

Kaunihera | Council

Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 30 April 2025 at 09:00.

Ngā Mema | Membership

Manuhuia | Mayor

Adrienne Wilcock, JP (Chair)

Koromatua Tautoko | Deputy Mayor

James Thomas

Kaunihera ā-Rohe | District Councillors

Caleb Ansell

Sarah-Jane Bourne

Sharon Dean

Bruce Dewhurst

Dayne Horne

Peter Jager

James Sainsbury

Russell Smith

Kevin Tappin

Gary Thompson

Sue Whiting

Ngā whakapāha | Apologies

There were no apologies

Ngā mema i reira o runga te tūhono ipurangi | Members present via audio/visual link

Name	Position/Organisation	Time In	Time Out
Sarah-Jayne Bourne	District Councillor, Matamata-Piako District Council	9.02 am	11.42 am
Kevin Tappin	District Councillor, Matamata-Piako District Council	9.04 am	11.42 am

Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae Chief Executive Officer	8.2, 8.3
Stephanie Hutchins	Kaitohu Mātāmua Kāwana Senior Governance Advisor	
Tamara Kingi	Kaiārahi Kāwana Governance Team Leader	
Fiona Vessey	Hautū Whakahaere Group Manager Operations	7.1
Susanne Kampshof	Pou Rawa me ngā Kaupapa Assets and Projects Manager	7.1
Carolyn McAlley	Kaiwhakamahere Rautaki RMA Matua Senior RMA Policy Planner	7.3
Nathan Sutherland	Kaiārahi Rautaki RMA Team Leader RMA Policy	7.4, C1
Ally van Kuijk	Group Manager Growth & Regulation	8.1,
Sandra Harris	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships & Governance Manager	C2
Charlotte Walker	Kaitohu Kaupapahere Paetahi Graduate Policy Advisor	C2

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Mark Bang	Team Leader Partnerships, Waikato CDEM Group, Group Emergency Management Office	8.1	9.00 am	9.14 am
Toka Wolfswood	Emergency Management Officer, Waikato CDEM Group, Group Emergency Management Office	8.1	9.00 am	9.14 am
Don McLeod	Waikato Waters Done Well	7.1	9.00 am	10.25 am
Vaughn Payne	Waikato Waters Done Well	7.1	9.00 am	10.25 am

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Adrienne Wilcock welcomed members, staff and those viewing the livestream and declared the meeting open at 9.00am.

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the apologies for lateness from Cr Dayne Horne and Cr Kevin Tappin be accepted.

Cr Kevin Tappin joined the meeting online via Microsoft Teams at 9.04 am.

Cr Dayne Horne joined the meeting at 9.10 am.

Resolution number CO/2025/00001

Moved by: Cr J Sainsbury

Seconded by: Cr R Smith

KUA MANA | CARRIED

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

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

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

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

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

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

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

4 Whākī pānga | Declaration of interest

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

5 **Whakaaetanga mēneti | Confirmation of minutes**

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 26 March 2025, be confirmed as a true and correct record of the meeting.

Resolution number CO/2025/00002

Moved by: Cr J Sainsbury

Seconded by: Cr C Ansell

KUA MANA | CARRIED

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

At the close of the agenda there were no speakers scheduled to the public forum.

7 **Pūrongo me whakatau | Decision Reports**

7.1 Local Water Done Well Options and Consultation Document

CM No.: 3018328

Te Kaupapa | Purpose

The purpose of this report is to:

1. Provide background to the *Local Water Done Well* programme and the steps Council has taken to date to identify and assess options, and develop a preferred option for delivering water services into the future.
2. Present an Options Assessment of the two most viable water services delivery options, namely:
 - (i) An Internal Business Unit (enhanced status quo)
 - (ii) A Multi-Council Owned Water Organisation (*Waikato Water Done Well* Council Controlled Organisation (CCO))
3. Seek Council's confirmation of its preferred service delivery option and associated consultation arrangements.

