

# 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 Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 6 June 2023 at 10.00am.

### Ngā Mema | Membership

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

**Manuhua | 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
Deputy Mayor James Thomas	Matamata-Piako District Council

### Members Present

Name	Iwi/Organisation
Mrs Andrea Julian	Raukawa
Chair Te Ao Marama Maaka	Ngāti Hauā
Ms Rangitonga Kaukau	Ngāti Hauā
Cr Gary Thompson	Matamata-Piako District Council
Mayor Adrienne Wilcock	Matamata-Piako District Council
Mrs Jill Taylor	Ngāti Rāhiri-Tumutumu
Mrs June McCaskill	Ngāti Rāhiri-Tumutumu
Ms Hinerangi Vaimoso	Ngāti Hinerangi
Mrs Kathy Ngamane	Ngāti Maru
Mr Wati Ngamane	Ngāti Maru
Mr Tahau Thompson	Ngāti Pāoa

### Members Online

Name	Iwi/Organisation
Mr Leo Whaiapu	Raukawa

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Tuatahi Nightingale-Pene	Kaitakawaenga Māori - Iwi Liaison Officer	7.1
Ally van Kuijk	District Planner	8.1
Nathan Sutherland		8.1
Niall Baker	Policy Team Leader	8.2
Heather Furniss	Community Engagement Librarian/Pouhono Hapori (Wharepukapuka)	8.3
Erin Bates	Strategic Partnerships & Governance Manager	8.4, 8.6

## I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Emma Wright	Principal Consultant, GMD	8.5	10.31am	11.15am
McHardie	Consultants			

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

Chair Te Ao Marama Maaka welcomed members and staff and declared the meeting open at 10.01am.

**2 Karakia**

Gary Thompson performed the opening Karakia.

**3 Ngā whakapāha | Apologies/Leave of Absence**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the apology from Deputy Mayor James Thomas be accepted and leave of absence from the meeting be granted.

**Resolution number AC/2023/00001**

**Moved by: R Kaukau**

**Seconded by: Cr G Thompson**

**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.”

**5 Whāki 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, 18 April 2023, be confirmed as a true and correct record of the meeting.

**Resolution number AC/2023/00002**

**Moved by: Mayor A Wilcock**

**Seconded by: W Ngamane**

**KUA MANA | CARRIED**

**NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS**

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7 Pūrongo me whakatau | Decision Reports

## 7.1 Heads of Agreement

CM No.: 2724871

### Rāpopotonga Matua | Executive Summary

Te Manawhenua Forum mō Matamata-Piako Forum is a Standing Committee of Council, and was first established in 2004. The relationship between Council and iwi/hapū continues to evolve as we move towards a post-settlement era.

The Forum operates under a Heads of Agreement first signed in 2004, with the latest review completed in 2023. The current Heads of Agreement is attached for members' information.

The purpose of this report is to seek direction from the Forum as to whether they wish to confirm the current agreement or seek a further review of the Agreement if required.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information is received.
2. The Forum endorses the Te Manawhenua Forum 2023 Heads of Agreement (Attachment A) and recommends to Council for approval.

Resolution number AC/2023/00003

Moved by: Cr G Thompson

Seconded by: H Vaimoso

**KUA MANA | CARRIED**

### Horopaki | Background

During the early 2000's Council and Iwi entered into discussions around the establishment of protocols to maintain appropriate links with mana whenua and to foster effective relationships between Council and Iwi. This led to Council establishing Te Mana Whenua Forum Mo Matamata-Piako (Forum) in 2004 as a mechanism for Council to meet its obligations. The Forum was established as a standing committee of Council to facilitate mana whenua contribution to Council's decision-making and to provide a framework for Council and Iwi to forge an ongoing effective and meaningful relationship. The original Heads of Agreement (HOA) signed 8 July 2004 stated as follows;

*The forum will consider any matter to promote the social, economic, environmental and cultural well-being of the Māori communities for today and for the future taking a sustainable approach.*

The original HOA gave provisions for Iwi to have input into policy development and special projects as required.

Since its formation, the Forum has been a Standing Committee of Council, reconfirmed following the 2022 elections, which operates under a Heads of Agreement between Council and the Forum members. The Forum has traditionally had delegation to *recommend to Council* on matters relating to Māori such as providing feedback on policy and bylaw development from a Māori perspective.

The HOA was last reviewed in 2023 (attached).

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

Council's relationship with iwi and hapū continues to evolve. The Forum is asked to consider if it wishes to review the current Heads of Agreement.

The Forum had two workshops to discuss a review of the Heads of Agreement. These workshops were well attended and provided opportunities for informal discussion about the issues related to the Heads of Agreement and Council's relationship with iwi/hapū in the district.

## **Mōrearea | Risk**

There is a risk that the Heads of Agreement may become irrelevant if not reviewed on a regular basis.

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

### **Local Government Act 2002 and Local Government Wellbeing Amendment Act 2019**

The Local Government Act 2002 and its amendments (LGA) provide the principles and requirements for facilitating Māori participation in local authority decision-making;

#### *4 Treaty of Waitangi*

*In order to recognise and respect the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi and to maintain and improve opportunities for Māori to contribute to local government decision-making processes, Parts 2 and 6 provide principles and requirements for local authorities that are intended to facilitate participation by Māori in local authority decision-making processes.*

The LGA further requires that a local authority should provide opportunities for Māori to contribute to its decision-making processes (s14(1)(d)). Local authorities are required to consider all reasonable practicable options and assess the advantages and disadvantages of each option. If any of the options considered involves a significant decision in relation to land or a body of water, the local authority must take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, flora and fauna and other taonga (s77).

*Section 81 of the LGA sets out the requirements for Contributions to decision-making process by Māori;*

#### *81 Contributions to decision-making processes by Māori*

- 1) A local authority must—*
  - a) establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and*
  - b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and*
  - c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).*
- 2) A local authority, in exercising its responsibility to make judgments about the manner in which subsection (1) is to be complied with, must have regard to—*
  - a) the role of the local authority, as set out in section 11; and*
  - b) such other matters as the local authority considers on reasonable grounds to be relevant to those judgments.*

The Local Government Wellbeing Amendment Act 2019 reinstated the four well-beings (social, cultural, economic and environmental) into legislation. This further reiterates the responsibility of local authorities to be good stewards and consider its communities' wellbeing in their decision-making.

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

Council is currently working on the 2024-34 Long Term Plan. As part of this, Council will be reviewing the section on Maori participation in decision-making processes. It is considered appropriate to review to coincide with this timeline so any changes to the Agreement or work programme can be considered as part of the LTP.

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

The Forum and its work programme is funded through the General Rates.

### **Ngā Tāpiritanga | Attachments**

A. Te Manawhenua Forum Heads of Agreement 2023

### **Ngā waitohu | Signatories**

Author(s)	Tuatahi Nightingale-Pene <b>Kaitakawaenga Māori - Iwi Liaison Officer</b>	
Approved by	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.1 District Plan Update

CM No.: 2722883

### Rāpopotonga Matua | Executive Summary

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. Kumesh Burr will be present to deliver the update and answer any questions.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00004

Moved by: R Kaukau

Seconded by: A Julian

**KUA MANA | CARRIED**

#### NGĀ TĀPIRITANGA | ATTACHMENTS

- A TMF NPS Presentation

### Ngā Take/Kōrerorero | Issues/Discussion

#### Plan Change 54 – “Papakāinga”

Matamata-Piako District Council is preparing a plan change to the District Plan, which seeks to update the District Plan provisions 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. This 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. We re-notified for public submissions on 21 December 2022, and closed for submissions on 13 February 2023. Our further submission phase closed on 26th April. In total there were 52 submissions received and 3 further submissions. A summary of submissions and further submissions are available on our website. We are currently engaging with hearing commissioners, after which time we can identify a hearing date.

#### Plan Change 49 – “Waharoa”

This 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 elected members and Ngāti Hauā representatives as governance members along with a number of support staff. On the 30th of November 2022, Matamata-Piako 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 you could share your 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 from an archaeology perspective and this work is 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.

