

Te Manawhenua Forum Mo Matamata-Piako



Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held in the Te Takere Room, Matamata-Piako Civic and Memorial Centre, 11 Tainui Street, MATAMATA on Tuesday 5 December 2023 at 10.00am.

Ngā Mema | Membership

**te kaunihera ā-rohe o |
Matamata-Piako District
Council**

Manuhuia | Mayor
Adrienne Wilcock, JP

Koromatua Tautoko | Deputy Mayor
James Thomas

Kaunihera ā-Rohe | District Councillors
Gary Thompson

Ngāti Hauā

Mema Tūturu | Principal Member
Mrs Te Ao Marama Maaka (Chair)

Mema Tautoko | Alternate Member
Ms Rangitionga Kaukau

Ngāti Hinerangi

Mr Philip Smith

Ms Hinerangi Vaimoso

Ngāti Maru

Mrs Kathy Ngamane

Mr Wati Ngamane

Ngāti Rāhiri-Tumutumu

Mrs Jill Taylor

Mrs June McCaskill

Ngāti Pāoa

Mr Tahauariki Thompson

Mrs Glenice Puke

Ngāti Whanaunga

Mr Michael Baker

Mr Gavin Anderson

Raukawa

Mr Leo Whaiapu

Mrs Andrea Julian

Ngāti Tamaterā



Ngā whakapāha | Apologies

Name	Iwi/Organisation
Gavin Anderson	Ngāti Whanaunga
Michael Baker	Ngāti Whanaunga
Wati Ngamane	Ngāti Maru
Kathy Ngamane	Ngāti Maru
Jill Taylor	Ngāti Rāhiri-Tumutumu
Tahauriki Thompson	Ngāti Pāoa

Members Present

Name	Iwi/Organisation
Te Ao Marama Maaka	Ngāti Hauā
Rangitonga Kaukau	Ngāti Hauā
Mayor Adrienne Wilcock	Matamata-Piako District Council
Cr Gary Thompson	Matamata-Piako District Council
Deputy Mayor James Thomas	Matamata-Piako District Council
Leo Whaiapu	Raukawa
Andrea Julian	Raukawa
June McCaskill	Ngāti Rāhiri-Tumutumu
Hinerangi Vaimoso	Ngāti Hinerangi

Kaimahi i reira | Staff Present

Name	Title	Item No.
Stephanie Hutchins	Governance Support Officer	
Kuljeet Kaur	Governance Support Officer	
Erin Bates	Strategic Partnerships and Governance Manager	
Sandra Harris	Placemaking and Governance Team Leader	7.1
Niall Baker	Policy Team Leader	7.2, 7.3, 7.4
Laura Hopkins	Policy Advisor	7.3
Kumeshni Burr	Graduate RMA Policy Planner	8.1
Nathan Sutherland	Team Leader RMA Policy	8.1
Ally van Kuijk	District Planner	8.1
Dennis Bellamy	Group Manager Community Development	8.2
Tuatahi Nightingale-Pene	Kaitakawaenga Maori - Iwi Liaison Officer	8.3

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Mark Bang	Team Leader – Partnerships, Waikato Regional Council	8.2	11.00am	11.42am
Loren Molloy	Team Leader – Partnerships, Waikato Regional Council	8.2	11.00am	11.42am

1 Whakatūwheratanga o te hui | Meeting Opening

Chair Te Ao Marama Maaka declared the meeting open at 10.00am and welcomed members and staff.

2 Karakia

Gary Thompson performed the opening Karakia.

3 Ngā whakapāha | Apologies/Leave of Absence

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the apologies from Gavin Anderson, Wati Ngamane, Kathy Ngamane, Tahau and Jill Taylor be received and accepted.

That the apology for lateness from Rangitonga Kaukau be accepted. Rangitonga joined the meeting at 10.07am.

Resolution number AC/2023/00001

Moved by: Cr G Thompson

Seconded by: Mrs JM McCaskill

KUA MANA | CARRIED

4 Pānui i Ngā Take Ohore Anō | Notification of Urgent/Additional Business

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

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

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

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

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

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

- (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

LATE AGENDA ITEM: TUIA 2024 Expression of Interest

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- 1. The Forum considers item 8.6 - TUIA 2024 Expression of Interest at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a), 46A(7)(b)(i) and 46A(7)(b)(ii) of the Local Government Official Information and Meetings Act 1987, to enable approval in a timely manner due to deadline of 15 December 2023.**

Resolution number AC/2023/00002

Moved by: Mayor A Wilcock

Seconded by: Cr G Thompson

KUA MANA | CARRIED

5 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.

6 Whakaaetanga meneti | Confirmation of Minutes

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held on Tuesday, 3 October 2023, be confirmed as a true and correct record of the meeting.

Resolution number AC/2023/00003

Moved by: L Whaiapu

Seconded by: Cr G Thompson

KUA MANA | CARRIED

NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

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7 Pūrongo me whakatau | Decision Reports

7.1 Freedom Camping Bylaw 2023 and Reserve Management Plan Amendments

CM No.: 2797267

Te Kaupapa | Purpose

The purpose of this report is to:

- Provide the Forum with an update on the Freedom Camping Bylaw consultation.
- Provide a copy of the final Bylaw that was adopted by Council on 22 November 2023.

Rāpopotonga Matua | Executive Summary

Council conducted pre-consultation with Iwi and various special interest/community groups in the development of the proposed Freedom Camping Bylaw. Council approved the proposed Freedom Camping Bylaw for consultation on 23 August 2023. Council received 74 submissions during consultation that Council considered on 8 November 2023 at a Hearing. Council deliberated on the submissions and resolved to adopt a final Freedom Camping Bylaw and the consequential amendments to Reserve Management Plans on 22 November 2023.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00004

Moved by: Mayor A Wilcock

Seconded by: L Whaiapu

KUA MANA | CARRIED

Horopaki | Background

Freedom camping legislation

The Freedom Camping Act 2011 (the Act) is the national legislation regulating freedom camping. The Act is permissive by default, which means its starting point is to allow freedom camping on all public land. The Act does recognise that some areas may not be suitable for freedom camping. Freedom camping bylaws can identify areas where freedom camping is prohibited and restricted to manage how and where freedom camping can occur.

The Act defines freedom camping as camping within 200 m of an area accessible by motor vehicle or within 200 m of the mean low-water springs line of any sea or harbour, or on or within 200 m of a formed road or a Great Walks Track, using either or both of the following:

- (a) a tent or other temporary structure:
- (b) a motor vehicle

It does not include staying at a camping ground, temporary or short-term parking of a motor vehicle, day trips, resting or sleeping at the roadside to avoid driver fatigue, or people who are homeless and as a result need to sleep in their vehicle.

Recent changes to the legislation

The [Self-contained Motor Vehicles Legislation Act 2023](#) came into force in June 2023. This legislation makes several amendments to the Freedom Camping Act 2011. The changes include:

- the requirement for vehicle-based freedom campers to use a certified self-contained vehicle when they stay on council land, unless a council designates the site as suitable for non-self-contained vehicles
- a new regulated system for the certification and registration of self-contained vehicles
- the requirement for vehicles to have a fixed toilet to be certified as self-contained
- strengthening of the infringement system with the introduction of a new tiered penalty system which entered into force in July 2023

The Ministry of Business, Innovation and Employment (MBIE) keeps their freedom camping website up to date with the most recent developments: <https://www.mbie.govt.nz/freedomcamping>.

Freedom Camping in Matamata-Piako

During the 2019 calendar year, 18,000 responsible camping nights were recorded by MBIE in the Matamata-Piako District. The Council website promotes self-contained motorhome camping in a number of locations within the District and Matamata, Te Aroha and Morrinsville are also promoted as 'motorhome-friendly-towns' by the New Zealand Motor Caravan Association Inc.

Complaints made to Council related to freedom camping in the District mostly involve people in non-self-contained vehicles disposing of waste at parks. Over the past four financial years, 2020/21 - 2023/24 (to date) Council have received 10 complaints or less per year.

Council workshop

At its 2 August workshop Council provided feedback on the overall direction of the proposed Bylaw. This included providing feedback on the draft area assessments undertaken as well as discussing their preference regarding District-wide regulations. Elected Members also discussed whether or not any areas would be appropriate for vehicles that are not self-contained to freedom camp on local authority areas.

Pre consultation

Information was presented to Te Manawhenua Forum at their March and May meetings. Specific guidance was received regarding preferred engagement with Iwi and Māori and feedback was received on key areas in the District where freedom camping should be prohibited or restricted. Key stakeholders were contacted seeking any additional feedback in relation to freedom camping within the District, as well as local interest groups associated with specific areas.

This information collected through pre consultation has been considered and incorporated where appropriate into the proposed Bylaw.

Proposal

The intent of the proposed Bylaw is to enable Council to regulate and enforce how and where freedom camping occurs in local authority areas within the District. Camping as an activity is managed through a range of other plans, bylaws and legislation. Council does not currently have a freedom camping bylaw, and as a result, cannot effectively regulate or enforce rules relating to freedom camping at any parks or other Council land that is not gazetted reserve.

When considering a bylaw to address freedom camping, the Act requires the Council:

- not to ban (or effectively ban) freedom camping on all council owned or managed land (known as a blanket ban).

- to be satisfied that any prohibitions or restrictions are the most appropriate and proportionate response to freedom camping demand in the area, and the problems it would cause if allowed.
- to make a bylaw that is consistent with the New Zealand Bill of Rights Act 1990.
- to have considered other ways to manage the problem, other than through a bylaw.
- to map or clearly describe each area covered by prohibitions or restrictions, so freedom campers have certainty about what rules apply.

A freedom camping bylaw generally does not duplicate rules that are relevant to freedom camping if they are already set out in other laws or bylaws.

The Act states that councils can only prohibit or restrict freedom camping in an area using a bylaw if it is necessary to:

1. protect the area e.g. to protect areas that are: environmentally or culturally sensitive.
2. protect health and safety to keep freedom campers and other visitors to an area safe.
3. protect access to the area where the presence of freedom campers would block access or could damage infrastructure.

An assessment tool was used to evaluate sites against the three criteria specified in the Act. This tool is considered best practice by the sector and has been used by many New Zealand councils for the same purpose. The assessment tool applies the criteria in a transparent and standardised manner to ensure the proposed prohibitions and restrictions are consistent with the Act.

The proposed Bylaw was out for consultation from 18 September to 18 October 2023. Council proposed a number of district wide restrictions to restrict freedom camping to people in self-contained motor vehicles for a maximum of 4 nights in a specific location.

The proposed Bylaw identified restricted and prohibited areas across the district that have been assessed against the criteria in the Freedom Camping Act. Details of these prohibitions and restrictions are provided throughout the report to provide context for the submissions.

The Bylaw proposed to include reference to the NZ Standard 5465:2001 for self-contained freedom camping vehicles.

As a result of Council proposing some reserves to be allowed as restricted sites for some freedom camping the Reserve Management Plans (RMPs) also need to be amended. Council sought public feedback concurrently on those RMP's to be consistent with the proposed Bylaw as below.

Council proposed that the Active Reserves Management Plan be amended to allow for some restricted camping at Herries Memorial Park and Waihou Recreation Reserve. Council also proposed was that the Passive Reserve Management Plan be amended to allow for some restricted freedom camping at Hetana Street Reserve and Waitoa Railway Reserve.

In addition, Council proposed an amendment to Appendix E of the Active RMP to remove reference to Te Aroha Domain as a potential site for freedom camping, to make the RMP consistent with the proposed prohibition of this area.

Such an amendment is provided for within the General Policies RMP in section 8.4.2.4 as follows:

8.4.2 Self-contained campervans

4. If Council wishes to alter or remove an area set aside for camping by certified self-contained campervans the following process shall be followed:

- a. A Council Decision is made to potentially remove or alter an area set aside for camping in self-contained campervans.*
- b. Notice is placed on Council's website and in a newspaper circulating in the town or District where the reserve is located. The notice should:*

- 1) identify the reserve or part of the reserve by name;*

2) describe the proposed removal or alteration of the area set aside for camping in self-contained campervans; and

3) specify a reasonable period in which Council shall receive and consider public submissions.

c. A Council Decision is made to retain, remove or alter the area set aside for camping in self-contained campervans having given consideration to the submissions received.

d. Relevant reserve management plans are updated to reflect any changes as a result of this process.

This process is consistent with the requirements in the Reserves Act 1977. Section 44 (9) allows Councils to make changes that does not involve a comprehensive review of a Reserve Management Plan without following a complete formal review under section 44 (5) and 44 (6) of the Reserves Act 1977, if it thinks fit.

Ngā Take/Kōrerorero | Issues/Discussion

Council received 74 submissions on the proposed Bylaw. The submissions have been summarised into themes for analysis and deliberation. Copies of the full submissions were provided to Council on 8 November 2023 at the Hearing and are available on Council’s website.

General Comments

The following is an extracted from the Council meeting agenda:

The following general comments were received on the proposed Bylaw, rather than in response to a specific proposal. These comments relate to general support of or opposition to the bylaw, size of allocated freedom camping parking, the cost of camping in New Zealand, enforcement of the bylaw, the provision of more or different facilities including signage, that the bylaw is restrictive (or not restrictive enough), the importance of tourism, homelessness, requests for areas for freedom camping in vehicles that are not self-contained and, implementing a fee for camping.