Rāpopotonga Matua | Executive Summary

Local Water Done Well - Decision on Future Water Services Delivery Model

Matamata-Piako District Council (MPDC) is faced with making a legacy decision on the future model for delivering essential water services across the district. This decision will shape how drinking water, wastewater, and stormwater services are managed for generations to come—impacting public health, environmental protection, infrastructure resilience, and financial sustainability.

Context and Legislative Imperative

The Government has been involved in water reform for over two decades. Following the Havelock North Inquiry (2016–2018), the **Three Waters Reform Programme** (2018–2023) was launched, aiming to centralise water services under four national entities. MPDC actively engaged in this process, preparing for the transfer of staff and responsibilities to Entity B by July 2024.

A significant policy shift occurred in 2023 with the introduction of the **Local Water Done Well** framework. This replaced the centralised model with a council-led, collaborative system that retains local ownership while encouraging regional partnerships. Under this framework, councils are required to prepare and submit a **Water Services Delivery Plan (WSDP)** to the Department of Internal Affairs by 3 September 2025. The plan must demonstrate how each council will deliver safe, affordable, and compliant water services long-term.

Options Considered and Evaluation Process

Council has reviewed five potential service delivery models. Three options—including single-council or trust-based water organisations—have been set aside due to limited scale, higher costs, and lack of access to borrowing mechanisms.

Two viable options remain under formal consideration:

1. **Enhanced Internal Business Unit (IBU)** – Builds on the existing in-house model with improved separation, reporting, and compliance capability, but remains under Council governance.
2. **Waikato Water Done Well Council Controlled Organisation (CCO)** – A multi-council entity designed to provide dedicated, scalable, and financially sustainable water services across the region.

A qualitative assessment of each model was conducted across six key evaluation areas:

- Transparency and Accountability
- Regulatory Compliance
- Financial Sustainability
- Operational Capability and Capacity
- Collaboration and Regional Alignment
- Community and Customer Engagement

This evaluation, supported by financial analysis, risk review, legislative guidance, and governance implications, provides a well-rounded basis for Council's decision-making.

Key Insights

Waikato Water Done Well CCO emerges as the preferred model, offering:

- **Greater financial sustainability** through access to Local Government Funding Agency debt (up to 500% of revenue), enabling investment in infrastructure without overburdening rates.
- **Economies of scale** and operational efficiencies, projected to deliver ~\$96M in savings by 2044.
- **Enhanced workforce resilience**, with the ability to attract and retain specialist staff and build a regional water career pathway.
- **Stronger regulatory alignment** with Taumata Arowai, Commerce Commission, and environmental planning processes.
- **Improved environmental stewardship**, including catchment-based consenting aligned with Treaty Settlement obligations.
- **Strategic regional leadership**, positioning MPDC as a founding shareholder in a nationally significant water services model with long-term scalability.

The Internal Business Unit (IBU) model maintains strong local control and responsiveness. However, it faces limitations in borrowing capacity, workforce scale, and resilience under increasing compliance pressures. The IBU would require significant internal investment and operational reform to meet future service expectations.

Risks and Mitigation

Both models carry implementation and transition risks—ranging from staffing uncertainty to cost fluctuations and stakeholder perception. These include:

- Unknown costs of setup and ongoing delivery
- Ability to retain skilled staff during change
- Potential impacts on service continuity
- Legislative changes (e.g. Bill 3) that may alter regulatory or financial assumptions

However, the Waikato Water Done Well **CCO model is assessed as having greater capacity to manage and mitigate these risks** due to its size, governance structure, and regional coordination mechanisms.

Iwi Engagement and Treaty Considerations

The Waikato Water Done Well initiative reflects a commitment to collaboration with iwi and hapū. Council will continue direct engagement with iwi throughout the transition and ensure reinforcing alignment with Treaty Settlement expectations.