#### Plan Change 57 Calcutta

On the 3rd of July 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 to General Industrial Zoned land along the southern side of Tauranga Road, Matamata. This plan change proposes to introduce a new General Industrial Zone into the District Plan in accordance with the National Planning Standards. On the 11th of October 2022, submissions opened for the Calcutta private plan change and closed at 4:30pm on Wednesday 9th October 2022. Matamata-Piako District Council received 28 submissions in total. The Council has summarised the submissions received and opened for further submissions on the 7 March 2022 with a closing date of 21 March 2022. During this submission phase, a further 20 submissions were received. Council and the applicant are currently finalising a hearing date for later this year.

#### Private Plan Change 58 - Avenue Industrial Park

A private plan application was lodged on the 22 of December to rezone 14ha of rurally-zoned land to industrially-zoned land in Morrinsville along Avenue Road North and neighbouring State Highway 26. 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. Council is working through the application and outcomes of the stormwater, wastewater and water, and transport peer reviews. Following the staff review and the application meeting the RMA requirements, the next step for the proposed private plan change is for it to go to Council to decide whether to: accept, reject, adopt, or process the private plan change as a resource consent. This is on the Council Agenda for the 24 May 2023.

#### Private Plan Change 55 - "Fonterra –Waitoa"

On the 13th of November 2020, Council received a private plan change application regarding the Waitoa manufacturing site Development Concept Plan. The proposal is to amend the current

noise emission control boundary in the Operative District Plan and replace it with a new Noise Emission Control Boundary and amend associated rules. Council made a request, on the 22nd of January 2022, for further information under Clause 23, RMA Schedule 1. Council received this further information at the end of November and have been working with the applicant to finalise this information.

### Hauraki Gulf Forum

The Hauraki Gulf Forum (HGF) is a statutory body, which promotes and facilitates 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. I can confirm this work is being carried out by the New Zealand Institute of Economic Research (NZIER). The next HGF meeting is due to take place on 12 June 2023, in Auckland. Following this meeting, I will provide an update on the latest issues discussed and any updates from the draft 2023 HGF Report.

### National Planning Standards (NPS)

We have commenced work on reformatting our District Plan to comply with the National Planning Standards (NPS). The purpose of 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 reformatting the District Plan into the new format do not require a plan change however there will be some changes that will be required to be notified. We are working to have this completed and notified by April 2024 in accordance with the relevant NPS legislation.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

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

**8 Ngā Pūrongo Whakamārama | Information Reports**

## **8.2 Annual Plan 2023/24 and Policy/Bylaw Consultation Update**

**CM No.:** 2723114

### **Rāpopotonga Matua | Executive Summary**

Matamata-Piako District Council (Council) is required to regularly review its policies and bylaws. The review times for statutory policies are set out in the relevant legislation.

Council's work programme for 2022/23 includes the review of the following:

- Local Alcohol Policy (LAP);
- Solid Waste Management and Minimisation Bylaw;
- Speed Management Plan (SMP);
- Fees & Charges 2023/24;
- Policies on the Remission and Postponement of Rates.

Consultation was undertaken with the community from 14 March to 14 April 2023. Due to the timing of the Business after 5 events in Morrinsville and Matamata, Council extended the deadline to 21 April 2023 for these groups. A total of 158 submissions were received (one submission was received after the due date for submissions). 14 individuals/organisations chose to present their submissions to Elected Members at the Hearing held on 3 May 2023. Council deliberated on the feedback received and decisions were made on the above documents at the Council meeting on 24 May 2023.

In addition to the regular review of its policies/bylaws, Council is also required to prepare an Annual Plan every year when a Long Term Plan (LTP) is not prepared. At its meeting on 14 December 2022, Council resolved that there are no significant or material differences between the draft Annual Plan 2023/24 and what was proposed for 2023/24 (year 3) in the LTP. Therefore, Council confirmed no formal consultation on the Annual Plan 2023/24 was required at that time.

Subsequent to this meeting however, it became clear that Council is facing increasing cost pressures and changes to government policy timeframes meant that Council was required to consider updated financial information that provides the basis for the Annual Plan. Having reviewed this information, Council considered that a proposed rates increase of 16.9% required consultation, having initially predicted an 11.8% increase for 2023/24 in the LTP. The draft Annual Plan Consultation Document is attached to this report.

At the time of writing this report, approximately 150 submissions were received on the draft Annual Plan 2023/24. Public meetings were held in Morrinsville, Matamata and Te Aroha whereby members of the public could discuss the draft rates increase with Elected Members. Consultation closed on 26 May 2023 and a hearing is scheduled for 7 June 2023.

The purpose of this report is to provide Te Manawhenua Forum mō Matamata-Piako members with an update on the policy/bylaw consultation and Council decisions made following this.

## WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2023/00005

Moved by: Cr G Thompson

Seconded by: Mayor A Wilcock

**KUA MANA | CARRIED**

### Horopaki | Background

Council is required to regularly review its policies and bylaws. The review times for statutory policies are set out in the relevant legislation.

Council's work programme for 2022/23 includes the review of the following:

- Local Alcohol Policy (LAP)
- Solid Waste Management and Minimisation Bylaw
- Speed Management Plan (SMP)
- Fees & Charges 2023/24
- Policies on the Remission and Postponement of Rates.

Consultation on the various policies/documents was undertaken with the community from 14 March to 14 April 2023. Due to the timing of the Business after 5 events in Morrinsville and Matamata, Council extended the deadline to 21 April 2023 for these groups. A total of 158 submissions were received (one submission was received after the due date for submissions). 14 individuals/organisations chose to present their submissions to Elected Members at the Hearing held on 3 May 2023.

Deliberations on the above documents were held, and decisions made at the Council meeting on 24 May 2023.

Council is also required to prepare an Annual Plan every year when a Long Term Plan (LTP) is not prepared. At the time of writing this report, consultation on the Annual Plan was still open with a Hearing scheduled for 7 June 2023.

#### 1. Local Alcohol Policy (LAP)

The Sale and Supply of Alcohol Act 2012 enables territorial authorities to have a local policy relating to the sale, supply or consumption of alcohol within its district. Council's current LAP was adopted in 2017 and is therefore due for review.

A LAP is a set of policies made by council in consultation with its community concerning the licensing of premises for the sale and supply of alcohol. A LAP is only able to contain matters relating to alcohol licensing and cannot contain broader provisions about the sale and consumption of alcohol, e.g. minimum pricing or age restrictions.

Section 77(1) of the Act is specific about what can be included in a draft LAP as below:

- a) Location of licensed premises by reference to broad areas;
- b) Location of licensed premises by reference to proximity to premises of a particular kind or kinds;
- c) Location of licensed premises by reference to proximity to facilities of a particular kind or

kinds;

- d) Whether further licences (or licences of a particular kind or kinds) should be issued for premises in the district concerned, or any part of the district;
- e) Maximum trading hours;
- f) The issue of licences, or licences of a particular kind or kinds, subject to discretionary conditions;
- g) One-way door restrictions.

Paragraphs (a) to (d) do not apply to special licences, or premises for which a special licence is held or has been applied for.

Whilst it is not mandatory to have such a policy, having a LAP in place allows our community to have a say about how alcohol is sold and supplied in their area. When a LAP is in place, Council's District Licensing Committee (DLC) are required to have regard to the policy when making decisions about alcohol licensing applications. The LAP is intended to be used as a reference document to consult and take into consideration. It is not a document that binds licensing decisions.

Following the consultation process on the draft LAP, and any amendments as a result of the feedback received, the Sale and Supply of Alcohol Act 2012 requires Council to publically advertise the provisional policy.

Following this, anyone who made a submission on the draft LAP can appeal any element of a provisional policy. Appeals must be filed with the Alcohol Regulatory & Licensing Authority (ARLA) within 30 days of the public notification of the provisional policy. The only ground for appealing an element of a provisional LAP is that it is unreasonable in light of the object of the Act (as below):

- a) *the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and*
- b) *the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.*

For the purposes of the above, the Act defines 'harm caused by the excessive or inappropriate consumption of alcohol' widely, and this includes:

- a) *any crime, damage, death, disease, disorderly behaviour, illness, or injury, directly or indirectly caused, or directly or indirectly contributed to, by the excessive or inappropriate consumption of alcohol, and*
- b) *any harm to society generally or the community, directly or indirectly caused, or directly or indirectly contributed to, by any crime, damage, death, disorderly behaviour, illness, or injury of a kind described in paragraph (a)."*

If ARLA finds that an element is unreasonable then it may send that element back to the territorial authority for reconsideration. The provisional LAP cannot come into effect until all appeals are resolved.

Council proposed the following to the community in its draft LAP:

- Inclusion of a location clause for on-licences to make it clear that **Council's preference is for on-licences to be restricted to 'Business Zones'**. The current LAP has no policy in this area, meaning there is no guidance for the DLC when making decisions about the location for on-licences.
- Inclusion of a special consideration within the discretionary conditions for on-licences to provide **strong direction to the DLC to have particular consideration to a one-way door restriction if deemed appropriate.**
- A proposal to **update the maximum trading hours for off-licences** as below:

Current LAP	Proposed changes to draft LAP
7am to 9pm	<ul style="list-style-type: none"> <li>- Supermarkets and Grocery Stores 7:00am to 11:00pm</li> <li>- All other off-licensed premises: 9:00am to 9:00pm</li> </ul>

- **Updating the distance that off-licences can be located within proximity of a sensitive site** (such as schools, parks and reserves, places of worship, marae and playgrounds) from 50 metres to 100 metres to help protect vulnerable people in our community. It was proposed that this would exclude supermarkets and grocery stores.

## 2. Solid Waste Management and Minimisation Bylaw

Bylaws are local rules that affect the way we live, work and play. Council’s bylaws are in place to help make our district a safe and healthy place.

Council’s Solid Waste Management and Minimisation Bylaw is intended to support:

- The promotion and delivery of effective and efficient waste management and minimisation in Matamata-Piako District as required under the Waste Minimisation Act 2008;
- The implementation of the council’s waste management and minimisation plans;
- The purpose of the Waste Minimisation Act and the goals in the New Zealand Waste Strategy;
- The regulation of the collection, transport, and processing of waste;
- The protection of the health and safety of waste collectors, waste operators and the public; and
- The management of litter and nuisance in public places.

Council’s current bylaw came into force in 2017 (having revoked the previous solid waste bylaw (2008)). In accordance with the Local Government Act 2002 (LGA), Council is required to review this bylaw within five years of adoption.

Eunomia Consulting were engaged to review the bylaw to ensure it is continuing to meet the needs of both the community and Council, and to bring it into alignment with the new kerbside collection contract.

Council proposed to introduce a standalone bylaw and to revoke the current bylaw that forms part of the Consolidated Bylaw 2008. A number of changes were proposed including:

- Requirements around the removal of uncollected waste;
- The ability for Council to introduce a licensing system for waste collection;
- Requirement for waste operators to secure any waste that is being transported to prevent any waste falling or otherwise escaping.

Council also proposed to add new clauses to facilitate a reduction in waste including:

- The ability for Council to require an event waste management and minimisation plan for major events;
- A requirement for construction site waste management and minimisation plans when applying for a building consent for non-residential building work with an estimated value of \$500,000 or higher;
- Rules around the delivery of unaddressed mail or advertising material.

## 3. Speed Management Plan

Council as Road Controlling Authority (RCA) for local roads is mandated under the Land Transport Rule: Setting of Speed Limits 2022 (The Rule), to prepare a Speed Management Plan (SMP). The 2022 Rule replaced the earlier 2017 Rule, removing the requirement for speed limits to be set through bylaws, and enabling a network approach rather than the earlier road-by-road approach. All speed limits (other than temporary speed limits) are now to be entered into the National Speed Limit Register (NSLR) – managed by Waka Kotahi NZ Transport Agency as regulator.

Speed Management is one of five focus areas in Road to Zero (New Zealand's Road Safety Strategy 2020-2030). Road to Zero includes a national vision, targets, principles and focus areas to help achieve safer roads. The interim target is a 40% reduction in deaths and serious injuries (from 2018 levels) by 2030.

Staff received direction from Council and prepared the draft SMP with a clear focus on schools/kura, maraes and town centres. A few of the existing local roads with posted speeds of 70km/h were also added in, so that their speeds could be lowered to the more consistent and safer 60km/h limit. Pre-consultation took place throughout the district (June to December 2022) with discussions held across schools/kura and marae.

The draft SMP for the community to provide feedback on contained the following:

- *Speed management* – The draft SMP included changes to speed limits on various roads to safeguard vulnerable road users – particularly reducing speeds around schools/kura, and marae and lowering speeds in our town centres.
- *Infrastructure improvements* – The draft SMP identified a significant number of infrastructure improvements to support the reduction of speeds e.g. raised platforms, road markings and signage.

In its draft SMP, Council proposed to reduce speeds and implement associated improvements (as work streams) over the next ten years, focussing first on schools/kura.

#### 4. Fees & Charges 2023/24

Council's Fees and Charges cover everything from swimming pool entry fees to resource and building consents and everything in between.

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

Each year, Council reviews its fees and charges and consults on any proposed changes with the community alongside the LTP, Annual Plan and/or other relevant Council documents. This ensures that Council's fees and charges are kept up to date and reflect actual and reasonable costs and to make sure additional processes and new costs are fully covered.

The majority of the proposed Fees and Charges for 2023/24 were proposed to remain the same or increase by inflation. Some of the other changes that were proposed to the community included:

- Proposal to remove all overdue fines at our libraries
- Charging for rubbish collection through rates instead of rubbish bag sales, with rubbish bags only sold through to 31 August 2023.
- Changing how we charge for meeting/function spaces at Council venues, lifting the daily limits on these spaces help recover some of the actual cost of operating these venues.
- Increasing the costs for LIM reports to help recover actual costs.
- Adding some new Building Consent and Resource Consent fees.

5. Policies on the Remission and Postponement of Rates

Council’s Policies on the Remission and Postponement of Rates (Policies) sets out how and when Council can remit or postpone payment on rates. A new kerbside collection service is to be introduced from September 2023, which will have implications for properties charged the targeted rate for the service for the 2023/24 financial year. Therefore, Council proposed to add two new remissions to the Policies as follows:

- For CBD/commercial/industrial properties that will no longer receive a kerbside collection service from September 2023, the Policies were amended to allow Council to charge the relevant properties the standard targeted rate at 1 July 2023, and remit the portion from September 2023 to 30 June 2024.
- For the private roads, lanes and right-of-ways that do not currently receive the kerbside collection service but will from September 2023, the Policies were amended to allow Council to charge the relevant properties the standard targeted rate at 1 July 2023, and remit the portion from 1 July 2023 to September 2023.

Annual Plan 2023/24

The Annual Plan highlights any changes or variances from the LTP for the coming year. At its meeting on 14 December 2022, Council resolved that there are no significant or material differences between the draft Annual Plan 2023/24 and what was proposed for 2023/24 in the LTP. The LGA does not require councils to formally consult on annual plans where the changes from the LTP for that year are not material or significant, therefore Council formally resolved not to consult on the draft Annual Plan 2023/24.

Subsequent to this meeting however, it became clear that Council is facing increasing cost pressures and changes to government policy timeframes meant that Council was required to consider updated financial information that provides the basis for the Annual Plan. Having reviewed this information, Council considered that a proposed rates increase of 16.9% required consultation, having proposed an 11.8% increase in the LTP for the 2023/24 year.

The draft Annual Plan Consultation Document is attached to this report.

At the time of writing this report, approximately 150 submissions were received on the draft Annual Plan 2023/24. Consultation closed on 26 May 2023 and a hearing will be held on 7 June 2023. A further update will be provided to the Forum following the conclusion of the Annual Plan consultation process.

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

The following themes have been identified in relation to each topic that Council consulted on. Please note these have been summarised by Council staff and copies of the full submissions were provided to Council on 3 May 2023 at the Hearing on 3 May 2023 and are available to view on Council’s website.

1. Local Alcohol Policy (LAP)

45 submissions were received in regards to the draft LAP. The themes identified are summarised below.

<b>Question 1: Do you agree with the policies for on-licensed premises (e.g. cafes, restaurants, pubs)?</b>			
<b>Yes – 15 (33.3%)</b>	<b>No – 17 (37.8%)</b>	<b>I’m not sure – 6</b>	<b>No answer selected – 7</b>

		<b>(13.3%)</b>	<b>(15.6%)</b>
<p>On-Licensed premises easier to monitor/control in the business zone/should state more directly that they will be restricted to the business zone – 2</p> <p>Supportive of one-way door on weekends/mandatory one-way door policy – 2</p> <p>Hours of operation should be from 8am – 1</p> <p>Cafes/restaurants outside of the business zone should have the option to serve alcohol - 1</p>	<p>No more on-licences should be issued - 7</p> <p>Venues should be allowed outside of the business zone, as long as there is local community support/reduce drink driving – 3</p> <p>The distance from sensitive sites should be increased – 2</p> <p>Seeking re-assurance that the provisions will not affect future applications – 1</p> <p>Proposed changes will make licensees operations harder – 1</p> <p>Should be different provisions for club licences – 1</p> <p>Hours should not be restricted on public holidays (e.g. Good Friday, Christmas Day) – 1</p> <p>Some current venues are not in the business zone – 1</p> <p>Supermarkets should not be able to sell alcohol as late as 11pm due to road safety, family safety, safety of staff and of other people walking home – 1</p> <p>LAP should treat all on-licences equally and placing a discretionary condition of a one-way door creates an uneven playing field – 1</p> <p>Need stronger controls for alcohol supply in the District - 1</p>	<p>Venues should not be restricted to the business zone – reduce drink driving – 1</p> <p>Location provisions aren't relevant/required. Focus should be in ensuring safe transport to/from the venue - 1</p>	<p>Need stronger controls for alcohol supply in the District/reduce availability/prevent drink driving (deaths and injuries) – 2</p> <p>Do not support the proposed increase to the trading hours for supermarkets/grocery stores – 1</p> <p>Do not support the increase to the maximum number of events that can be applied for under special licence – 1</p> <p>Supportive of the provision to restrict on-licences to the business zones – 1</p> <p>Recommend to include a specified distance/radius from other premises should a licence be granted for a licensed venue outside of the Business Zone – 1</p> <p>Sensitive site distance provision should apply to new licences of any type – 1</p> <p>Consider a cap for on-licences where there is a high crime rate or impact on the amenity and good order of the area – 1</p> <p>Align the opening time with that of the Act (8am) – 1</p> <p>Support the one-way door provision to be applied as a discretionary condition - 1</p>

<b>Question 2: Do you agree with the policies for off-licensed premises (e.g. supermarkets, bottle stores, grocery stores)?</b>			
<b>Yes – 9 (20.0%)</b>	<b>No – 28 (62.2%)</b>	<b>I’m not sure – 2 (4.4%)</b>	<b>No answer selected – 6 (13.3%)</b>
<p>There is enough venues already and we do not need any more - 1</p> <p>Support the discretionary condition to restrict single sales – 1</p> <p>Support increasing hours for supermarkets but only at Christmas - 1</p>	<p>Trading hours for all off-licences should be the same – 14</p> <p>Supermarkets and grocery stores shouldn't be able to open late would put staff in jeopardy, increase availability/harm, drink driving, domestic violence, child harm, crime, noise and intoxication - 10</p> <p>No more off-licences should be issued – 7</p> <p>Radius to sensitive sites should include supermarkets and grocery stores - 3</p> <p>There is no need for any change, current system works well – 1</p> <p>Support increased radius to sensitive sites– 1</p> <p>Support the presumption clause of no further off-licences - 1</p> <p>Support discretionary conditions such as limitations of branded signage and single sales – 1</p> <p>Need stronger controls for alcohol supply in the District - 1</p>		<p>No more off-licences should be issued – 3</p> <p>Do not support the proposed increase in trading hours for supermarkets and grocery stores - 2</p> <p>Need stronger controls for alcohol supply in the District - 1</p> <p>Support the proposed later opening time for off-licences - 1</p> <p>Suggestion to reduce the proposed maximum trading hours from 11pm to 10pm – 1</p> <p>Do not support the proposed discretionary condition to limit single sales – 1</p> <p>Support the exclusion of supermarkets from the sensitive site restriction – 1</p> <p>Not supportive of the exclusion of supermarkets from the sensitive site restriction – 1</p> <p>Supportive of the presumption clause against the issuing of new off-licences – 1</p> <p>Support the increase in distance from other licensed premises and sensitive sites from 50m to 100m - 1</p> <p>Support the discretionary condition to restrict single sales – 1</p> <p>Recommend to increase the display for alcohol branded signage form 50% of the main façade to 25%/add discretionary condition to prohibit the use of 'buy now pay later' schemes - 1</p>

<b>Question 3: Do you agree with the policies for club licensed premises (e.g. RSAs)?</b>			
<b>Yes – 26 (57.8%)</b>	<b>No – 2 (4.4%)</b>	<b>I'm not sure – 11 (24.4%)</b>	<b>No answer selected – 6 (13.3%)</b>
<p>Clubs already operate efficiently/have fewer problems due to specific requirements of holding club licences - 2</p> <p>Special events should have to apply for longer hours – 1</p> <p>One-way door policy should be mandatory– 1</p> <p>Hours of operation should be from 8am – 1</p>		<p>Location restrictions are not required (e.g. sensitive sites, district plan areas) - 1</p>	<p>Need stronger controls for alcohol supply in the District – 1</p> <p>Support the retention of location and proximity provisions – 1</p> <p>Recommend to further consider the trading hours of clubs given the level of harm associated - 1</p>

<b>Question 4: Do you agree with the policies for special licences (e.g. events)?</b>			
<b>Yes – 25 (55.6%)</b>	<b>No – 2 (4.4%)</b>	<b>I'm not sure – 10 (22.2%)</b>	<b>No answer selected – 8 (17.8%)</b>
<p>Clubs should be automatically granted a special licence in some circumstances – 1</p> <p>Maximum trading hours should be included – 1</p> <p>Applicants should be required to include an Alcohol Management Plan – 1</p> <p>There is confusion over sale and supply, e.g. what events require a licence? - 1</p> <p>Need to re-consider the distance from sensitive sites - 1</p>		<p>Do not think there should be a restriction to the number of events due to time/costs involved – 1</p>	<p>Need stronger controls for alcohol supply in the District – 1</p> <p>Special events should have to apply for longer hours – 1</p> <p>Do not support the increase in the number of events – 1</p> <p>Do not support the removal of trading hours guideline - 1</p> <p>Support the discretionary conditions for special licences (one-way door, CPTED criteria and alcohol risk management plan) - 1</p>

Decision: At the Council meeting held on 24 May 2023, Council resolved to adopt the provisional LAP. In response to the feedback received, Council decided to update the hours for off-licences to 7:00am to 9:00pm for all off-licences (the same as the current LAP).

Council will give public notice of the adoption of the provisional policy and a following this, a person or an agency that made submissions as part of the special consultative procedure on the draft LAP may, appeal to the licensing authority against any element of that provisional LAP.

2. Solid Waste Management and Minimisation Bylaw

Council received 13 written submissions on the proposed Bylaw. The themes identified are summarised below.

<b>Question 1: Do you agree with the proposed bylaw?</b>		
<b>Yes – 6 (46.2%)</b>	<b>No – 7 (53.8%)</b>	<b>I'm not sure - 0</b>
Suggest to require multi-unit developments of five or more (rather than the 10 as proposed in the bylaw) are required to develop a waste management and minimisation plan - 1	Need to ensure that waste minimisation measures are simple, and avoid red tape to achieve the best outcome for the community and environment – 4  Concerns about new rubbish collection – there will be more trucks collecting rubbish in CBDs – 1  There are already laws in place to protect environmental and public health. Bylaw will result in increased costs - 1	

<b>Question 2: Do you agree with the new clauses around events, construction site waste management, inorganic material and unaddressed mail?</b>		
<b>Yes – 5 (38.5%)</b>	<b>No – 7 (53.8%)</b>	<b>I'm not sure – 1 (7.7%)</b>
Unaddressed mail and advertising material should not include free newspapers - 1	This provision is another burden/barrier for event organisers/increase costs – 6  Council should provide options and resources to event organisers – 5	Management of the event waste planning should be practical/tailored for the event - 1

<b>Question 3: Do you think the proposed construction site value (\$500,000) for requiring a construction site waste management plan is about right?</b>

<b>Yes – 4 (30.8%)</b>	<b>No – 8 (61.5%)</b>	<b>I'm not sure – 1 (7.7%)</b>
<p>Welcome this provision with suggestion to also apply to residential builds – 1</p> <p>This should depend on the size of the build, e.g. an increasing cost structure - 1</p>	<p>Council should provide advice and expertise on waste management - 5</p> <p>Council should consider the cost of compliance – 4</p> <p>Considering the cost of a commercial build, \$500,000 seems to be a low threshold/is inappropriate – 4</p> <p>All construction sites should have a waste management plan – 1</p>	

<b>Question 4: Do you agree that waste collectors/operators must have a waste licence if they handle/collect/transport more than 30 tonnes of waste in a year?</b>		
<b>Yes – 5 (38.5%)</b>	<b>No – 7 (53.8%)</b>	<b>I'm not sure – 1 (7.7%)</b>
<p>Support the licencing system - 1</p>	<p>The definition for waste collectors is too broad. Businesses such as lawn mowing, gardeners should not require a waste licence – 5</p> <p>Council should provide the application forms and information required for people to be able to comment on the suitability of the bylaw – 4</p> <p>Further compliance is not needed for good operators – 1</p> <p>Concerned about cost increases – 1</p> <p>Do not think it should be within the remit of Council to licence private operators - 1</p>	

<b>Question 5: Do you have any other comments you'd like us to consider about the Solid Waste Management and Minimisation Bylaw?</b>
<p>The impact of the proposed changes on the community needs to be fully considered – 3</p> <p>The bylaw is of discouragement and burden rather than to encourage and empower the community when it comes to waste minimisation/adds further red tape – 3</p> <p>Waste pick up areas should be revised to incorporate growing areas – 1</p> <p>Concerned about the cost of the new waste collection bins – 1</p> <p>Concerned about the hygiene of the food waste bins – 1</p> <p>There needs to also be a strong revamp within our local schools around Waste Minimisation Programs, including Maara Kai – 1</p>

Need to adopt a Te Ao Māori approach to Papatuanuku and Council should work closely with local iwi around waste minimisation – 1

Council should find a way for the recycling and rubbish bins to be clamped shut so in the event of high winds, there is no spillage – 1

Decision: At the Council meeting held on 24 May 2023, Council proposed to amend the following clause:

*7.36 Any person applying for a building consent for ~~non-residential~~ building work with an estimated value of \$500,000 or higher must also submit a construction site waste management and minimisation plan to Council for approval.*

The proposed amendment means that all builds with an estimated value of \$500,000 or higher will require a construction site waste management plan to apply for building consent. Council resolved that the proposed amendment of the clause would require further targeted consultation with the sector which will be undertaken.

### 3. Draft Speed Management Plan

69 submissions (including one late submission) were received. The themes identified are summarised below.

<b>Question 1: Do you agree with our approach to managing speed outside and around schools within the district?</b>			
<p><b>Yes – 47</b> <b>(69.1%)</b></p> <p>Suggestion to add safety improvements where practical such as speed humps, electronic signage around schools, and cameras – 4</p> <p>Improving safety for students, including walking and cycling – 3</p> <p>The rules for schools should apply during peak drop off and pick up times/during school terms – 2</p> <p>The implementation plan is too slow and the SMP should be implemented faster - 2</p> <p>The speeds around schools should be consistent – 1</p> <p>Excessive speed</p>	<p><b>No – 15</b> <b>(22.1%)</b></p> <p>The current provisions are ok, e.g. reduced speeds when passing a school bus and most schools have reduced speeds alongside awareness of the dangers – 7</p> <p>Schools need a safe place for children and other pedestrians to cross the road, often there are no pedestrian crossings – 4</p> <p>Speeds around school zones should only apply during school times – 3</p> <p>No aware of any reported accidents outside of schools – 3</p> <p>Proposal to lower some speeds to 40km is too slow. Driving too slow</p>	<p><b>I’m not sure – 3</b> <b>(4.4%)</b></p> <p>There is already a 20km speed limit when passing a school bus that is stopped to drop off/pick up students – 1</p> <p>Random patrols near schools should be carried out to deter unsafe driver behaviour – 1</p> <p>Council should work directly with other agencies when there is a safety issue raised – 1</p> <p>Speed management around stationary school buses is a concern - 1</p>	<p><b>No answer selected – 3</b> <b>(4.4%)</b></p>

<p>observed is a concern – 1</p> <p>The speed limits within the plan need to be enforced for them to be effective – 1</p>	<p>can also be dangerous/reducing speed causes congestion – 2</p> <p>Suggestion to add safety improvements where practical such as speed cameras, increased police patrols and electronic signage – 2</p> <p>Council should work with Waka Kotahi and address the State Highway system also -1</p>		
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<b>Question 2: Do you agree with our approach to managing speeds outside marae within the district?</b>			
<p><b>Yes – 31</b>  <b>(45.6%)</b></p> <p>Suggestion to lower speeds outside particular marae – 7</p> <p>Safety hazard around current access to marae – 5</p> <p>Suggested safety improvements around marae located on main roads, e.g. speed reductions, turning bays – 4</p> <p>The implementation plan is too slow and the SMP should be implemented faster - 2</p> <p>Will help protect visitors to marae, particularly small children and elderly – 1</p> <p>There are a high number of</p>	<p><b>No – 15</b>  <b>(22.1%)</b></p> <p>Could temporary speed limits be used when there are gatherings/events rather than a blanket speed limit? – 3</p> <p>Speed limit reductions will cause frustration and division – 2</p> <p>The speed limits are ok as they are and do not need to change – 2</p> <p>Suggestion to lower speeds outside particular marae – 1</p>	<p><b>I’m not sure – 16</b>  <b>(23.5%)</b></p> <p>Not sure what the concerns are – 1</p> <p>If kura are on the same site, they should be the same as the speed limits for schools – 1</p> <p>Could temporary speed limits be used when there are gatherings/events rather than a blanket speed limit? – 1</p> <p>A proliferation of signage may affect driver awareness and safety - 1</p>	<p><b>No answer selected – 6</b>  <b>(8.8%)</b></p> <p>Suggestion to lower speeds outside particular marae – 1</p>

deaths/accidents – 1			
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<b>Question 3: Do you agree with our approach to managing speeds in town centres within the district?</b>			
<p><b>Yes – 38 (55.9%)</b></p> <p>Suggestion to add safety improvements where practical such as crossings, further speed signs, footpaths, one-way systems, flower boxes, seating areas and speed humps – 5</p> <p>Suggestion to reduce speeds in particular areas – 2</p> <p>Reduce speeds to consistent speed (30km; 40km) for whole CBD to improve safety for all pedestrians, cyclists and mobility scooters and avoid any confusion – 2</p> <p>The implementation plan is too slow and the SMP should be implemented faster – 2</p> <p>Dangerous to use the pedestrian crossings with the current speeds – 1</p> <p>Remove trucks from the main streets of our</p>	<p><b>No – 18 (26.5%)</b></p> <p>Traffic does not speed around town currently due to speed humps/traffic/pedestrians. There is no need to change the speed limits – 7</p> <p>Suggestion to reduce speeds in particular areas – 3</p> <p>Suggestion to add safety improvements where practical such as one-way systems, and seating areas - 1</p> <p>Lowering speeds will increase driver frustration/road rage - 1</p> <p>The current speed limits should be enforced – 1</p> <p>Council should work with Waka Kotahi and address the State Highway system also - 1</p> <p>Heavy vehicles and agricultural traffic using roads in town centres is a concern - 1</p>	<p><b>I'm not sure – 8 (11.8%)</b></p> <p>Suggestion to reduce speeds in particular areas – 2</p> <p>Haven't seen where speed has been a factor in the CBDs – 1</p> <p>Concerned about ability to enforce the draft SMP – 1</p> <p>A proliferation of signage may affect driver awareness and safety – 1</p> <p>Reduce speeds to consistent speed (30km) to avoid confusion and reduce costs – 1</p> <p>Need for formal pedestrian crossings rather than 'courtesy crossings' - 1</p>	<p><b>No answer selected – 4 (5.9%)</b></p> <p>Suggestion to reduce speeds in particular areas – 1</p>

<p>CBDs – 1</p> <p>Changes should be supported with data from accidents – 1</p> <p>Excessive speed observed is a concern – 1</p>			
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<b>Question 4: Do you support our draft Speed Management Plan in general?</b>				
<p><b>Yes – 23 (33.8%)</b></p> <p>Suggestion to add safety improvements where practical such as speed humps, cameras, barriers to entry to certain streets to prevent speeding/racing – 4</p> <p>Suggestion to reduce speeds in particular areas – 3</p> <p>Council needs to establish an implementation plan/timeframes when the changes will be made - 1</p>	<p><b>No – 13 (19.1%)</b></p> <p>Improvements do not need to be made/leave roads as they are/there is no evidence to support the changes – 5</p> <p>Police should monitor for traffic flow and there should be better provision for traffic to pass slower vehicles – 2</p> <p>Concern regarding the cost of the proposal, e.g. signage – 2</p> <p>If safety improvements are to be made, consider the noise for residents, e.g. heavy vehicles going over speed humps – 1</p> <p>Driver education and empowerment is more important for</p>	<p><b>Changes are required for me to support it – 24 (35.3%)</b></p> <p>Suggestion to reduce speeds in particular areas – 14</p> <p>Driver education and empowerment is more important for safety on our roads – 1</p> <p>Suggestion to add safety improvements where practical such as marking of roads, improving the condition of roads, footpaths, and adding signage – 1</p> <p>Reduce speeds to consistent speed (30km) for whole CBD to improve safety for all pedestrians, cyclists and mobility scooters and avoid any confusion - 1</p> <p>Council should work with Waka Kotahi and address the State Highway system also – 1</p> <p>Different speeds around the marae/town centres causes confusion and money spend on signage – 1</p> <p>The implementation plan is too slow and the SMP should be implemented faster – 1</p>	<p><b>I’m not sure – 5 (7.4%)</b></p> <p>The current speed limits should be enforced – 1</p>	<p><b>No answer selected – 3 (4.4%)</b></p> <p>Suggestion to reduce speeds in particular areas – 1</p> <p>Suggestion to add safety improvements where practical such as making areas pedestrian/cycle only – 1</p>

	safety on our roads – 1  Suggestion to add safety improvements where practical such as lights and traffic islands– 1	Known accident ‘hot spots’ should be included, not just marae, schools and town centres – 1  The plan will only be effective if it is enforced – 1  Reduce speed on roads entering and exiting a marae to 50km – 1  Reduce speeds to consistent speed (40km) for whole CBD - 1		
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Decision: At the Council meeting held on 24 May 2023, Council resolved to adopt the SMP as consulted on with the community. Council determined that moving forward with the SMP will enable safety improvements to be advanced. The inclusion of new roads as suggested by some submitters can be included as part of the next review for investigation and consultation with the community.

#### 4. Fees & Charges 2023/24

20 submissions were received on the draft fees and charges. The themes identified are summarised below.

<b>Question 1: Do you agree with the proposed changes?</b>			
<b>Yes – 6 (30%)</b>	<b>No – 12 (60%)</b>	<b>I’m not sure – 2 (10%)</b>	<b>No answer selected - 0</b>
Do not agree to remove overdue fines for libraries – suggestion to have a 50% discount if returned within 30 days – 1  Agree with the proposal to remove overdue fines for libraries – 1	Agree with the proposal to remove overdue fines for libraries – 1  Do not agree with rubbish bin fee waiver – 1  Do not agree to charge for rubbish through rates – where is the incentive to reduce waste?/education through schools is required – 2  What about residents who already pay for their rubbish collection have to pay for removal of rubbish in their rates? - 1  Do not agree to remove overdue fines for libraries – concerned that items will	Do not agree to having to pay for rubbish removal whilst also paying for rubbish bags – 1  Council needs to provide future reasoning behind the decision-making process for the fees and charges so that people understand the rationale e.g. what is the rationale for the removal of overdue library fines? How do the prices compare to other councils? What has been done to mitigate any cost increases? – 1  Some fees should be lifted in certain areas, eg. campground fees and	

	<p>not be returned/there will be delays for other library users – 5</p> <p>Do not agree to an increase in pool admission costs – 1</p> <p>Do not agree with the proposed ‘additional cleaning fee’ for the Waharoa (Matamata) Aerodrome – 1</p> <p>The fees for ‘hot picks’ for library books are too high and have stopped using the library as a result - 1</p> <p>Do not agree with the change from rubbish bags to bins as one size does not fit all - 1</p>	<p>hireage of meeting rooms - 1</p>	
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**Decision:** At the Council meeting held on 24 May 2023, Council resolved to adopt the Fees and Charges with minor amendments as below:

- Correction of a clerical error – the consultation document incorrectly proposed an increase to the camping fees (per person/per day) for the Waharoa (Matamata) Aerodrome. The document proposed an increase to the camping fees (un-powered site and powered sites), however the current fees (\$14 and \$16 respectively), are not proposed to change.
- Building Control - Staff propose an increase to the dwellings fee for dwelling single storey/additions and alterations in excess of 250m<sup>2</sup> from \$3,250 to \$3,475 to align with the staggered cost structure for additions and alterations of varying sizes to single storey dwellings.

At a workshop held on 10 May 2023, the placement of ‘cowshed extensions’ within the Fees and Charges schedule was queried. This has been moved to sit under the heading ‘Dairy sheds’.

In response to feedback received, the proposed cleaning fee for the Matamata (Waharoa) Aerodrome has been removed.

#### 5. Policies on the Remission and Postponement of Rates

11 submissions were received on the proposed Policies. The themes identified are summarised below.

<b>Question 1: Do you agree with the proposed changes?</b>		
<b>Yes – 4 (36.4%)</b>	<b>No – 5 (45.5%)</b>	<b>I’m not sure – 2 (18.2%)</b>
<p>There is no need to increase costs as savings will be made from not servicing commercial areas – 1</p> <p>Need some alternative options</p>	<p>The kerbside collection service for commercial properties should be retained, this is a basic service provided by Council, there will be a build-up of rubbish and more trucks on</p>	<p>There should be an option for those who already employ a private rubbish collection and are also charged rates – 1</p> <p>Query if their area is within the</p>

<p>for kerbside collection in commercial areas, e.g. location in towns for disposal - 1</p> <p>Should there be a remission of rates for buildings used by voluntary organisations? – 1</p> <p>Policy on small rates balances should be higher – lift the threshold to \$25 – 1</p>	<p>the roads - 2</p> <p>For those who live on private roads and lanes, if bins are brought to the roadside, would they still be collected as they are still being charged rates – 1</p> <p>Rates for Morrinsville pools should be removed as they are closed from March to November – 1</p> <p>What about those who currently pay for their own private rubbish collection? – 1</p> <p>Need to support businesses post COVID, not increase costs - 1</p>	<p>new schedule for kerbside collection - 1</p>
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Decision: At the Council meeting held on 24 May 2023, Council resolved to adopt the Policies on the Remission and Postponement of Rates as consulted on with the community.

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

#### Local Alcohol Policy

Section 75 of the Sale and Supply of Alcohol Act 2012 allows territorial authorities to have a local policy relating to the sale, supply or consumption of alcohol within its district.

#### Solid Waste Management and Minimisation Bylaw

The Waste Minimisation Act 2008 provides for Council to make a bylaw for regulating waste. The Act provides for a bylaw to license persons who carry out the collection and transportation of waste, and the set conditions for licensees. A bylaw must not be inconsistent with the Council's waste management and minimisation plan.

#### Speed Management Plan

Due to a change in the way speed limits are set, Council must adopt a Speed Management Plan in consultation with its community. This is in accordance with the 'Land Transport Rule: Setting of Speed Limits 2022'.

#### Fees & Charges

Council has the ability to set Fees & Charges through various legislation. Under Section 150 of the LGA Council may prescribe fees or charges in the form of a bylaw made under the LGA or separately using the principles of consultation. In addition, other legislation such as the RMA and Building Act 2004 delegates Council with the ability to fix fees or charges relevant to certain administration purposes (such as processing resource consents). In reviewing or setting its Fees & Charges, Council is required to use the Special Consultative Procedure.

Council has opted not to use bylaws to set fees and charges at this time. Therefore, consultation was undertaken.

#### Policies on the Remission and Postponement of Rates

The Policies are formed in accordance with sections 102, 108, 109 and 110 of the Local Government Act 2002 and section 85 of the Local Government (Rating) Act 2002.

Section 102 provides for Council to consult on a draft policy or amend an existing policy in accordance with section 82 of the Local Government Act 2002. Consultation has been conducted in a manner that gives effect to the requirements of section 82.

### Annual Plan

The LGA sets out the requirements for Councils to adopt an Annual Plan each year when a LTP is not adopted. The LGA further sets the requirements for whether consultation is required, and what information must be included in an Annual Plan.

