-commercial – full day (8 hours or more)		\$90.00
Commercial - hourly rate (minimum of two hours)		\$60.00
Commercial - full day (8 hours or more)		\$360.00
Te Takere Room (1/3 of memorial hall)		
Non-commercial - hourly rate (minimum of two hours)		\$15.00
Non-commercial – full day (8 hours or more)		\$60.00
Commercial - hourly rate (minimum of two hours)		\$35.00
Commercial - full day (8 hours or more)		\$250.00
Whole complex (Tainui Room, Foyer, Te Taurapa and Te Takere Rooms, kitchen and extra toilets)		
Non-commercial - hourly rate (minimum of two hours)		\$30.00
Non-commercial – full day (8 hours or more)		\$200.00
Commercial - hourly rate (minimum of two hours)		\$150.00
Commercial - full day (8 hours or more)		\$750.00
Matamata - Headon Stadium Morrinsville Event Centre Te Aroha - Silver Fern Farms Event Centre		To be reviewed annually and updated 1 January
Bond No alcohol served		
Note: Bond waived if making 10 or more bookings per year. These bookings/payments must be made in a single transaction.		
Alcohol served		
		\$200.00
Court access (Basketball court area size)		
Opening time until 6pm	Per court per hour	\$15.00
6pm until closing time	minimum 1 hour charge with following time charged per ½ hour	\$25.00
Lounge small (Matamata – Rose Yorke room, Morrinsville – Committee room, Te Aroha – Ballance room – Seales Winslow room)		
Non-commercial - hourly rate (minimum of two hours)		\$10.00
Non-commercial – full day (8 hours or more)		\$30.00
Commercial - hourly rate (minimum of two hours)		\$25.00
Commercial - full day (8 hours or more)		\$150.00
Lounge large (Morrinsville – Motumaoho room, Te Aroha – Ballance & Seales Winslow rooms combined)		
Non-commercial - hourly rate (minimum of two hours)		\$15.00
Non-commercial – full day (8 hours or more)		\$60.00
Commercial - hourly rate (minimum of two hours)		\$35.00
Commercial - full day (8 hours or more)		\$210.00
Changing rooms (if required in addition to toilets)	Per booking per day	\$30.00
Additional Fees		

5. Recreation facilities and heritage		2022/23
Security – Council may require large or high risk events to have security guards present for the event and pack up	Per hour	At actual cost
Replacement/loss of access card		\$50.00
Damage to facility		Whole bond minimum, above that at actual cost
Carpet clean		Actual cost - minimum \$150.00
After hours call out (e.g. insecure building). Only charged when user is at fault		At cost
Cleaning if required, where the venue is left in an unsatisfactory condition (e.g. dishes left in kitchen, significant rubbish left behind, decorations left in place)	Actual cost per hour	Minimum \$50.00
Set up and pack up/Events Facilitator assistance (if required)	Per hour	\$50.00
Optional additional extras		
Sound system		\$35.00
Projector and screen	Per screen	\$50.00
Tea, percolator coffee, juice	Per person	\$3.00
Tablecloths	Per cloth	\$12.00
Lectern		\$10.00
Stage		\$50.00
Carpet tiles - 1 court (required for all non-sport events on the courts)		\$305.00
Carpet tiles - 2 courts (required for all non-sport events on the courts)		\$510.00
Additional rubbish bins	Per bin	\$16.00
Event Facilitator assistance during event is also available – please contact the Events and Promotions Co-ordinator to discuss your requirements and rates		
Firth Tower Historical Reserve		
General admission to reserve grounds only		No charge
General admissions to buildings and displays for individuals (is determined by the Matamata Historical Society)		See current fees at https://www.firhtower.co.nz/
Groups / school (including 2 Firth Tower staff facilitated activities)	Per person	\$5.00
Groups / schools (including 2 non-facilitated activities)		\$4.00
Annual Family Pass (per family per year. Based on 2 adults and up to three children)		\$100.00
Additional facilitated activities		\$2.00
Events at Firth Tower		
Photos (access to Reserve and Firth Tower Buildings)		\$60.00
Event venue hire (funeral or wedding ceremony, photos, access to buildings or reserve, includes optional Firth Tower decor)	Between 9am and 5pm	\$500.00
Set up and pack up assistance (if required)	Per hour outside of opening hours	\$50.00
Event bond	Bond (no alcohol served**)	\$150.00
Heritage room hire	Non commercial Per hour	\$10.00
	Non commercial Full day	\$30.00

5. Recreation facilities and heritage		2022/23
	Commercial Per hour	\$25.00
	Commercial Per day	\$150.00
Campervans (unpowered)	Per campervan per night	\$10.00
Campervans (powered)	Per campervan per night	\$15.00
Campervan events charge	Per person, per night, includes museum entry	\$10.00
Waharoa (Matamata) Aerodrome		
Annual Landing/Movement Fee - recreational users (non-commercial)	Per year	\$130.00
Recreational operator – direct credit - per landing/movement (paid within the month)	Maximum \$10.00 per day	\$10.00
Recreational operator / commercial operator – cash - per landing/movement	Maximum \$20.00 per day	\$20.00
Recreational / commercial operator – invoiced if not paid by direct credit within the month.	Maximum \$40.00 per day	\$40.00
Note: The first of any of the following types of movements are charged at landing rates: landing, touch and go and approach and go		
Aircraft parking	Per day (24 hours)	\$6.00
Camping		<i>NOTE: Public camping closed. Commercial camping only granted by permission from MPDC</i>
Unattended, un-powered site	Per day	\$2.00
Unattended, powered site	Per day	\$4.00
Adults		
Un-powered site	Per person/ per day	\$14.00
Powered site	Per person/ per day	\$16.00
Soaring Centre bunk room	Per person/ per day	\$14.00
Children	Per person/ per day	\$7.00

6. Animal control		2022/23
Dog ownership fees		
Full registration fee		\$120.00
Minus rebates/bonus (below) if applicable:		
Rebate (de-sexed dog, working dog, or breeding dog owner registered with Dogs New Zealand)		\$30.00
NOTE this rebate may only be claimed for one of these categories		
Rebate (Responsible Owner Rebate)		\$15.00
Bonus		\$35.00
- no complaints or infringements		
- no dog held by the owner was impounded in the previous registration year		
Classified dangerous dog		150% of the relevant fee applies
Replacement tags		\$2.00
Payment after 31 July will result in a 50% penalty fee		
Dog impounding charges		
Impounding		\$50.00
Second impounding		\$80.00
Third and subsequent impounding in the same registration year		\$125.00

6. Animal control		2022/23
Daily sustenance		\$12.50
Microchipping		\$60.00
Stock call out fees		
During office hours		\$125.00
After hours (inclusive of mileage)	Per call out	\$175.00
Impounding fee	Per head, plus all costs	\$50.00
Daily sustenance	Per head	\$6.00
All associated costs (i.e. transport, advertising)		Actual cost
Note: Keeping an unregistered dog may result in an infringement fee of \$300. Owners are legally responsible for keeping their dog under control at all times. Failure to do so is an offence under Section 53 of the Dog Control Act with a fine of up to \$3000 or an infringement fee of \$200. Any dog found at large can be impounded at the owner's expense.		

7. Building consents and monitoring		2022/23
Minor works (category 1 Level 1)		
Solid fuel heaters, plumbing or drainage, garden sheds (up to 20m ²), marquees, solar heating panels, basic warning systems and similar	Includes: admin, accrued, alpha 77, processing and inspection costs	\$710.00
Minor building works (category 1 Level 2)		
Carports, demolition, decks, pergolas, para pools and equivalent types, shade sails, archgolas, retaining walls	Includes: admin, accrued, alpha 77, processing and inspection costs	\$900.00
Standard building works (non-habitable) (category 1 Level 1)		
Garages, hay barns, implement sheds, concrete masonry pools, conservatories	Includes: admin, accrued, alpha 77, processing and inspection costs	\$925.00
Detached habitable buildings with no plumbing or drainage (category 1 Level 1)		
With no plumbing or drainage, e.g. sleep out, office, studio. Alterations and additions: Up to 30m ² with no plumbing or drainage	Includes: admin, accrued, alpha 77, processing and inspection costs	\$2,225.00
Detached habitable buildings with plumbing or drainage (category 1 Level 2)		
With plumbing and drainage, e.g. sleep out with toilet and shower. Alterations and additions up to 30 m ² with plumbing and drainage	Includes: admin, accrued, alpha 77, processing and inspection costs	\$2,850.00
Dairy sheds (category 1 Level 2)		
Dairy sheds	Includes: admin, accrued, alpha 77, processing and inspection costs	\$1,925.00
Alterations and additions up to 60m² (category 1 Level 2, excluding dwellings)		
Industrial workshop, commercial office Note: for work over 60 m ² commercial/industrial fees apply	Includes: admin, accrued, alpha 77, processing and inspection costs	\$3,200.00
Dwellings		
Dwelling single storey up to 100 m ² (category 1 level 2)	Includes: admin, accrued, alpha 77, processing and inspection costs	\$3,250.00
Dwelling single storey up to 250 m ² (category 1 level 2)		\$3,250.00

7. Building consents and monitoring		2022/23
Dwelling single storey in excess of 250 m2 (category 1 level 2 or category 2 depending on complexity)		\$3,650.00
Dwelling two storey or more up to 250 m2 (category 2)		\$4,575.00
Dwelling two storey in excess of 250 m2 (category 3)		\$4,975.00
Re-sited/transportable dwellings (Category 1 Level 2)		\$1,750.00
Multi use consents (dwellings)		
Dwellings (Note: MBIE, BRANZ, planning and engineering fees will still apply)	Includes: admin, accred, alpha 77, processing and inspection costs	\$2,950.00
Commercial/industrial		
Small commercial/industrial up to 300 m2 (category 1 Level 2)	Includes: admin, accred, alpha 77, processing and inspection costs	\$6,425.00
Commercial/industrial in excess of 300 m2 (category 2 or 3)	Includes: admin, accred, alpha 77, processing and inspection costs	At cost +\$700
Structures (category 2 or 3)		
Including bridges, reservoirs, dams, tanks, retaining walls	Includes: admin, accred, alpha 77, processing and inspection costs	\$975.00
Other building related fees		
Stock underpass (also refer roading section) Producer statement for structural work and installation are required. DBH and BRANZ fees are included	Includes: admin, accred, alpha 77, processing and inspection costs	\$1,077.00
PIM only applications (planning and engineering fees are additional)	Fee and alpha 77	\$625.00
Extra inspections		
Extra inspection	Inspection fee (per hour)	\$175.00
Minor variation to building consents		
Costs required to review the amendment (per hour). Government levies may also apply.	Processing and inspection costs (per hour), Alpha 77	\$275.00
Major Amendment to a Building Consent		
Costs required to review the amendment (per hour). Government levies may also apply.	Processing and inspection costs (per hour), Alpha 77	At cost +\$275
Fencing of existing swimming pool		
Inspect, register and issue compliance certificate	Set fee	\$175.00
Application for exemption	Set fee	\$650
External services		
Peer review for fire design, lifts and the like	External cost + 10%	At cost +10%
Other Building Act processes not listed		
Actual cost	Per hour	Actual cost at \$175/hr
Building warrant of fitness audits		
Actual cost to audit existing BWOF	Per hour	\$175
Applications for certificate of public use (sections 363a and 363b Building Act 2004)		
Issue a certificate of Public Use.	Includes: admin, accred, alpha 77, processing and inspection costs	\$512.50
Compliance schedules		

7. Building consents and monitoring		2022/23
New compliance schedules (section 102 Building Act 2004)	Includes: admin, accrued, alpha 77, processing and inspection costs	\$675.00
Amendments to existing compliance schedule (section 106 and 107 Building Act 2004)	Includes: admin, accrued, alpha 77, processing and inspection costs	\$500.00
Application for a Building Certificate		
Sale and Supply of Alcohol Act 2012: section 100	Set fee	\$262.50
Inspection of premises for fire safety and access for people with disabilities.	Set fee	\$262.50
Applications for Certificate of Acceptance (section 97 Building Act 2004)		
Approval for unconsented work – Cost of original consent required plus per hour costs for any added processing and inspection over what was originally required. Note: If an external building surveyor is used this will be charged at cost + 10%		Cost of original consent required plus per hour cost
Exempt building work (schedule 1 Building Act 2004)		
Process application for exemption	Set fee plus Alpha 77	\$87.50
Extension of time		
Process an extension of time (Not billed until time of CCC)	Admin and inspection cost	\$263.00
Notice to fix (section 164 and 167 Building Act 2004)		
Process a 'Notice to Fix'	Set fee	\$300.00
Certificate for construction over two allotments (section 75 Building Act 2004)		
Issue a section 75 certificate.	External legal costs +10%	Actual cost + 10%
Notice when building on land subject to a natural hazard (section 73 Building Act 2004)		
Process a section 73 application		Actual cost + 10%
Amusement devices set by statute		
Fees set by Amusement Devices Regulations 1978: regulation 11, for approval to operate.		
A. One device for up to seven days	Set fee	\$11.50
B. Additional device for up to seven days	Set fee	\$2.30
C. Each device for every seven day period after first listing	Set fee	\$1.15
Sale of building consent information		
Requests for building consent information	Per month	\$32.00
Notes:		
<ul style="list-style-type: none"> The above fees are building consent fees only. You may incur additional fees for planning and engineering approval if required. Should any particular job significantly exceed the set fee, an additional charge based on actual time will be payable. 		

7. Building consents and monitoring	2022/23
<ul style="list-style-type: none"> Fixed charges are payable on application. At the end of processing, inspection fees and additional levies may be payable. Building consent fees include the cost of the Code of Compliance Certificate. Lapsed consents: Building consents cancelled prior to the first inspection being carried out will be refunded the charge already paid, less the cost of the work already undertaken. <p>We may be required to collect the following fees on behalf of others:</p>	
Building Research Association of New Zealand (BRANZ) Levy - set by statute	
For every building consent with an estimated value of \$20,000 and over. \$1.00 per \$1,000 is payable. (Note: GST is not applicable to this levy).	\$1.00 per \$1,000 is payable
Building Performance (MBIE) Levy - set by statute	
For every building consent with an estimated value of \$20,444 and over. \$1.75 GST inc per \$1,000 is payable.	\$1.75 (GST incl) per \$1000 of building value
Development contributions (A contribution towards the infrastructure required for increased development in accordance with the policy)	

8. Licensing and enforcement	2022/23
Health licences - Health Act 1956 and associated regulations	
Hairdressers	\$135.00
Additional inspections Per hour	\$170.00
Change of ownership	\$107.00
Camping grounds	\$270.00
Funeral directors	\$100.00
Mortuaries	\$215.00
Note: \$100.00 penalty for all registrations if they have not applied and paid by 30 June each year hairdressers and camping grounds and by 31 May each year for funeral directors and mortuaries.	
Food Act 2014	
Food Control Plan	
Application for new registration of template food control plan	\$160.00
Application for renewal of template food control plan	\$140.00
Application for amendment of registration of template food control plan	\$160.00
Voluntary suspension of food control plan	\$160.00
National Programme	
Application for new registration of a national programme	\$160.00
Application for renewal of a national programme	\$140.00
Application for amendment of registration of a national programme	\$160.00
Voluntary suspension of a national programme	\$160.00
Processing charges	
All verification activities including pre-registration assistance, annual audit, reporting non-compliance visits and any activity not specified in the schedule above (Environmental Health Officer) Per hour	\$170.00
Administration Per hour	\$87.50
Copies of food control plan or national programme	\$35.00

8. Licensing and enforcement		2022/23
Mobile Shops		
Mobile shops		\$250.00
Gambling venue (class 4 consent)		
That meets all the criteria*	Deposit	\$1,000.00
That doesn't meet all the criteria*	Deposit	\$1,000.00
Noise control		
Return of seized stereo		\$150.00
Alarm deactivation/disarming - call outs		Actual cost
Alcohol licences set by statute		
Cost/risk fee category		
Very low (0 - 2 rating)	** Application fee	\$368.00
	Annual fee	\$161.00
Low (3 - 5 rating)	** Application fee	\$609.50
	Annual fee	\$391.00
Medium (6 - 15 rating)	** Application fee	\$816.50
	Annual fee	\$632.50
High (16 - 25 rating)	** Application fee	\$1,023.50
	Annual fee	\$1,035.00
Very high (26 plus rating)	** Application fee	\$1,207.50
	Annual fee	\$1,437.50
* All applications that require a deposit will be charged at actual processing costs		
** Applies to applications for new licences, renewals of licences and variations to licences		
Application type set by statute		
Special licence	See special licence application form for further details	
Class 3 One or two small events		\$63.25
Class 2 Three to twelve small events: one to three medium		\$207.00
Class 1 One large event: more than three medium events: more than twelve small events		\$575.00
Other fees set by statute		
Manager's certificate application		\$316.25
Temporary authority		\$296.70
Temporary licence		\$296.70
Appeal to Alcohol Regulatory & Licensing Authority (ARLA)		\$517.50
Extract of register (ARLA or District Licensing Committee)		\$57.50
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)		\$632.50
See also building consents and monitoring and resource consents and monitoring fees		

9. Resource consents and monitoring		2022/23
Regulatory planning charges		
Hourly rates and other charges		
Set up fee (disbursements)	Per hour	\$88.00
Administration	Per hour	\$88.00

9. Resource consents and monitoring		2022/23
Graduate Planner	Per hour	\$140.00
Intermediate Consents Planner / Planning Guidance Officer	Per hour	\$155.00
Senior Planner	Per hour	\$181.00
Team Leader Resource Consents	Per hour	\$202.00
District Planner / Group Manager Community Development	Per hour	\$228.00
Monitoring	Per hour	\$155.00
Processing of completion certificates (s224)	Per hour	\$155.00
Team Leader Development Engineer	Per hour	\$202.00
Development/Rural Engineer	Per hour	\$155.00
Legal – in house - refer legal section in fees and charges		
External consultants (eg processing planner/engineer)		Actual cost plus 5%
Technical reports (eg peer review)		Actual cost plus 5%
Commissioners – independent		Actual cost plus 5%
Commissioners – Councillors - In accordance with Remuneration Authority Act 1977		Actual cost
Venue hire		Actual cost
Reports requested by commission		Actual cost
Pre-lodgement meetings - First hour free, thereafter charged out at the officer's hourly rate		
Sale of planning consent information (per month)	Per month	\$55.00
Consent deposits and set fees		
Minor subdivision 1-9 lots*	Deposit	\$2,000.00
Major subdivision 10+ lots*	Deposit	\$5,000.00
Landuse For breaches of development controls such as household recreation space and site coverage*	Deposit (includes 1 hour of monitoring)	\$2,000.00
Vehicle crossing only	Deposit (includes 1 hour of monitoring)	\$1,000.00
Combined minor subdivision and landuse		\$3,000.00
Combined major subdivision and landuse		\$6,000.00
Peat hazard landuse consent - including monitoring**	Set fee	\$0.00
Second hand building landuse consent - including 1 hour deposit for monitoring**	Set fee	\$710.00
Permitted boundary activities	Set fee	\$350.00
Marginal and temporary activities	Deposit	\$500.00
Front yard encroachment landuse consent (only applies where written approval from the affected parties are submitted with the application and there are no other matters of non-compliance - includes 1 hour deposit for monitoring)**	Set fee	\$710.00
Limited notified applications* (in addition to other deposits)	Deposit	\$4,000.00
Publicly notified applications* (in addition to other deposits)	Deposit	\$6,000.00
Public or limited notified applications requiring a hearing	Deposit	\$5,000
Approval of survey plan (s223 RMA) Minor subdivision 1-4 lots	Set fee	\$259.00
Approval of survey plan (s223 RMA) Major subdivision 5 lots plus	Set fee	\$414.00

9. Resource consents and monitoring		2022/23
Approval of consent conditions (s224 RMA)*	Deposit	\$500.00
Extensions of time (s125 RMA)*	Deposit	\$1,000.00
Variations or cancellation of a consent condition (s127 RMA)*	Deposit	\$1,000.00
Variations or cancellation of a consent notice (s221 RMA)*	Deposit	\$1,000.00
Release of minor works bond*	Deposit	\$400.00
Cancellation or variation of easements, building line restrictions and cancellation of compulsory amalgamations conditions (s241 and s243 RMA)*	Deposit	\$1,000.00
Easements not requiring subdivision consent (s348 LGA)*	Deposit	\$1,000.00
Surrender of consent*	Deposit	\$500.00
Surrender of consent as required by a condition of consent	Set fee	\$350.00
Designation or heritage order*	Deposit	\$3,000.00
Alteration of designation or heritage order*	Deposit	\$2,000.00
Outline plan (s176a RMA)*	Deposit	\$1,000.00
Outline plan waiver	Set fee	\$350.00
Certificate of compliance (s139 RMA)*	Deposit	\$1,000.00
Existing Use Rights Certificate (s139A RMA)*	Deposit	\$2,000.00
Alcohol licensing certificate for a new premises	Set fee	\$373.00
Alcohol licensing certificate for an existing premises	Set fee	\$135.00
Building consent processing – refer building consents and monitoring section		Hourly rates
All other functions under the RMA – refer regulatory planning charges		Hourly rates
Vehicle entrances - see Roading		
Development Contributions are set through the Development Contributions Policy and adjusted for inflation each year.		

10. Roading		2022/23
Overweight/high productivity vehicle permit application		
Processing of permit - no supervision	Per permit	\$108.00
Processing renewal of existing permit	Per permit	\$42.00
Additional supervision cost	Per permit	\$150.00
Non notification which includes pavement and structural investigation work		\$710.00
Note: Any fees and charges that may be applicable for new overweight licensing requirements will be addressed at the time any new requirements come into force.		
RAPID number		
New RAPID number		No charge
Replacement of a RAPID number		No charge
Roading events - non road closure		
Application - fundraising/community events		\$28.00
Application - private events		\$52.00
Roading events - road closures (including advertising)		

10. Roading		2022/23
Closures requiring calls for submissions:		
Fundraising/community events		\$490.00
Private events		\$576.00
Closures not requiring calls for submissions:		
Private events/utility work		\$350.00
Corridor access requests (CAR)		
Application fee:		
Standard Car		\$196.00
Project work (exceeding 28 days)		\$381.00
Generic Traffic Management Plan (multiple sites up to a period of 12 months)		\$500.00
Further inspections due to non-compliance	Per inspection	\$160.00
Non-notification cost		\$695.00
Approved Contractors		
Application to become an approved contractor		\$250.00
Application for a new/upgraded vehicle crossing not part of a subdivision or building consent		\$100.00
Further inspections due to non-compliance	Per inspection	\$155.00
Non-approved contractors		
Application for a new/upgraded vehicle crossing not part of a subdivision or building consent		\$250.00
Further inspections due to non-compliance	Per inspection	\$160.00
Stock underpasses (also refer building section)		
Applications (including all inspections)		\$648.00
Further inspections due to non compliance	Per inspection	\$170.00
Fence permits		
Applications (including first inspection)		No charge
Further inspections due to non compliance	Per inspection	\$170.00
Stock permits		
Applications (including first inspection)		No charge
Further inspections due to non compliance	Per inspection	\$170.00
Abandoned vehicles		
Vehicles taken into custody (where owner can be identified)	For towing and storage (if required)	Actual cost
Disposal fee (where owner can be identified)	For disposal of vehicle (if required)	Actual cost
Skateboard infringements		
First confiscation		No fee
Second confiscation		\$36.00
Third and subsequent confiscations		\$67.00

11. Rubbish and recycling		2022/23
MPDC official refuse bags/bins – for purchase from Council offices/retail stores		
Recycling bins (small green bins)		\$18.00
MPDC official rubbish bags (retail price)		\$3.00
Wholesale bags	For the commercial sale of refuse bags only	Up to 15% less than retail price
Recycling wheelie bin 80 litre		\$64.00
Recycling wheelie bin 240 litre		\$75.00
Recycling wheelie bin delivery		\$48.00
Wheelie bin attachments		\$17.00
Transfer Station Fees		
Sorted approved recyclables		
Sorted and approved recyclables		Free
Commercial quantities will only be accepted by prior arrangement with management	Per tonne	\$100.00
Refuse		
Bag - this is for plain bags dropped at MPDC refuse sites (MPDC official bags are free to drop at MPDC refuse sites)	Up to 60 litre bag larger bags will be weighed	\$5.00
Car, utes, all vehicles/trailers	Per tonne	\$290.00
	Minimum charge	\$30.00
Green waste		
Bag - this is for plain bags dropped at MPDC refuse sites (MPDC official bags are free to drop at MPDC refuse sites)	Up to 60 litre bag, larger bags will be weighed	\$3.00
Car, utes, all vehicles/trailers	Per tonne	\$135.00
	Minimum charge	\$16.00
Scrap steel		
Ute/station wagon/single axle trailer/tandem axle/high side trailer/commercial		No charge
Electronic waste		
Desktop computer, server (box only), modem, keyboard, small peripherals		No charge
Fluorescent tubes, laptop battery, speakers (per unit)		\$3.00
DVD/CD/VCR player, stereo system, gaming console, laptop, small printer, scanner, fax, microwave		\$6.50
LCD Computer monitor		\$11.50
CRT Computer monitor, Plasma/LCD TV (flat screen)		\$18.00
CRT TV		\$24.00
Other transfer station charges - These apply to all three transfer stations:		
Charges per type		
Car tyre		\$10.00
4WD and light truck tyre		\$12.00
Truck tyre		\$25.00
Tractor tyre less than 40 inch diameter		\$57.00
Tractor tyre 40 inch diameter or more		\$93.00
White ware (Items need to be degassed)	Per item	\$12.00

11. Rubbish and recycling	2022/23
Domestic quantities (up to 10 litres) of hazardous waste and oil can also be disposed of at the transfer stations, including solvents (labelled), cleaning fluids (labelled), paints, car batteries and oils. Fertilisers, herbicides and pesticides may also be disposed of if they are placed in a sealed, clear plastic bag and labelled. Larger quantities may be accepted by prior arrangement.	\$19.00

12. Wastewater	2022/23
Tradewaste – administrative charges	
Tradewaste application fees Per unit	\$92.00
Inspection fee Per unit hour	\$152.00
Temporary discharge application fee Per unit	\$92.00
Annual tradewaste – consent charges	
Permitted	No charge
Conditional	\$374.00
Tradewaste charges are as per individual tradewaste agreements	
The fixed tankered waste charge shall be calculated using a set fee per cubic metre.	Tankered waste clinic metre fee per m3 \$41.00

13. Water	2022/23
Per m3	\$5.97
District wide tanker fill points	Initial registration \$365.00
	Annual review \$123.50
Backflow maintenance and annual testing	Actual cost plus admin fee of 10%
Meter administration fees	
Re-connection fee	At cost
Disconnection fee	At cost
Connection/installation fee	At cost

14. Strategies and plans (District Plan)	2022/23
District Plan sales	
District Plan and maps and development manual (hard copy)	\$400.00
Private plan changes	
Private plan changes Deposit	\$20,000.00
Administration fee Per hour	\$88.00
Graduate Planner Per hour	\$140.00
RMA Policy Planner Per hour	\$155.00
Senior Planner Per hour	\$202.00
District Planner/ Group Manager Community Development Per hour	\$228.00
Consultant Planner Per hour	Actual cost plus 5%
Legal – in house - refer legal section in fees and charges	
External consultants	Actual cost plus 5%

14. Strategies and plans (District Plan)		2022/23
Commissioners – independent		Actual cost plus 5%
Commissioners – Councillors - In accordance with Remuneration Authority Act 1977		Actual cost
Venue hire		Actual cost
Reports requested by commission		Actual cost plus 5%
Note: All photocopying and postage will be charged as per fees and charges – customer services section.		

15. Engineering		2022/23
Graduate Engineer	Per hour	\$145.00
Surveyor	Per hour	\$155.00
Engineering Officer	Per hour	\$160.00
Senior/Design Engineer	Per hour	\$191.00
Team Leaders	Per hour	\$211.00
Roading Manager	Per hour	\$237.00
Service Delivery Manager	Per hour	\$228.00

16. Customer services/Records/GIS and administration		2022/23
Official information charges		
Time - first hour or part there of		Free
Time - after first hour	Per half hour or part there of	\$38.00
Pages copied - first 20 A4 (or smaller) pages free	Over 20 pages/per page	\$0.20
Cost of CDs, video, tapes, printing larger than A4 and other materials or viewing arrangements requested		Actual cost
Access to files		
Simple file - excludes property owner		\$27.00
Complex files - e.g. business or industrial establishments		\$58.00
Building and resource consent files		\$22.00
Recovery of file from off-site		\$60.00
Record of Title and deposited plan search (searches are performed only to satisfy Resource Consents and Building Consents requirements, we do not do general public searches)	Per title	\$27.00
Access to register information	Per month	\$22.00
Supporting documents for search (Instruments registered against the title for example encumbrances, consents notices etc)	Each per instrument	\$27.00
Photocopying/GIS and mapping services		
Black and white photocopying/printing		
External A4	Per page	\$0.50
External A3	Per page	1.00
Colour photocopying/printing		
External A4	Per page	\$2.00
External A3	Per page	\$4.00
Large format printing (colour)		

16. Customer services/Records/GIS and administration		2022/23
External A2	Per page	\$12.00
External A1	Per page	\$18.00
External A0	Per page	\$28.00
GIS charge out rate	Per hour	\$65.00
	Minimum charge	\$32.50
Black and white plan copying		
External A2	Per page	\$5.15
External A1	Per page	\$10.30
External A0	Per page	\$15.50
Policies, plans, bylaws, reports, agendas and minutes		
Long Term Plan, Annual Plan, Annual Report, Consolidated Bylaw and all other policies, plans, agendas and minutes	Per page	
Land Information Memorandum (electronic)		
Standard Land Information Memorandum (LIM)	(10 working days)	\$260.00
Urgent Land Information Memorandum (LIM)	(3 working days)	\$360.00
Standard business/industrial establishment Land Information Memorandum (LIM)	(10 working days)	\$375.00
Urgent business/industrial establishment Land Information Memorandum (LIM)	(5 working days)	\$475.00
Printed copy of LIM		\$15.00

17. Communications		2022/23
Photos		
Community groups or other organisations, where there is a benefit to Council		Free
Commercial/other organisations:		
Standard		\$50.00
Panoramic		\$100.00

18. Legal		2022/23
In house services (performed by Council's legal staff)	Legal per hour	\$240.00
	Administration per hour	\$100.00
External services (performed by external legal firms)		Actual cost

19. Development and financial contributions		2022/23
Matamata		
2021 to 2024 – LTP 2021-31 Policy	Parks/reserves	\$1,536.31
	Roading	\$7,300.53
	Stormwater	\$739.28
	Wastewater	\$12,475.50
	Water	\$6,195.50
2018 to 2021 - LTP 2018-28 Policy	Parks/reserves	\$1,536.31
	Roading	\$5,327.42

19. Development and financial contributions		2022/23
	Stormwater	\$617.59
	Wastewater	\$9,533.90
	Water	\$4,995.42
2015 to 2018 - LTP 2015-25 Policy	Parks/reserves	\$1,536.31
	Roading	\$2,777.46
	Stormwater	\$3,096.74
	Wastewater	\$6,383.41
	Water	\$4,638.90
2012 to 2015 - LTP 2012-22 Policy	Parks/reserves	\$1,536.31
	Roading	\$2,874.51
	Stormwater	\$2,820.59
	Wastewater	\$5,545.00
	Water	\$4,513.44
2009 to 2012 - LTCCP 2009-19 Policy	Parks/reserves	\$1,536.31
	Roading	\$3,872.87
	Stormwater	\$4,440.58
	Wastewater	\$3,517.75
	Water	\$2,649.32
2006 to 2009 - LTCCP 2006-16 Policy	Parks/reserves	\$1,201.16
	Stormwater	\$6,493.84
	Wastewater	\$0.00
	Water	\$1,054.03
2005 Network Contributions	Stormwater	\$1,370.56
	Wastewater	\$2,054.62
	Water	\$2,054.62
2004 Network Contributions	Stormwater	\$1,370.56
	Wastewater	\$2,054.62
	Water	\$2,054.62
Morrinsville		
2021 to 2024 – LTP 2021-31 Policy	Parks/reserves	\$1,536.31
	Roading	\$2,475.76
	Stormwater	\$0.00
	Wastewater	\$8,670.15
	Water	\$6,715.78
2018 to 2021 - LTP 2018-28 Policy	Parks/reserves	\$1,536.31
	Roading	\$2,284.71
	Stormwater	\$0.00
	Wastewater	\$7,614.51
	Water	\$4,816.93
2015 to 2018 - LTP 2015-25 Policy	Parks/reserves	\$1,536.31
	Roading	\$3,455.32
	Stormwater	\$430.35
	Wastewater	\$4,272.72
	Water	\$3,650.45
	Parks/reserves	\$1,536.31

19. Development and financial contributions		2022/23
	Roading	\$2,902.04
	Stormwater	\$2,022.67
	Wastewater	\$8,722.15
	Water	\$2,076.76
2009 to 2012 - LTCCP 2009-19 Policy	Parks/reserves	\$1,536.31
	Roading	\$3,910.03
	Stormwater	\$1,404.50
	Wastewater	\$4,099.68
2006 to 2009 - LTCCP 2006-16 Policy	Water	\$2,868.25
	Parks/reserves	\$1,201.16
	Stormwater	\$5,914.13
	Wastewater	\$837.15
2005 Network Contributions	Water	\$1,215.70
	Stormwater	\$1,370.56
	Wastewater	\$2,054.62
2004 Network Contributions	Water	\$2,054.62
	Stormwater	\$1,370.56
	Wastewater	\$2,054.62
Te Aroha		
2021 to 2024 – LTP 2021-31 Policy	Parks/reserves	\$1,536.31
	Roading	\$1,178.40
	Stormwater	\$0.00
	Wastewater	\$1,537.48
	Water	\$28.90
2018-2021 - LTP 2018-2028 Policy	Parks/reserves	\$1,536.31
	Roading	\$1,111.41
	Stormwater	\$0.00
	Wastewater	\$3,597.22
	Water	\$36.89
2015 to 2018 - LTP 2015-25 Policy	Parks/reserves	\$1,536.31
	Roading	\$816.66
	Stormwater	\$2,566.18
	Wastewater	\$4,871.61
	Water	\$2,736.56
2012 to 2015 - LTP 2012-22 Policy	Parks/reserves	\$1,536.31
	Roading	\$2,894.16
	Stormwater	\$4,682.71
	Wastewater	\$7,670.33
	Water	\$3,760.11
2009 to 2012 - LTCCP 2009-19 Policy	Parks/reserves	\$1,536.31
	Roading	\$3,899.33
	Stormwater	\$2,683.01
	Wastewater	\$7,157.11
	Water	\$3,142.54

19. Development and financial contributions		2022/23
2006 to 2009 - LTCCP 2006-16 Policy	Parks/reserves	\$1,201.16
	Stormwater	\$3,713.39
	Wastewater	\$2,365.75
	Water	\$1,686.97
2005 Network Contributions	Stormwater	\$1,370.56
	Water	\$2,054.62
	Wastewater	\$2,054.62
2004 Network Contributions	Stormwater	\$1,370.56
	Water	\$2,054.62
	Wastewater	\$2,054.62

20. Independent commissioner hearings for development contributions objections		2022/23
Engaging external commissioner/s to hear an application		Actual cost
Secretarial and administrative support	Per hour	\$95.00
Staff time in preparing, organising and holding a hearing	Per hour	\$170.00
Additional equipment, materials or meeting space required for the hearing		Actual cost

21. Swimming pools		2022/23
Swim Zone Matamata, Morrinsville and Te Aroha		
Single entry		
Child (under 16 years)	Single swim	\$4.00
Adult (16 years +)		\$6.00
Senior (65 years +)		\$5.00
Family pass 2 adults or seniors and up to 3 children		\$19.00
Shower only		\$3.50
Spa (where facilities are available)	In addition to entry fee	\$2.00
Concession cards (pool entry)		
Child (under 16 years)	10 swims	\$34.00
	20 swims	\$64.00
	30 swims	\$90.00
Adult (16 years +)	10 swims	\$51.00
	20 swims	\$96.00
	30 swims	\$135.00
Senior (65 years +)	10 swims	\$42.50
	20 swims	\$80.00
	30 swims	\$112.50
Concession cards (pool and spa entry)		
Child (under 16 years)	10 swims	\$51.00
	20 swims	\$96.00
	30 swims	\$135.00
Adult (16 years +)	10 swims	\$68.00

21. Swimming pools		2022/23
	20 swims	\$128.00
	30 swims	\$180.00
Senior (65 years +)	10 swims	\$59.50
	20 swims	\$112.00
	30 swims	\$157.50
Membership (pool entry)		
Child (under 16 years)	3 month	\$93.50
	6 month	\$145.50
	12 month	\$229.00
Adult (16 years +)	3 month	\$140.50
	6 month	\$218.50
	12 month	\$343.00
Senior (65 years +)	3 month	\$117.00
	6 month	\$182.00
	12 month	\$286.00
Membership (pool and spa entry)		
Child (under 16 years)	3 month	\$140.50
	6 month	\$218.50
	12 month	\$343.00
Adult (16 years +)	3 month	\$187.00
	6 month	\$291.00
	12 month	\$457.50
Senior (65 years +)	3 month	\$164.00
	6 month	\$255.00
	12 month	\$400.50
No.2 Bath House (public 30 min sessions*)		
Public sessions (minimum 2 people – maximum 10)	Per person	\$5.00
No.2 Bath House (public 30 min sessions*) and pool/outdoor spa combo		
Child (under 16 years)		\$8.00
Adult (16 years +)		\$10.00
Senior (65 years +) and Active Health		\$9.00
Family pass 2 adults or seniors and up to 3 children		\$35.00
*Public sessions (minimum 2 – maximum 10 per session)		
No.2 Bath House (private 30 min sessions)		
Child (under 16 years)		\$10.00
Adult (16 years +)		\$18.00
Senior (65 years +) and Active Health		\$14.00
Family pass 2 adults or seniors and up to 3 children		\$53.00
Group discount (more than 5 people)	Discount per person	\$2.00
No.2 Bath House (private 30 min sessions) and pool/outdoor spa combo		
Child (under 16 years)		\$13.00
Adult (16 years +)		\$22.00
Senior (65 years +) and Active Health		\$17.00
Family pass 2 adults or seniors and up to 3 children		\$72.00

21. Swimming pools		2022/23
School groups		
Matamata Primary School (Matamata pool only)	Per child/term	\$12.00
All schools within the district	Per child/swim	\$2.00
Out of district schools	Per child/swim	\$3.50
Amateur swimming clubs		
Squad member (pool entry) - 12 months	Valid only during squad training session times	\$155.00
Squad member (pool entry) - 6 months		\$113.00
Learn to swim	Pool entry only per child per term	\$34.00
Hire (bookings essential)		
Lane hire	Per lane per hour	\$12.00
Inflatable hire for private bookings (Includes additional lifeguard)	Hire per hour where available	\$40.00
Barbeque hire	Per hour	\$12.50
Full pool hire	Per hour per pool or part there of	\$60.00
Customer & lifeguard numbers will be calculated by the level of risk and approved by Swim Zone management. Lifeguard ratios are 1:40. An additional lifeguard is required if ratios are exceeded.	Over the 1:40 ratio additional lifeguard per hour	\$26.00
Aqua Group Fitness (where available, minimum of 5 people per class)		
Membership card holders	Per class	\$5.00
Per session		\$7.70
Concession card	10 sessions	\$66.00
	20 sessions	\$123.50
	30 sessions	\$174.00
Active Health club rehabilitation (access to exercise equipment and staff assistance)		
Child (under 16 years) Includes spa	Restricted hours of use and current medical certificate apply	\$3.00
Adult (16 years +) Includes spa		\$5.00
Senior (65 years +) Includes spa		\$4.00
Summer Swim Card (school aged children)	6 weeks of summer school holiday	\$50.00

7 Pūrongo me whakatau | Decision Reports

Adoption of Annual Plan 2022/23

CM No.: 2572477

Rāpopotonga Matua | Executive Summary

Council is required to produce an Annual Plan each year prior to 1 July with the exception of the years when a Long Term Plan is produced. The Annual Plan, which has been circulated electronically, outlines any major variation to what was proposed in the Long Term Plan and is Council's budget for the financial year 1 July 2022 to 30 June 2023.

The draft Budget was presented to Council's Corporate and Operations Committee in December 2021, with a draft total rates increase of 5.97% compared to 5.47% forecast in the Long Term Plan. The Committee made the following resolution with regards to the draft Budget and any potential requirement to consult on the Annual Plan 2022/23;

3. The Committee confirms there are no significant or material differences from year 2 of the Long Term Plan 2021-31.

4. The Committee confirms no formal consultation on the Annual Plan 2022/23 is required.

5. The Committee confirms an amendment to the Long-Term Plan 2021-31 is not required or proposed.

Since December, just three minor amendments have been made to the budget as outlined in this report. The Annual Plan 2022/23 as circulated separately to this report, includes a total rates increase of 5.62%.

The purpose of this report is to seek Council's Adoption of the Annual Plan 2022/23 to come into effect 1 July 2022.

Tūtohunga | Recommendation

That:

- 1. The report is received.**
- 2. Council adopts the Annual Plan 2022/23 to come into effect 1 July 2022.**

Horopaki | Background

On 8 December 2021 Council's Corporate and Operations Committee approved the Draft budget for the Annual Plan 2022/23. At the same meeting the Committee resolved that there were no significant or material differences between the draft budget and what was forecast for Year 2 of the Long Term Plan 2021-31, and that no consultation was required for the Annual Plan 2022/23.

Ngā Take/Kōrerorero | Issues/Discussion

While there was no formal consultation on the Annual Plan, council had a request for increased funding for Parks Maintenance to be included in the Annual Plan. Staff also identified an

administrative error in the draft budget meaning the grants budget was underfunded. In addition, the Waikato Regional Council have resolved to collect a public Transport Rate directly rather than MPDC collecting the rate and effectively passing it on. These minor amendments were considered and resolved at the Corporate and Operations Committee meeting 25 May 2022, as follows;

- A) Increase the Grants Budget by \$110,000 for 2022/23, funded from General Rates*
- B) Increase the Parks Maintenance Budget for Swap Park by \$15,000 for 2022/23, funded from General Rates*
- C) Amend the Public Transport proportion of the Roding Network Rates to align with the decision of Waikato Regional Council*

The budgets and associated financial information have been updated and included in the Annual Plan 2022/23 as circulated separately to this report.

Mōrearea | Risk

The budget is prepared using the best available information. Council, under normal circumstances faces a certain level of risk when setting its budgets. General risks that were identified as part of the budget discussions are listed below.

- Project timing and cost, whether we will be able to complete projects when scheduled and to budget, especially with rising inflation.
- Water income – our metered water is not guaranteed and is mainly contributed by six large industry providers, the loss of one of those industries would have a large impact on Councils total rate take.
- Solid waste income – may be less than forecast and costs greater than budgeted.
- Overall revenue could be less than budgeted
- Interest rates could change
- Economic and other factors may result in growth being less than has been estimated.
- There could be legislative changes come through over the next year that have an impact on our budgets that have not been accounted for.

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

Council is required under the Local Government Act 2002 to adopt the Annual Plan prior to 1 July.

The Local Government Act 2002 requires Council to enable democratic decision-making to promote its purpose *to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses* within a framework of accountability and prudent financial management.

Council must, in the course of the decision-making process:

- seek to identify all reasonably practicable options for the achievement of the objective of a decision;
- assess those options by considering:

- the benefits and costs of each option in terms of the present and future interests of the district;
- the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner by each option;
- the impact of each option on Council's capacity to meet present and future needs in relation to any statutory responsibility;
- any other matters that, in the opinion of the Council, are relevant; and
- give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.

It is the responsibility of Council to make, in its discretion, judgments about how to achieve compliance with its decision-making obligations that is largely in proportion to the significance of the matter affected by the decision.

Section 95 of the Local Government Act 2002 states that if the proposed Annual Plan does not include significant or material differences from the content of the Long Term Plan for the financial year to which the proposed Annual Plan relates then Council does not need to consult.

Consultation must be conducted in a manner that gives effect to the requirements of section 82 which are the principles of consultation.

Council resolved not to consult the public on the 2022/23 Annual Plan as detailed earlier in this report.

The final Annual Plan has been circulated electronically, any further changes to the Annual Plan that are more than minor would require a review of all of the financials which cannot be achieved prior to the adoption date.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The Annual Plan must be adopted prior to 1 July each year.

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

The Annual Plan 2022/23 contributes to all our Community Outcomes (shown below).

Matamata-Piako – The Place of Choice

Lifestyle. Opportunities. Home.

Enabling...				
Connected Infrastructure	Economic Opportunities	Healthy Communities	Environmental Sustainability	Vibrant Cultural Values
Infrastructure and services are fit for purpose and affordable, now and in the future.	We are a business friendly Council.	Our community is safe, healthy and connected.	We support environmentally friendly practices and technologies.	We promote and protect our arts, culture, historic, and natural resources.

Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising wahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.
We have positive partnerships with external providers of infrastructure to our communities.	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.

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

The preparation of the Annual Plan is funded from the Strategies and Plans Operational budgets.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Senior Policy Advisor	
Approved by	Larnia Rushbrooke Finance and Business Services Manager	
	Niall Baker Policy Team Leader	
	Don McLeod Chief Executive Officer	

7 Pūrongo me whakatau | Decision Reports

Setting of Rates 2022/23

CM No.: 2593904

Rāpopotonga Matua | Executive Summary

Council has adopted its Annual Plan 2022/23, and can now, in accordance with Section 23 of the Local Government (Rating) Act 2002, set the rates for the 2022/23 financial year.

Tūtohunga | Recommendation

That:

1. The report be received;
2. The Matamata-Piako District Council hereby resolves to set the following rates in this report, under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2022 and ending on 30 June 2023, and to state the due dates and authorise penalties on unpaid rates (under section 24 and 57 and 58 respectively of the Local Government (Rating) Act 2002); and
3. The rates shown below are inclusive of fifteen percent (15%) Goods and Services Tax.

Horopaki | Background

Council has adopted the Annual Plan 2022-2023 and is required under the Local Government (Rating) Act 2002 to pass a separate resolution to set the rates for the 2022/23 financial year.

Ngā Take/Kōrerorero | Issues/Discussion

The rates to be set are as follows:

Rate	
(A)	General rate A general rate set under Section 13 of the Local Government (Rating) Act 2002 and made on all rateable land in the Matamata-Piako District, at \$0.0012034 per dollar of capital value, for the purposes of funding activities as identified in Council's Annual Plan.
(B)	Uniform annual general charge A uniform annual general charge set under Section 15 of the Local Government (Rating) Act 2002 and made on all rateable land in the Matamata-Piako District, being \$689.17 per rating unit, for the purposes of funding activities as identified in Council's Annual Plan.
(C)	Stormwater targeted rate A targeted rate for stormwater drainage disposal under Section 16 of the Local Government (Rating) Act 2002 to fund expenditure on stormwater disposal activities as identified in Council's Annual Plan: (i) A uniform charge of \$123.75 per rating unit within the townships of Matamata, Morrinsville, Te Aroha and Waharoa.
(D)	Kerbside collection targeted rates A targeted rate for kerbside collection under Section 16 of the Local Government

	(Rating) Act 2002 to fund expenditure on kerbside collection services as identified in Council's Annual Plan:
(i)	A uniform charge of \$123.91 per separately used or inhabited part of a rating unit to which the service is available.
(E)	Wastewater targeted rate Differential targeted rate for wastewater disposal under Section 16 of the Local Government (Rating) Act 2002 to fund expenditure on wastewater disposal activities as identified in Council's Annual Plan:
(i)	A uniform charge of \$612.76 per rating unit in respect of each single residential house connected to the service.
(ii)	The following scale of charges will apply for non-single residential and non-residential properties connected to the service: A uniform charge per rating unit for the first pan on all connected properties of \$612.76, and An additional uniform charge per pan (excluding the first pan) of \$612.76, for properties with up to 4 pans, or An additional uniform charge per pan (excluding the first pan) of \$520.85, for properties with up to 10 pans, or An additional uniform charge per pan (excluding the first pan) of \$490.21, for properties with up to 15 pans, or An additional uniform charge per pan (excluding the first pan) of \$459.57, for properties with up to 20 pans, or An additional uniform charge per pan (excluding the first pan) of \$428.93, for properties with more than 20 pans.
(iii)	A uniform charge for properties within 30 metres of Council's wastewater reticulation network of \$306.38 per rating unit to which the service is available (but not connected).
(iv)	A uniform charge per specified rating unit, being 18 Allen Street Morrinsville, of \$578,005.84, in respect of the proprietor's contribution to the Morrinsville wastewater treatment plant upgrade.
(v)	A uniform charge per specified rating unit, being 38 Pickett Place Morrinsville, of \$183,429.86, in respect of the proprietor's contribution to the Morrinsville wastewater treatment plant upgrade.
(F)	Water supply targeted rate Differential targeted rate for water supply under Section 16 of the Local Government (Rating) Act 2002 to fund expenditure on water activities as identified in Council's Annual Plan:
(i)	A uniform charge of \$459.16 per separately used or inhabited part of a rating unit to which the service is connected and provided.
(ii)	A uniform charge for properties within 100 metres of Council's water reticulation network of \$229.58 per separately used or inhabited part of a rating unit to which the service is available (but not connected).
(G)	Water supply targeted rates (metered) In addition to a uniform charge per separately used or inhabited part of a rating unit to which the service is connected and provided, targeted rates for water supply under Section 19 of the Local Government (Rating) Act 2002 to fund expenditure on water activities as identified in Council's Annual Plan, as follows:
(i)	A targeted rate for metered water supply of \$1.84 per cubic metre of water consumed (as measured by meter) over and above the first 63 cubic metres of water consumed per quarter, or the first 21 cubic metres consumed per month (excluding the water supplied as outlined in (ii) – (iv) following).

	(ii)	A targeted rate for metered water supply of \$1.32 per cubic metre of water consumed (as measured by meter) over and above the first 63 cubic metres of water consumed per quarter, or the first 21 cubic metres consumed per month from the Pohomihi water line.
	(iii)	A targeted rate for metered water supply of \$0.95 per cubic metre of water consumed (as measured by meter) over and above the first 63 cubic metres of water consumed per quarter, or the first 21 cubic metres consumed per month, for Braeside Aquaria.
	(iv)	A targeted rate for metered water supply of \$1.84 per cubic metre of water consumed (as measured by meter) over and above the first 63 cubic metres of water consumed per quarter, or the first 21 cubic metres consumed per month, for Matamata farm properties that contain the Matamata trunk main from Tills Road. A 50% discount will be applied to this rate if the invoice is paid by the due date.
(H)	Rural hall targeted rates	
	Targeted rates for rural halls under Section 16 of the Local Government (Rating) Act 2002 to fund expenditure on rural halls as identified in Council's Annual Plan, as follows:	
	(i)	Tauhei Hall: a targeted rate of \$0.00012074 per dollar of land value of all rating units within the Tauhei Hall rating area.
	(ii)	Hoe-O-Tainui Hall: a targeted rate of \$0.00002760 per dollar of land value of all rating units within the Hoe-O-Tainui Hall rating area.
	(iii)	Springdale Hall: a targeted rate of \$0.00001524 per dollar of land value of all rating units within the Springdale Hall rating area.
	(iv)	Kiwitahi Hall: a targeted rate of \$0.00002008 per dollar of land value of all rating units within the Kiwitahi Hall rating area.
	(v)	Patetonga Hall: a targeted rate of \$0.00003134 per dollar of land value of all rating units within the Patetonga Hall rating area.
	(vi)	Wardville Hall: a targeted rate of \$0.00001990 per dollar of land value of all rating units within the Wardville Hall rating area.
	(vii)	Tahuna Hall: a targeted rate of \$39.31 per rating unit on all land within the Tahuna Hall rating area
	(viii)	Mangateparu Hall: a targeted rate of \$35.81 per rating unit on all land within the Mangateparu Hall rating area.
	(ix)	Kereone Hall: a targeted rate of \$42.71 per rating unit on all land within the Kereone Hall rating area.
	(x)	Tatuanui Hall: a targeted rate of \$63.60 per rating unit on all land within the Tatuanui Hall rating area.
	(xi)	Walton Hall: a targeted rate of \$30.87 per rating unit on all land within the Walton Hall rating area.
	(xii)	Okauia Hall: a targeted rate of \$0.00001594 per dollar of the capital value of all land within the Okauia Hall rating area.
	(xiii)	Hinuera Hall: a targeted rate of \$0.00001442 per dollar of the capital value of all land within the Hinuera Hall rating area.
	(xiv)	Piarere Hall: a targeted rate of \$0.00001833 per dollar of the capital value of all land within the Piarere Hall rating area.
	(xv)	Mangaiti Hall: a targeted rate of \$13.02 per separately used or inhabited part of a rating unit within the Mangaiti Hall rating area.
	(xvi)	Waihou Hall: a targeted rate of \$28.81 per separately used or inhabited part of a rating unit within the Waihou Hall rating area.
	(xvii)	Elstow Hall: a targeted rate of \$22.23 per separately used or inhabited part of a rating unit within the Elstow Hall rating area.
	(xviii)	Manawaru Hall: a targeted rate of \$31.70 per separately used or inhabited

		part of a rating unit within the Manawaru Hall rating area.
(I)	Due dates for payment of rates	
	That all rates, except metered water supply targeted rates, will be payable in four instalments on the following dates:	
	(i)	First instalment 25 August 2022
	(ii)	Second instalment 25 November 2022
	(iii)	Third instalment 27 February 2023
	(iv)	Fourth instalment 25 May 2023
	That metered water supply targeted rates will be payable on the following dates:	
	(i)	Ratepayers on quarterly invoicing cycle:
		Quarter ending 30 September 2022 25 October 2022
		Quarter ending 31 December 2022 25 January 2023
		Quarter ending 31 March 2023 25 April 2023
		Quarter ending 30 June 2023 25 July 2023
	(ii)	Ratepayers on monthly invoicing cycle:
		Month ending 31 July 2022 25 August 2022
		Month ending 31 August 2022 26 September 2022
		Month ending 30 September 2022 25 October 2022
		Month ending 31 October 2022 25 November 2022
		Month ending 30 November 2022 28 December 2022
		Month ending 31 December 2022 25 January 2023
		Month ending 31 January 2023 27 February 2023
		Month ending 28 February 2023 27 March 2023
		Month ending 31 March 2023 25 April 2023
		Month ending 30 April 2023 25 May 2023
		Month ending 31 May 2023 26 June 2023
		Month ending 30 June 2023 25 July 2023
(J)	Penalties (applicable to all rates, except metered water supply targeted rates)	
	That a ten percent (10%) penalty pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002 be added to any amount of rates instalment unpaid by the due date above on the following dates:	
	(i)	First instalment 25 August 2022
	(ii)	Second instalment 25 November 2022
	(iii)	Third instalment 27 February 2023
	(iv)	Fourth instalment 25 May 2023
	and that the Group Manager Business Support and the Finance and Business Services Manager be delegated authority to apply the penalty.	

Mōrearea | Risk

Council's exposure to risk with this decision is that due legal process has not been followed, thereby invalidating the rates. The process to set the Annual Plan budgets and associated rates have followed legislated process. In previous years, an independent legal review has been performed over the Rates Calculation in the Funding Impact Statement of the Annual Plan and the Rates Resolution. This year there has been no changes to the Rating Legislation or Local Government Act (as they pertain to the process of setting the rates). Nor has there been any change to these documents or the rates set (other than the amount), so no additional legal review has been obtained as the risk is considered minimal.

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

Council is required to adopt an Annual Plan and set its rates prior to 1 July 2022 under the Local Government Act 2002 and Local Government (Rating) Act 2002.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Council undertook public consultation on the Long Term Plan 2021-31. As there is no significant changes planned for the 2022/23 year as set out in the Annual Plan, no further consultation was undertaken.

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

The setting of the rates allows Council to collect revenue as specified for the 2022/23 Annual Plan.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

7 Pūrongo me whakatau | Decision Reports

Sport Waikato Bi-annual Report June 2022

CM No.: 2596065

Rāpopotonga Matua | Executive Summary

Pursuant to the Memorandum of Understanding between Sport Waikato and the Matamata-Piako District Council, Sport Waikato is to provide a written report and presentation to Council twice annually.

Matthew Cooper and the Regional Connectivity Coordinator in attendance to present Sport Waikato's Bi-annual report 1 January to 30 June 2022. The report is attached to the agenda.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

Sport Waikato have been awarded a funding grant from the Long Term Plan 2021-31. There is a reporting requirement as part of the Memorandum of Understanding between Sport Waikato and Matamata-Piako District Council. Sport Waikato must provide a written report and verbal presentations twice annually to meet the terms of the agreement.

Ngā Tāpiritanga | Attachments

[A↓](#). Matamata-Piako District Council - Sport Waikato Report (June 2022)



Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
Approved by	Sandra Harris Placemaking and Governance Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	



Matamata-Piako District Report

Date Range: 1 January – 30 June 2022

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1. ORGANISATIONAL UPDATE/S – Amy Marfell, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff is guided by the Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato – which is underpinned by a focus on 3 key areas: Our People; Building Communities; and Regional Leadership.



In May, Sport Waikato, Sport NZ, NZ Rugby and the region's three Provincial Rugby Unions (Waikato Rugby Union, Thames Valley Rugby Union and King Country Rugby Union) entered into a Memorandum of Understanding that signals a commitment to embed Balance is Better and Good Sports principles into the delivery structures of rugby in the Waikato. This is an important step in ensuring that quality rugby delivery that meets the needs of young people (and values their participation regardless of ability) is happening in the region. The MOU will see Sport Waikato staff working alongside each PU, with a particular lens on ensuring quality participation and development opportunities for all, enabling participation of young people across multiple codes and focusing on development rather than winning at all costs.

On behalf of Sport NZ, Sport Waikato have administered Tū Manawa Active Aotearoa funding across the region to support physical activity participation through play, active recreation and sport by children and young people aged 5-18 years (and up to 24 years for young women). Over the past financial year, we have distributed \$1.8mil to support children and young people to move more, with a particular focus on supporting participation among priority groups who tend to miss out or have inequitable access to opportunities to be active (e.g. high deprivation communities, young women, Māori and disabled tamariki and rangatahi).

Sport Waikato is pleased to announce Rob Corkill as the new Regional Connectivity Coordinator (East) supporting Thames-Coromandel, Matamata-Piako and Hauraki districts and their associated Councils. The Regional Connectivity Coordinator role is an important position, providing strategic leadership across the network by working with key partners (e.g., Council, local sport and recreation organisations and community groups) to guide physical activity strategy, provision and investment and participation opportunities. We look forward to connecting Rob with Council once he joins the team on the 27 June.





MATAMATA-PIAKO DISTRICT UPDATES

Status	On Track	Some Challenges	High Risk	Complete
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Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
Opportunities for activity in the district are promoted via a central digital hub that is accessible to the community	Sport Waikato continues to promote this service and traffic to the website outlines that Be Active is the key reason community members visit the Sport Waikato site. Sport Waikato has engaged a Business Analyst to review the way Be Active is currently being used and what the future of this platform could be to ensure that it provides adequate information on Play, Active Recreation and Sport opportunities for all communities across the entire Waikato Region.	Sport Waikato is reviewing Be Active and the way that this information can stay up to date/relevant including the way this information is presented and how we can ensure we are capturing all activities across the region.	●
Support activity deliverers in the district to better understand the needs of the participant (with a particular focus on target groups of children and young people, women and girls, and deprived communities)	Sport Waikato has actively supported the local education, community and sport and recreation sector in the region to access Tuu Manawa funding opportunities to support the delivery of sport and recreation programmes, activations and play for children (tamariki 5-11 years) and youth (rangatahi 12-18). The fund aims to provide quality opportunities in play, active recreation and sport for those who are missing out. We are working with future applicants for the next round of funding by providing support and advice through the expressions of interest process.	Sport Waikato will continue to drive applications from the district, including but not limited to, among sports clubs, recreation providers and education settings (e.g. primary and secondary schools). Sport Waikato are actively looking to support delivery to happen in the Matamata-Piako District. We would also invite Council to consider application to the fund for the purposes of any play, active recreation and sport delivery projects that they may wish to implement.	●
Grow local sector capability through the provision of targeted workshops and education initiatives	Throughout this reporting period there have been a number of in person and online initiatives aimed at building the capability of the local sector communities. Recent initiatives include: I. The Covid Regional Hardship Fund Q&A and Information Webinar II. Young women's participation webinar in partnership between This is ME® and Sport NZ through 'Its My Move' campaign III. Social Media Webinar – aimed at assisting sport and recreational providers with their social media strategy This is ME® • Facilitated a Young Women's Leadership Day with Matamata College, in partnership with WILSS. Ongoing support will be provided to implement student-led initiatives that encourage and support young women's participation in physical activity at secondary school.	Sport Waikato will continue to connect the local sport and recreation sector (e.g. clubs) with opportunities to enhance their sustainability, particularly in the wake of the pandemic. We will also look to targeted initiatives to support youth sport participation (e.g. Good Sports and Balance is Better) via a collaborative partnership between the region's Rugby Unions (see below),	●





	<ul style="list-style-type: none"> One student from Nga Purapura o Te Aroha attended the WiSPA and CWC's "Bats for Six" young women's leadership development workshop during the Women's Cricket World Cup 2022. This programme invited a small group of emerging female leaders from across the region 		
Support Coach Development in the district in both school and community settings	<p>Sport Waikato continue to facilitate the development and growth of those coaches in our region who influence, educate and develop others through our coach advisor and coach advisor (youth).</p> <p>Working in a 7 way partnership involving Sport Waikato, Waikato Rugby Union, Thames Valley Rugby Union, King Country Rugby Union, NZ Rugby, Sport NZ and Aktive Auckland, the collaboration seeks to provide enhanced quality rugby experiences for the tamariki of the district through the implementation of the Balance is Better philosophy – utilising Good Sports as the vehicle for this change.</p> <p>The Regional Connectivity Coordinator has worked alongside the Sport Waikato Coach Advisor in the facilitation of District workshops with Thames Valley Rugby Union.</p>	<p>Continue to support the RSO in working with their respective game deliverers to encourage the adoption of this philosophy through their channels in 2022</p> <p>Encourage other 'codes' to adopt a similar philosophy within the district, through this example, to ensure a quality experience.</p> <p>Continue to support the 7 way partnership through connection with the local communities and deliverers.</p>	
Drive key outcomes, alongside District Council staff, as identified in the district sport and recreation plan – including and with specific attention to local facilities projects	<p>Matamata Indoor Sports and Recreation Hub – Te Whare Whakapakari.</p> <p>Sport Waikato continues to advocate for the development of the Matamata 2 Court Indoor Facility at Matamata College with the project identified within the Waikato Regional Active Spaces Plan as a facility development priority. Significant progress has been made with regards to this development. The project working group and community members need to be congratulated on progress so far.</p> <p>Continued support is provided by Sport Waikato through inclusion in working groups, contributing to the fundraising committee, being co-opted on the Matamata Indoor Sports and Recreation Hub Charitable Trust, along with the following:</p> <ul style="list-style-type: none"> Facilitating MoU development between the Trust, Council and College Board Facilitating ongoing conversations between the College and Ministry of Education Facilitating a meeting between the Trust, Council, College and the MoE on 26 May, focusing on MoU finalisation, steering group actions and business case development. <p>Matamata Swimzone Indoor Pool Investigation.</p> <p>Sport Waikato continued to facilitate the Working Group who was responsible for providing direction towards the future of Matamata Swimzone including potential roof replacement options. Sport Waikato's role included:</p> <ul style="list-style-type: none"> Gathering information from working party members to help inform future direction 	<p>Work to continue alongside the Trust, MPDC, College and MOE in the finalisation of the MOU.</p> <p>Attention now needs to turn to the Steering Group actions outlined in the MoU including:</p> <ul style="list-style-type: none"> Development of robust Timeline/Timeframes Business case renewal which will outline preferred operational model along with capital and operational funding requirements Discussions with key funders 	
		<p>Council endorsed the recommendation of the working group to progress toward the installation of a medium-term roofing solution for Swimzone Matamata.</p>	





	<ul style="list-style-type: none"> Discuss the project with council staff (group manager business support, aquatic operations, infrastructure projects) Facilitate the working group workshops to: <ol style="list-style-type: none"> Outline the options currently available for Swimzone Matamata and undertake a SWOT analysis of all options Gather information regarding potential suitable roofing structures Identify gaps in information and ascertain how to gather this required information – including meeting with engineers and roofing companies Obtaining a formal proposal from proposed suppliers Populating a business case for presentation to council to make an informed decision. <p>During this reporting period, Sport Waikato presented to Council on both the 9th of March and 13th of April, with Council endorsing the recommendation of the working group to progress toward the installation of a medium-term roofing solution for Swimzone Matamata.</p>	The next step is for Council staff to continue to work with Beca and NZ Temporary Solutions regarding their proposals and confirm a way forward including cementing timeframes.	
Provide stakeholders with district specific insights to support decision-making and enable community conversations	<p>Voice of Rangatahi (VOR) The VOR survey seeks to understand the sport and physical activity experiences of rangatahi (young people) at school. VOR results continue to inform provision at a secondary school level. A regional profile is now available for 2021 on the Sport Waikato website. During the reporting period two schools from the Matamata-Piako District completed the VoR. Additionally staff attended a secondary school sport coordinator cluster meeting to discuss VoR, traditional school sports days and future initiatives https://www.sportwaikato.org.nz/getmedia/ac9b83c2-b0ca-465d-97e0-c201df21b3b7/vor-2021-profile-regional_1.pdf.aspx?ext=.pdf</p> <p>Active NZ The key measure for our people, percentage of our people being physically active is measured through the Active New Zealand Survey. In 2020 the Sport Waikato Board committed to investing in a second sample boost for 2021. Surveying was completed in 2021 and data will be available to all partners in late 2022</p> <p>School Sport Census NZ Census 2022 Every year secondary schools are required to complete the School Sport NZ participation profiles or census. This provides a snapshot of participation rates, top sports, staff engagement and an indication of the coaches / managers that have committed to providing sport opportunities. Profiles have been made for each school, as well as school cluster and district profiles. The cluster profiles have been shared and the school profiles are to go out this term.</p>	<p>Encourage district schools to participate in the VOR surveys to ensure a local perspective and inform Sport Waikato support mechanisms moving forward.</p> <p>Continue to provide deliverers with connections and links to specific participation data, profiles and trends to assist with modifications in programming and or delivery methods to ensure quality experiences. Ensure relevant parties have access and are aware of these profiles to assist with decision making processes – particularly when organisations are considering applying to external funders.</p>	





	Census 2018 and population projections The Sport Waikato Insights and Evaluation Team are currently in the process of moving all demographic data to an interactive dashboard. This will provide staff with instant access to district level data wherever they are. This data will contribute to local plans, as well as the renewal of the district physical activity plan in alignment with the 2024 LTP process		
Contribute to Council conversations about play, active recreation and sport via regular meetings and collaboration on key projects	Reimagine Morrinsville Rec Sport Waikato is pleased to be a part of this long term discussion and development of a significant piece of play, active recreation and sport infrastructure within Morrinsville. Sport Waikato continues to assist council staff with connection to local users regarding user surveys, workshop details following the engagement of Resilio Studio to lead this project. Options were presented to the main ground users on the 22 nd March, while Sport Waikato were involved in the working party meeting on 5 th of April	There is also a wider discussion alongside this project as to the future of sport and recreation in Morrinsville as a whole. Some thought could potentially be given to local providers / groups / organisations and the development of a collaborative 'hub' style approach to delivery within the town. There are several examples regionally and nationally that endorse this concept.	●
Increase collaboration and connection between key stakeholders in play, active recreation and sport in the district through community partnerships	A key role of Sport Waikato staff is to support connections between key stakeholders in play, active recreation and sport to enhance community outcomes. Key projects during this reporting period where Sport Waikato supported increased interagency connection was via the Matamata Indoor Sports and Recreation Hub Charitable Trust, inclusion on the Reimagine Morrinsville Rec working party and leading the Swimzone Matamata re-roofing project.	Continue to work alongside key stakeholders who activate play, active recreation and sport opportunities across the district.	●
Lead the development and review of the district sport and recreation plan, in collaboration with the District Council	Much of the work of the Sport Waikato Regional Connectivity Coordinator is informed by the district Sports Facilities Plan, which was finalised and adopted in 2018. This is an evidence-based plan that combines local and regional insights, including participation and demographic trends. Sport Waikato has had ongoing productive conversations with Matamata-Piako District Council around the renewal of these plans which has led to a formation of a Steering Group which is driving the development of the next edition of the Plan. Sport Waikato is currently in the Data Collection and Analysis stage of plan development with Community, Club and RSO surveying to be released in June/July.	Aspects of Matamata-Piako District Sport and Active Recreation Plan required updating (due to further insights obtained within the last year). The refresh of this Plan will provide some key insights into the future of play, active recreation and sport investment in the next iteration of Matamata-Piako Long Term Plan 2024 – 34.	●
Identify opportunities to appropriately celebrate positive sport and recreation outcomes	In January of 2022 – the Waikato Sport & Active Recreation Awards , hosted by Sport Waikato were held at the Claudelands Event Centre to restricted numbers under the Covid Protection Framework. Following the success of the 2020 awards, this community-focused celebration of connection, partnerships, diversity and inclusion and activation of spaces included three new categories– commitment to youth engagement; community unsung hero; and community coach. There were 2 nominations from the Matamata-Piako District.	Sport Waikato will continue to celebrate these new award categories, not least because they align with our strategic outcomes, but importantly because these individuals, groups and initiatives often go unrecognised without such an awards format.	●





3. REGIONAL SPORT WAIKATO PROGRAMME UPDATES

Programme	Locally-Specific Programme Updates
Regional Sector Support - Sector Capability	<p>Sport Waikato's Sector Capability work across this reporting period has included meeting with 16 RSO's that deliver sport to the greatest mass of participants in the region (Rugby, Netball, Cricket, Football, Hockey, Basketball, Volleyball, Badminton, Athletics, Touch). There is a real desire for these sports to work collaboratively together to approach concerns and issues in sport (particularly in the Rangatahi/secondary school space). All of our RSO network continue to receive fortnightly updates with news from Sport NZ and the wider sector. We have also administered, on behalf of Sport NZ, The Covid Regional Hardship Fund designed to support sporting organisations struggling with finances as a result of the 2020 lockdowns. We received 69 applications, with 68 being successful.</p> <p>A presentation on Balance is Better was made at the Regional Spaces and Places Council Forum and interest has been shown in the Season Transition Guidelines by other Council partners. Netball WBOP have become the third of the 'Big 5 RSO's' to sign up to the Season Transition Guidelines, which will ensure that codes are operating in their appropriate 'season windows' enabling both adequate maintenance of facilities and down time from participation for those who play multiple codes.</p>
Secondary Schools	<p>WSSSA – this Principal Executive group is going through the process of updating the 3 year strategy with Sport Waikato's support. This group leads and drives the sporting landscape for Waikato secondary schools, so ensuring their strategy has a Balance is Better and Good Sports lens, as well as a focus on building positive relationships with our RSO's are key factors.</p> <p>Sport staff have visited and met with the Principals and key sport staff of 35 schools to understand their challenges and strengths post Covid. We have a record number of schools (19) signed up to commence the Voice of Rangatahi survey in the coming months. This will provide us with invaluable insights to help meet the sport, active recreation and play needs of secondary school students in our region. We have the 2021 Regional Census profile completed which illustrates a slight increase in participation from 2020, and places the Waikato region slightly above the national average. Both the Voice of Rangatahi and Census data will help schools to shape their sport plans and ensure they are meeting the needs of their students, as well as working to their strengths with regards to resources and supports.</p>
Primary Learning	<p>At the beginning of this year the Covid-19 Omicron wave caused ripples through schools in the Waikato, with 70% of schools in the region managing Covid-19 cases by mid-March. In response, many schools limited contact with 'unessential' workers (which largely included our Sport Waikato workforce) and as such to continue on with our work, the Professional Learning Partners needed to be flexible and adapt, once again, to accommodate the schools they were working in to. We engaged with schools and teachers through a mix of kanohi ki te kanohi (face to face engagement) and the effective use of digital platforms. Our work focuses on building teacher and school capability to deliver Health and Physical Education in ways that support increased tamariki physical activity levels and feelings of wellbeing. In order to achieve these aims, we work through key processes of strength and needs analyses, action planning and capability building of teachers and schools through Professional Learning Development (PLD). We are currently working within 11 Kaahui Ako across the Waikato region and also some schools that sit outside the Kaahui Ako framework, in total we are working, with varying levels of engagement, with just over 100 schools in the Waikato</p>
Early Childhood	<p>The Early Childhood team continue to work alongside the Primary team to promote Kahui Ako recognising the strengths of all age groups working together from birth to high school. The team continues to connect with leads, centres, and organisations with the aim of influencing the practices of kaiako to include more attention to movement through play and fundamental movement skill progressions. As we work with centres, we find them asking for a variety of activities that will enhance both the physical and emotional wellbeing of tamariki e.g., movement to promote both physical health as well as mental health. We link it to 'a happy child is a learning child' using documents such as Te Whariki (ECE curriculum) and Te Whare Tapa Wha (Maori health model). The Early Childhood team continue to work in collaboration with the Waikato Kindergarten Association with a focus on supporting the kaiako to understand how play affects brain development and "what learning comes out of play".</p>





This is ME®	<p>This is ME® is a part of both the Regional Coordination Group and Fan Festival Working Group for the Women's FIFA World Cup 2023. We are now a WiSPA Insights Partner and have contributed 3 regional case studies to the national platform (Backyard/Sista Smash, Ikura Workshops, and Taupo Golf Series).</p> <p>This is ME® were given a Merit Award at the most recent Recreation Aotearoa's Recreation Awards, and we are due to present on our work at the November 2022 conference in Nelson. Our Young Women's Breakfast in partnership with H3 and YWCA of Hamilton attracted 48 attendees from around the region. An emphasis was placed on Secondary School aged females and the YWCA sponsored a number of young women to attend.</p>
The Waikato Regional Active Spaces Plan (WRASP)	<p>Sport Waikato continues to guide the progression of facility development priorities projects, optimisation and governance initiatives outlined in the Waikato Regional Active Spaces Plan (WRASP), along with supporting partners with spaces and places planning advice, growing the region's facilities planning network.</p> <p>In May, the first Regional Spaces and Places forum was held for our Council stakeholders with attendance from all territorial local authorities across the region along with presentations from Sport NZ, Global Leisure Group, Recreation Aotearoa and Sport Waikato staff members. The focus of the first forum for the year was on the priorities outlined in the 2021 Waikato Regional Active Spaces Plan (WRASP) with a lens on regional strategy development and insights across the play, active recreation and sport sector. This forum followed the WRASP Advisory Group meeting which was held in March, with this group focusing on the work programme for the year that guides the delivery of the priorities in the plan, including a focus on the development of the Natural Bodies of Water plan and Regional Funding Framework to help inform future decision making and investment. The WRASP Advisory Group membership has now increased to include representation from Waikato Regional Council and Trust Waikato, along with establishment partners including Sport Waikato, Sport NZ and Local Territorial Authorities (including Matama-Piako District Council CE – Don McLeod).</p> <p>Covid 19 has ensured that there needs to be an increased focus on sustainability and optimisation regarding spaces and places planning.</p>



7 Pūrongo me whakatau | Decision Reports

Administrative Correction to the District Plan - Wāhi Tapu Site Change

CM No.: 2585948

Rāpopotonga Matua | Executive Summary

The purpose of this item is to inform Council that staff has identified minor typographical and grammatical errors within the District Plan. These minor errors are able to be amended under Section 20A of Schedule 1 to the Resource Management Act 1991 (RMA) without further formalities. This report seeks Council's approval to proceed with the changes to the District Plan as contained in the attached report.

Tūtohunga | Recommendation

That:

1. The report is received.
2. Council approves the minor corrections under Section 20A of Schedule 1 to the RMA to the District Plan.

Horopaki | Background

In 2019, a planning report identified a potential mapping error in our Operative District Plan with regards to wāhi tapu site 63 (Pa sit). This mapping error was also identified by a potential purchaser in mid-2021, as it was identified in the LIM of the property. Following notification of this potential error, on November 11th 2021, we arranged a site visit to the property in question. Further research was also conducted by our Records team, which further confirmed the typographical and mapping error identified in our Operative District Plan. The attached report contains the errors identified by staff and the proposed administrative changes to our Operative District Plan to help rectify these errors.

Ngā Take/Kōrerorero | Issues/Discussion

The Resource Management Act 1991 allows Council to amend the District Plan to correct any minor errors without using the Schedule 1 process. The corrections are permitted under Section 20A of Schedule 1 to the RMA:

'20A Correction of operative policy statement or plan

A local authority may amend, without using the process in this schedule, an operative policy statement or plan to correct any minor errors.'

We consider that all proposed amendments are minor typographical and grammatical errors in the Matamata-Piako Operative District Plan, and the corrections do not materially alter the substance, intent or application of any provisions. Furthermore, the proposed amendments are of neutral effect and do not prejudice the rights of any persons.

Mōrearea | Risk

There are no potential risks for proceeding with the corrections. As mentioned above, the corrections do not materially alter the substance, intent or application of any provisions. The corrections are also neutral of effect and do not prejudice the rights of any persons.

Ngā Whiringa | Options

Option 1

- That Council approves the minor corrections to the Operative District Plan.

Option 2

- That Council does not approve the corrections, keeping the typographical and grammatical minor errors within the Operative District Plan.

Recommended option:

Option 1 – To proceed with the corrections in order to achieve a more orderly Operative District Plan.

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

Section 20A of Schedule 1 to the Resource Management Act 1991.

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

There will be no further costs for Council to proceed with the District Plan corrections.

Ngā Tāpiritanga | Attachments

[!\[\]\(3342c215b2a8b663596a81468d5dc314_img.jpg\) Minor Administration Changes planning report](#)



Ngā waitohu | Signatories

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



Administrative Correction to the District Plan - Wāhi Tapu Site Change

1 Background

This report contains a minor administrative correction to the Operative District Plan that was identified in a 2019 planning report and by a potential purchaser in mid-2021 through the LIM of the property.

Part C: Maps and Plans of our Operative District Plan identifies wāhi tapu site 63 as being located on Lot 2 DP 538149, while Schedule 2 of Part B of the Operative District Plan records wāhi tapu site 63 on Section 12 Block V Hapuakohe SD.

On November 2021, staff from Council visited Section 12 Block V Hapuakohe SD, and observed what looked like kumara pits on the site; features believed to be indicative of a wāhi tapu site. Research conducted by the Document Management Team demonstrated that Section 12 Block V Hapuakohe Survey District is not an active legal description in the LINZ database. The Hapuakohe Survey District stops at Waiti Road whereupon the Survey District becomes Waitoa. It is likely that the legal description was correct back in 1996-1998, but that it has been wrongly attributed since then. This supports the evidence that wāhi tapu the site is on Section 12 Block V Waitoa Survey District.

The property owner of Lot 2 DP 538149, where the wāhi tapu site is currently record on our maps, has requested for the change to go ahead. The property owner of Section 12 Block V Hapuakohe SD acknowledge that the kumara pits are on their property and are receptive of the change, provided that they can farm the property as they always have. They are aware that they can't actively damage or alter the landform (the kumara pits).

These corrections are permitted under Clause 20A of Schedule 1 to the Resource Management Act 1991 (RMA), which allows minor amendments to operative plans:

20A Correction of operative policy statement or plan

A local authority may amend, without using the process in this schedule, an operative policy statement or plan to correct any minor errors.

The corrections are identified by underlined yellow highlighting to indicate added text and ~~yellow strikethrough~~ for text which has been removed. All amendments are summarised below.

2 Corrections to Part B: Rules

Schedules

Schedule 2: Heritage – waahi tapu

Schedule 2: Heritage – waahi tapu					
See Appendix 1 for evaluation criteria					
Site ref	Name	Location	Description	Map no	Legal description
63		Waiti Road Hoe-O-Tainui	Pa Site	1	Section 12 Block V Hapuakohe SD Section 12 Block V Waitoa SD

The following District Plan provisions would now apply to Section 12 Block V Waitoa Survey District if waahi tapu site 63 is moved. Any existing use rights under Section 10 of the RMA 1991 (such as grazing animals) would not be affected by this change.

1 General provisions

1.1 Information requirements for resource consent applications

Information shall be provided as required under the 4th Schedule of the Resource Management Act 1991 and the following information shall be provided, where appropriate, to Council as part of any application for resource consent.

1.4.6 Social and heritage effects

- i. The likely impact of construction, operation and maintenance activities including those in residential and rural areas, marae, public reserves and identified significant features (Particularly the function of community and recreational facilities in the vicinity of the proposed facility). See Appendix 1: Evaluation Criteria;
- ii. The impact on the adjacent site's management including public and private airfields;
- iii. The Iwi's opinion if Maori land titles are being alienated;
- iv. The degree to which the proposal complies with a Reserves Management Plan prepared under the Reserves Act 1977 or any other empowering legislation.

Objectives/Policies		
2.4.2	O1	P1
3.1.2.3	O1	P1, P4, P5, P6

10 Natural environment and heritage

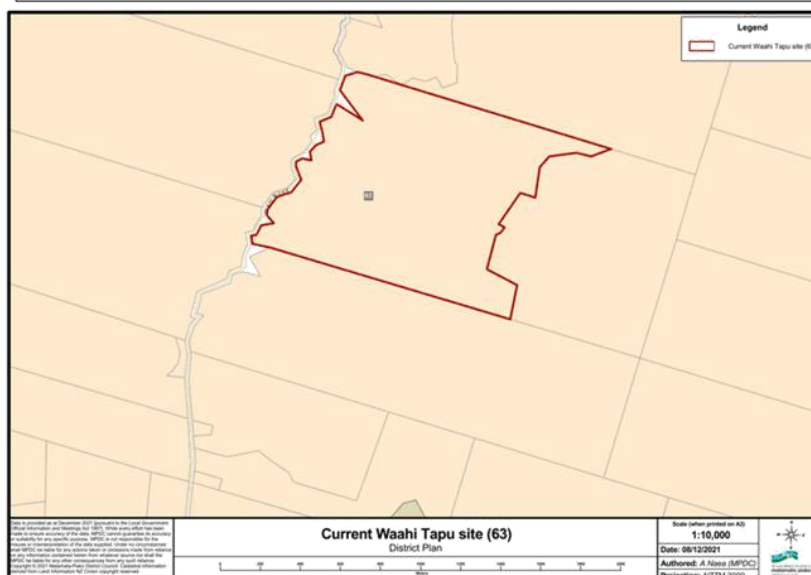
10.1 Activities involving scheduled items and natural resources

5. Identified Sites in Schedules 1 (Heritage Buildings and Objects), 2 (Waahi Tapu) and 3 (Outstanding or Significant Natural Features, and Protected Trees and Other Protected Items) except Scheduled Buildings and the understorey and regrowth of vegetation in a plantation forest.	
(a) Modification of any natural landform	D
(b) Any building or structure of any kind, including any fence boundary wall or retaining wall except in the Kaitiaki (Conservation) zone.	D
(c) Maimais in wetlands unless defined as not being permitted in a management plan of the wetland.	P
(d) Excavation, damage or alteration, reconstruction, or destruction to any scheduled resource.	N/C
(e) Wildlife management activities carried out by the Department of Conservation and Fish & Game Council.	P

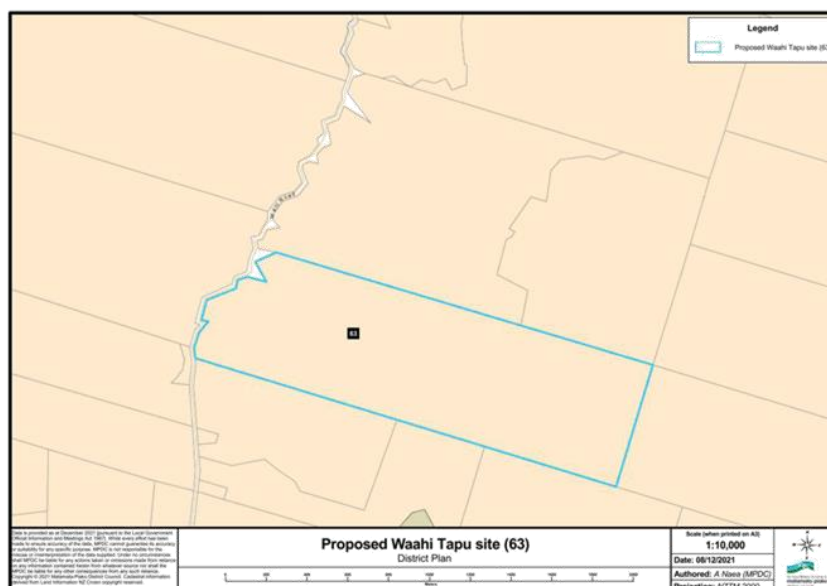
It is noted that the above provisions would only apply to the protected site (the kūmara pits) and not the whole property. In addition, any existing use rights under Section 10 of the RMA 1991 (such as grazing animals) would not be affected by this change.

3 Corrections to Part C: Maps and Plans

2: Current Waahi Tapu site (63)



3: Proposed Waahi Tapu site (63)



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Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Waikato Regional Airport Limited - Shareholder Approval

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. . s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). .	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.