Affordability and Future Proofing

Future costs for water services are going to go up regardless of which model is followed. While early costs between both models are similar, the CCO model is projected to be more affordable due to long-term cost efficiencies and the strategic use of debt to smooth investment. The CCO model also enables **removal of water debt from Council's books**, increasing MPDC's financial headroom for non-water priorities and emergencies.

Regulatory and Policy Framework

The decision must comply with the Local Government (Water Services Preliminary Arrangements) Act 2024 and the forthcoming **Water Services Bill (Bill 3)**. This framework requires Council to consult the community on two options and demonstrate how its preferred model ensures financial and service sustainability. The consultation period will run from **5–25 May 2025**, with final decisions expected by **June 2025**.

Conclusion and Recommendation

The Waikato Water Done Well model is identified as the **preferred water services delivery model** for Matamata-Piako District Council under the Local Water Done Well framework.

This model best positions the district to:

- Meet current and future compliance standards
- Deliver safe, affordable, and resilient services
- Strengthen regional collaboration and iwi partnerships
- Provide a sustainable financial and workforce foundation
- Align with national reform directions while protecting local interests

Council's decision represents a defining moment for the future of water service delivery in Matamata-Piako. The Waikato Water Done Well model offers a strategic opportunity to lead, shape, and secure the long-term interests of our communities, environment, and generations to come.

Tūtohunga | Recommendation

That:

1. Council receives the report.
2. Council approves continuing the progression of the following two water services delivery options to appropriately inform the Water Service Delivery Plan:
 - (i) Internal Business Unit of Council (financially ring fenced)
 - (ii) Multi-Council Owned Water Organisation (*Waikato Water Done Well Council Controlled Organisation*).
3. Council discontinues any further investigation of the following water services delivery options:
 - (i) Single Council Owned Water Organisation
 - (ii) Mixed Council / Consumer Trust Owned Water Organisation
 - (iii) Consumer Trust Owned Water Organisation.
4. Council approves the preferred option for water services delivery is a Multi-Council Owned Water Organisation (*Waikato Water Done Well Council Controlled Organisation*).
5. Council approves the Local Water Done Well Consultation Document on the preferred service delivery option, including the submission form.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receives the report.
2. Council approves continuing the progression of the following two water services delivery options to appropriately inform the Water Service Delivery Plan:
 - i. Internal Business Unit of Council (financially ring fenced)
 - ii. Multi-Council Owned Water Organisation (*Waikato Water Done Well Council Controlled Organisation*).
3. Council discontinues any further investigation of the following water services delivery options:
 - i. Single Council Owned Water Organisation
 - ii. Mixed Council / Consumer Trust Owned Water Organisation
 - iii. Consumer Trust Owned Water Organisation.
4. Council approves the preferred option for water services delivery is a Multi-Council Owned Water Organisation (*Waikato Water Done Well Council Controlled Organisation*).
5. Council approves the Local Water Done Well Consultation Document on the preferred service delivery option, including the submission form – with staff authorised to make amendments reflecting the legal review and other minor amendments (if required).

6. Council approve In-house Delivery as the proposed approach for the delivery of stormwater services.
7. Council note that Contracted Management of stormwater services has been considered as an alternative but is not recommended at this time.
8. Council include the preferred approaches in the Water Services Delivery Plan, drinking water and wastewater services would transition to the Waikato Water Done Well Council Controlled Organisation, stormwater services would remain In-House.
9. Note that staff will update the consultation document accordingly with options considered for stormwater services delivery.

Resolution number CO/2025/00003

Moved by: Cr C Ansell

Seconded by: Cr P Jager

KUA MANA | CARRIED

The meeting adjourned for a break at 10.26 am and reconvened at 10.50 am.

7.2 2025 LGNZ Conference Attendance

CM No.: 3022775

Te Kaupapa | Purpose

The purpose of this report is to confirm attendance at the Local Government New Zealand Conference to be held in Christchurch from 15-17 July 2025.

