

# 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 7 June 2023 at 9.00am.

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### 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

### Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Governance Support Officer	
Samantha Oosthoek	Projects and Engagement Administrator	7.1
Anne Gummer	Policy Advisor	7.1
Niall Baker	Policy Team Leader	7.1
Erin Bates	Strategic Partnerships & Governance Manager	7.1
Louisa Palmer	Solid Waste Lead	7.1
Larnia Rushbrooke	Finance and Business Services Manager	7.1
Manaia Te Wiata	Group Manager Business Support	7.1

### I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Christopher Randal	Hearing Submitter	7.1	9.00am	9.20am
Lisa Berridge	Hearing Submitter	7.1	9.00am	9.18am
Rhys Berridge	Hearing Submitter Supporter	7.1	9.00am	9.18am
Roy Upton	Hearing Submitter	7.1	9.00am	10.00am
John Rayner	Hearing Submitter	7.1	9.00am	10.10am
James Burton	Hearing Submitter	7.1	9.00am	10.18am
Neil Denby	Hearing Submitter	7.1	9.00am	11.48am
Raelene Mikkelsen	Hearing Submitter	7.1	9.05am	1.39pm
John Watson	Hearing Submitter	7.1	9.10am	9.42am
Carl Wolfe	Hearing Submitter	7.1	9.15am	9.29am
Paula Wolfe	Hearing Submitter Supporter	7.1	9.15am	9.29am
John Harris	Hearing Submitter	7.1	9.29am	10.13am
Peter Volker	Hearing Submitter	7.1	9.30am	10.12am
Alan Dowling	Hearing Submitter	7.1	9.50am	10.18am
John Beishuizen	Hearing Submitter, Tasman Village	7.1	10.20am	11.05am
Rob Downing	Hearing Submitter, Tasman Village	7.1	10.20am	11.05am
Garry Voogt	Hearing Submitter	7.1	10.25am	11.13am
Priscilla Tarrant	Hearing Submitter	7.1	10.47am	11.00am
Frances Casey	Hearing Submitter, Federated Farmers	7.1	11.04am	11.12am

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

Mayor Adrienne Wilcock welcomed members, staff, members of the public present and those viewing the livestream and declared the meeting open at 9.01am.

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

There were no apologies.

**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, 24 May 2023, be confirmed as a true and correct record of the meeting.

**Resolution number CO/2023/00001**

**Moved by: Cr C Ansell**

**Seconded by: Cr S-J Bourne**

**KUA MANA | CARRIED**

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

There were no speakers to the Public Forum.

**7 Pūrongo me whakatau | Decision Reports**

7.1 Annual Plan 2023-24 Hearing and Deliberations

5

7 Pūrongo me whakatau | Decision Reports

## 7.1 Annual Plan 2023-24 Hearing and Deliberations

CM No.: 2718198

### Rāpopotonga Matua | Executive Summary

The purpose of this report is to provide information to Council following submissions received as part of the public consultation process on the draft Annual Plan 2023/24. The Annual Plan is Council's budget for the financial year 1 July to 30 June.

The draft documents can be found on Council's website and have been made available separately.

Consultation was open from 8 May to 26 May 2023.

Submissions received are included in the attached report which includes an analysis of themes.

Council now needs to hear those who identified that they wished to speak to their submission, and to consider all submissions received.

To meet the statutory timeframes for the Annual Plan to be finalised and adopted by the end of June, the deliberations and decision-making are scheduled at this Council meeting.

Following consideration of submissions Council are invited to seek any amendments that may be required to the Annual Plan (based on the feedback received) so it can be updated. Following this, the final Annual Plan will be formally adopted by Council on 28 June and will apply from 1 July 2023.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The report on the Annual Plan hearings and deliberations be received.
2. Council hears those submitters who wish to speak to their written submissions at this meeting.

Resolution number CO/2023/00002

Moved by: Cr D Horne

Seconded by: Cr C Ansell

**KUA MANA | CARRIED**

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

3. Council has heard the submitters who wish to be heard and has considered all written submitters received.

Resolution number CO/2023/00003

Moved by: Cr S Whiting

Seconded by: Cr R Smith

**KUA MANA | CARRIED**

## WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

4. Council confirms the Uniform Annual General Charge (UAGC) is set at 27.5%.
5. Council applies to the Department of Internal Affairs (DIA) for a change in the use of the Better off Funding of \$800,000 to offset the water costs in 2023-24. Should the DIA decline this request, this will be funded by other means such as asset sales, or reserves.
6. Council confirms proposed total rates increase of 13.79% for 2023-24 for the following reasons:
  - a) Council has considered the submissions received and the views expressed during the consultation process, in particular we have reflected on concerns regarding cost-of-living increases; that rates increases should be kept as low as possible and Council should reduce its spending and/or services.
  - b) It means Council can continue to deliver all our existing services and make progress on projects already underway. This includes:
    - i. A total Capital Programme of \$15.1 million for 2023-24;
    - ii. A total Renewal programme of \$14.7 million for 2023-34.
  - c) How much each property pays will vary depending on the property value and the services they receive e.g. kerbside refuse and recycling collections and water services.
  - d) We acknowledge the total rates increase of 13.79% is a large rise for the community - but Council is wary of deferring any more costs, as prices only go up.
  - e) Council is currently working on its Long-Term Plan 2024-34 (LTP) which is due to be finalised in June 2024. As part of this process, Council is reviewing its Levels of Service. Under section 97 of the Local Government Act 2002 Council is unable to significantly alter Levels of Service including a decision to commence or cease any significant activity unless explicitly provided for in the LTP and it is included within the LTP Consultation Document. Council will be engaging with the community on the LTP over the coming year.
8. Council approves the inclusion in the Annual Plan 2023-24 budget changes arising from revenue decreases, funded depreciation increases, contract and cost escalation as per the Consultation Document approved at the 3 May 2023 Council meeting.
9. Council notes the following summary of what is driving the 13.79% rates increase:

<b>Rates income 2022/23</b>	<b>41,872</b>
<b>Changes to income:</b>	
Rubbish & Recycling	470
Increased fees and charges revenue	(475)
Increased interest income	(296)
<b>Increase in funded depreciation:</b>	
- Roading	665
- 3 Waters	1,167

- Other assets (e.g. buildings, plant etc.)	584
<b>Increased operating costs:</b>	
Salaries & wages increase	1,753
Contracts	1,508
Water operating	628
Power	661
Fuel	138
Interest	717
Insurances	149
Telephone & communications	63
Training	105
Other	142
<b>Decrease in operating budgets:</b>	
Wastewater desludging budget	(443)
<b>Other funding sources utilised:</b>	
Reallocated Wastewater industry contrib. reserve to fund Wastewater power increase	(354)
Additional revenue budgeted from metered water	(500)
Allocate better off funding to subsidise water	(800)
<b>Total explained rate increase</b>	<b>7,182</b>
<b>Other minor changes</b>	<b>(108)</b>
<b>2023/24 Proposed Rates income</b>	<b>47,646</b>
<b>2023/24 Proposed Rates increase</b>	<b>13.79%</b>

10. Council staff update the Annual Plan 2023/24 to reflect the decisions made, and make any necessary corrections for adoption at the Council meeting on 28 June 2023.

*Cr K Tappin voted against the motion, in particular clauses 4, 5 & 6(d).*

*Cr S Borne voted against the motion, in particular clause 4.*

*Cr P Jager voted against the motion, in particular clause 4.*

Resolution number CO/2023/00004

Moved by: Cr B Dewhurst

Seconded by: Cr D Horne

**KUA MANA | CARRIED**

#### ATTACHMENTS

- A Gary Voogt - Submission 88 - Example of Rates breakdown from Ōtorohanga District Council
- B John Townsend - Submission 115 - written comments for submission



## **Horopaki | Background**

Council produce an Annual Plan in the years where a Long Term Plan is not required. The Annual Plan highlights any changes or variances from the Long Term Plan for the coming year. If the proposed Annual Plan does not include significant differences from the content of the Long Term Plan for that year then Council are not required to consult the community on it.

Council previously discussed the draft Annual Plan budgets in December 2022. Since then there have been changes to government policy timeframes and updated financial information (including inflationary pressures) which Council has given consideration to.

At its meeting on 3 May 2023, Council resolved to consult on the draft Annual Plan, approving a Consultation Document for this purpose.

The significant changes and drivers for these are set out in the Annual Plan Consultation Document 2023/24 (attached).

## **Ngā Take/Kōrerorero | Issues/Discussion**

Consultation for the draft Annual Plan was open from 8 May 2023 until 26 May 2023.

A report containing all submissions and discussion of themes circulated separately to this report. Staff have provided comment where required for clarification.

At the time of writing this report, a number of individuals/organisations had requested to present their submissions to Elected Members at the hearing. A schedule for the hearing will be circulated separately.

### Hearing Procedures

1. Each submitter has been allocated five minutes to present their submission.
2. Only the Mayor and Councillors may ask questions of any person appearing/presenting a submission during the course of the hearing.
3. Every person who has made a submission and stated that they wish to be heard, may speak either personally, or be represented by legal counsel or any other authorised representative.
4. Submitters have the opportunity to present their submission in person, and may do so using Te Reo Māori and New Zealand Sign Language. Submitters may also present by phone or video conference.
5. If any person wishing to present to their submission requires an interpreter, Council is to be informed of this at least one week prior to the hearing so that an interpreter can be provided.
6. The Mayor may recall any person who has made a statement where considered appropriate to further clarify or elaborate on any matter raised in submission.
7. The Mayor may, if it is considered that there is likely to be excessive repetition, limit the circumstances in which parties that have the same interest or stance on any issue may speak or limit the time taken by each person.
8. The hearing will be open to the public and live-streamed, except where Council determines that the public should be excluded pursuant to one or more of the grounds specified in the Local Government Official Information and Meetings Act 1987.
9. Submitters will be formally advised of the outcome and a summary report following the Council meeting.

### Duration of meeting

Under clause 4.2 of Standing Orders, no meeting may continue for more than six hours or after 10.30pm, unless a resolution is made to continue. If there is no such resolution, any business on the agenda not dealt with must be adjourned to the next meeting or extraordinary meeting.





The hearing is not expected to extend beyond six hours, however if this occurs, Council will be required to pass a resolution to continue the meeting.

### Mōrearea | Risk

The budget is prepared using the best available information. There are many macro-economic factors that can impact on operating costs.

### Ngā Whiringa | Options

The draft Annual Plan Consultation Document presented the following options:

 What we're proposing	 What are the alternatives?
<p>We're proposing to proceed with the 16.9% rates increase for all the reasons outlined in this document. You can also view the draft Annual Plan in full and use our online interactive tool to explore the budget in more detail at <a href="https://mpdc.nz/annualplan">mpdc.nz/annualplan</a>.</p> <p>We believe this draft budget strikes a balance - it includes a number of cut backs, as well as some risks in how we manage our finances to keep rates down, but it also means we can continue to deliver all our existing services and make progress on projects that are already under way.</p> <p>We know that 16.9% is a massive increase - but we're also wary of deferring any more costs, as prices only go up.</p>	<p>There are a few areas that we could partially fund or take greater risks (we've provided examples of this throughout this document), however, we don't believe these options would be financially responsible. They would only make overall rates increase slightly smaller (lowering it to around 14.6%), and are likely to cause problems or even bigger increases in years to come.</p> <p>If you think that those risks are worth taking and that we should kick these costs to the future for the sake of saving 2.3% this year, then we want to know about it.</p> <p>If you can think of anything else we haven't considered to make significant savings that can be implemented as soon as 1 July (noting that we legally can't make drastic service cuts without a lengthy Long Term Plan review) then we'd also love to hear your ideas.</p>

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

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

If Council determines there are significant or material differences then Consultation Document must be prepared and adopted. The Consultation Document must explain identified differences. This includes:

- an explanation of any significant or material variations from the financial statements or the funding impact statement
- a description of significant new spending proposals, the costs associated with those proposals, and how these costs will be met
- an explanation of any proposal to substantially delay, or not proceed with, a significant project, and the financial and service delivery implications of the proposal.

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

- providing access to information to those that may be affected
- providing an opportunity to present views in an appropriate manner and format

- providing information on the purpose and the scope of decisions
- having an open mind and giving due consideration
- providing relevant decisions to those affected.

## Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The timeline is set out below:

- Consultation Document and underlying information adopted for consultation - 3 May
- Consultation open 6 - 26 May
- Council Meeting – Hearing 7 June
- Council Meeting – Adoption 28 June

Consultation has include newspaper advertising, information on Councils website and facebook page, e-newsletters, attendance at various community events and meetings etc. Add more detail.

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

**Theme:** Healthy Communities

**Community Outcome:** We encourage community engagement and provide sound and visionary decision making

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

Council has a budget of \$10,000 for production of the Annual Plan.

## Ngā Tāpiritanga | Attachments

- Annual Plan 2023-24 Consultation Document
- AP Submissions and Stats for Hearing 7 June 2023

## Ngā waitohu | Signatories

Author(s)	Niall Baker <b>Policy Team Leader</b>	
	Larnia Rushbrooke <b>Finance and Business Services Manager</b>	
Approved by	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
	Manaia Te Wiata <b>Group Manager Business Support</b>	
	Don McLeod <b>Chief Executive Officer</b>	

*The meeting adjourned for morning tea at 10.18am and reconvened at 10.40am.*

*The meeting adjourned for lunch at 11.47am and reconvened at 12.34pm.*

1.39pm

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 7 JUNE 2023.

**KO TE RĀ | DATE:** .....

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