Based on the Draft Annual Plan Budgets dated 2 December 2022, an assessment of materiality and significance was completed and concluded that there are no material OR significant variances between the Draft Annual Plan 2023/24 and the LTP forecast for 2023/24. Therefore, Council was not legally required to consult on its Annual Plan.

However, since this meeting it became clear that Council is facing increasing cost pressures and changes to government policy timeframes meant that Council was required to consider updated financial information that provides the basis for the Annual Plan. Having reviewed this information, Council considered that a proposed rates increase of 16.9% required consultation, having proposed an 11.8% increase for 2023/24 in the LTP.

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

Consultation was undertaken as per the below timetable:

<b>Process</b>	<b>Date</b>
Council approval of draft Local Alcohol Policy, Solid Waste Management and Minimisation Bylaw, Speed Management Plan, Fees & Charges and Policies on the Remission and Postponement of Rates for public consultation	8 March 2023
Consultation period	14 March – 21 April 2023
Council Hearing	3 May 2023
Deliberations and adoption of all proposed documents	24 May 2023
New policies/fees & charges/bylaws apply (apart from Local Alcohol Policy which is subject to an appeal process and the Solid Waste Bylaw of which further targeted consultation is required).	1 July 2023

The Statements of Proposal and draft policies/documents were available for viewing on Council's website during the consultation period. Submissions could be made on-line through a submission form and via letter/email.

Council used several communication tools to encourage the community to take part in the consultative process including:

- Use of Facebook
- Direct letter and/or email
- Community meetings (Business After 5)
- Consideration at Te Mana Whenua Forum and Waharoa (Matamata) Aerodrome Committee meetings
- Newspaper advertising, e.g. Council in Focus
- E-newsletters

- Online engagement – community hui.

### **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 and Safe Communities

**Community Outcome:** Our community is safe, healthy and connected; and we encourage community engagement and provide sound and visionary decision making.

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

The reviews of policies and bylaws are funded from the Strategy and Policy operational budget. The budget for Annual Plan preparations and associated communications is \$10,000.

The review of the Solid Waste Management and Minimisation bylaw was undertaken by Eunomia (an external consultant). The budget for this is \$8,249 and is funded through the solid waste budget.

### **Ngā Tāpiritanga | Attachments**

- A. Annual Plan 2023-24 Consultation Document - Final, approved 3 May 2023

### **Ngā waitohu | Signatories**

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

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## 8.3 Matariki reading challenge/New bilingual StoryWalks

CM No.: 2723572

### Rāpopotonga Matua | Executive Summary

To celebrate Matariki 2023, Matamata-Piako Libraries are planning to host a reading challenge and school holiday activities relating to the whetū of Matariki.

An update on the new bilingual StoryWalk project which is proposing to establish a permanent installation in Matamata and Morrinsville. A StoryWalk is an outdoor reading experience, where pages of a book/story are mounted onto panels and spaced along a pathway.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Forum approve the content of the Matariki reading challenge for accuracy.
2. The information on the StoryWalk is shared with potential partners.

Resolution number AC/2023/00006

Moved by: Chair T Maaka

Seconded by: J Taylor

**KUA MANA | CARRIED**

### Horopaki | Background

Public libraries in Aotearoa support lifelong learning and literacy in their communities, and have long provided resources and activities about Matariki. Matamata-Piako Libraries over the last couple of years has showcased our collection of books relating to Matariki, and this year would like to expand this to include activities and resources for the tamariki and whānau in our district to further their journey to understanding Matariki.

Matamata-Piako libraries have received a grant from National Library as part of the government's Covid recovery response for a project to encourage literacy in the wider community. Our chosen project was a permanent StoryWalk in our main towns. To date, we have had 3 trial installations to test out location, spacing and community reactions.

### Ngā Take/Kōrerorero | Issues/Discussion

The Libraries are planning to run a Winter Reading Challenge and School holiday activity drop-in sessions around the theme of Matariki. The reading challenge is for tamariki to read for 15 days over July, and part of the challenge is to learn about each of the 7 stars of Matariki and complete an activity to further cement their understanding. Librarians from Auckland, Christchurch and Hamilton have shared their resources collated from their own Māori Librarians. It is acknowledged that their stories are from different iwi and may differ in interpretation or understanding to the iwi of our district. Where possible, the goal is to ensure accurate local information is included in the materials being used. Any feedback on the accuracy of the content can be sent to [hfurniss@mpdc.govt.nz](mailto:hfurniss@mpdc.govt.nz) and would need to be received by 23 June 2023.

The StoryWalk initiative at the Matamata-Piako Libraries has intentionally been bilingual from the start, and the permanent installations are planned to be as well. While all stories selected so far have been published picture books, the vision going forward is for local stories to be included, from local tamaraki and rangatahi. The Morrinsville StoryWalk is a collaborative project with the Morrinsville Museum to tell stories of the awa and town on the reverse side of the panels. Morrinsville Museum have been in conversation with Ngāti Hāua to gather and decide which stories can be shared. In Matamata, Swap Park is the next location to test out after seeing what Te Rau Aroha Kohanga Reo had installed previously. Going forward, the installation is available to be used to share stories with the people in our community.

### **Mōrearea | Risk**

There is little risk with the Matariki reading challenge. However, there have been some issues with vandalism to the temporary StoryWalks.

### **Ngā Whiringa | Options**

That the Matariki reading challenge be approved and the information on the StoryWalks be received.

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

The launch of the Matariki reading challenge will be 1 July 2023 noted on the Libraries' website, Council and Libraries' Facebook pages, in the library newsletter and in school newsletters.

The next Matamata StoryWalk temporary installation will be from 12 June to 23 June 2023. This will be noted on the Libraries' website and newsletter, and circulated to Matamata kohunga and schools.

Forum members are asked to share information about the StoryWalk and potential for future partnerships with their Iwi.

### **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:** Vibrant cultural values

**Community Outcome:** We value and encourage strong relationships with Iwi and other cultures, recognising wāhi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.

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

The Matariki Reading Challenge will be funded through the Libraries' operational budget.

An external grant from National Library's NZLPP (New Zealand Libraries' Partnership Programme) has been received to fund the StoryWalk.

### **Ngā Tāpiritanga | Attachments**

A. Matariki stars content for Library reading challenge

**Ngā waitohu | Signatories**

Author(s)	Heather Furniss <b>Community Engagement Librarian/Pouhono Hapori (Wharepukapuka)</b>	
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Approved by	Melanie Brebner <b>District Library Manager</b>	
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	Dennis Bellamy <b>Group Manager Community Development</b>	
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## 8.4 Te Manawhenua Forum Satisfaction Survey for 2022/23

CM No.: 2723859

### Rāpopotonga Matua | Executive Summary

Each year a survey is circulated to members of Te Manawhenua Forum Mo Matamata Piako to give members a chance to give their feedback to Council on a range of topics relating to satisfaction with the progress and work plans of Te Manawhenua Forum and Council. These results are collated and reported on in Council's Annual Report.

An electronic version of the survey has been circulated to members. Thank you to those that have already completed this. For those who have not yet completed this, a copy is also included with this report to complete, please complete this based on information from July 2022 to June 2023 for reporting purposes.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Survey be circulated and completed by Te Manawhenua Forum Mo Matamata Piako Members who have not already completed it electronically.

Resolution number AC/2023/00007

Moved by: R Kaukau

Seconded by: Cr G Thompson

**KUA MANA | CARRIED**

### Horopaki | Background

Questions in this survey were developed in consultation with members of Te Manawhenua Forum at a workshop in November 2017 as part of the 2018-28 Long Term Planning Process. The survey is to be carried out annually and results will be used to monitor progress towards some of Matamata-Piako's Community Outcomes.

### Ngā Take/Kōrerorero | Issues/Discussion

Council identified its strategic goals and direction at an early stage of the 2021-31 Long Term Plan process. Council developed a vision to make Matamata-Piako 'the place of choice'. This vision provides guidance and inspiration as to what we are focused on achieving in the next ten years, and beyond. In making this vision a reality, Council sees itself as enabling the community in five key areas, and has identified specific outcomes under each of these themes that it wants to achieve. Outcomes that relate more closely to Iwi are:

- We promote and protect our arts, culture, historic, and natural resources.
- Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.
- We value and encourage strong relationships with iwi and other cultures, recognising wāhi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.

- Tāngata Whenua with Manawhenua status (those with authority over the land under Māori lore) have meaningful involvement in decision making.

### **Ngā Tāpiritanga | Attachments**

A. Te Manawhenua Forum Survey - 2022/23 Annual Report

### **Ngā waitohu | Signatories**

Author(s)	Stephanie Hutchins <b>Governance Support Officer</b>	
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Approved by	Niall Baker <b>Policy Team Leader</b>	
	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	

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## 8.5 Freedom Camping Bylaw

CM No.: 2722532

### Rāpopotonga Matua | Executive Summary

At its April 2023 meeting, Te Manawhenua Forum received a report on the new Freedom Camping Bylaw development. The Forum requested that staff bring information to guide the Forum's input on the Bylaw's development to its next meeting. Maps and photographs of relevant sites where specific direction was sought were requested. This report is an update of the Bylaw development and provides pre-consultation material for Forum members to engage with and to share within their networks as they see appropriate.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

**That:**

1. **Te Manawhenua Forum receive the information.**
2. **Te Manawhenua Forum provided feedback on the information contained within this report and attachments to inform the drafting of a new Freedom Camping Bylaw.**
3. **Te Manawhenua Forum distributes the pre-consultation material to their networks of iwi, hapu and whānau and invite them to provide feedback once finalised.**

Resolution number AC/2023/00008

Moved by: R Kaukau  
Seconded by: H Vaimoso

**KUA MANA | CARRIED**

### Horopaki | Background

As noted in the Forum's April Report on this matter, the development of a Freedom Camping Bylaw in the Matamata-Piako District is in response to the Self-Contained Motor Vehicles Legislation Bill (the Bill) currently under development which will change how local authorities can regulate freedom camping. This, coupled with Council's successful application for funds from Ministry of Business, Innovation and Employment (MBIE) to support the development of a Bylaw, and an increase in complaints regarding Freedom Camping in the district, meant a review of the Council's regulatory approach related to freedom camping was appropriate.

A Bylaw enables the Council to regulate freedom camping in the district by giving staff an appropriate enforcement tool by way of fines and allows the Council to protect places which are inappropriate for freedom camping, through prohibition or restriction.

These sites may only be prohibited or restricted for the following reasons as per section 11(5) of the Freedom Camping Act 2011 (the Act):

1. to protect the area
2. to protect the health and safety of people who may visit the area
3. to protect access to the area

Protection of important historic, cultural or archaeological sites on land can be captured under point i) above – to protect the area.

A key element to providing an accurate assessment of sites against the three criteria which the Council may wish to either encourage freedom camping, restrict freedom camping, or prohibit freedom camping, is ensuring the views, knowledge and aspirations of key stakeholders, especially iwi and mana whenua, are appropriately included in assessments.

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

### *Freedom Camping defined*

The Act currently defines freedom camping as **staying for free in a vehicle or tent, within 200 metres of where you can drive, the coast or a Great Walks Track**. However, the definition is proposed to change within the Bill, which is likely to become law before this Bylaw is released for consultation. The [changes proposed within the Bill](#) include a requirement that all freedom camping vehicles to be self-contained, and specifically excludes those who are experiencing homelessness. The bylaw will be developed with these changes in mind, and the Bill's progress is being carefully monitored by Staff.

### *Operating within the scope of the Act*

The Act is permissive by default, which means its starting point is to allow freedom camping on all public land. However, through the three criteria noted above, the Act recognises that some areas may not be suitable for freedom camping.

A freedom camping bylaw:

<b>Can:</b>	<b>Cannot:</b>
<ul style="list-style-type: none"> <li>✓ <b>Protect:</b> <ul style="list-style-type: none"> <li>• areas managed by Council</li> <li>• health and safety of people</li> <li>• access to the area</li> </ul> </li> <li>✓ By enabling Council to <b>regulate:</b> <ul style="list-style-type: none"> <li>• where it can happen</li> <li>• where it cannot happen</li> <li>• for how long</li> </ul> </li> <li>✓ And <b>allow</b> for:                             <ul style="list-style-type: none"> <li>• temporary closures</li> <li>• enforcement through fines</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>x Regulate or restrict activity on private land</li> <li>x Place a blanket ban on freedom camping on all Council land</li> <li>x Be inconsistent with the New Zealand Bill of Rights Act 1991 (NZBORA)</li> <li>x Address issues other than camping e.g.                             <ul style="list-style-type: none"> <li>• Animals</li> <li>• Recreational activities</li> <li>• Vehicle access</li> <li>• Homelessness</li> </ul> </li> </ul>

### *Pre-consultation - feedback requested*

Staff have identified 16 sites across the district where specific feedback is requested, and a brief description of each site including maps, photos and diagrams is included in **Attachment 1**. This document has informed the development of [an online survey](#), which the Forum is invited to review and provide feedback on, specifically,

- if there are any sites missing,
- or sites which should not be included.

It is intended that the survey is the primary tool used to capture feedback from iwi, hapu and whānau. Once feedback from Te Manawhenua Forum has been received on this material, it is intended that the survey and the supporting information will be the key method of collecting data for pre-consultation. [The draft survey can be viewed here](#) and will be finalised once any feedback

from Te Manawhenua Forum is received at this meeting. A hard copy of the survey is also attached for information as **Attachment 2**.

The sites within **Attachment 1** are also mapped using Google Maps to demonstrate the locations of the areas. [This interactive map can be viewed here](#).

### **Matamata**

1. Centennial Drive Reserve
2. Hawes Bush
3. Hetana Street
4. Aerodrome
5. Pohlen Park
6. Rapurapu Reserve
7. Wairere Falls Carpark

### **Morrinsville**

8. Davies Park
9. Murray Oaks Scenic Reserve
10. Recreation Ground (Main Carpark)
11. Waterworks Road Reserve

### **Te Aroha**

12. Te Aroha Boat Ramp
13. Council Carpark
14. Robertson Reserve
15. Te Aroha Domain
16. Waihou Recreation Reserve

### **Mōrearea | Risk**

There is risk around legal compliance in the development of this bylaw. There is also risk surrounding external funding as majority funding for this bylaw development was secured from MBIE.

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

Undertaking pre-consultation on Bylaw development is consistent with Council's Significance and Engagement Policy. This is also consistent with the requirements of the relevant legislation to the Bylaw – namely the Local Government Act 2002 and the Freedom Camping Act 2011.

### **Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes**

This report is part of the pre-consultation phase of the project, which will inform the development of a draft Bylaw and includes key stakeholders. Formal public consultation will occur later in 2023, and it is anticipated that a final Bylaw will be adopted by Council by December 2023.

### **Ngā take ā-lhinga | Consent issues**

There are no consent issues at present.

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

Council was granted \$64,950 from MBIE after applying to the Freedom Camping Transition Fund which Fund provides \$10 million of funding (\$5 million each year) to support local authorities to undertake activities relating to the transition to the new freedom camping rules during 2022/23 and 2023/24. A total of \$5,000 co-funding (in-kind support from staff) is available for this bylaw development.

Furthermore, at the Council meeting on 22 March, Council approved the allocation of \$13,000 from the Community Purposes reserve fund to supplement the contribution from MBIE, and to allow for some contingency if actual costs exceed budgeted costs.

### **Ngā Tāpiritanga | Attachments**

- A. Attachment 1 - Information to support pre-consultation for TWM meeting 6 June 2023
- B. Attachment 2 - MPDC Freedom Camping Bylaw Draft Pre-consultation Survey for TWM meeting 6 June 2023

### **Ngā waitohu | Signatories**

Author(s)	Sandra Harris <b>Placemaking and Governance Team Leader</b>	
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Approved by	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
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## 8.6 Te Manawhenua Forum Work Programme 2023 - Update

CM No.: 2722586

### Rāpopotonga Matua | Executive Summary

The 2023 work programme and tracking for the Forum is attached. It is intended this is a standing item for each Forum meeting.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The work programme update be received.

Resolution number AC/2023/00009

Moved by: Cr G Thompson

Seconded by: A Julian

**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 2023 - June update

### Ngā waitohu | Signatories

Author(s)	Sandra Harris <b>Placemaking and Governance Team Leader</b>	
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Approved by	Erin Bates <b>Strategic Partnerships and Governance Manager</b>	
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11.22am

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 TE MANAWHENUA FORUM  
MO MATAMATA-PIAKO HELD ON 6 JUNE 2023.

**KO TE RĀ | DATE:** .....

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