Rāpopotonga Matua | Executive Summary

The LGNZ Conference, branded as "SuperLocal", is an annual event organised by Local Government New Zealand (LGNZ). It serves as a national gathering for local government leaders—including mayors, councillors, chief executives, and senior staff—as well as stakeholders from the private sector, central government, and community organisations.

The conference aims to share knowledge, explore innovative solutions, and strengthen collaboration across New Zealand.

SuperLocal focuses on addressing the critical challenges and opportunities facing local government. Key themes include infrastructure development, economic growth, financial sustainability, climate resilience, and fostering authentic partnerships. The event features keynote speeches, panel discussions, and interactive sessions designed to inspire leadership and drive practical change.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. **The Mayor, Deputy Mayor and CEO attend the 2025 Local Government Conference in Christchurch along with two additional Councillors.**

Resolution number CO/2025/00004

Moved by: Mayor A Wilcock

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

Item 7.2 2025 LGNZ Conference Attendance considered after Item 7.4 Delegations under fast-track legislation.

7.3 Plan Change 61 - Approval sought to publicly notify the Plan Change

CM No.: 3007846

Te Kaupapa | Purpose

The purpose of this report is to seek the approval of Council to endorse an additional change to Council Plan Change 61 (PC 61), to approve PC 61 and supporting documentation to be publicly notified, and to provide approval to make minor changes to the draft document up until the point of public notification.

Rāpopotonga Matua | Executive Summary

Plan Change 61 (PC 61) involves a change to the Operative Matamata-Piako District Plan to primarily align it with the National Planning Standards (NPS), but it also includes the introduction of some new zones and activities, as well as some administrative “tidy ups”.

As part of the final stages of the development of PC 61, the plan change was recently released to iwi authorities for their consideration and comment as required by Clause 4A of Schedule 1 of the Resource Management Act 1991 (RMA), prior to the public notification of the Plan Change. No additional comments were provided from the iwi authorities through this consultation phase.

At the same time, two changes have been sought in relation to the rules for the Lockerbie development by the Lockerbie Estate developers. A description of the changes proposed are discussed later in this report and are included in the summary document attached to this report, at Topic 21. Aside from these changes presented today, all changes have been discussed at previous Council workshops and meetings.

A copy of the planning maps are also available for review. The planning maps and legend has to be updated to show the new zoning names, locations, colours and symbols as required by the NPS. The supporting section 32 report, as required by the RMA, to justify the selected approach for the plan change, together with the consultation report has also been supplied for consideration and approval.

Staff now seek Council approval of the content of PC 61, and approval to undertake the next step of the statutory process and to publicly notify PC 61 for at least 20 working days, commencing at the end of May, through to the end of June 2025. Staff also propose to continue their review of the PC 61 material to ensure the document and maps are consistent and correct. There may be the need to make small consequential changes to rectify any inconsistencies. Staff seek approval to undertake this work until PC 61 is publicly notified.

Carolyn McAlley will speak to the agenda item and is available to answer any queries as is Nathan Sutherland.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The report be received.**
- 2. Plan Change 61 and the associated section 32 report is approved, and**
- 3. The approved Plan Change 61 is publicly notified for submissions for at least 20 working days, and**
- 4. Staff are able to continue to review Plan Change 61 and make any minor consequential changes such as formatting, linkages across the plan and mapping in preparation for public notification.**

Resolution number CO/2025/00005

Moved by: Cr J Sainsbury

Seconded by: Cr S Dean

KUA MANA | CARRIED

7.4 Delegations under Fast-track legislation

CM No.: 3021525

Te Kaupapa | Purpose

The purpose of this report is to gain a Council decision allowing staff to undertake its powers, functions or duties in relation to applications lodged under the Natural and Built Environment Act 2023 and the Fast-track Approvals Act 2024.