Submission Summary	Staff Response
<i>Five submitters expressed general support of the proposed bylaw as a whole. One of these stated the needs of the wider community will be served and it is good to see the proposal is not too restrictive.</i>	<i>The proposed Bylaw aims to balance the needs of campers with protecting areas as per the criteria within section 11 of the Act.</i>
<i>One submitter opposed the proposed bylaw and questions why it is needed. Another submitter asked why self-contained camping is restricted in car parks if the car parks generally aren’t used at night.</i>	<i>Areas that have been made prohibited or restricted under the proposed Bylaw have undergone a site assessment based on the criteria in section 11 of the Freedom Camping Act. These criteria are to protect the area (e.g. where there are environmentally or culturally sensitive areas which require protection), protect the health and safety of users of the area (e.g. prohibiting camping at sites that are known to flood regularly), and to protect access to the area (e.g. restricting freedom camping</i>

Submission Summary	Staff Response
	<p><i>to not impact the access of other users of the area such as people accessing a sports club).</i></p> <p><i>It is expected that freedom campers using areas set aside as restricted areas will use these areas for days at a time (up to the maximum number of 4 nights) rather than just at night.</i></p>
<p><i>One submitter believes freedom camping should not be happening as it destroys the whenua.</i></p>	<p><i>Under the Freedom Camping Act 2011, freedom camping is permissive by default. Council is unable to put a blanket ban of freedom camping and must apply the specific criteria under section 11 of the Act before proposing to prohibit or restrict an area.</i></p>
<p><i>Three submitters stated that the car parks allocated for Freedom Camping are often too small for larger campers. One of these stated they have a 9-metre long bus and find it difficult to fit into allocated parking areas.</i></p>	<p><i>The majority of car parking areas identified in the Bylaw cannot easily be retrofitted to accommodate longer vehicles. Council can consider providing additional longer spaces at new carparks and where practicable when older carparks are upgraded; however, this will not always be practicable given site constraints. There are also NZMCA camps and private campgrounds in the district that can accommodate larger vehicles. Longer vehicles can also park in appropriate parking spaces on the roadside of district roads if manoeuvrability of a large vehicle is an issue within car parking areas.</i></p>
<p><i>Two submitters expressed concern that the cost of camping in New Zealand is too high</i></p>	<p><i>The district has a number of DOC, Council and privately owned campgrounds that can be booked for a small fee. These campgrounds provide powered and non-powered sites, some suitable for vehicles and tents.</i></p> <p><i>Council is aware the cost of travelling in New Zealand has increased in recent years and seeks to provide affordable camping options in the district while balancing the need to apply protections to certain areas.</i></p>
<p><i>13 submitters made general comments on how Council intends to monitor and enforce the Bylaw. Of these, six submitters were concerned Council does not have the staffing or resourcing levels to monitor and enforce the rules, two submitters stated Council staff need education and training to undertake the monitoring and enforcement role, and one submitter requested Council obtains feedback on vehicle numbers from</i></p>	<p><i>The enforcement strategy for this bylaw is in line with other similar bylaws, in that Council staff intend to take a reactionary approach rather than active monitoring and enforcement, which allows the bylaw to be enforced within existing resources. Council does not have the resources to monitor the prohibited and restricted areas daily.</i></p> <p><i>Enforcement action in these scenarios are</i></p>

Submission Summary	Staff Response
<p><i>Community Patrol.</i></p> <p><i>One submitter expressed the sites need to be checked daily.</i></p> <p><i>One submitter expressed concern that Thames-Coromandel District Council have been handing out fines of \$400 to tourists who have only been there a couple of days and asked if MPDC will do this as well.</i></p>	<p><i>usually in response to complaints which are responded to within working hours, and enforcement action is only taken following an educational approach.</i></p> <p><i>It is intended that signage will be installed at all prohibited and restricted locations as part of the implementation of the Bylaw. Having restrictions in place and providing signage is an enforcement mechanism in its own right and will help mitigate potential issues.</i></p> <p><i>Council staff have already engaged with Community Patrol about certain areas and will continue engagement following the adoption of the bylaw.</i></p>
<p><i>Eight submitters made comments on needing more public facilities, three submitters expressed the need for toilet facilities to be installed to provide for non-self-contained vehicles. One submitter highlighted the importance of dump stations and water at the sites. One submitter suggested increasing rates to pay for more public toilets.</i></p> <p><i>One submitter suggested a coin in the slot system for users to pay for more public facilities.</i></p>	<p><i>Council is currently developing their 2024-34 Long Term Plan. The provision of toilets and other facilities will be considered during this process. Toilets are located at strategic locations in each town and at parks with high visitor numbers. Toilets are expensive to build and maintain and these costs are ultimately borne by ratepayers. It is unlikely that any new toilets will be added in the short term to cater specifically for campers.</i></p> <p><i>There are three dump stations in the district, one in each town. These are located at the Boat Ramp in Te Aroha, Recreation Ground in Morrinsville and at Rockford Street in Matamata.</i></p>
<p><i>Four submitters requested Council install signage and clear markings to show where freedom campers can park to avoid confusion and encourage visitors to the district.</i></p>	<p><i>Signage is planned to be installed for prohibited and restricted areas as provided for within the Bylaw, and information will be provided on the website once the Bylaw is in place. Council also plans on providing clear marking within restricted areas.</i></p>
<p><i>Six submitters felt the bylaw was too restrictive. Of these, one submitter asked why there is a sudden need to create considerable restrictions. The submitter asked how Council will manage the new legislation and if the bylaw will be compatible.</i></p> <p><i>One submitter suggested better systems need to be put in place and that Council charge for upkeep to make traveling more financially accessible.</i></p> <p><i>One submitter suggested setting a charge for camping to discourage it instead of creating a bylaw, submitter stated making a</i></p>	<p><i>The Freedom Camping Act is permissive by default. Any Council owned or managed land is available for Freedom Camping unless prohibited by another policy, plan or legislation (such as the Reserve Act 1977). The Bylaw has also identified restricted areas in each town. Having a Bylaw in place provides clarity on prohibited and restricted sites and allows for enforcement tools to be used if required.</i></p> <p><i>Freedom camping is required to be 'free'. Charging for camping makes it no longer freedom camping and would be out of the scope of the bylaw.</i></p>

Submission Summary	Staff Response
<p><i>bylaw makes people reluctant to stay in the area and spend money locally.</i></p> <p><i>One submitter questioned why Council are limiting those who want to stay in motorhome friendly towns.</i></p>	
<p><i>Six submitters expressed the importance of freedom camping for tourism and local economy. Of these, four submitters made general comments emphasising the importance, and one submitter noted NZMCA has grown from 36,000 members to over 117,000 in 14 years and freedom campers spend a lot of money. The submitter noted that if Council do not want to miss out on this money it needs to provide sites, and these sites need to be accessible to town.</i></p>	<p><i>Freedom camping is indeed significant for tourism and the local economy; and the district’s motorhome-friendly status helps promote the district to campers.</i></p> <p><i>The Act is permissive by default. Any Council owned or managed land (“local authority land” under the Act) is available for Freedom Camping unless prohibited by another policy, plan or legislation (such as the Reserves Act 1977). The Bylaw has also identified restricted areas in each town. In doing so, the Bylaw makes spaces available for some freedom camping that were previously prohibited. Many of the restricted areas are on reserves, on which camping would otherwise be prohibited under the Reserves Act.</i></p>
<p><i>Three submitters made comments on how Council intends to identify and manage homelessness.</i></p>	<p><i>Homelessness is not covered by the definition of Freedom Camping in the Freedom Camping Act 2011. Those living in their vehicles due to homelessness are exempt from the Bylaw. As part of implementation, Council is developing resources to guide an appropriate response, and to ensure people are aware of the appropriate agencies, which is consistent with an educational approach in the first instance.</i></p> <p><i>Other regulations, plans and policies may also be applicable in these scenarios such as Council’s Dog Control Bylaw, or Public Safety Bylaw or Public Amenities Bylaw.</i></p>
<p><i>One submitter stated they are currently living in a self-contained vehicle due to being out of work and the restriction will impact their living situation. Submitter asked if Council would allow leniency for people in their situation.</i></p>	<p><i>Council staff are available to work alongside community who are in a range of situations. Once the Bylaw is in force staff can provide advice and work through individual situations on a case-by-case basis.</i></p>
<p><i>One submitter agrees it is good to have restrictions but notes there should be freedom camping spots available in each town.</i></p>	<p><i>The proposed Bylaw provides for restricted camping spots in each of the three main towns in the district. Freedom camping is permissive under the Act and freedom camping in certified self-contained vehicles is allowed on all Council controlled or</i></p>

Submission Summary	Staff Response
	<i>managed land (“local authority land” under the Act) unless prohibited under the bylaw or any other enactment.</i>
<i>One submitter stated they are aware of two blocks of land owned by Council and leased to farmers. Submitter asked how this is covered by the bylaw.</i>	<i>The Bylaw includes land that is Council managed or controlled. Leased Council land is out of the scope of the bylaw. If the land was to revert to Council management in the future it would be within the scope of the bylaw and would be considered at this time.</i>
<i>One submitter would like Council to consider supporting local freedom camping ambassadors. Submitter has previously encountered ambassadors and were provided small gifts (hand sanitiser, lip balm, sun screen and insect repellent) for camping responsibly.</i>	<i>Council will ensure appropriate signage and markings and easy to follow information on our website. Council will focus on education before any kind of enforcement.</i>
<i>One submitter requested that any decisions are proportionate to any real issues and questioned how many environmental issues and complaints Council were dealing with that caused concern.</i>	<p><i>The district generally has a low number of complaints each year. During 2020/2021 Council received a total of 6 complaints, in 2021/2022 – a total of 10 complaints and 2022/2023 – a total of 9 complaints.</i></p> <p><i>So far, there have been 4 complaints in the current financial year (2023/2024).</i></p> <p><i>Areas that have been made prohibited or restricted under the proposed bylaw have undergone a site assessment based on the criteria in section 11 of the Freedom Camping Act. These criteria are to protect the area (e.g. where there are environmentally or culturally sensitive areas which require protection), protect the health and safety of users of the area (e.g. prohibiting camping at sites that are known to flood regularly), and to protect access to the area (e.g. restricting freedom camping to not impact the access of other users of the area such as people accessing a sports club).</i></p>
<i>One submitter (LINZ) thanked Council for the opportunity to comment and stated for LINZ administered land to be used for Freedom Camping it must be gazetted. No sites within MPDC are gazetted.</i>	<i>As noted by the submitter, no LINZ land has been proposed for inclusion within the Bylaw, and freedom camping on all LINZ administered land within the district remains prohibited as per the Act. Council’s scope for enforcement is limited to the areas covered by the Bylaw.</i>
<i>One submitter states it is sad to restrict, as they are responsible freedom campers, and some are messing it up for others. Submitter states it would be fantastic if</i>	<i>The cost of establishing and maintaining a district-specific parallel permit scheme would be significant and outside of the resources available for the administration</i>

Submission Summary	Staff Response
<p><i>Council could supply a sticker to allow good campers to stay and they would be happy to pay a small yearly fee for the privilege of staying at them.</i></p>	<p><i>and enforcement of the Bylaw.</i></p> <p><i>Most freedom campers travel across multiple districts, so referencing and enforcing the national standard is more helpful and consistent for those travellers, and more manageable for Council. The Bylaw gives Council a tool to address those issues created by the minority who, as the submitter suggests, "mess it up for others", as well as protecting areas, health and safety, and access within certain areas as per the criteria in the Act.</i></p>
<p><i>One submitter expressed concern that very limited RV parking spaces are occupied during the day or early evening by cars so there is little opportunity to park in the allocated space.</i></p>	<p><i>As well as the areas identified in the Bylaw as restricted freedom camping areas, freedom camping in certified self-contained vehicles is allowed on all Council controlled or managed land ("local authority land" under the Act) unless prohibited under the bylaw or any other enactment.</i></p>

Recommended changes

No amendments to the proposed Bylaw are recommended in response to these submission points.

Comments related to Clause 1.2 of the Bylaw – enabling enactment

This clause within the proposed Bylaw explicitly states the legislative instrument Council will use to make the Bylaw.

Submission Summary	Staff Response
<p><i>One submitter noted that clause 1.2 of the bylaw should refer to sections 11 <u>and</u> 11A of the Freedom Camping Act if the intention is to include Schedule 3 in the bylaw on the basis that sites will be added to it in the future.</i></p>	<p><i>An amendment to the proposed Bylaw is recommended in response to this submission point.</i></p>

Recommendation

An amendment to the proposed Bylaw is recommended in response to this submission point. The amendment is to reflect the intention to include the ability to add areas which provide for freedom camping in vehicles which are not self-contained. Council can make a bylaw to this effect under section 11A of the Act.

In addition, it is also recommended that Council amend clause 1.2 to also refer to section 10A of the Act; as well as add a new Clause 3 and accompanying information box to enable the declaration of Waka Kotahi - New Zealand Transport Agency (NZTA) land as local authority land under the Bylaw under that section.

During consultation, two areas (Murray Oaks, Morrinsville and Bruce Clothier/Waharoa Rest Area, Waharoa) were identified as prohibited areas. These areas are adjacent to State Highways, and portions of the areas are within the State Highway road reserve, including in the case of Bruce Clothier/Waharoa Rest Area, a section of the car park. To make it easier for this prohibited area to be enforced by Council, a request was submitted to Waka Kotahi for this land to be included in Council’s final bylaw. This was made possible by the recent amendments to the Act. The new section 10A of the Act enables Council to make a bylaw that declares areas of NZTA land as local authority land, for freedom camping related matters as managed by the Act and the Bylaw.

As required by section 10A, On 10 November 2023 Council received a letter from Waka Kotahi which provided written consent from the chief executive of the NZTA for these two areas to be included in the Bylaw. The areas are discussed in further detail in the relevant ward areas in the report, below.

These amendments have been made within the Bylaw in Attachment A for Council approval.

Comments related to inclusion of the NZ Standard for self-containment (Clause 1.6 of the Bylaw – Definitions and interpretation)

The proposed Bylaw incorporates a reference to the NZ Standard 5465:2001 to support and provide further information to the definition of ‘self contained’. This is because the definition of self-contained in the Freedom Camping Act refers to this standard, and by including the Standard by reference within the Bylaw ensures the information is accessible.

Submission Summary	Staff Response
<p><i>27 submitters generally supported the implementation of the NZ Standard. One of these expressed they supported the Standard as it discourages inappropriate use of areas without facilities, including rubbish bins. Other submitters described the Standard as ‘essential’, ‘brilliant’ and an ‘excellent idea’.</i></p>	<p><i>The NZ Standard 5465:2001 is required to be followed at a national level as per the Act, and freedom campers would need to follow it regardless of whether Council incorporates it into the Bylaw. Incorporating the NZ Standard into the bylaw and making it publicly available will enable people to find and obtain copies of it with reasonable ease.</i></p>
<p><i>25 submitters expressed they were concerned with how Council intends to manage and enforce the new NZ Standard of self-containment rules. One of these suggested additional resource needs to be hired specifically to do this role. Another stated people display false documentation so there is no guarantee that a vehicle is displaying the correct documentation.</i></p>	<p><i>The enforcement strategy for this Bylaw is in line with other similar bylaws, in that Council Staff intend to take a reactionary approach rather than active monitoring and enforcement, which allows the Bylaw to be enforced within existing resources. Council does not have the resources to monitor the prohibited and restricted areas daily.</i></p> <p><i>Council staff will develop appropriate resources to ensure issues such as false documentation can be worked through.</i></p>
<p><i>Four submitters oppose the incorporation of the standard. One of these stated they have a self-contained toilet but never use it.</i></p> <p><i>One submitter stated the laws and regulations for self-containment have just changed nationally and the standard in legislation is about to be defunct and will not be valid anymore.</i></p> <p><i>Two submitters said the NZ Standard is too restrictive.</i></p>	<p><i>The NZ Standard 5465:2001 is required to be followed at a national level as per the Act, and freedom campers would need to follow it regardless of whether Council incorporates it into the Bylaw.</i></p> <p><i>However, incorporating the NZ Standard into the bylaw and making it publicly available will enable people to find and obtain copies of it with reasonable ease.</i></p> <p><i>The two-year transition period allows for those who are currently certified as self-contained time to become certified under the new standard.</i></p>
<p><i>Three submitters believe the standard should include vehicles that have porta potty’s and not just fixed toilets.</i></p> <p><i>One of these stated the rule will cost many people thousands, their toilet even uses the same cassette as fixed ones. Submitter requests Council amend the rules to allow porta pottys.</i></p>	<p><i>To be certified self-contained, freedom camping vehicles must align with the NZ Standard 5465:2001 as required by the Act. Due to the legislation, it would be difficult to allow camping in vehicles with non-fixed toilets without also allowing full non-self-contained vehicles to camp. Council is unable to consider portable toilets to be self-contained.</i></p>

Submission Summary	Staff Response
	<i>To allow vehicles with non-fixed toilets to camp Council would have to allow to non-self-contained camping.</i>
<i>One submitter was happy to see a freedom camping standard introduced. They stated it is not the blue sticker on the back but the blue identification tag on the windscreen that identifies it as truly self-contained. Submitter noted the stickers also have an expiry date and are inspected regularly to ensure compliance.</i>	<i>To be certified self-contained, freedom camping vehicles must align with the NZ Standard 5465:2001 as required by the Act. Vehicles will be certified under the old standard until early December 2023. Following this the standard will be updated and the changes in legislation provide for a two-year transition period.</i>
<i>One submitter stated the NZ Standard is a good idea in theory but asked who will take time to go online to find it? The submitter noted they went online and could not download the standard</i>	<i>To confirm the standard is accessible, staff have checked the link within the Bylaw on several devices and the standard was able to be downloaded once free of charge, as per the terms of the sponsored standard.</i>
<i>One submitter mentions the responsible camping association and states the strict protocol they have to undertake responsible camping. Submitter believes the RACi accreditation program should be allowed alongside the current regulation. Submitter provided a link to their website.</i>	<i>The cost of maintaining and enforcing a parallel accreditation standard is outside of the resources available for the administration and enforcement of the Bylaw. The district has a number of campgrounds in the district that people in non-self-contained vehicles can camp at for a fee. These campgrounds provide the necessary facilities for non-self-contained camping including toilets, fresh water, and hygiene facilities.</i>
<i>One submitter stated the new legislation does not recognise portable toilets as self-contained even though they are, under the standard. Submitter notes Council should also be considering the new Plumbers, Gasfitters and Drainlayers (Self-Contained Vehicles) Regulations 2023.</i>	<i>Vehicles will be certified under the old standard until early December 2023. Following this, the standard will be updated and the changes in legislation provide for a two-year transition period.</i>
<i>One submitter noted that self-contained certification does not provide any education about responsible camping. Education and signage are more beneficial.</i>	<i>As part of the implementation of the new Bylaw, Council plans to provide clearly marked spaces with signage in restricted areas. Council will also update the website with very clear information and provide maps.</i>
<i>One submitter expressed concern that local residents with trailer campers or retro caravans with portable toilets are no longer self-contained.</i>	<i>There are a number of campgrounds in the district that people in non-self-contained vehicles can camp at for a fee. These campgrounds provide the necessary facilities for non-self-contained camping including toilets, fresh water, and hygiene facilities.</i>

Recommended changes

There are no recommended amendments to the proposed Bylaw in response to these submissions.

Comments related to Clause 2.2.2 - District Wide Restrictions

The restrictions that are proposed to apply to freedom camping district wide are:

- A certified self-contained vehicle must be used to camp.
- A vehicle must not stay in any one area for more than four consecutive nights in any one-month period.
- A vehicle must not freedom camp within 500 metres of an area in which it has already been freedom camping for up to four consecutive nights in any one-month period.

Submission Summary	Staff Response
<p>Three submitters discussed tenting in the district. Of these:</p> <p>One submitter asked if a resident wants to take their family camping in a tent or older caravan, where can they go in the district.</p> <p>Two submitters stated tenting is an important activity for people on a budget. One of these stated prohibiting tenting is taking away that experience from young families.</p>	<p>For tenting, the district has a number of DOC, Council and privately owned campgrounds that families can tent at for a small fee. These campgrounds provide the necessary facilities including toilets, freshwater and hygiene facilities.</p> <p>The district wide restriction which limits freedom camping to self-contained vehicles is appropriate as it ensures all campers will have adequate hygiene and toilet facilities.</p>
<p>20 submitters expressed general support for the district wide rules. One submitter stated they provide a good balance between encouraging visitors to stay in the area without paying for a campsite and protecting the environment.</p> <p>Two submitters support the district wide restriction of only allowing self-contained vehicles to freedom camp.</p> <p>One submitter stated they have a self-contained RV and loved freedom camping, another submitter stated they will follow the rules, but it is sad that restrictions are necessary.</p> <p>One submitter stated they are pleased with the research carried out and consideration given to protecting amenities while also allowing freedom camping.</p>	<p>The proposed Bylaw including District wide restrictions aims to balance the needs of campers with protecting areas as per the criteria within section 11 of the Act.</p>
<p>Eight submitters commented on the four-night maximum rule. Of these:</p> <ul style="list-style-type: none"> - Three submitters suggested reducing the number of nights. One of these stated 2 nights is less 	<p>The four-night maximum as proposed is consistent with the approach already taken on reserves which provide for Freedom Camping as detailed in the General Policies Reserve Management Plan, adopted by</p>

Submission Summary	Staff Response
<p><i>inviting, a lot of campers have one or more pets and take up more than one park</i></p> <ul style="list-style-type: none"> - <i>Three submitters stated they agree with the restriction.</i> - <i>One submitter stated four days is not long enough to visit all the district has to offer.</i> - <i>One submitter thought that it is not appropriate as there is no intention to enforce it.</i> - <i>One submitter questioned why the specific one month ban is necessary.</i> - <i>One submitter requested the timeframe be changed from 4 nights to 2 weeks.</i> - <i>One submitter requests vehicles that are certified self-contained should be welcomed and encouraged to stay for longer than 4 days.</i> <p><i>Three submitters commented on the 500m rule.</i></p> <ul style="list-style-type: none"> - <i>One submitter stated the rule is not clear and logical.</i> - <i>One submitter stated the 500m rule is not appropriate as there is no intention to enforce it.</i> 	<p><i>Council in 2019. This maximum ensures short stays that will not adversely impact on any one location within the district and provides for turn-over at highly sought after freedom camping areas. Four days provides for enough time for freedom campers to enjoy an area over a long weekend without having to move on too quickly.</i></p> <p><i>The 500 metre distance is intended to mitigate negative impacts of freedom campers and stop anyone from simply moving to the next parking spot when the four days is up. The rule encourages freedom campers to move on which will allow others to come and enjoy sought-after areas.</i></p> <p><i>Alongside the 500 metre restriction, the proposed Bylaw imposed a restriction that freedom campers may not return to a location for one month. This restriction is intended to encourage freedom campers to move on to other areas, limiting the impact any one group of campers will have on an area, while allowing others to come and enjoy the area. A one-month stand down period in between visits makes the rules easy to understand and enforce.</i></p> <p><i>Enforcement is proposed to be managed using current resources on a complaint's basis rather than active monitoring and enforcement.</i></p> <p><i>Anyone travelling with pets will still be required to comply with relevant regulations, for example within the Dog Control Bylaw, Dog Control Policy and in the Dog Control Act 1996, and the Public Safety Bylaw.</i></p>
<p><i>Four submitters expressed that the rules are too restrictive. Three of these said it is out of reach for those who cannot afford a fully self-contained vehicle. One of these stated they were previously self-contained but will no longer be under the new rules and it is too expensive to stay at campsites.</i></p> <p><i>One submitter requests Council to accept all NZMCA members, there are approximately 500 members who have a porta potty and will no longer be considered self-contained.</i></p> <p><i>One submitter believes portable toilets should be considered self-contained.</i></p>	<p><i>The Freedom Camping Act is permissive by default. Any Council owned or managed land is available for Freedom Camping unless prohibited by a bylaw, or legislation. The bylaw has also identified restricted areas in each town.</i></p> <p><i>When approving the proposed Bylaw for consultation Council considered proposing areas within the district to be available for freedom camping in non self-contained motor vehicles however after assessment resolved that there were no suitable areas. Non self-contained areas are considered in full later on in this report, within Schedule 3.</i></p>

Submission Summary	Staff Response
<p><i>One submitter requests Council remove the need to be certified self contained from the bylaw.</i></p>	<p><i>To be certified self-contained, freedom camping vehicles must align with the NZ Standard 5465:2001 as required by the Freedom Camping Act.</i></p>
<p><i>Three submitters opposed the district wide rules. Two of these did not think restrictions are necessary, one asked if MPDC had ever had problems with people camping in the district.</i></p>	<p><i>The district generally has a low number of complaints each year. During 2020/2021 Council received a total of 6 complaints, in 2021/2022 – a total of 10 complaints and, in 2022/2023 – a total of 9 complaints.</i></p> <p><i>So far, there have been 4 complaints in the current financial year (2023/2024).</i></p> <p><i>Having a Bylaw in place provides clarity on prohibited and restricted sites and allows for enforcement tools to be used if required.</i></p>

Recommended changes

No amendments to the proposed Bylaw are recommended in response to these submission points.

Comments related to Schedules 1 and 2 of the Bylaw

Schedule 1 outlines where Freedom Camping is prohibited, for the full list please refer to Attachment A, a summary is below for convenience:

- All cemeteries and their associated car parks
- Matamata Ward – Banks Road Reserve, Centennial Drive Reserve, Tom Grant Drive, Hawes Bush, Waharoa (Matamata) Aerodrome, Matamata Domain, Rapurapu Reserve, Swap Park, Bruce Clothier Reserve/Waharoa Rest Area
- Morrinsville Ward – Davies Park, Holmwood Park, Murray Oaks Scenic Reserve, Thomas Park
- Te Aroha Ward – Boat Ramp, Council Office Carpark (see below for further information), Seddon Street Reserve, Skidmore Reserve, Te Aroha Domain,

Schedule 2 outlines where Freedom Camping is restricted, for the full list please refer to Attachment A, a summary is below for convenience:

- Matamata Ward – Hetana Street Reserve (6 vehicles), Pohlen Park (3 vehicles), Wairere Falls (11 vehicles)
- Morrinsville Ward – Recreation Ground (6 vehicles), Waterworks Road Reserve (2 vehicles)
- Te Aroha Ward – Boyd Park (6 vehicles), Herries Memorial Park – gravel section of Council office carpark (6 vehicles), Waihou Recreation Reserve (3 vehicles), Waitoa Railway Reserve (2 vehicles), Waiorongomai Carpark (4 vehicles)

General comments

The following submission points were received which relate to prohibited and restricted sites generally.

Submission Summary	Staff Response
One submitter requested for Council to justify the restrictions and prohibitions referring to section 11 of the Act.	Areas that have been made prohibited or restricted under the proposed bylaw have undergone a site assessment based on the criteria in the s11 of the Freedom Camping Act. A summary of the site assessments was received by Council at its meeting on 23 August 2023 and is available on the Council website . The assessment tool Council used to complete these assessments consistent with the criteria in section 11 of the Act is included within this summary document.
One submitter generally supports the site assessment tool. However, the submitter believes a score of 12 (rather than 9) is a more appropriate threshold for prohibition. Submitter states the requirement for vehicles to be self-contained alleviates many health and safety concerns that would influence site assessments.	Council used the site assessment tool which had been used by other Councils; for a consistent approach across and considers it a transparent and proportionate mechanism to apply the Act locally. This includes use of the score of 9/15 as a threshold for restriction or prohibition.
One submitter expressed that no one generally uses cemeteries overnight and asked why camping needs to be restricted.	Cemeteries are sensitive sites for a wide range of cultures and religions. Vandalism has been a recent issue at cemeteries in the district.

Submission Summary	Staff Response
	<p><i>Freedom camping is already prohibited within cemeteries classified as reserves, as per section 44(1) of the Reserves Act 1977. The inclusion of cemeteries and their associated car parks as prohibited areas within the bylaw enables a consistent approach to freedom camping regulation within both cemeteries and their car parks. Inclusion of cemeteries within a freedom camping bylaw in addition to them also being prohibited under the Reserves Act also provides a ‘one-stop-shop’ for people wishing to understand Council’s rules for freedom camping in the district, including both freedom campers and Council’s regulatory staff.</i></p>
<p><i>One submitter expressed that it would be good to clarify what constitutes parking at the Te Aroha Cemetery, which does not have sealed parking, with the grass area out the front being used for parking. Submitter thinks freedom camping should be prohibited in this area, and by the cemeteries in Matamata and Morrinsville, for practical and sensitivity issues (no camping in an area where mourners are coming to pay their last respects).</i></p>	<p><i>It is appropriate for Council to consider an amendment to the proposed bylaw to include the adjacent roadside of cemeteries in the district. Te Aroha Cemetery has limited roadside parking and is located on a 100km road.</i></p> <p><i>This amendment is consistent with the existing cemetery assessment against section 11 of the Act; as ensuring roadside parking directly outside the cemetery is available for mourners is protecting their health and safety as well as providing access to the area.</i></p>

Recommended changes

It is recommended that the description of Cemeteries in the Bylaw be amended to include “and adjacent roadsides”.

These amendments have been made within the Bylaw in Attachment A for Council approval.

Matamata

Council proposed the following prohibited and restricted areas within the Matamata Ward.

Prohibited	Restricted
Banks Road Reserve and adjacent roadside	Pohlen Park - restricted to 3 vehicles in the south east corner of the car park.
Centennial Drive Reserve	
Tom Grant Drive	Wairere Falls Car Park -restricted to 11 vehicles within the 11 large car parking spaces at the far south side of the car park
Hawes Bush	
Waharoa (Matamata) Aerodrome	Hetana Street Reserve - restricted to 6 vehicles within the 6 “back-in” car parking spaces
Matamata Domain	
Rapurapu Reserve	
Swap Park	
Bruce Clothier Memorial Reserve and Waharoa Rest Area	

Council received the following submission points regarding these areas:

Themes/Submission Summary	Staff Response
Seven submitters supported the proposed restricted and prohibited areas in Matamata. One of these stated it is great Matamata is a motorhome friendly town.	Previously Council have been managing freedom camping through other plans and legislation. Most of the districts reserves were prohibited under the reserves act. The proposed Bylaw and amendments to the RMP’s open up more areas that allow for self contained freedom camping.
Four submitters were concerned that the proposal for Matamata is too restrictive. One submitter did not think banning or restricting the proposed places is necessary. Another submitter is unhappy a maximum of 20 vehicles are allowed to stay in Matamata at any one time. It is limiting their spending. Two submitters stated the disagree with camping within the Matamata Ward.	Under the Freedom Camping Act 2011, freedom camping is permissive by default. Whilst there are 20 restricted parks available in Matamata, self-contained vehicles are allowed to park in other locations that are not prohibited by the Bylaw or other instrument.
Two submitters expressed concern around monitoring and enforcement at Hetana Street. One submitter stated they were surprised to learn camping is not currently allowed.	Council is aware that Hetana Street is used for Freedom Camping. Although technically prohibited under the RMP, Council have provided signage allowing Freedom Camping. The RMP is proposed to be amended to align with the use of this site.
One submitter was concerned about antisocial behaviour at Hetana Street and referred to people raiding the community fridge.	Criminal activity and anti-social behaviour are police issues. If this activity is being witnessed, the police should be contacted.
One submitter suggested Council reconsider its position on non-self-contained	Non self-contained areas are considered in full later on in this report, within Schedule 3.

<p><i>vehicles camping at Hetana Street. Submitter stated that with toilets nearby they will be unlikely to create any concerns.</i></p>	
<p><i>One submitter expressed many people in the community are opposed to Hetana Street for Freedom Camping and Suggested the Burwood roadside next to Swap Park as an alternative.</i></p> <p><i>One submitter believes Hetana Street should be for day parking only to allow Freedom Campers to shop.</i></p>	<p><i>Freedom camping is permitted on Council roadside in the Act unless restricted or prohibited by the Bylaw or other enactment.</i></p> <p><i>Hetana Street has been assessed by Council during the assessment of sites for the proposed Bylaw and alongside other activities such as master planning, the area contains existing parks specifically sized to accommodate larger vehicles like campervans.</i></p>
<p><i>Two submitters opposed freedom camping at Pohlen Park. One of these stated it is due to being a residential area, the other submitter stated it is a recreational park.</i></p> <p><i>One submitter stated the residents need to be consulted about Pohlen Park.</i></p> <p><i>One submitter suggested increasing the restricted number of vehicles at Pohlen Park to six.</i></p>	<p><i>The current Pohlen Park car park has just under 70 carparks, 3 of which are disability parks.</i></p> <p><i>All residents bordering any proposed prohibited or restricted sites were sent letters at the start of the consultation period inviting submissions.</i></p> <p><i>An assessment of this site has been conducted and it reaches the threshold for restriction but not prohibition, reasons for prohibition need to be consistent with the Act.</i></p>
<p><i>Two submitters support the prohibition of Rapurapu Reserve.</i></p> <p><i>One submitter states a bush gate is needed at the entrance of Rapurapu Reserve.</i></p>	<p><i>Council is currently developing their Long-Term Plan 2024-34 - however it is unlikely that any new infrastructure will be included for Rapurapu Reserve</i></p> <p><i>Council may consider a gate in the future however; the main cost would be getting someone to close and open it every day. This consideration is outside the scope of the Bylaw.</i></p>

Recommended changes

On 10 November 2023 Council received a letter from Waka Kotahi – NZ Transport Agency (NZTA) providing written consent under section 10A of the Act for Council to make a Bylaw declaring the below land as local authority land for the purpose of the Act.

It is recommended that Council amend the final Bylaw to declare the State Highway area at Bruce Clothier Memorial Reserve and Waharoa Rest Area as land under section 10A as local authority land for the purposes of this Act.



**Red area is indicative of State Highway area*

These amendments have been made within the Bylaw in Attachment A for Council approval.

Morrinsville

Council proposed the following prohibited and restricted areas within the Morrinsville Ward:

Prohibited	Restricted
<i>Davies Park</i>	<i>Morrinsville Recreation Ground – restricted to 6 vehicles within the formed car park area accessed from Cureton Street</i>
<i>Holmwood Park and adjacent roadside</i>	
<i>Murray Oaks Scenic Reserve</i>	<i>Waterworks Road Reserve (Te Miro Forest) -restricted to 2 vehicles on the southern edge of the main car park</i>
<i>Thomas Park and adjacent roadside</i>	

Council received the following submission points regarding these areas:

Submission Summary	Staff Response
<i>One submitter was opposed to all Freedom Camping in Morrinsville.</i>	<i>The freedom camping legislation allows camping on all Council land and roads, unless the Council prohibits it through other methods (like a Bylaw or Reserve Management Plan). Council cannot impose a blanket ban on all freedom camping.</i>

Submission Summary	Staff Response
<i>Seven submitters stated they support the proposal for the Morrinsville Ward.</i>	<i>Support for the proposal acknowledged.</i>
<i>Two submitters requested more spaces be made available in Morrinsville.</i>	<i>Under the Act, freedom camping is permitted on local authority areas by default. Whilst there are limited restricted parks available in Morrinsville, self-contained vehicles are allowed to park in other local authority areas such as in car parking on the side of district roads and other Council controlled and managed land not prohibited by the Bylaw or other enactment. The Bylaw does not affect camping in paid camp grounds or on private land.</i>
<i>One submitter stated it is good to have places available in Morrinsville as it encourages travellers to stop and spend money</i>	<i>Council is proud of having its three main towns being known as motorhome friendly towns. Freedom camping encourages tourism and allows visitors to enjoy the area while also contributing to the local economy.</i>
<i>One submitter questioned how Council will monitor and enforce the number of vehicles at the Recreation Ground and Waterworks Road Reserve (Te Miro).</i>	<i>The enforcement strategy for this bylaw is in line with other similar bylaws, in that Council Staff intend to take a reactionary approach rather than active monitoring and enforcement, which allows the bylaw to be enforced within existing resources. Council does not currently have the resources to monitor the prohibited and restricted areas daily. <i>It is intended that signage will be installed at all prohibited and restricted locations as part of the implementation of the Bylaw. Having restrictions in place and providing signage is an enforcement mechanism in its own right and will help mitigate potential issues.</i></i>
<i>Two submitters supported the prohibition of Holmwood Park.</i>	<i>The prohibition of Holmwood Park and adjacent roadside aligns with the site assessment undertaken for the area. As the park area is a reserve, freedom camping is also prohibited on the reserve area under section 44 of the Reserves Act 1977.</i>
<i>One submitter requested the Morrinsville Golf Club Road and Car park be prohibited. One of these stated campervans often park on the road looking directly into their house which they feel is a breach of privacy.</i>	<i>Council has assessed the Golf Club Road and car park. The site assessment resulted in a score of 5 out of 12 due to the following reasons: <i>The site has no known cultural, historical or environmental significance. The car park is used by the golf club and can become busy during events and is accessed by pedestrians. The access to the car park is</i></i>

Submission Summary	Staff Response
	<p><i>flat and sealed. The car park is accessed off a cul de sac for large vehicles to be able to easily manoeuvre.</i></p> <p><i>Therefore, the assessment against the criteria in the Act does not support the restriction or prohibition of this site in a freedom camping bylaw.</i></p>
<p><i>Two submitters asked if the original grass camping area at the Recreation Ground can be used for self-contained Camping. One of these stated the Recreation Ground is often full.</i></p> <p><i>One submitter stated the recreation ground has such facilities and is locked up. Submitter noted if reopened Council could make some money from this.</i></p> <p><i>One submitter suggested the Recreation Ground could have more parks available.</i></p> <p><i>Another submitter said the Recreation Ground is not user friendly as there is often antisocial behaviour.</i></p>	<p><i>The former campground at Morrinsville Recreation Ground was closed a number of years ago due to antisocial behaviour and campers who did not move on. The closure was given effect to in the Active Reserve Management Plan which was adopted in 2009 following public consultation. Most recently, Council has adopted a framework plan in 2022 to guide future use and development of the Recreation Grounds.</i></p> <p><i>The restriction on the number of vehicles in the car park balances the needs, access and health and safety of freedom other users and protecting the area</i></p>
<p><i>One submitter believes Murray Oaks could be a good option for a restricted spot. Another submitter stated Murray Oaks is attractive, but they agree with the prohibition.</i></p>	<p><i>There is no suitable parking area, and the oaks are all protected trees due to their heritage value. The site is often wet, and we need to avoid damage to the trees.</i></p> <p><i>The area is adjacent to the State Highway and has a rail track running through it. There is a significant concern for safety.</i></p>
<p><i>One submitter stated they agree with the prohibition at Thomas Park.</i></p>	<p><i>The proposed prohibition of Thomas Park and adjacent roadside aligns with the site assessment undertaken for the area.</i></p>
<p><i>One submitter stated there is no need for any area to be prohibited for overnight self-contained Freedom Camping. They expressed unless there is a danger to the public or environment there is no reason to restrict Waterworks Road Reserve to 2 vehicles.</i></p>	<p><i>The proposed Bylaw aims to balance the needs of campers with protecting areas that need it. Areas that have been made prohibited or restricted under the proposed bylaw have undergone a site assessment based on the criteria in the s11 of the Freedom Camping Act.</i></p>
<p><i>One submitter thinks the proposal for Waterworks Road Reserve is realistic during off season (late Autumn to early Spring), but the car park is too busy the rest of the year. Submitter questions whether the spaces will be clearly marked if the proposal goes ahead.</i></p>	<p><i>There is a new carpark for Waterworks Road Reserve currently going through the resource consent stage. The carpark proposes to add 39 x 6.5m carparks and 2x 14m carparks = 41 carparks total.</i></p> <p><i>No provision for additional rubbish bins or collections or dog bins have been allowed for in these areas.</i></p>

Submission Summary	Staff Response
<p><i>One submitter asks about the provision of rubbish bins and dog poop bins at Waterworks road reserve.</i></p> <p><i>One submitter agrees with the restrictions at Waterworks road reserve.</i></p>	<p><i>The park is open to anyone so someone with a campervan may park there too. Many campervanners have bikes. Camping is a night time activity and demand for parking is likely to be less at night time. Clear signage will be provided at all restricted and prohibited sites.</i></p>

Recommended changes

In addition, and as above, it is recommended that Council amend the final Bylaw to declare the State Highway at Murray Oaks to declare this land under section 10A as local authority area. It is recommended that the description of this area be updated to include the roadside of the reserve, for the avoidance of doubt that the area between the reserve and the state highway is included within the defined area.



**Red area is indicative of State Highway area*

These amendments have been made within the Bylaw in Attachment A for Council approval.

Te Aroha

Council proposed the following prohibited and restricted areas within the Te Aroha Ward.

Prohibited	Restricted
<i>Boat Ramp</i>	<i>Boyd Park - restricted to 6 vehicles in a defined area within the car park</i>
<i>Council office car park (see restricted areas for further information)</i>	<i>Waiorongomai Car Park, Te Aroha - restricted to 4 vehicles within the car park.</i>
<i>Seddon Street Reserve</i>	<i>Herries Memorial Park - restricted to 6 vehicles in a defined area within the car park behind the Council buildings, accessed from Kenrick Street between 7pm and 7am Monday – Friday and any time on weekends and public holidays</i>
<i>Skidmore Reserve</i>	<i>Waihou Recreation Reserve - restricted to 3 vehicles in a defined area within the car park</i>
<i>Te Aroha Domain</i>	<i>Waitoa Railway Reserve - restricted to 2 vehicles within the car park.</i>

Council received the following submission points regarding these areas:

Themes/Submission Summary	Staff Response
<i>Five submitters stated they agree with the proposal for Te Aroha. One of these states the proposal will protect areas that are not suitable for camping whilst providing a reasonable number of parks.</i>	<i>Support for the proposal acknowledged.</i>
<i>Three submitters do not support the proposal for Te Aroha. One of these stated there is no need for Freedom Camping due to the campground and the NZMCA campground.</i>	<i>The Act is permissive and does not permit banning of freedom camping. Not all freedom campers are members of NZMCA e.g. people hiring a campervan cannot be NZMCA members. The bylaw will provide enforcement tools that Council previously did not have access to.</i>
<i>One submitter requested Council increase freedom camping areas or improve existing areas in Te Aroha.</i>	<i>Council can consider additional areas if required but the Act and Bylaw are permissive, allowing freedom camping unless Council restricts or prohibits it.</i>
<i>One submitter thinks the bylaw will decrease the local economy of Te Aroha</i>	<i>Freedom camping under the Freedom Camping Act 2011 is permissive by default. Whilst some restrictions have been proposed to protect certain areas in the district, there are plenty of available areas for tourists to stay and contribute to the local economy.</i>
<i>Two submitters requested that Council reconsider its position on self-contained camping at Herries Park.</i>	<i>Council considered making areas within the district available for those with non-self-contained motor vehicles however at the</i>

<p><i>One submitter requested that Herries Park be prohibited due to the children's playground.</i></p>	<p><i>time decided there were no suitable areas but have left room in the Bylaw for these to be incorporated at a later date should suitable areas become available. Non self-contained areas are considered in full later on in this report, within Schedule 3.</i></p> <p><i>The toilet close by Herries Park is open 24 hours a day but is within a fenced off playground area with limited parking.</i></p>
<p><i>Two submitters supported the prohibition of Te Aroha Domain.</i></p> <p><i>One submitter requested the Domain be restricted to 2 Park. They acknowledge there are a total of 21 parks in Te Aroha however, it will not be enough in holiday times.</i></p>	<p><i>The Te Aroha Domain was assessed against the criteria in the Act and Council determined it is appropriate to prohibit freedom camping.</i></p> <p><i>The domain is of high cultural and natural significance. It is host to a number of recreation and commercial activities. The multi-use area is popular and there are some concerns in regard to health and safety, especially due to the narrow one way road through the reserve with limited parking.</i></p>
<p><i>One submitter opposes allowing Freedom Camping at Waihou Recreation Reserve. Submitter states there is a childcare service across the road and that there is an existing issue with rubbish, faeces and toilet paper being left at the reserve.</i></p>	<p><i>The Freedom Camping Act is permissive by default. Council are proposing to restrict the number of vehicles within this area.</i></p> <p><i>The proposed designated parks are across the road and slightly further down than the childcare facility. In the past three years Council have only received one complaint in regard to freedom camping at Waihou Recreation Reserve. This complaint came through in 2022.</i></p> <p><i>The recent changes that people camping must be in a certified self contained vehicle will mitigate any issues regarding human waste and toilet paper.</i></p>
<p><i>One submitter opposes freedom camping at Waiorongomai Car Park as they feel unsafe when tramping due to the people that park there.</i></p>	<p><i>People freedom camping at Waiorongomai car park will typically be staying there during the night when people tramping generally aren't around.</i></p> <p><i>Freedom camping vehicles parked in the area during the day may also being tramping and exploring the bush walk.</i></p>
<p><i>One submitter is concerned about drivers who tear up the grass on the park area at Waitoa Railway Reserve and suggested using wooden bollards to safeguard. The submitter believes Waitoa will work well if it is monitored. The submitter recommends larger or additional rubbish bins and more</i></p>	<p><i>There are currently no plans for any additional infrastructure in this area.</i></p> <p><i>The carpark at Waitoa Railway Reserve is approximately 10 x 12 m in size. The bylaw is proposing to restrict Waitoa Railway reserve to 2 vehicles.</i></p>

<p><i>frequent collections at Waitoa.</i></p> <p><i>One submitter highlighted there is not enough space at Waitoa for four vehicles for four days at a time coming and going to the dairy and Council should consider restricting the number of vehicles.</i></p>	
<p><i>One submitter is concerned that all the 11 carparks at the Wairere Falls car park will be occupied, with no vacant large carparks left for day trippers. Submitter wants Council to have a plan to address this issue.</i></p>	<p><i>There have been no issues raised of this happening previously. Vehicles visiting the site purely to freedom camp are expected to be there overnight. Any vehicles still parked during the day are likely visiting the Falls and will need parking to do so.</i></p> <p><i>The car park contains 79 'normal size' car parks, 11 larger car parks, two bus parks and 2 disability parks. There is plenty of parking available for a range of visitors.</i></p>
<p><i>One submitter stated they appreciate why Council wants to prohibit freedom camping at their office carpark but, given the proximity to enforcement officers and the size of the car park, it may be feasible to manage a small number of campers from 7pm Friday to 7am Monday.</i></p>	<p><i>Council have provided space for 6 vehicles in a restricted area in the gravel car park behind Council. This gravel car park is legally part of the Herries Park Reserve and has been treated as such.</i></p>

Recommended changes

There are no recommended amendments to the proposed Bylaw in response to these submissions.

Comments relating to Schedule 3 of the Bylaw - Areas where a person can freedom camp in a vehicle that is not self-contained

The proposed Bylaw does not define any areas where a person can freedom camp in a vehicle that is non self-contained on local authority areas within the District, but provides for them by way of the schedule to allow for easy incorporation of such areas into the bylaw in future, if and when appropriate facilities and areas come available.

Submission Summary	Staff Response
<p><i>Four submitters requested Council open up areas for non-self-contained vehicles to freedom camp. Of these:</i></p> <p><i>One submitter stated it will help tourists and locals see the country, the submitter stated they have camped in other countries where it is common to have basic facilities for a fee.</i></p> <p><i>One submitter stated that many NZMCA members and non-members are responsible campers that should be accommodated for non-self-contained camping.</i></p> <p><i>Two submitters mentioned Freedom Camping in Taranaki and New Plymouth and advised they have designated areas for self-contained and non-self-contained camping with public facilities provided.</i></p>	<p><i>Council considered making areas within the district available for those with non-self-contained motor vehicles however at the time decided there were no suitable areas but have left room in the Bylaw for these to be incorporated at a later date should suitable areas become available.</i></p> <p><i>The district has a number of campgrounds in the district that people in non-self-contained vehicles can camp at for a fee. These campgrounds provide the necessary facilities for non-self-contained camping including toilets, fresh water, and hygiene facilities.</i></p> <p><i>Council currently has no plans for additional infrastructure for freedom camping.</i></p> <p><i>Council has 3 public toilets which are open 24hours a day 7 days a week across the district.</i></p> <ul style="list-style-type: none"> - <i>Hetana Street, Matamata (1 unisex toilet)</i> - <i>Studholme Street carpark, Morrinsville (2 unisex toilets)</i> - <i>Herries Park, Te Aroha (1 unisex toilet)</i> <p><i>These areas provide basic toilets but no other facilities.</i></p>

Recommendations

There are no recommended amendments to the proposed Bylaw in response to these submissions. Schedule 3 does not define any areas where a person can freedom camp in a vehicle that is non self-contained on local authority areas within the District, but provides for them by way of the schedule to allow for easy incorporation of such areas into the bylaw in future, if and when appropriate facilities and areas come available.

Council can consider whether or not to include areas where a person can freedom camp in a vehicle that is non self-contained on local authority areas based on submissions if desired, whilst taking into account facilities available, detailed above.

Reserve Management Plans (RMP)

Council proposed an amendment to the RMP for Hetana Street and Waitoa Railway Reserve which are within the Council's Passive RMP, to allow for some restricted freedom camping as consistent with the proposed Bylaw.

Council also proposed an amendment to the RMP for Herries Memorial Park and Waihou Recreation Reserve which are within the Council's Active RMP. This is to allow for some restricted freedom camping as consistent with the proposed Bylaw.

In addition, Council proposed an amendment to Appendix E of the Active RMP to remove reference to Te Aroha Domain as a potential site for freedom camping, to make the RMP consistent with the proposed prohibition of this area.

Council received the following submission points regarding these proposals:

Themes/Submission Summary	Staff Response
One submitter expressed they agree with the amendments to the RMP's for Waihou Recreation Reserve, Waitoa Railway Reserve and schedule E of the Active RMP.	Support for the proposal acknowledged.
One submitter opposes changing the RMP for Waihou Recreation Reserve due to some concerns around allowing camping near the close by childcare facility.	Addressed earlier in this report.
One submitter states it is unclear why Council has a Passive and Active Reserve Management Plan.	The Reserves Act 1977 requires Council to have RMPs for certain classes of reserve. Active and Passive Reserves were two management categories used at the time based on the predominant purpose of the park. The Passive RMP 2009 applies to parks and reserves used for active recreation / organised sports.
One submitter highlighted that for consistency it might be prudent to align the definition of a 'certified self-contained' vehicle under the General Policies RMP with the bylaw. Submitter notes the General Policies RMP only refers to NZS 5465:2001 and it is unclear whether the SOP anticipates this alignment. Submitter refers to sections 10 and 42 of the FC Act and states it might be difficult to enforce an inconsistency between the bylaw and the RMP.	This comment refers to the definition within section 5.2 of the General Policies RMP. The change is appropriate and important for consistency. It is also recommended that Council concurrently update the introductory section under 8.4 Camping within the General Policies RMP to update the reference to having a Freedom Camping Bylaw following adoption.

Recommended changes

In addition to the changes proposed to the Active and Passive Reserve Management Plans to ensuring consistency with the prohibited and restricted areas identified in the Bylaw, it is also

recommended that Council make minor amendments to the General Policies Reserve Management Plan:

- Update the definition of Certified self-contained within section 5.2 Defined Terms to ensure alignment with the definition of self-contained within the Freedom Camping Act 2011.
- Update the introductory section under 8.4 Camping to include reference to having a Freedom Camping Bylaw.

Out of Scope

Themes/Submission Summary	Staff Response
One submitter states that all vehicles that are used for freedom camping should have a COF, WOF and be registered	These are Land Transport Act/Traffic Policing matters out of scope of the bylaw
One submitter requested a no dogs policy be included. Submitter states they have had several sheep mauled to death by dogs belonging to freedom campers. Submitter mentions the issue in the TA Council office car park stating they had dangerous dogs. The dogs were known to be menacing towards children and they were still allowed to stay at Herries park. Submitter states a risk assessment should be completed about dogs being allowed in freedom camping areas.	Freedom Campers with dogs are still required to comply with the Dog Control Bylaw and Act.
Two submitters raised homelessness within the district in general. One submitter stated that immigration may need to be curbed to limit the number of homeless people forced to camp. One submitter is concerned that people are now sleeping rough in Matamata. Submitter sees this as disappointing and unacceptable.	Homelessness is not covered by the definition of Freedom Camping in the Freedom Camping Act 2011. Those living in their vehicles due to homelessness are exempt from the Bylaw. As part of implementation, Council is developing resources to guide an appropriate response, and to ensure people are aware of the appropriate agencies, which is consistent with an educational approach in the first instance.

Recommended changes

No amendments to the proposed Bylaw are recommended in response to these submission points.

Deliberations and Adoption

On 22 November 2023 Council approved the final Freedom Camping Bylaw 2023 and consequential amendments to Reserve Management Plans. The final Bylaw is attached for your information showing the minor changes made following consultation.

Timeframes

Key Task	Dates
Pre consultation with Iwi and relevant key	June - August 2023

stakeholders	
Workshop with Elected Members – discussion of proposed Bylaw prior to consultation	2 August 2023
Documents approved by Council to consult including Statement of Proposal and proposed Bylaw	23 August 2023
Consultation Period	18 September – 18 October 2023
Hearing	8 November 2023
Deliberations and adoption of final bylaw	22 November 2023
Bylaw operational	20 December 2023

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

The relevant Community Outcomes are set out below:

Economic opportunities	We provide leadership and advocacy is provided to enable our communities to grow.
Healthy communities	We encourage community engagement and provide sound and visionary decision making.
Environmental Sustainability	We engage with our regional and national partners to ensure positive environmental outcomes for our community.
Vibrant Cultural values	We value and encourage strong relationships with Iwi and other cultures, recognising wāhi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage. Tangata Whenua with Mana whenua status (those with authority over the land under Māori lore) have meaningful involvement in decision making.

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

Council has successfully received funding from Ministry of Business, Innovation and Employment for the development of this Bylaw, signage, carpark painting and project management, communications and monitoring and enforcement planning.

Ngā Tāpiritanga | Attachments

- A. MPDC Freedom Camping Bylaw - track changed version for adoption 22 November 2023 PDF
- B. MPDC Freedom Camping Bylaw 2023 - Appendix 1 - Maps - 22 November 2023.docx

Ngā waitohu | Signatories

Author(s)	Sandra Harris Placemaking and Governance Team Leader	
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Approved by	Erin Bates Strategic Partnerships and Governance Manager	
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Pūrongo me whakataua | Decision Reports

7.2 Long-Term Plan 2024-34 Update

CM No.: 2797607

Te Kaupapa | Purpose

The purpose of this report is to provide the Forum with an update on the Long Term Plan 2024-34 (LTP) project.

Rāpopotonga Matua | Executive Summary

The LTP outlines the Council's plans including major projects, levels of service and forecast budgets for the next ten years. The current LTP covers the period 2021 – 2031. The next LTP, which this Council is underway with, is the 2024 – 2034 LTP.

The timeline for the project centres on key dates for completion of the draft documents in December 2023, auditing in January / February 2024 and consultation in March / April 2024.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Forum provided feedback on the Long-Term Plan 2024-34 project.

Resolution number AC/2023/00005

Moved by: Cr G Thompson

Seconded by: H Vaimoso

KUA MANA | CARRIED

Horopaki | Background

Council is required to prepare and adopt a LTP under the Local Government Act 2002 (LGA). The Long Term Plan sets out the activities, budgets, Financial Strategy and key financial policies of the Council for the next 10 years and the Infrastructure Strategy for the next 30 years. The LTP is required to be updated every three years, with the last LTP being approved in 2021 (available online <https://www.mpdc.govt.nz/plans/long-term-plan>).

The LTP:

- describes the type of district our communities have told us they want – our community outcomes
- identifies the key projects to take place over the next 10 years
- provides an overview of each activity we will carry out and the services we will provide for the next ten years determines how much this will cost and how it will be funded.

It also provides communities the opportunity to have a say on where Council are heading and to ensure planning is robust. In completing the plan Council are required to do a number of things, including:

- take a sustainable development approach and promote community interests
- carry out our business in a clear, transparent and accountable manner
- operate in an efficient and effective manner, using sound business practices
- take into account community views by offering clear information and the opportunity to present views
- provide opportunities for Māori to contribute to decision making

- collaborate and co-operate with other agencies and councils to achieve desired outcomes.

The LTP is a complex document covering all activities of Council, major strategic documents, financial policies, auditing and a large consultation component with the community.

The LTP must be adopted prior to 30 June 2024. The project timeline for LTP is typically 18 months or more, and involves staff across the whole organisation, elected members and the community. A high level overview of the timeline is set out under Communication and Timeline heading below.

Ngā Take/Kōrerorero | Issues/Discussion

Key

	= in progress / on track
	= completed
	= completion delayed / some issues
	= not on track / not started

Description	Start	Finish	Comments	Status
Briefing Papers	Mid-2022	January/ February 2023	Completed and distributed to elected members	
Demographic/Growth/Economic/Assumptions - NIDEA/ - FutureProof (demographic projections) - Infometrics (economics)	Oct 2021	May 2023	Completed - Workshop with technical experts held on 9 August. Te Ngira: Institute for Population Research Prof. Michael Cameron (demographic projections) Alchemists: Tony Fenton (for land use projections)	
Revaluation of Assets	Jan 2023	September 2023	Completed.	
Community Outcomes/Vision Review	February 2023	June 2023	Completed – new strategic direction has been formally adopted by Council	
Rates Structure	April 2023	June 2023	Council has indicated it does not wish to make any changes to the rating structure. To be formally confirmed at 13 December 2023 Council meeting.	
Activity Plan review	April 2023	Aug/Sep 2023	This process is almost completed. Performance framework has been confirmed by Council, other than one	

Description	Start	Finish	Comments	Status
			performance measure to be discussed with Te Mana Whenua at this meeting (see separate agenda item)	
Asset Management Plans (AMPs)	Feb 2023	Oct 2023	<p>Work underway. Council has workshopped key issues, and capital project list. Operating budgets have also been largely confirmed and can be included in the AMP.</p> <p>Aiming to have AMPs updated by end of November 2023.</p> <p>Asset Levels of Services and Performance Framework has been formally confirmed by Council.</p>	
Budgets	August 2023	November 2023	<p>The draft budget has been largely confirmed.</p> <p>A report outlining the major assumptions and significant matters will be formally confirmed in a report to the Council meeting of 13 December 2023.</p>	
Right Debate (pre engagement – possible level of service review)	April 2023	Aug 2023	No longer planned	
Infrastructure and Financial Strategy	April 2023	Oct 2023	<ul style="list-style-type: none"> Financial Strategy: The financial strategy is in progress but significant matters including the limit on rate increases and limit on debt have yet to be confirmed with Council. We are looking at varying ways to frame the limit on rate increases. Infrastructure Strategy: Key issues and responses have 	

Description	Start	Finish	Comments	Status
			been workshopped with Council. Capital and operating budgets have largely been confirmed and are being incorporated into the strategy. Aiming for completion by end of November 2023.	
Policy Review	April 2023	Oct 2023	<ul style="list-style-type: none"> • Fees and Charges 2024/25 - to be discussed with elected members on 29 November 2023 • Revenue and Financing Policy – to be formally confirmed at Councils 13 December 2023 meeting • Development Contributions Policy - to be formally confirmed at Councils 13 December meeting • Rates Remission and Postponement Policies - This has yet to be workshopped with Council. • Significance and engagement policy - Adopted by Council 	
Consultation Document	July 2023	Nov 2023	Preparation of Consultation Document (CD) is underway with elected members having provided direction on topics and the overall 'story'. This will be the key basis for formal consultation on the LTP. Council is required to	

Description	Start	Finish	Comments	Status
			<p>adopt the information that supports the CD before adopting the cd itself (such as the draft Financial and Infrastructure Strategies).</p> <p>The CD must include an auditor opinion.</p>	
Council controlled organisation section (CCOs)	July 2023	Nov 2023	<p>Not yet commenced.</p> <p>CCOs include Waikato Regional Airport Limited, Hauraki Rail Trail Charitable Trust and Co-lab (Waikato Local Authority Shared Services).</p>	
Māori participation in decision making	July 2023	Oct 2023	<p>This section on the LTP has been drafted and will be presented to Te Mana Whenua Forum meeting on 5 December 2023.</p> <p>Iwi aspirations have been discussed with Te Mana Whenua Forum and Council – further engagement between Council and Forum to occur.</p>	
Document development	July 2023	Dec 2023	Work underway, preparing draft LTP document for audit.	
Quality checks and administration	July 2023	Dec 2023	<p>Not yet commenced.</p> <p>To occur during December 2023 /January 2024.</p>	
Communications Strategy and implementation	Feb 2024	Dec 2024	<p>A pre-engagement campaign will commence shortly as a lead in to formal LTP consultation.</p> <p>Phase 1 – December 2023 to February 2024 (tbc) Awareness: To raise community awareness of the issues Council's facing in a relatable way.</p>	

Description	Start	Finish	Comments	Status
			Phase 2 – February-March 2024 (tbc) Education (speaker series): Purpose: keynote speakers (i.e. not Council) used to explore complex issues that indirectly and directly relate to Council’s challenges.	
			Phase 3 – March-April 2024: Formal LTP Consultation.	
External Audit Process	Jan 2024	June 2024	Refer schedule of audit dates below. Audit NZ have discussed the timeline with staff.	
Special Consultative Procedure	Jan 2024	June 2024	Engagement will be undertaken in early 2024. Refer to the timeline below.	

Future Timetable

The timeline for the project centres on key dates for completion of the draft documents in December 2023, auditing in January / February 2024 and consultation in March / April 2024.

The below table provides a summary of key milestones and timelines.

Activity	Dates
Te Mana Whenua Forum meeting	5 December 2023
Te Mana Whenua Forum meeting	13 February 2023
Public consultation/engagement period	13 March to 19 April 2024 (<i>to be confirmed</i>)
Te Mana Whenua Forum meeting	9 April 2024
Council LTP hearings of submitters	8-9 May 2024
Council LTP deliberations/decision making	29 May 2024
Te Mana Whenua Forum meeting	11 June 2024
Council to adopt LTP	26 June 2024
LTP takes effect	1 July 2024

Mōrearea | Risk

Risk management involves the identification and assessment, then avoidance, mitigation or elimination of risks. An LTP risk register has been developed, and will be monitored and updated throughout the project.

The Project Team is also maintaining an Issues Register to capture issues as they arise and ensure issues are considered and reviewed in a timely manner as they relate to the project.

A key risk for the LTP remains the transition phase for the water reform. Also, the Water Services Reform may be repealed or significantly changed if there is a change in government following the general election.

Ngā Whiringa | Options

Council may wish to consider providing any feedback or comments on the Project Plan and timeline.

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

Requirement for a Long Term Plan

The preparation of the LTP is a requirement under the Local Government Act 2002. [Schedule 10](#) of the LGA sets out the requirements for a LTP. The LTP must include information about;

- Community Outcomes
- Implementation of regional spatial strategy [*note: new addition following passage of the Spatial Planning Act 2023*]
- Groups of Activities
- Capital Expenditure for groups of activities
- Statement of service provision
- Funding impact statement for groups of activities
- Variation between territorial authority's longer term plan and assessment of water and sanitary services and waste management plans
- Council controlled organisations
- Development of Māori capacity to contribute to decision-making processes
- Financial strategy and Infrastructure Strategy
- Revenue and financing policy
- Significant and engagement policy
- Forecast financial statements
- Financial statements for previous year
- Statement concerning balancing of budget
- Funding impact statement
- Rating base information
- Reserve funds
- Significant forecasting assumption

Mayoral Powers

Under LGA [s41A](#), "*it is the role of a mayor to lead the development of the territorial authority's plans (including the long-term plan and the annual plan), policies, and budgets for consideration by the members of the territorial authority.*"

Council policies and strategies

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

Local Government Act 2002 (LGA 2002) Decision-making requirements

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	This report provides the Committee with an update; there are no options to consider at this stage.
Section 78 – requires consideration of the views of Interested/affected people	The LTP is subject to a consultative process
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a Low level of significance, as this report is an information update. The LTP overall has higher significance
Section 82 – this sets out principles of consultation.	<Insert text> The LTP is subject to a consultative process and these principles will be considered as part of the consultation/communications plan.

Policy Considerations

To the best of the writer’s knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Views of residents are sought via the resident’s survey every quarter and have been utilised in preparing the LTP alongside other information.

The LTP project is one of Council’s key opportunities to engage with our communities to find out what their aspirations and priorities are.

The LTP is subject to the special consultative process under the LGA ([s83](#)). The special consultative process is a structured one month submission process with a hearing for those who have submitted and wish to speak to their submission.

Further detailed plans on engagement for the LTP consultation period will be brought to Council for consideration early in the New Year.

Formal consultation for the LTP will take place in March-April 2024.

Ngā take ā-Ihinga | Consent issues

There are no consent issues.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

The relevant Community Outcomes are set out below:

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

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

The development of and consultation on the LTP is funded from the Strategy and Engagement Activity Operating budget.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Niall Baker Policy Team Leader	
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Approved by	Erin Bates	
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	Strategic Partnerships and Governance Manager	
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7 Pūrongo me whakatau | Decision Reports

7.3 Long Term Plan 2024-34 - Performance Measures

CM No.: 2794445

Te Kaupapa | Purpose

The purpose of this report is to provide Te Manawhenua Forum mō Matamata-Piako (the Forum) with an opportunity to provide feedback on proposed performance measures to support iwi and Māori engagement for inclusion in Council's Long Term Plan 2024-34.

Rāpopotonga Matua | Executive Summary

Council is required to prepare and adopt a Long Term Plan (LTP) under the Local Government Act 2002 (LGA) every three years. As part of this process, Council sets a Performance Framework. This Framework sets out what we plan to do and why (what we are trying to achieve), and how we plan to measure our progress.

Council requests feedback from Forum members on the proposed measures to support iwi and Māori engagement for inclusion in the Long Term Plan 2024-34. Additionally, the Forum are invited to provide input into the Māori engagement in decision making section.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report is received.
2. Te Manawhenua Forum mō Matamata Piako provided feedback to Council on the proposed performance measures to support iwi and Māori engagement as detailed in this report for inclusion in Council's Long Term Plan 2024-34.
3. Te Manawhenua Forum mō Matamata Piako provided feedback to Council on the Māori involvement in decision making section for inclusion in Council's Long Term Plan 2024-34.

Resolution number AC/2023/00006

Moved by: R Kaukau
Seconded by: J McCaskill

KUA MANA | CARRIED

Horopaki | Background

Long Term Plan

Council is required to prepare and adopt a Long Term Plan (LTP) under the Local Government Act 2002 (LGA). The LTP sets out the activities, budgets, Financial Strategy and key financial policies of the Council for the next ten years, and the Infrastructure Strategy for the next 30 years. The LTP is updated every three years, with the last LTP approved in 2021 (available online at <https://www.mpdc.govt.nz/plans/long-term-plan>).

The LTP:

- describes the type of district our communities have told us they want – our community outcomes;
- identifies the key projects that will take place over the next 10 years;

- provides an overview of each activity we will carry out and the services we will provide for the next ten years, determines how much this will cost, and how it will be funded.

The LTP is an important and complex document covering all of Council’s activities, major strategic documents, financial policies, auditing and includes a large consultation component with the community. The LTP 2024-34 must be adopted prior to 30 June 2024.

Performance Management Framework




As part of the LTP, Council is required to review its performance framework. Performance management is a process of determining objectives, measuring progress against those objectives (Council does this through its Annual Report), and using the results to improve delivery of services to the community.

This is our ‘contract’ with the community and explains what we plan to do and why, and how we will measure our performance and determine progress towards our goals and objectives. It helps Council to ‘tell the story’ about what we have achieved for our community and what we plan to achieve for our community.

Some of the performance measures are qualitative and measured through an annual customer survey that is carried out by an external provider. Other measures are quantitative and measured through internal records (recording of visitor numbers is an example of this).

The contextual information about Council’s objectives and how it intends to achieve them should be drawn from governance and accountability documents. As such, performance measures are aligned with Council’s Strategic Objectives and Community Outcomes as set out in its Strategic Direction adopted by Council on 24 May 2023.

Council’s Strategic Direction forms a key foundation for the LTP through providing a means to prioritise activities and provide a frame for decision-making. A summary is depicted below:

TO MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
<p>HE WĀHI KAINGĀKAU KI TE MANAWA A PLACE WITH PEOPLE AT ITS HEART</p>  <p>WHAT WE WANT</p>	<p>HE WĀHI PUAWAITANGA A PLACE TO THRIVE</p>  <p>WHAT WE WANT</p>	<p>HE WĀHI E POIPOI AI TŌ TĀTOU TAIAO A PLACE THAT EMBRACES OUR ENVIRONMENT</p>  <p>WHAT WE WANT</p>	<p>HE WĀHI WHAKAPAPA, HE WĀHI HANGAHANGA A PLACE TO BELONG AND CREATE</p>  <p>WHAT WE WANT</p>
Support the wellbeing of our community	We are open for business	A clean, green, environmentally friendly district	A district that’s easy to live in, explore and connect
<p>TŌ MĀTOU WHĀINGA WHAT WE ARE GOING TO DO</p> <ul style="list-style-type: none"> • Prioritise community grants that enhance placemaking. • Be the connector between our community, iwi, NGOs and government agencies. • Create vibrant, welcoming town centres. • Strive for liveable, accessible, connected neighbourhoods. 	<p>TŌ MĀTOU WHĀINGA WHAT WE ARE GOING TO DO</p> <ul style="list-style-type: none"> • Seek opportunities to realise Matamata-Piako’s economic potential. • Support and encourage quality, sustainable and varied development. • Invest in the right infrastructure at the right time. 	<p>TŌ MĀTOU WHĀINGA WHAT WE ARE GOING TO DO</p> <ul style="list-style-type: none"> • Educate and exemplify continuous improvement in waste minimisation. • Create and maintain green and natural and open spaces. • Demonstrate and advocate for climate friendly and community resilient initiatives. 	<p>TŌ MĀTOU WHĀINGA WHAT WE ARE GOING TO DO</p> <ul style="list-style-type: none"> • Genuine partnership with mana whenua. • Partner and plan for multi-purpose sporting, cultural and community hubs. • Support arts and heritage as an important part of our communities.

Measure to Support Iwi and Māori Engagement

Council wishes to include a measure around involving iwi and Māori in the decision making process. The LGA requires us to establish and maintain processes to provide opportunities for Māori to contribute to the decision-making process and to consider ways in which it may foster the development of Māori capacity to contribute to decision-making.

By involving Māori in the decision making process we can ensure that we are making informed and representative decisions on behalf of the community.

Through its LTP Council wishes to highlight its commitment to involving Māori in the decision-making process and would like to achieve a meaningful measure for the community.

The level of service has remained the same over many years, however Council has updated the related performance measure several times in an attempt to achieve a meaningful measure. Historically, Council has not achieved its target in this area and therefore, seeks feedback from the Forum as to the measure that should be included in its LTP 2024-34.

Current Measure (LTP 2021-31)

Levels of Service	Performance Measure	Target (2023/24)
Council will involve Tangata Whenua with Mana whenua status in the decision making process.	Percentage of Te Manawhenua Forum members who complete the survey are satisfied/very satisfied that Tangata Whenua with Mana whenua status are recognised and have meaningful involvement in decision making.	75% or more satisfied/very satisfied

This performance measure is reported through an annual survey of Forum members. The purpose of the survey is to gather an understanding of the satisfaction levels and issues from the perspective of Forum members. The survey question that relates to this performance measure is as follows with the full survey (and 2023 results) attached to this report:

*'How satisfied are you that tangata whenua with manawhenua status are recognised and have meaningful involvement in decision making?
 (Using the scale where 0 equals very dissatisfied and 10 equals very satisfied).'*

This measure was selected due to the following:

- The Heads of Agreement of the Forum states that the purpose of the Forum is to 'facilitate Manawhenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapū'.
- It indicates the extent to which mana whenua who are Forum members feel that they are recognised and have meaningful involvement in Council decision making processes.
- To support the following community outcome as included in the Council's LTP 2021-31; *'Tangata Whenua with mana whenua status (those with authority over the land under Māori lore) have meaningful involvement in decision making'*.

Previous Measures and Performance

Council recently adopted its 2022/23 Annual Report. It noted that we received six survey responses (a 35% response rate). This showed that there was a 67% satisfaction rate, however we did not reach our target of 75%. In 2021/22 we achieved 7%. Prior to this, Council used the following measures:

LTP Year	Levels of Service	Performance Measure	Target	Performance			Notes
2018-28	Council will involve Tangata Whenua with	Percentage of Te Manawhenua Forum	2% improvement each year.	2018/19	2019/20	2020/21	

	Mana Whenua status in the decision making process.	members satisfied with <i>progress made towards achieving the identified work streams.</i>		Benchmark set (16.66%)	Not Achieved (15%)	Achieved (35.7%)	
2015-25	Council will involve Tangata Whenua with Mana Whenua status in the decision making process.	Percentage of Te Manawhenua Forum members satisfied/very satisfied that Tangata Whenua with Mana Whenua are <i>recognised and involved</i> in decision making.	75% or more satisfied.	2015/16	2016/17	2017/18	This is similar to the current measure but does not include 'meaningful involvement' in decision making.
				Not Achieved (64%)	Not Achieved (65%)	Not Achieved (56%)	
2012-22	We will involve Tangata Whenua with manawhenua status in the decision making process.	Percentage of Te Manawhenua mo Matamata-Piako Forum members satisfied/very satisfied that Tangata Whenua with manawhenua status are <i>meaningfully involved in decision making.</i>	Increasing across the life of the LTP from 75% to 78% or more satisfied.	2012/13	2013/14	2014/15	Similar to current measure – slight differences in wording.
				Not Achieved (68%)	Not Achieved (66%)	Not Achieved (70%)	

Waikato councils

The following lists performance measures used by our neighbouring councils to support iwi and Māori engagement (LTP 2021-31):

Council	Levels of Service	Performance Measure	Target (2023/24)
Waikato Regional Council	To support a Treaty-based partnership approach in our engagement with iwi Māori.	Completion of key actions identified in the Māori partnership approach (MPA).	100% of actions completed as per schedule.

Council	Levels of Service	Performance Measure	Target (2023/24)
Waikato District Council	Council meets obligations to iwi under formal agreements.	Number of formal hui held with iwi, mana whenua and hapū groups.	9
Hauraki District Council	The Council to establish formal relationships with iwi holding mana whenua status in the district following the signing of Treaty Settlements.	We will work with Mana Whenua to grow the capacity and Mana Motuhake of Mana Whenua.	Within three years of the signing of the treaty settlement, a Hauraki Iwi Forum will be established.
Ōtorohanga District Council	The Council to establish formal relationships with Iwi holding mana whenua status in the District.	We will work with Iwi Leaders, representing mana whenua in the District, to build/maintain strong, productive relationships.	Iwi Leaders rate their relationship with Council as good or better.
Rotorua Lakes Council	Demonstrate principles of partnership in working on shared outcomes.	% of Māori groups satisfied/highly satisfied with Council's performance as a good partner.	75%

Ngā Take/Kōrerorero | Issues/Discussion

Options

Forum members are asked to provide feedback to Council on the performance measure for inclusion in the 2024-34 LTP.

- a) Percentage of Te Manawhenua Forum members who complete the survey are satisfied/very satisfied that Tangata Whenua with mana whenua status are recognised and have meaningful involvement in decision making. (This is the current measure in Council's 2021-31 LTP).

Or

- b) Number of formal Te Manawhenua mō Matamata-Piako hui held annually.

Staff invite feedback from Forum members and have noted the following discussion points:

- It has been challenging to find a meaningful performance measure and Council has changed this measure over the years as detailed earlier in this report. Despite these changes/tweaks, Council has been unable to consistently achieve its target.
- The measures should reflect Council's community outcome to achieve 'Genuine partnership with mana whenua'.
- The satisfaction survey that supports option a) does not result in an accurate depiction of satisfaction due to the low rate of return of the survey. Staff welcome feedback as to how to improve the survey process with the aim of ensuring a more accurate and meaningful result.

- Note that the performance measure that is included in Council's LTP is only one indication of how well Council is involving Tangata Whenua in the decision making process.

Maori involvement in decision making

The LTP includes a section on Māori involvement in decision making. This section requires Council to set out any steps that the Council intends to take to foster the development of Māori capacity to contribute to the decision-making processes. The section from Council's current LTP 2021-31 is attached.

Staff invite feedback as how the Forum sees Māori having involvement in Council decision making processes going forward and how this may be reflected in the LTP. It is noted that a hui to discuss iwi aspirations is scheduled for early in 2023.

Mōrearea | Risk

In setting this performance measure, Council considers the following risks:

- The measure may not accurately reflect Council's Strategic Direction and community outcomes;
- The measure may not provide an accurate/meaningful representation of achievement/performance;
- The measure may not reflect the preferences of mana whenua.

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

Within its LTP, Council is required to set out performance measures that it considers will enable the public to assess the level of service for major aspects of groups of activities.

Legislation requires certain performance measures to be included for its Rooding, Water and Rubbish & Recycling Activities, however Council has discretion around the appropriate performance measures for the remainder of its activities.

Section 81 of the LGA prescribes specific responsibilities and requirements to Council to support and ensure contribution to decision-making processes by Māori. This includes:

- a) To establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the Council; and
- b) To consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the Council; and
- c) Provide relevant information to Māori for the purposes of paragraphs a) and b) above.

The LGA also requires Council to set out any steps that it intends to take to foster the development of Māori capacity to contribute to the decision-making processes of Council over the period covered by the LTP.

Local Government Act 2002 (LGA 2002) Decision-making requirements

Having regard to the decision making provisions in the LGA and Council's Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance however the LTP and the proposals within it are deemed to be of high significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Options are addressed above in this report. Council seeks feedback on the performance measure to include in its LTP 2024-34.
Section 78 – requires consideration of the views of Interested/affected people	Council seeks feedback from Forum members on this issue. The LTP will be subject to a full consultation process. This will be undertaken in accordance with the requirements specified in the LGA.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	This issue is assessed as having a low level of significance however the LTP and the proposals within it are deemed to be of high significance.
Section 82 – this sets out principles of consultation.	Consultation will be undertaken as per the legislative requirements using the special consultative procedure as prescribed in the LGA.

Policy Considerations

To the best of the writer’s knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the LGA or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Council seeks feedback from the Forum in respect to the performance measure to support the following level of service: ‘Council will involve Tangata Whenua with Mana whenua status in the decision making process.’

Once the performance measures are adopted as supporting material alongside the LTP consultation document in December 2023, and following an audit process, this will be consulted on with the community in accordance with section 93A of the LGA (use of the special consultative procedure).

The LTP is subject to a communications and engagement plan and a full consultation process in early 2024.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

The performance measures to be included in the 2024-34 LTP reflect Council’s updated Strategic Direction and Community Outcomes.

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

The costs involved in the LTP project are allocated for in existing budgets within the Strategies and Plans activity.

Ngā Tāpiritanga | Attachments

- A. Te Manawhenua Forum Satisfaction Survey - 2023
- B. Maori Engagement in Decision Making Section LTP 2021-31

Ngā waitohu | Signatories

Author(s)	Laura Hopkins Policy Advisor	
Approved by	Niall Baker Policy Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	

7 Pūrongo me whakatau | Decision Reports

7.4 Long Term Plan 2024-34 - Review of Draft Consultation Document

CM No.: 2797319

Te Kaupapa | Purpose

The purpose of this report is to present the draft content for the 2024-34 Long-term Plan Consultation Document to the Forum for their review and comment.

Rāpopotonga Matua | Executive Summary

The consultation document is being prepared based on guidance received through Council decisions throughout 2023. It presents information from other key supporting Long Term Plan (LTP) documents, such as the Infrastructure Strategy.

The purpose of the consultation document is to provide key information to communities, and to encourage them to share their views on the most significant issues and choices facing Council, allowing their views to be considered in the LTP decision making process.

Council will adopt the draft consultation document for audit at the Council meeting on the 24th January 2024. The results of the audit of the consultation document will be provided to Council in early March 2024, at which time Council will be requested to approve the document for consultation. Council will receive public submissions between 13 March to 19 April 2024, and hold hearing and deliberations in May 2024, before adopting the final LTP.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Forum receives the report.

Resolution number AC/2023/00007

Moved by: Cr G Thompson

Seconded by: J McCaskill

KUA MANA | CARRIED

Horopaki | Background

The purpose of a LTP is to:

- (a) describe the activities of the local authority; and
- (b) describe the community outcomes of the local authority's district; and
- (c) provide integrated decision-making and co-ordination of the resources of the local authority; and
- (d) provide a long-term focus for the decisions and activities of the local authority; and
- (e) provide a basis for accountability of the local authority to the community

An LTP is prepared every three years, covers ten years (and includes an Infrastructure strategy that covers 30 years), must include specific information described in the Local Government Act 2002, must be audited, and can only be adopted after a period of public consultation on a consultation document which itself also needs to be audited.

The consultation document is an important milestone in the development of the 2024-34 Long-term Plan. It sets out our broad direction over the next ten years, with a focus on the next three, how much that will cost, and the effects we will achieve. It asks the public to provide their views on

key issues facing Council. It is the legal basis for consultation on the Long-term Plan and must be audited by Audit New Zealand.

Ngā Take/Kōrerorero | Issues/Discussion

The consultation document for an LTP must be presented in as concise and simple a manner as possible, while still achieving its purpose. It must not be a draft LTP and must not include a full version of any of the draft supporting documents. It must clearly show to affected communities, using graphs and charts where appropriate, what is changing, with a particular focus on rates and debt levels.

Council must include a preferred option for any topic on which it is seeking community views and cost its budget to that option. Council will be asked to adopt the consultation document only after having adopted all the supporting information.

The story for this Consultation Document is: **balancing affordability and looking after our assets**

Main driver for this plan has been: **affordability**

Council's response is: **choosing to focus on looking after what we have**

Council's approach:

- **Prioritise capital investment**
- **Focus on things we HAVE to do,**
- **Including some projects that we think we SHOULD do**
- **Deferring or removing everything else**
- **Looking for other ways to reduce our costs – taking greater risks**

Other points of discussion:

- **Climate change**
- **Looking ahead (10+ years):**
 - **Growth - investing in infrastructure at the right time**
 - **Climate change and resilience: upgrading our assets to be more resilient**

Topics to include in consultation document:

[Topics for community consultation](#)

1) Resource recovery centres (consult/option for feedback)

- We previously consulted on creating two resource recovery centres (MM and MV)
- Major improvements needed at Waihou (possibly millions of dollars)
- Challenges with all three existing sites
- Costs continue to increase – need to look at better, future focussed options
- Proposing to develop one, central resource recovery centre
- May need to close Waihou in year X (rather than sinking money into it)
- Cost info/rating impact

2) Roading (consult/option for feedback)

- Continue implementation of speed management plans and other safety improvements

- Costs have increased significantly – would cost around 6.5m to do what we had been doing for 5m
- Think we should keep the funding level the same to manage affordability. In an ideal world we would spend more.
- It will mean stretching out our work programme. Results will take a few years to be seen
- Cost saving/other options

3) Te Aroha Spa (consult/option for feedback)

- Background on the project (drivers, public support)
- Business case + recommendation (\$37m)
- Outcome of investment case
- Decision: not include at this point. Would revisit if suitable funding partners approached us in future
- Still acknowledge the original drivers and desire of the community to do something.
- Plan to revisit the Domain Reserve Management Plan
- Cost saving/other options

4) Te Aroha Library (consult/option for feedback)

- The Te Aroha Library is not suitable for future use and is earthquake prone – so consider this a 'HAVE to do'.
- Spreading out capital work programme, so doesn't start until year 3
- Other options - if the community considers that the cost of a new library outweighs the benefit, could be an option to not replace it

Topics to inform community

1) Matamata Domain Playground (inform, not consult)

- Consider this a 'HAVE to do' because already committed, work underway. Community partnership project
- Include costs info/rating impact
- Not giving people the option

2) Matamata Stadium (inform, not consult)

- Consider this a 'HAVE to do' because already committed, work underway. Community partnership project
- Include cost info/rating impact
- Not giving people the option

3) Matamata Wastewater Treatment Plant (inform, not consult)

- This is a 'HAVE to do' project to ensure we can comply with our new resource consent conditions
- \$40 million, with another \$40m in 15-20 years to cater for growth.

- Choosing to stage this manage affordability (alternative is the full \$75m now)
- Include cost info/rating impact

4) Public toilets at Matamata Domain and Davies Park (inform, not consult)

- Consider this a 'HAVE to do' because of growth/demand. Support existing projects
- Include cost info/rating impact
- Cost info/rating impact

5) Morrinsville CBD stormwater upgrades (inform, not consult)

- Consider this a 'HAVE to do' because of climate change/resilience
- Include cost info/rating impact

6) Morrinsville WWTP upgrade (inform, not consult)

- This is a 'HAVE to do' project to ensure we can comply with our new resource consent conditions
- \$X million
- Include cost info/rating impact

7) Digital enablement (inform, not consult)

- A SHOULD do project to prioritise organisational efficiency
- Rates increases at this level are unsustainable, so looking at how we can do things differently.
- Reserve funded, no rates impact.

8) Waitoa water (inform, not consult)

- Fonterra has decided that they do not want to be the water supplier for the village of Waitoa.
- Council is required to do something to ensure the area has a water supply – however, investigation of options is still under way
- This issue will require ongoing consultation with the Waitoa community.

Mōrearea | Risk

The Local Government Act 2002 sets the requirements for preparation of the LTP.

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

Council is required to have a LTP under section 93 of the Local Government Act (LGA). As part of this, it is required to utilise the Special Consultative Procedure, which at s93(c)(4) requires audit of the draft Consultation Document.

Policy Consideration

To the best of the writer's knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Next Steps

Once Council has approved the draft consultation document for audit, the draft consultation document will be provided to Audit New Zealand for their audit.

Once that audit is completed, the draft consultation document will be revised as necessary and presented to Council for adoption in March 2024, along with the supporting documentation and Statement of Proposals.

If adopted, the Consultation Document will be used for the Special Consultative Procedure required by the LGA. Council decision making may require further changes through this process.

Timeframes

The following table sets out the key dates for the LTP process ahead:

Key Task	Dates
Interim audit visit	11 December 2023
Council meeting - to approve LTP and Consultation Document before audit	24 January 2024
Second interim audit visit	30 January to 13 February 2024
Audit opinion on consultation document Council sign off on draft LTP, CD... - Council meeting	6 March 2024
Public consultation/engagement period	13 March to 19 April 2024
Te Mana Whenua Forum meeting	9 April 2024
Council LTP hearings of submitters	8-9 May 2024
Council LTP deliberations/decision making - Council meeting	29 May 2024
Final LTP audit visit - Draft LTP Available for audit	6 June to 13 June 2024
Risk and Assurance Committee meeting - to review final LTP	18 June 2024
LTP Adoption - Council meeting	26 June 2024

Ngā take ā-lhinga | Consent issues

There are no consent issues.





Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata-Piako Strategic Direction

As part of the LTP development, Council adopted a new Strategic Direction providing a means to prioritise activities, and provide a frame for decision making.

The relevant Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE	MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION
--------------------------------------------------	----------------------------------------------------------------------------

TŌ MĀTOU WHAKAKITENGA OUR VISION			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. 'The heart of our community is our people, and the people are the heart of our community.'			
TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa a place with people at its heart	He wāhi puawaitanga a place to thrive	He wāhi e poipoi ai tō tātou taiao a place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga a place to belong and create

The LTP contributes to all outcomes by setting the funding and activity framework for delivery of Council services and activities.

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

All costs associated with the production of the Consultation Document can be met within existing budgets.

The financial impacts of the decisions included in the draft 2024-34 LTP supporting documents have been outlined in the consultation document.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Niall Baker Policy Team Leader	
	Danny Anglesey Finance Project Manager	
	Anne Gummer Policy Advisor	

Approved by	Niall Baker Policy Team Leader	
	Erin Bates Strategic Partnerships and Governance	

	Manager	
	Manaia Te Wiata Group Manager Business Support	

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 District Plan Update

CM No.: 2796310

Te Kaupapa | Purpose

The purpose of this report is to update the Te Manawhenua Forum with a summary on the rolling review of the District Plan and changes around Resource Management matters. Ally van Kuijk or Nathan Sutherland are available to deliver the update and answer any questions.

Rāpopotonga Matua | Executive Summary

A District Plan and Resource Management summary is provided below. The update specifically relates to Papakāinga (PC54), Waharoa (PC49), Calcutta (PPC57), Avenue Business Park (PPC58), Fonterra Waitoa (PPC55), the National Planning Standards, the Hauraki Gulf Forum, the National Policy Statement for Highly Productive Land, National Policy Framework and Proposed National Policy Statement – National Hazard Decision-making 2023.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00008

Moved by: H Vaimoso

Seconded by: Cr G Thompson

KUA MANA | CARRIED

Ngā Take/Kōrerorero | Issues/Discussion

Plan Change 54 – “Papakāinga”

Matamata-Piako District Council (MPDC) is preparing a change to the District Plan, which seeks to update the District Plan provisions to allow for papakāinga development (PC54). The aim is to ensure that the District Plan provides an enabling framework for quality papakāinga development that supports the social, cultural and economic wellbeing of tangata whenua. The plan change was originally raised by Te Manawhenua Forum and recommended to Council as a priority. Council took on this recommendation and initiated a plan change. The Māori Purpose Zone (Precinct 1 – Papakāinga Tahī) will provide the most enabling provisions for papakāinga by increasing housing density in comparison to the Rural Zone and enabling the establishment of home businesses and small-scale community facilities, education facilities and healthcare facilities.

Sites that are proposed to be rezoned as Māori Purpose Zone (Precinct 2 - Papakāinga Rua) have existing papakāinga. In addition to the Māori Purpose Zone, the plan change proposes general provisions in the Rural and Rural-Residential Zones enabling papakāinga development on Māori Freehold Land, General Land owned by Māori (if it can be demonstrated there is an ancestral connection and a legal mechanism in place to ensure the land is maintained in whanau ownership in perpetuity), and Treaty Settlement Land. The change was re-notified for public submissions on 21 December 2022, and closed for submissions on 13 February 2023. The further submission phase closed on 26 April 2023. A copy of the 52 submissions received and 3 further submissions is available on the Council’s website.

On 18 July 2023, an Iwi Working Group (IWG) Hui was held at the Silver Ferns Events Centre. During this Hui, the key themes that were raised in the submissions along with the next steps in the process were discussed, and a draft, unbranded papakāinga Toolkit was shared. Since this hui, staff have met with various submitters and interested parties to see if the matters raised could be resolved. The hearing date for the Papakāinga Plan Change has been set for April 2024. IWG members' submitted nominations for Independent Hearing Commissioners. The Planning Team has provisionally engaged two Hearing Commissioners; however, their formal engagement needs to be confirmed by the Council. This will occur at the Council meeting scheduled for 13 December 2023.

Plan Change 49 – “Waharoa”

This District Plan change seeks to review the zoning and development controls of Waharoa. To date, a preliminary community Hui was held in partnership with Ngāti Hauā to understand the invited stakeholder's aspirations for the town. Following this, a Working Group was established that consists of Matamata-Piako District Council elected members and Ngāti Hauā representatives as governance members along with a number of support staff.

On 30 November 2022, Matamata-Piako Te Manawhenua Forum and Ngāti Hauā held a community consultation event at Te Kura O Waharoa in order to understand if the initial spatial plan that was developed meets the communities' aspirations and needs for Waharoa. As part of this consultation, an online survey where individuals could share their thoughts on the initial spatial plan was also available following the consultation event for those that could not attend.

In total a 150 participants completed the online survey and there were around 30 participants at the community event. A report that summarises the outcomes of the consultation is available to view on the Council's website. In addition, Warren Gumbly consultants have been engaged to undertake an archaeological assessment of the plan change area, with this work currently underway. The Council is also in the process of reviewing the community's aspirations and considering how these may be enabled by the District Plan's provisions.

Private Plan Change 57 Calcutta

On 3 August 2022, Matamata-Piako District Council received an application for Private Plan Change 57 – Calcutta. This plan change seeks to rezone approximately 41ha of rural land along the southern side of Tauranga Road, Matamata to Industrial Zone. This plan change proposes to introduce a new General Industrial Zone into the District Plan in accordance with the National Planning Standards.

On 11 October 2022, submissions opened for the Calcutta private plan change and closed on Wednesday 9 October 2022. Matamata-Piako District Council received 28 submissions in total. The Council summarised the submissions received and opened for further submissions on the 7 March 2023 with a closing date of 1 September 2023. During this submission phase, a further 20 submissions were received. A hearing date has been scheduled for February 2024.

Private Plan Change 58 - Avenue Industrial Park

A private plan application was lodged with the Council on 22 December 2022 to rezone 14ha of rural land on the western side of Morrinsville, between Avenue Road North and State Highway 26 to Industrial Zone. The proposed private plan change is expected to adopt the same General Industrial Zone provisions as the proposed Calcutta private plan change under the National Planning Standards.

The application was publicly notified on 15 June 2023, with the submission period closing on 17 July 2023. Thirteen submissions were received. The Council summarised the submissions

received and opened for further submissions on the 17 August 2023. This submission period had a closing date of 1 September 2023. One further submission was received. A hearing date has been scheduled for February 2024.

Private Plan Change 55 - “Fonterra –Waitoa”

On 13 November 2020, Council received a private plan change application regarding the Waitoa manufacturing site Development Concept Plan. The proposal is to replace the site’s current noise emission control boundary in the Operative District Plan with a new one and amend the associated rules. Council made a request, on 22 January 2022, for further information under Clause 23, RMA Schedule 1. Council received a response to this further information request at the end of November 2022 and have been working with the applicant to finalise this information. The next stage for this plan change is notification, which is likely to occur early in 2024.

Hauraki Gulf Forum

The Hauraki Gulf Forum (HGF) is a statutory body, which promotes and facilitates an integrated approach to the management and protection of the Hauraki Gulf, under the Hauraki Gulf Marine Park Act 2000. The forum’s current focus is on three priorities, which are to improve integrated management through collaborative planning, restoring water quality values by addressing land use activities that degrade those values and lastly recognising those critical marine values and ecosystems through advocating for protection, restoration and enhancement. As part of its advocacy, the forum used last year’s surplus funds to carry out Natural Capital Valuations on the marine park. This work was carried out by the New Zealand Institute of Economic Research (NZIER) and can be found at this link: <https://gulfjournal.org.nz/the-hauraki-gulf-forum/>. At the latest meeting on 11 September, we received presentations on the State of our Seabirds, Bioremediation using Seaweed, Forestry and Traces of Heavy Metals in the Gulf. On October 25, the forum’s executive officer Alex Rogers presented the minutes of the last meeting and the Natural Capital Valuation Report to Council’s elected members. MPDC is looking to host the Hauraki Gulf Forum in early 2024.

National Planning Standards (NPS)

The Council is currently reformatting its District Plan to comply with the National Planning Standards (NPS). The purpose of the National Planning Standards is to make council plans and policy statements easier to prepare, understand and comply with. They do this by improving the consistency of the format and content across all resource management documents throughout New Zealand. Any proposed changes that are simply a reformatting of the current Operative District Plan do not require a plan change; however, there are some changes that will require notification.

The Council is working to have this completed and notified by April 2024 in accordance with the relevant NPS legislation. As part of complying with the National Planning Standards, the District Plan is required to have a Tangata whenua/Mana whenua chapter. This is to be developed in conjunction with mana whenua. On 18 July 2023, a Te Manawhenua Forum workshop was held at the Silver Fern Events Centre to discuss the title and contents of the chapter. A draft Mana whenua chapter has been produced based on this discussion and the Council is currently talking with individual iwi regarding the contents of this chapter. Given our current District Plan does not have a Tangata Whenua Chapter, this part (along with a few other changes that aren’t considered to be consequential) are scheduled to be notified mid next year.

National Policy Statement for Highly Productive Land

The National Policy Statement for Highly Productive Land (NPS-HPL) came into effect in October 2022. Its objective is to restrict inappropriate subdivision and development on highly productive land, so that it can be retained and used for food production. However, since its release, stakeholders have raised two key issues regarding its restrictions. These relate to a lack of a consenting pathway for:

1. Specified infrastructure, such as solar farms.
2. The establishment and expansion of intensive indoor farming activities and green houses.

The Ministry for the Environment and the Ministry for Primary Industries recently asked for feedback from iwi, local government, interested organisations and individuals regarding an amendment of the NPS-HPL to make allowances for these activities. The consultation period regarding the proposed amendments closed on 31 October 2023. The Council supported amendments to the NPS-HPL that provide a consenting pathway for specified infrastructure, intensive indoor farming activities and green houses on highly productive land. It provided feedback to the Ministry for the Environment and the Ministry for Primary Industries to that effect. Our submission also raised a number of other points in relation to the NPS-HPL that have impacted MPDC.

National Policy Framework

The Government is currently undertaking a reform that will replace the Resource Management Act 1991 (RMA) with three new pieces of legislation, those being:

- The Natural and Built Environment Act
- The Spatial Planning Act; and,
- The Climate Adaptation Act.

The Natural and Built Environment Act and the Spatial Planning Act have both been given royal assent and are now in effect. However, the RMA will remain until in force while a new planning framework under these two Acts is developed. This new framework will look quite different to the current system, with the key planning documents now including:

1. Regional Spatial Strategies
2. Natural and Built Environment Plans; and
3. A National Planning Framework

Central Government will develop the National Planning Framework, with its purpose being to provide national guidance and direction for regional planning. This framework is expected to be in place by 2025 to inform the first Regional Spatial Strategies and Natural and Built Environment Plans, which will be put together at a local level. The Ministry for the Environment recently released a draft of the transitional National Planning Framework for targeted consultation with local government and Māori. This consultation period closes on 13 December 2023. Full consultation of this is proposed for April 2024, however given the change of Government this timeline is uncertain.

Proposed National Policy Statement – National Hazard Decision-making 2023

The Ministry for the Environment recently released the proposed National Policy Statement – National Hazard Decision-making 2023 (NPS-NHD). The purpose of this document is to provide direction for decision makers in their consideration of natural hazard risks in planning decisions. The NPS-NHD was out for public consultation from 18 September to 20 November 2023. The Council did not submit on the proposed National Policy Statement.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Kumeshni Burr Graduate RMA Policy Planner	
Approved by	Nathan Sutherland Team Leader RMA Policy	
	Ally van Kuijk District Planner	
	Dennis Bellamy Group Manager Community Development	

8 Ngā Pūrongo Whakamārama | Information Reports

8.2 Civil Defence and Emergency Management Report

CM No.: 2797518

Te Kaupapa | Purpose

The purpose of the report is to inform Te Mana Whenua Forum Mo Matamata-Piako of the activity undertaken in the Waikato CDEM Group and MPDC emergency management function as those activities relate to Māori.

Rāpopotonga Matua | Executive Summary

This report is for information and discussion.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. That the information be received.

Resolution number AC/2023/00009

Moved by: L Whaiapu

Seconded by: R Kaukau

KUA MANA | CARRIED

Horopaki | Background

Matamata-Piako District Council (MPDC) entered into a service level agreement with Waikato Regional Council to meet its obligations under the Civil Defence and Emergency Management Act 2002. The service is delivered through the Group Emergency Management Office (GEMO) and this arrangement was established in August 2019.

MPDC is one of 11 Councils which make up the Waikato CDEM Group established under the CDEM Act via a joint committee (Local Government Act). The MPDC representative (delegated by the Mayor) is Councillor Russell Smith. Key role of the Joint Committee is to approve budgets and set policy (governance).

The Group has a Coordinating Executive Group established under the CDEM Act and this is the council and partner agency executives who agree and oversee the Group's work plan (Operational direction and assurance). The CEG agree to implement corrective actions from any lessons learnt as a result of any activations in the Waikato. The MPDC representative on CEG (delegated by the CEO) is Dennis Bellamy.

Ngā Take/Kōrerorero | Issues/Discussion

Māori partnership in CDEM

Throughout New Zealand there is acknowledgement that Māori respond to emergency events to look after and provide manākitanga to their mana whenua and others depending on how they are impacted and the resources and capability they have at the time. As such it is acknowledged that Māori are an integral part of the emergency management system.

The CDEM Act 2002 does not provide for full membership (with voting rights) of the Joint Committee other than Council Mayors / Chair or their delegates.

The CEG can invite anyone or any organisation to be a voting member of the CEG.

After COVID 19 the Waikato CDEM Group have received recommendations and have made decisions about how to include Māori in the emergency management system taking a Te Tiriti o Waitangi approach. In May 2021 the CEG recommended and the Joint Committee agreed to include:

“Iwi on Joint Committee (non-voting), CEG (voting) and Advisory Groups, ensuring participation in governorship, capacity and capability building, and Tikanaga and kawa”.

The Group continue to employ the service of a consultant to provide advice and to establish with Iwi how these decisions could be implemented and a partnership approach to emergency management be actually achieved. This remains work in progress and the Group Manager awaits an appointment to kōrero with the Tainui Waka Alliance about the desire for partnership and to co-design a strategic work plan.

In the meantime a new Emergency Management Bill has been introduced to the Parliament and this explicitly recommends partnership with Māori at all points of the emergency management system. The Waikato CDEM Group have submitted support to the Bill as it enables their decisions and desires to partner with Māori. There are no indications from an incoming government what their intentions may be towards the Bill.

CDEM – Māori Framework implementation:

In May 2021 the CEG received a report about the CDEM – Māori Framework. The key points about the framework are:

1. The Regional CDEM-Māori Framework was developed by the Regional Pou Ārahi team during the 2020 COVID response with Iwi.
2. The majority of the framework is considered operational level: A principles-based guidance that, if implemented, will increase the likelihood of CDEM achieving equitable outcomes for Māori in a response and recovery.
3. The Regional CDEM-Māori Framework makes a clear distinction between the roles of Pou Ārahi mandated by Iwi and Iwi liaison staff employed by local government and other agencies.

CEG approved the consistent Group wide adoption and implementation of the framework. Since that time most Councils have made limited progress in implementing the framework in a meaningful way. As a result the response by Māori to emergency events remains largely parallel and poorly connected to the overall emergency management system.

The framework is not intended to be prescriptive but provides a start point for Local CDEM to kōrero with Māori to co-develop arrangements and relationships to make sure Emergency Operations Centres can share information and partner with Māori response and recovery.

2024/34 Long Term Plan – Māori CDEM Advisor role

The Joint Committee have approved a business case to employ an FTE to provide advice to the Group and its members to ensure mātauranga Māori is included at all points of the emergency management system. This business case will be included in the Waikato Regional Council LTP as they are the administering authority for the CDEM Group.

Discussion points for Te Mana Whenua Forum

As CDEM moves toward partnership with Māori in the emergency management system there is some activity where MPDC would like to make some progress at the local level. It is

acknowledged that there are already relationships with Māori through other council activity and that perhaps they can be leveraged to support emergency management.

CDEM – Māori Response Framework:

- What guidance can the Forum offer in respect of the framework implementation?
- Identification of leaders who Māori could agree are appropriate to advise the CDEM response and recovery and who can make connections with the Māori response and recovery.

Iwi / Māori representatives on local Welfare Committee:

- Māori representation on Local Welfare Committee specifically ensuring the needs of disproportionately affected communities are considered.

Readiness for response and recovery:

- Improvement and development of systems and processes and resources to enable effective response and recovery
- Engaging in Marae preparedness planning – a multi-agency approach

Summary

The members of the CDEM Group (including MPDC) desire partnerships with Māori to enable connectedness and inclusion in the emergency management systems.

Progress to achieve that has been slow and some significant decision have been taken since the COVID 19 response.

Te Mana Whenua Forum may be able to provide some advice and insights into how to make some progress within the MPDC area.

Ngā Tāpiritanga | Attachments

A. Regional CDEM - Māori Framework

Ngā waitohu | Signatories

Author(s)	Dennis Bellamy Group Manager Community Development	
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Approved by	Dennis Bellamy Group Manager Community Development	
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8 Ngā Pūrongo Whakamārama | Information Reports

8.3 Iwi Aspirations and Planning for upcoming workshop with Council

CM No.: 2798454

Te Kaupapa | Purpose

The purpose of this report is for staff/members to discuss the Iwi Aspirations and planning for the scheduled workshop in March 2024.

Rāpopotonga Matua | Executive Summary

Staff/members to discuss Iwi Aspirations and planning for the scheduled workshop in March 2024.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00010

Moved by: Chair T Maaka

Seconded by: Cr G Thompson

KUA MANA | CARRIED

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	
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8 Ngā Pūrongo Whakamārama | Information Reports

8.4 Te Manawhenua Forum Work Programme - Update December 2023

CM No.: 2797889

Te Kaupapa | Purpose

The purpose of this report is to provide an update to Te Manawhenua Forum on the work programme as confirmed for 2023.

Rāpopotonga Matua | Executive Summary

The 2023 Work Programme is attached. It is intended this is a standing item for each meeting.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00011

Moved by: Mayor A Wilcock

Seconded by: H Vaimoso

KUA MANA | CARRIED

Horopaki | Background

Prior to the commencement of each calendar year the Forum sets itself a work programme. While priorities can shift during the year as unexpected issues arise, the work programme is a useful tool to enable Forum members to set their direction and to allow staff to understand the work priorities that need to be achieved.

Ngā Tāpiritanga | Attachments

- A. Te Manawhenua Forum Work Programme - Update December 2023

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
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Approved by	Sandra Harris Placemaking and Governance Team Leader	
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8 Ngā Pūrongo Whakamārama | Information Reports

8.5 Te Manawhenua Forum Work Programme 2024

CM No.: 2797890

Te Kaupapa | Purpose

The purpose of this report is to set the Forum's Work Programme for the 2024 calendar year.

Rāpopotonga Matua | Executive Summary

This reports outlines the 2024 draft work programme for Te Manawhenua Forum mo Matamata-Piako. The Forum may wish to suggest amendments or additions to the programme.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Forum approve the draft 2024 Work Programme.

Resolution number AC/2023/00012

Moved by: R Kaukau

Seconded by: J McCaskill

KUA MANA | CARRIED

Horopaki | Background

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

Ngā Take/Kōrerorero | Issues/Discussion

The attached draft work programme is proposed for discussion by the Forum. The work programme identifies issues which have been developed and reviewed on an annual basis as a suggested base work programme. There may be other matters that the Forum may wish to consider for inclusion or replacement in the work programme.

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

The draft work programme can be funded from existing operating budgets for Te Manawhenua Forum mo Matamata-Piako.

Ngā Tāpiritanga | Attachments

- A. Draft Te Manawhenua Forum Work Programme 2024

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Governance Support Officer	
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Approved by	Sandra Harris Placemaking and Governance Team Leader	
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8.6 TUIA 2024 Expression of Interest

Te Kaupapa | Purpose

The purpose of this report is to seek the Forum's appetite to put forward their expression of interest for TUIA 2024.

Rāpopotonga Matua | Executive Summary

Tuia is an intentional, long-term, intergenerational approach to develop and enhance the way in which rangatahi Māori contribute to communities throughout New Zealand.

Expressions of Interest are being called for participation to the 2024 Tuia programme. The cut off is Friday 15 December 2023

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Forum confirms its interest to participate in the TUIA 2024 programme and provides nominations of rangatahi Māori to the Mayor.

Resolution number AC/2023/00013

Moved by: R Kaukau
Seconded by: H Vaimoso

KUA MANA | CARRIED

NGĀ TĀPIRITANGA | ATTACHMENTS

A Tuia Prospectus 2024

12.07 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed. Leo Whaiapu performed the closing karakia.

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF TE MANAWHENUA FORUM
MO MATAMATA-PIAKO HELD ON 5 DECEMBER
2023.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: