

# Kaunihera | Council

## Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 29 June 2022 at 9.00am.

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### 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

## Ngā whakapāha | Apologies

### Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Governance Support Officer	
River Price	Governance Support Officer	
Erin Bates	Strategic Partnerships & Governance Manager	
Sandra Harris	Placemaking & Governance Team Leader	
Niall Baker	Policy Team Leader	
Manaia Te Wiata	Group Manager Business Support	7.2,7.3,7.4
Ann-Jorun Hunter	Senior Policy Advisor	7.2, 7.3
Larnia Rushbrooke	Finance and Business Services Manager	7.4
Laura Hopkins	Policy Advisor	C1

### I reira | In Attendance

Name	Position/Organisation	Time In	Time Out
Matthew Cooper	Chief Executive Officer, Sport Waikato	9.51am	10.08am
Rob Corkill	Regional Connectivity Coordinator (East), Sport Waikato	9.51am	10.08am

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

Mayor Ash Tanner welcomed elected members, staff and those viewing the livestream and declared the meeting open at 9.00am.

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

There were no apologies and no leave of absence was requested.

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

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

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

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

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

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

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

**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**

**WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION**

That the minutes of the meeting of the Ordinary meeting of Matamata-Piako District Council held on Wednesday, 8 June 2022, be confirmed as a true and correct record of the meeting.

**Moved by: Cr A Wilcock**

**Seconded by: Cr D Arnold**

**KUA MANA | CARRIED**

Mayor Ash Tanner requested those present to join him in a minute silence to acknowledge the recent passing of tumuaki and kingmaker Anaru Tamihana (*also known as Andrew Thompson*) of Ngāti Hauā.

**6 Take i puta mai | Public Forum**

There were no speakers scheduled to the Public Forum.

**7 Pūrongo me whakatau | Decision Reports**

7.1	Audit and Risk Committee Report of 28 June 2022	5
7.2	Fees and Charges 2022/23	6
7.3	Adoption of Annual Plan 2022/23	12
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7.6	Administrative Correction to the District Plan - Wāhi Tapu Site Change	22

**8 Take Matatapu | Public Excluded**

C1	Waikato Regional Airport Limited - Shareholder Approval	24
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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.

**Due to the Audit and Risk Committee meeting being rescheduled for an alternate date, this item was no longer required and therefore not considered.**

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

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

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.

## WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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.

Moved by: Cr J Thomas  
Seconded by: Cr J Sainsbury

**KUA MANA | CARRIED**

### 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).

<b>Events at Firth Tower</b>		
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

### 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 <b>Senior Policy Advisor</b>	
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Approved by	Niall Baker <b>Policy Team Leader</b>	
	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

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.

### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

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

Moved by: Deputy Mayor N Goodger

Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

### 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.**

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

Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising 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 <b>Senior Policy Advisor</b>	
Approved by	Larnia Rushbrooke <b>Finance and Business Services Manager</b>	
	Niall Baker <b>Policy Team Leader</b>	
	Don McLeod <b>Chief Executive Officer</b>	



## 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.

### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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.

Moved by: Cr B Dewhurst

Seconded by: Cr R Smith

**KUA MANA | CARRIED**

## 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)	<b>General rate</b> 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)	<b>Uniform annual general charge</b> 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)	<b>Stormwater targeted rate</b> 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)	<b>Kerbside collection targeted rates</b>



	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.
<b>(E) Wastewater targeted rate</b>	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.
<b>(F) Water supply targeted rate</b>	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).
<b>(G) Water supply targeted rates (metered)</b>	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.
<b>(H)</b>	<b>Rural hall targeted rates</b>	
	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.

<b>(I)</b>	<b>Due dates for payment of rates</b>	
	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
<b>(J)</b>	<b>Penalties (applicable to all rates, except metered water supply targeted rates)</b>	
	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 <b>Finance and Business Services Manager</b>	
Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	

7 Pūrongo me whakataurua | 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.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Moved by: Cr A Wilcock

Seconded by: Deputy Mayor N Goodger

**KUA MANA | CARRIED**

### 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 <b>Governance Support Officer</b>	
Approved by	Sandra Harris <b>Placemaking and Governance Team Leader</b>	
	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	

*Item 7.5 Sport Waikato Bi-annual Report June 2022 was considered after Item C1 Waikato Regional Airport Limited – Shareholder Approval*

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.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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.

Moved by: Deputy Mayor N Goodger

Seconded by: Cr J Sainsbury

**KUA MANA | CARRIED**

### 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

- A. Minor Administration Changes planning report

## Ngā waitohu | Signatories

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

*Item 7.6 Administrative Correction to the District Plan – Wāhi Tapu Site Change was considered after Item 7.4 - Setting of Rates 2022/23*



**8 Take Matatapu | Public Excluded**

**C1 Waikato Regional Airport Limited - Shareholder Approval**

9.23am The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

**9 Mōtini hei aukati i te iwi whānui | Procedural motion to exclude the public**

**WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION**

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.	<p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>.</p> <p>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).</p> <p>.</p>	<p>s48(1)(a)</p> <p>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.</p>

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**Moved by: Cr D Arnold**

**Seconded by: Cr A Wilcock**

**KUA MANA | CARRIED**



**Procedural motion to include the public**

**WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION**

9.51am            The public were included.

**Moved by:**        Cr D Arnold

**Seconded by:** Cr T Cornes

**KUA MANA | CARRIED**

10.08am

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF KAUNIHERA | COUNCIL  
HELD ON 29 JUNE 2022.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....