Rāpopotonga Matua | Executive Summary

Since July 2020, New Zealand has had some form of fast-track consenting legislation in force. Initially, the purpose of this legislation was to promote employment to support the country's recovery from the economic impacts of COVID-19. However, more recently the purpose has been to facilitate the delivery of infrastructure and development projects with significant regional or national benefits. In all cases, the legislation provides a seemingly quicker alternative consenting pathway for large-scale development projects. At the moment there are two forms of fast-track legislation in effect. These are the Natural and Built Environment Act 2023 and the Fast-track Approvals Act 2024. Council officers do not have delegations to exercise powers and functions under these two Acts, but consider it appropriate for certain roles to have delegations.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. **The Council delegates its responsibilities, duties or powers under the Natural and Built Environment Act 2023 and Fast-track Approvals Act 2024 to the following:**
 - Chief Executive Officer (CEO)
 - Group Manager Business Support (GMBS)
 - Group Manager Growth and Regulation (GMGR)
 - Group Manager Operations (GMO)
 - Planning Manager (PM)
2. **Any responsibilities, duties or powers carried out under the Natural and Built Environment Act 2023 and Fast-track Approvals Act 2024, shall be authorised by at least two of the roles identified above.**

Resolution number CO/2025/00006

Moved by: Cr R Smith
Seconded by: Cr S Whiting

KUA MANA | CARRIED

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 Civil Defence Emergency Management (CDEM)

CM No.: 3010697

Te Kaupapa | Purpose

The purpose of this report is to provide a quarterly update of the Civil Defence and Emergency Management function. Mark Bang, of Civil Defence Emergency Management (CDEM) will be in attendance to present.

Rāpopotonga Matua | Executive Summary

Civil Defence and Emergency Management team will be in attendance to present an update to Council on the activities carried out during the previous quarters (Q1 & Q2) and highlight any matters that are impending or would have an impact on the activity. The activities include work plans, projects, legislation and the intended activities looking forward.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received; and
2. The Group Manager Growth and Regulation be delegated to approve a submission on the proposed Emergency Management Bill discussion document.

Resolution number CO/2025/00007

Moved by: Cr C Ansell

Seconded by: Cr R Smith

KUA MANA | CARRIED

8.2 February 2025 Finance Report

CM No.: 3022641

Te Kaupapa | Purpose

The February 2025 financial report is presented for Council's information.

Rāpopotonga Matua | Executive Summary

The February 2025 financial report is attached and presented for Council's information.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The February 2025 financial report be received.

Resolution number CO/2025/00008

Moved by: Cr C Ansell

Seconded by: Cr D Horne

KUA MANA | CARRIED

Item 8.2 February 2025 Finance Report considered after Item 7.2 2025 LGNZ Conference Attendance.

8.3 Chief Executive Officer's Report

CM No.: 3021362

Te Kaupapa | Purpose

The purpose of this report is to provide Council with the Chief Executive Officer's report from the previous month.

Rāpopotonga Matua | Executive Summary

The Chief Executive Officer's report for the period ending April 2025 is attached to the agenda.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00009

Moved by: Cr C Ansell

Seconded by: Cr R Smith

KUA MANA | CARRIED

9 Take Matatapu | Public Excluded

11.26 am The public were excluded.

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

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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

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

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

C1 Approval sought for actions undertaken under Fast-track legislation

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
Third Party Commercial.	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

C2 Re-Appointment of Board Chair - Waikato Regional Airport Limited (WRAL)

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

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

Resolution number CO/2025/00010

Moved by: Cr D Horne

Seconded by: Cr S Whiting

KUA MANA | CARRIED

11 Mōtini hei aukati i te iwi whānui | Procedural motion to include the public

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

11.42 am That the public be included.

Resolution number CO/2025/00011

Moved by: Cr C Ansell

Seconded by: Cr R Smith

KUA MANA | CARRIED

11.42 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KAUNIHERA | COUNCIL
HELD ON 30 APRIL 2025.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: