

Waharoa (Matamata) Aerodrome Committee

Mēneti Wātea | Open Minutes

Minutes of an ordinary meeting of Waharoa (Matamata) Aerodrome Committee held in the Te Takere Room, Matamata-Piako Civic and Memorial Centre on Thursday 1 June 2023 at 10.00am.

Ngā Mema | Membership

Ngāti Hauā

Mr Mokoro Gillett (Co-Chairperson)

Mrs Rangitionga Kaukau

Mr Deacon Paul

Matamata-Piako District Council

Mayor Adrienne Wilcock, JP (Co-Chairperson)

Deputy Mayor James Thomas

Cr Kevin Tappin



Ngā whakapāha | Apologies

Mr Deacon Paul

Kaimahi i reira | Staff Present

Name	Title	Item No.
Stephanie Hutchins	Governance Support Officer	
Sandra Harris	Placemaking and Governance Team Leader	7.1, 7.2, 8.1, 8.2, 8.5
Mark Naudé	Parks and Facilities Planning Team Leader	7.3
Kumeshni Naidu	Graduate RMA Policy Planner	8.3
Nathan Sutherland	Team Leader RMA Policy	8.3
Ally van Kuijk	District Planner	8.3
Manaia Te Wiata	Community Facilities Operations Manager	7.3, 8.4

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
David Scott	Tauranga Gliding Club	6	10.00am	10.16am
Mark Arundel	Tauranga Gliding Club	6	10.00am	10.16am

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Adrienne welcomed committee members, staff and the public present and declared meeting open at 10.07am.

2 Karakia

Co-Chairperson Mokoro Gillett performed the opening karakia.

**3 Ngā whakapāha/Tono whakawātea | Apologies/Leave of Absence
WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the apology from Mr Deacon Paul be accepted and leave of absence from the meeting be granted.

Resolution number /2023/00001

Moved by: R Kaukau

Seconded by: Deputy Mayor J Thomas

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
- (b) 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 Whakaaetanga mēneti | Confirmation of Minutes

As this is the inaugural meeting for the triennium of 2022-2025, there are no minutes to confirm.

6 Papa ā-iwi whānui | Public Forum

Name	Position/Organisation	Subject
David Scott	Tauranga Gliding Club	<p>David Scott in attendance to propose the possibility to establish a new hangar for the Club.</p> <p>The establishment is one of their objectives as part of their strategic plan.</p> <p>David mentioned a number of areas important to the club at the aerodrome and identified the Club's goal is to establish themselves at the aerodrome as one of their bases and have 3-4 planes, (currently) to participate at gliding events.</p> <p>He expressed that the Club is looking forward to the Reserve Management Plan review and are keen to participate in it.</p>

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7 Pūrongo me whakataua | Decision Reports

New Membership to Waharoa (Matamata) Aerodrome Committee

CM No.: 2720516

Rāpopotonga Matua | Executive Summary

Mayor Adrienne Wilcock and Deputy Mayor James Thomas be welcomed to the Waharoa (Matamata) Aerodrome Committee alongside current member Cr Kevin Tappin.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. Mayor Adrienne Wilcock and Deputy Mayor James Thomas be welcomed to the committee as representatives of Council.

Resolution number /2023/00002

Moved by: Cr K Tappin

Seconded by: R Kaukau

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Sandra Harris Placemaking and Governance Team Leader	
Approved by	Erin Bates Strategic Partnerships and Governance Manager	

7 Pūrongo me whakataua | Decision Reports

7.2 Adoption of Standing Orders by Committee

CM No.: 2720521

Rāpopotonga Matua | Executive Summary

The purpose of this report is to present and adopt Matamata-Piako District Council's Standing Orders as adopted by Council on 9 November 2022.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The Waharoa (Matamata) Aerodrome Committee adopt Matamata-Piako District Council Standing Orders (adopted by Council 9 November 2022), noting that standing orders cannot contravene any Act, specifically the Ngāti Hauā Claims Settlement Act 2014.

Resolution number /2023/00003

Moved by: Co-chair M Gillett

Seconded by: R Kaukau

KUA MANA | CARRIED

Horopaki | Background

Under the Local Government Act 2002 (LGA), Council is required to adopt standing orders. Council must operate in accordance with standing orders for the conduct of its meetings and the meetings of its committees and subcommittees. Standing orders must not contravene any Act.

The adoption of standing orders and any amendment to standing orders must be made by Council and by a vote of not less than 75% of the members present. Standing orders apply to all meetings of the local authority, its committees, subcommittees and other decision-making bodies.

Following the election on 8 October 2022, the newly elected Council reviewed and adopted the Standing Orders at their meeting Wednesday 9 November 2022. The standing orders are available on the Matamata-Piako District Council website here, [https://www.mpdc.govt.nz/images/2022/11/MPDC Standing Orders as adopted 9 November 2022.PDF.pdf](https://www.mpdc.govt.nz/images/2022/11/MPDC_Standing_Orders_as_adopted_9_November_2022.PDF.pdf).

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

7.3 Reserve Management Plan, Proposed Masterplan, Reserve Classifications, and Delegations to Committee

CM No.: 2721821

Rāpopotonga Matua | Executive Summary

The Waharoa (Matamata) Aerodrome Reserve Management Plan (RMP) review initiated in 2018 has been delayed for a range of reasons.

The purpose of this report is to outline a work programme and a change to the Committee's delegations to complete the review in a timely manner. Key remaining steps include the development of the Draft RMP, public consultation on the Draft RMP in accordance with the Reserves Act 1977 and adoption of the final RMP.

The report also outlines staff recommendations to prepare a spatial masterplan simultaneously to help progress discussions on the Draft RMP, save time and budget on consultation and engagement, and guide implementation of the RMP when adopted.

Land status investigations have confirmed that four of the five land parcels comprising the Waharoa (Matamata) Aerodrome are not held under the Reserves Act 1997 and that none of the land parcels are classified under the Reserves Act 1977. The report outlines staff recommendations to consider how to address this issue through the review of the RMP and to undertake any agreed gazettal and classification processes once the RMP is adopted.

Early engagement with the Matamata Aerodrome User Group (MAUG), Ngāti Hauā Iwi Trust, and Raungaiti Marae Trust is recommended, to ensure they are fully informed of the processes and opportunities for input.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received;
2. The Committee recommends the development of a draft reserve management plan for Waharoa (Matamata) Aerodrome (Part Lot 1 DP 29064, Matamata North E and F blocks, Part 1A, Section 72 and Part Section 71, Block XII, Wairere SD) for mana whenua and public consultation in accordance with section 41 of the Reserves Act 1977 and the proposed work programme set out in Attachment B; subject to (a) Council identifying and allocating funding for this work, or (b) extending the timeframe for completion to enable Council to allocate funding in the next Long Term Plan.
3. The Committee recommends the development of a draft masterplan for Waharoa Aerodrome (Part Lot 1 DP 29064, Matamata North E and F blocks, Part 1A, Section 72 and Part Section 71, Block XII, Wairere SD) for mana whenua and public consultation in accordance with section 83 of the Local Government Act 2002 and the proposed work programme set out in Attachment B;
4. The Committee approves a request to Council to delegate the following functions to the Waharoa (Matamata) Aerodrome Committee in alignment with section 89(1)(d) of the Ngāti Hau Claims Settlement Act 2014:
 - i. the function of approving the reserves management plan in accordance with section 41 of the Reserves Act 1977,
 - ii. the functions associated with developing and approving a masterplan for Waharoa Aerodrome (Part Lot 1 DP 29064, Matamata North E and F blocks, Part 1A, Section 72 and Part Section 71, Block XII, Wairere SD) to the Waharoa (Matamata) Aerodrome Committee; and
 - iii. the functions under section s14 and s16 of the Reserves Act 1977 in relation to gazettal and classification of the land parcels that comprise the Waharoa Aerodrome.

Resolution number /2023/00004

Moved by: Cr K Tappin

Seconded by: Deputy Mayor J Thomas

KUA MANA | CARRIED

Horopaki | Background

On 11 April 2018, Council resolved to initiate the formal review of the reserve management plan for the Waharoa (Matamata) Aerodrome. Council proceeded to notify its intention in accordance with the Reserves Act 1977 and suggestions were sought between January and February 2019.

Twenty-four submissions were received, and further feedback was provided by the public and mana whenua at a public information morning, a meeting organised by members of the Walton community on 27 February 2019 and a hui held on 17 December 2018. The submissions highlighted a range of issues and opportunities that were summarised in a report to the Committee on 21 March 2019.

Drafting of the management plan was delayed as a result of Covid and the need to further explore land status, the Reserves Act gazettal and classification options and options to respond to Ngāti Haua's concerns and aspirations. This work has now been completed.

The Ngāti Hauā Claims Settlement Act 2014 appears to have assumed that all parcels comprising the aerodrome have been reserved and classified under the Reserves Act 1977; that a reserve management plan under the Reserves Act framework should apply to the aerodrome; and that any review of the plan should follow the process prescribed by the Reserves Act. Investigations confirmed that only one of the five parcels is held as a unclassified reserve under the Reserves Act. The remaining four parcels are held under the Local Government Act (Attachment A).

Council has the ability, under the general provisions of the Local Government Act 2002 (LGA), to produce a management plan for any land it manages that is not a reserve under the Reserves Act, however it cannot enforce the Reserves Act over land that is not technically a reserve. Declaring and classifying the relevant parcels as Local Purpose (Aerodrome) Reserve would ensure they have consistent legal status and that the Reserves Act and a reserve management plan under that Act would be enforceable over the land. Declaring and classifying the land as Reserve would not be in conflict with the Ngāti Hauā Claims Settlement Act 2014.

Ngā Take/Kōrerorero | Issues/Discussion

Reserve Management Plan

Xyst Ltd were contracted by Council to review the RMP but as noted this was delayed for various reasons following the initial notification of Council's intention to review the current RMP.

The following steps are required to complete the review:

- Prepare the Draft RMP
- Engage with Ngāti Hauā Iwi Trust and Raungaiti Marae Trust and Matamata Aerodrome User Group (MAUG) to inform the Drafting phase
- Seek approval to notify the Draft RMP
- Notify the Draft plan for 2 months and hold a hearing if submitters wish to speak to their submissions, and
- Seek final approval of the RMP.

A proposed programme to complete these steps is set out in Attachment B.

Masterplan

Several substantial changes to the layout of activities on the 5 parcels comprising Waharoa Aerodrome have been discussed with the Committee, the MAUG and Raugaiti Marae Trust. MAUG has previously presented a development plan for the aerodrome which proposed developing hangars along Jagger Road. Council has been working with Raungaiti Marae Trust for some time on the options to address their entrance and parking concerns and aspirations.

Staff recommend that a masterplan be prepared alongside the RMP as a standalone non-statutory document to provide a high-level spatial framework to guide implementation of developments identified in the Draft RMP. The masterplan would include an aerial photograph and/or maps showing and describing the key developments as well as a recommended staging plan and high-level costing. Completing this at the same time as the Draft RMP will help inform discussions on the Draft RMP, save time and budget on consultation and engagement, and inform implementation of the RMP when adopted.

The proposed programme set out in Attachment B includes the required steps and timeframes to prepare the masterplan. The timeframe is however dependent upon resourcing.

Classifications

It is recommended that a decision on gazetting and classifying the five parcels under the Reserves Act 1977 be made through the RMP review process. If gazettal and classification is recommended, staff recommend that this be carried out in accordance with the Reserves Act 1977 soon after the final RMP is approved.

Delegations

The functions of the Waharoa (Matamata) Aerodrome Committee, as set out in the Ngāti Hauā Claims Settlement Act 2014, are to:

- make recommendations to Council in relation to any aspect of the administration of Waharoa Aerodrome land;
- make final decisions on access and parking arrangements for the Waharoa Aerodrome land that affect Raungaiti Marae;
- perform the functions of the administering body under section 41 of the Reserves Act 1977 in relation to any review of the reserve management plan that has been authorized by Council; and
- perform any other function delegated to the committee by Council.

To be able to more quickly progress the RMP, masterplan and classifications and reduce resourcing requirements associated with reporting to the Committee and Council, staff recommend that delegations be sought from Council for all of the necessary functions associated with these workstreams. Staff consider that this aligns with the intent of the Ngāti Hauā Settlement Act 2014 and is provided for in the Reserves Act 1977 and Local Government Act 2002.

Mōrearea | Risk

Risk Description	Current Residual Risk Rating	Current Treatments	Planned Additional Treatments
Concerns about delays in the RMP	Medium	Decision in 2022 to grant new hangar leases for expired leases through until 2026 in order to provide greater certainty for lessees.	RMP update on website and in media. Hui with MAUG prior to DRAFT RMP being notified for feedback. Email to previous submitters updating them on current status and next steps. Request delegation to be able to progress review more quickly. Resourcing for external consultants to complete the workstream.
Users and lessee concerns about impacts of decisions made	Medium	Engagement with MAUG in early stage of the review.	Hui with MAUG prior to DRAFT RMP being notified for feedback.

through the RMP and masterplan.			Public notification of the DRAFT RMP and masterplan for 2 months. Hearing if requested by submitters.
MAUG and user concerns about delegations to the Committee	Medium	Clearly-defined delegations related to the proposed work streams.	Outline rationale for delegations to WMAC and users through hui.
Raised expectations about Council's role in funding implementation of all aspects of the masterplan.	Medium	Clarity on the purpose and scope of the masterplan.	Communication with all parties to clarify that decisions on Council's contribution to funding the implementation of the masterplan will be made through Council's Long Term Plan and Annual Plan processes. Discussions with MAUG, lessees and Raungaiti Marae Trust on their contribution to the implementation of the masterplan and alternative funding sources.
Mana whenua capacity to contribute to the preparation of the DRAFT Plan within proposed timeframes.	Low	Hui with 17 December 2018 at Raungaiti Marae.	Work closely with iwi representatives on the Committee to understand best engagement approach. Work closely with Ngāti Hāua Iwi Trust and Raungaiti Marae Trust in developing the DRAFT RMP and masterplan.

Ngā Whiringa | Options

Option	Advantages	Disadvantages
<p>Option 1:</p> <p>Do nothing, that is, do not progress the review of the RMP, the development of a masterplan or classifications.</p>	<ul style="list-style-type: none"> No staff or other Council resources required. 	<ul style="list-style-type: none"> No strategic plan to guide future development of the aerodrome may result in inappropriate and inefficient use of land and lack of certainty for all parties. No community input into future development of the aerodrome. Risks to relationships with mana whenua, key stakeholders and community members that have been involved in the project to date.
<p>Option 2:</p> <p>Approve proposed work</p>	<ul style="list-style-type: none"> Proposed process provides for mana whenua, key stakeholders and community to have input into the RMP 	<ul style="list-style-type: none"> This requires staff and Council resources. There is currently insufficient operating

<p>programme to complete the review of the RMP, develop a masterplan.</p>	<p>and masterplan.</p> <ul style="list-style-type: none"> ▪ <i>Completing the RMP will enable Council to develop the aerodrome strategically and communicate decisions to mana whenua and key stakeholders.</i> ▪ <i>Completing the masterplan will enable discussions and decisions about key developments to be progressed to enable quicker implementation of the RMP once adopted.</i> ▪ <i>The RMP and masterplan will be finalised prior to final decisions on the 2024-34 Long Term Plan.</i> 	<p><i>budget for this work.</i></p>
<p>Option 3: Approve an alternative work programme to first gazette and classify the land and then complete the review of the RMP and develop a masterplan.</p>	<ul style="list-style-type: none"> ▪ <i>The RMP once developed would be immediately enforceable under the Reserves Act.</i> ▪ <i>Proposed process provides for mana whenua, key stakeholders and community to have input into the RMP and masterplan.</i> ▪ <i>Completing the RMP will enable Council to develop the aerodrome strategically and communicate decisions to mana whenua and key stakeholders.</i> ▪ <i>Completing the masterplan will enable discussions and decisions about key developments to be progressed to enable quicker implementation of the RMP once adopted.</i> 	<ul style="list-style-type: none"> ▪ <i>It would be starting a new public consultation process before completing the initiated review of the RMP and ahead of direction being provided through the RMP on which land to gazette and classify.</i> ▪ <i>The RMP and masterplan would probably not be finalised prior to final decisions on the 2024-34 Long Term Plan.</i>

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

Consistency with the Long Term Plan / Annual Plan

This project has not been identified in Council’s Long Term Plan or Annual Plan 2023/2024.

Impact on Significance and Engagement Policy

The Aerodrome is identified as a strategic asset. The preparation of the Draft RMP and the masterplan are proposed to both have public consultation that is in line with Council’s Significance and Engagement Policy.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

The proposed timeframes for public notification of the Draft RMP are set out in Attachment B. The timeframes are dependent on resourcing including budgets. Communication will include a public notice in local newspapers, media releases, information on Council's Have Your Say webpage and direct correspondence with submitters, mana whenua and key stakeholders

Ngā take ā-lhinga | Consent issues

Consenting requirements for approved developments identified in the RMP and masterplan will be explored through the development of these documents.

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: Connected infrastructure

Community Outcomes:

- Infrastructure and services are fit for purpose and affordable, now and in the future.
- Quality infrastructure is provided to support community wellbeing.

Theme: Healthy communities.

Community Outcomes:

- We encourage the use and development of our facilities.
- We encourage community engagement and provide sound and visionary decision making.

Theme: Environmental sustainability.

Community Outcome:

- Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.

Theme: Vibrant cultural values.

Community Outcome:

- We value and encourage strong relationships with Iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.
- Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

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

The cost of completing the RMP review is estimated to be approximately \$70,000. Preparing a masterplan at the same time is estimated to cost an additional \$22,000. The cost of classifications is estimated to cost a maximum of \$9,000 and may be substantially less if public notification isn't required.

Traditionally RMPs are funded from the Community Facilities and Properties Asset Management Operational Budget. This budget has been significantly reduced and the Aerodrome RMP and associated workflows will be a significant expense. The 2022/23 budget is almost spent and the

2022/23 budget is not enough to cover the likely costs associated with this project. Council will therefore need to consider allocating additional operating budget towards the project. Council would need to either identify an alternative funding source (e.g. from a special fund) or to consider extending the timeline to allow additional budget to be provided via the next Long Term Plan.

Ngā Tāpiritanga | Attachments

- A. Attachment A - Parcel details
- B. Attachment B - Indicative Timeline

Ngā waitohu | Signatories

Author(s)	Mark Naudé Parks and Facilities Planning Team Leader	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 Annual Plan 2023/24 and Policy/Bylaw Consultation Update

CM No.: 2722232

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.

In addition to the above, Council is also required to prepare an Annual Plan every year when a Long Term Plan 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 Long Term Plan (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 Long Term Plan. 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 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 Waharoa (Matamata) Aerodrome Committee (Committee) members with an update on the policy/bylaw consultation. A further update will be provided to the Committee following the conclusion of the Annual Plan consultation process.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: R Kaukau

Seconded by: Cr K Tappin

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 and decision-making on the above was due to occur 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.
- h) 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 and is not a document that binds licensing decisions.

Following the consultation process on the draft LAP, and should Council wish to continue to develop such a policy, the Sale and Supply of Alcohol Act 2012 requires Council to publically advertise the provisional policy. At this stage, 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	- Supermarkets and Grocery Stores 7:00am to 11:00pm

	- All other off-licensed premises: 9:00am to 9:00pm
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- **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 our 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 includes 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 identifies 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 Long Term Plan 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 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 Committee 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.

Question 1: Do you agree with the policies for on-licensed premises (e.g. cafes, restaurants, pubs)?			
Yes – 15 (33.3%)	No – 17 (37.8%)	I'm not sure – 6 (13.3%)	No answer selected – 7 (15.6%)
On-Licensed premises easier to	No more on-licences should be issued - 7	Venues should not be restricted to the	Need stronger controls for alcohol supply in the

<p>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>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>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>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>
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Question 2: Do you agree with the policies for off-licensed premises (e.g. supermarkets, bottle stores, grocery stores)?

Yes – 9 (20.0%)	No – 28 (62.2%)	I’m not sure – 2 (4.4%)	No answer selected – 6 (13.3%)
<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>

Question 3: Do you agree with the policies for club licensed premises (e.g. RSAs)?			
Yes – 26 (57.8%)	No – 2 (4.4%)	I’m not sure – 11	No answer selected – 6

		(24.4%)	(13.3%)
<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>

Question 4: Do you agree with the policies for special licences (e.g. events)?			
Yes – 25 (55.6%)	No – 2 (4.4%)	I'm not sure – 10 (22.2%)	No answer selected – 8 (17.8%)
<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>

2. Solid Waste Management and Minimisation Bylaw

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

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

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

Question 3: Do you think the proposed construction site value (\$500,000) for requiring a construction site waste management plan is about right?		
Yes – 4 (30.8%)	No – 8 (61.5%)	I'm not sure – 1 (7.7%)
<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>	

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?		
Yes – 5 (38.5%)	No – 7 (53.8%)	I'm not sure – 1 (7.7%)
Support the licencing system - 1	<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>	

Question 5: Do you have any other comments you'd like us to consider about the Solid Waste Management and Minimisation Bylaw?
<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> <p>Need to adopt a Te Ao Māori approach to Papatuanuku and Council should work closely with local iwi around waste minimisation – 1</p> <p>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</p>

3. Draft Speed Management Plan

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

Question 1: Do you agree with our approach to managing speed outside and around schools within the district?

<p>Yes – 47 (69.1%)</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 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>No – 15 (22.1%)</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 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>	<p>I’m not sure – 3 (4.4%)</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>No answer selected – 3 (4.4%)</p>
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<p>Question 2: Do you agree with our approach to managing speeds outside marae within the district?</p>			
<p>Yes – 31 (45.6%)</p> <p>Suggestion to lower speeds outside particular</p>	<p>No – 15 (22.1%)</p> <p>Could temporary speed limits be used when there</p>	<p>I’m not sure – 16 (23.5%)</p> <p>Not sure what the concerns are – 1</p>	<p>No answer selected – 6 (8.8%)</p> <p>Suggestion to lower speeds outside particular marae – 1</p>

<p>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 deaths/accidents – 1</p>	<p>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>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>	
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<p>Question 3: Do you agree with our approach to managing speeds in town centres within the district?</p>			
<p>Yes – 38 (55.9%)</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>No – 18 (26.5%)</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>I'm not sure – 8 (11.8%)</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</p>	<p>No answer selected – 4 (5.9%)</p> <p>Suggestion to reduce speeds in particular areas – 1</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 CBDs – 1</p> <p>Changes should be supported with data from accidents – 1</p> <p>Excessive speed observed is a concern – 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>(30km) to avoid confusion and reduce costs – 1</p> <p>Need for formal pedestrian crossings rather than ‘courtesy crossings’ - 1</p>	
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Question 4: Do you support our draft Speed Management Plan in general?				
<p>Yes – 23 (33.8%)</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</p>	<p>No – 13 (19.1%)</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</p>	<p>Changes are required for me to support it – 24 (35.3%)</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</p>	<p>I’m not sure – 5 (7.4%)</p> <p>The current speed limits should be enforced – 1</p>	<p>No answer selected – 3 (4.4%)</p> <p>Suggestion to reduce speeds in particular areas – 1</p> <p>Suggestion to add safety improvements where practical such as making areas</p>

<p>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>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 safety on our roads – 1</p> <p>Suggestion to add safety improvements where practical such as lights and traffic islands– 1</p>	<p>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>Known accident ‘hot spots’ should be included, not just marae, schools and town centres – 1</p> <p>The plan will only be effective if it is enforced – 1</p> <p>Reduce speed on roads entering and exiting a marae to 50km – 1</p> <p>Reduce speeds to consistent speed (40km) for whole CBD - 1</p>		<p>pedestrian/cycle only – 1</p>
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4. Fees & Charges 2023/24

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

Question 1: Do you agree with the proposed changes?			
Yes – 6 (30%)	No – 12 (60%)	I'm not sure – 2 (10%)	No answer selected - 0
<p>Do not agree to remove overdue fines for libraries – suggestion to have a 50% discount if returned within 30 days – 1</p> <p>Agree with the proposal to remove overdue fines for libraries – 1</p>	<p>Agree with the proposal to remove overdue fines for libraries – 1</p> <p>Do not agree with rubbish bin fee waiver – 1</p> <p>Do not agree to charge for rubbish through rates – where is the incentive to reduce waste?/education through schools is required – 2</p> <p>What about residents who already pay for their rubbish collection have to pay for removal of rubbish in their rates? - 1</p> <p>Do not agree to remove overdue fines for libraries – concerned that items will 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>Do not agree to having to pay for rubbish removal whilst also paying for rubbish bags – 1</p> <p>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</p> <p>Some fees should be lifted in certain areas, eg. campground fees and hireage of meeting rooms - 1</p>	

5. Policies on the Remission and Postponement of Rates

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

Question 1: Do you agree with the proposed changes?		
Yes – 4 (36.4%)	No – 5 (45.5%)	I'm not sure – 2 (18.2%)
<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 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 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 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>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 new schedule for kerbside collection - 1</p>

At the time of writing this report, Council was still to hold deliberations and decision-making on the above policies and documents. A further update will be provided to Committee members to confirm the decisions made.

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.

A territorial authority that has a local alcohol policy must review it, using the special consultative procedure:

- a) No later than 6 years after it came into force; and
- b) No later than 6 years after the most recent review of it was completed.

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 Long Term Plan 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 Long Term Plan.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Consultation was undertaken as per the below timetable:

Process	Date
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).	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 Eumonia (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

Ngā waitohu | Signatories

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

8 Ngā Pūrongo Whakamārama | Information Reports

8.2 Raungaiti Marae entranceway

CM No.: 2722202

Rāpopotonga Matua | Executive Summary

At recent meetings Co-Chairperson Mokoro Gillett advised that he has had discussions with Waka Kotahi regarding potential safety improvements in relation to the Raungaiti Marae entranceway. Waka Kotahi advised they would look into short term options and come back to the Marae with an update. Co-Chairperson to provide an update on those discussions.

In November/December 2022 Waka Kotahi announced a Draft Interim State Highway Speed Management Plan which included potential changes to the speed limit outside the Raungaiti Marae. This committee made a submission to this process in general support of the changes and this is attached to this report.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The committee request staff progress interim measures to improve car-parking where possible and acknowledge the input from the users.

Resolution number /2023/00005

Moved by: Co-chair M Gillett

Seconded by: Cr K Tappin

KUA MANA | CARRIED

ATTACHMENTS

A Potential Marae parking configuration on Aerodrome land - 1 June 2023

Horopaki | Background

The issue of the Raungaiti Marae Entranceway has been discussed at each of the Committee meetings since its inception in 2014. Below is a summary of previous discussions and work drafted to assist in these discussions.

Alongside entranceway safety issues, it has been identified that there is not enough parking available for the Marae at times.

A preliminary study on the options of upgrading the entranceway and parking was completed and presented to the Committee on 28 May 2015, with further discussion at its August and November meetings.

At the August 2015 meeting committee members requested that staff further investigate option 1 - Parking on the north side of the proposed access road. As an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed. It was decided that the option of shifting the power pole next to the entrance way should be investigated. Priority was to be given to the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entranceway for Committee members to view in February 2016. The marking of the entranceway and a site visit for Committee members was completed in February 2016. At the meeting in April 2016 Gary Thompson, Te Kaiwhakarite from Community Waikato also attended to

assist with questions and discuss resources and support available in regards to funding opportunities.

This issue was considered by the Committee at each of the 2017 meetings. Discussion at the November 2017 meeting indicated Wharekai funding/feasibility study options are being investigated and consideration was being given to erecting an archgola over possible concrete apron beside the wharekai which will give a big covered area. The carpark options are being included in this study.

State Highway 27 adjoins the Raungaiti Marae entranceway. The latest measured traffic volume is 9,157 Average Daily Total (ADT) with a 20% of the volume being heavy vehicles. The speed limit in the vicinity of the Marae vehicle crossing is 100 km/h.

The road marking on the pavement in the surrounding area is marked for two single lanes, one in each direction, there is a marked right-turn bay for northbound traffic to enter the Marae and widening of 2.8m on the east side to allow left- turning traffic to turn into the Marae and be clear of south-bound traffic.

The access to the Marae building and other buildings is a narrow unsealed vehicle crossing off SH 27 on the southern boundary of the Waharoa (Matamata) Aerodrome. This crossing is not wide enough for use by more than one vehicle at the same time.

The existing vehicle crossing is narrow and does not comply with current Matamata-Piako District Council and NZ Transport Agency standards. The current entranceway is not suitable to allow for safe entry of traffic to the busy State Highway. There is also limited parking available on the site.

If the vehicle crossing is to be made safer, it has been recommended that the crossing be widened to allow for a separate entry and exit. The entranceway is also required to be sealed. Minor changes will also need to be made to the marking on SH 27. This involves the relocation of the right turn bay by some 4m to the north and deleting part of the painted median north of the crossing.

Separating the entrance and exit will allow right turning traffic to enter the property while a car is waiting to exit, a traffic movement which cannot occur with the present vehicle crossing.

A number of parking options were presented to the committee in May and August for their consideration and further discussed at the November meeting in 2015:

- Parking on the north side of the proposed access road

This area has a road length of 95m but about 74m are clear of any buildings. This can be set up for 45-degree parking (the usual angle) and 74 m can produce 20 carparks. This does require land from the Aerodrome Reserve to be utilised for the parking and access way.

- Parking on the north side of the existing road

This can be up to 74m in length and would accommodate 20 carparks. This length of parking involves fence relocation and tree stump removal this would also require land to be utilised from the Aerodrome Reserve.

- Parking on the south side of the existing road

There is a grass berm of about 7.4m wide between the Marae main building and the end of the fence that runs past the church. This berm would be reduced to 5.4m if the existing road was widened. This berm is some 55m length which can be set up for 45-degree parking and can cater for 15 carparks.

- Parking on the west side of State Highway 27

This would be the cheapest option but only provide 8 carparks. This requires the existing road berm to be used for parking and the underpass used to cross the State Highway.

- Parking by the church fence

Mentioned above is an internal road that is parallel to the highway. The distance between the boundary fence and the fence by the church is 13.3m of which there is about 6m of grass between the road and the church fence. This area is some 55m long which can be set up for 15 angle carparks. One negative with this option would be the manoeuvring and would need to be considered further.

- Soaring Centre alternative – parking along the state highway

At its meeting on 28 May, the Committee indicated that option one was the preferred option with consideration of moving two power poles which obstruct view for safety of vehicles exiting.

Following this staff undertook further consultation with Aerodrome users on the viability of this option as recommended in the previous report. The Soaring centre has advised that the proposed layout would block the glider exit and manoeuvring area at the rear of the closest large hangar. In order for this layout to be successful the area available for parking would need to be shortened to stop at the edge of the smaller square hangar, reducing the number of car parks that would be available with this design.

The Soaring Centre suggested an alternative option of parking along the front boundary of the aerodrome, staff advised that this option was unlikely to be acceptable to NZTA, this was confirmed at the November Committee meeting.

Ngā Take/Kōrerorero | Issues/Discussion

At the August meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road. As an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed. It was decided that the option of shifting the power pole next to the entrance way should be investigated. Priority was to be given to the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016.

Preferred option – Parking on the north side of the marae entrance

Staff prepared a further plan and estimate based on the preferred option identified at the August Committee meeting. Maps and cost estimates were provided in November 2015 for consideration.

The proposal shows the reduced parking area to allow continued manoeuvring of aircraft in the adjacent hangars and the fencing is set back approximately 2 metres from the nearest hangar to ensure that this area can still be accessed for maintenance.

In order to reduce costs, the proposal does not include a splitter island or any road markings directing vehicles (other than the vehicle entrance) or parking layout. This would mean that the parking area will be 'open' and parking configurations managed by the Marae as they do now with their current parking spaces.

Shifting the power pole

As requested at the August 2015 meeting, Staff contacted PowerCo and Northpower regarding the options and costs for shifting the power pole to improve the sight lines for vehicles turning right out of the Marae entranceway. This option plus costs were discussed by the committee in 2016,

however the cost was viewed to be prohibitive when weighed against the small benefits in sightline improvement gained from shifting the power pole.

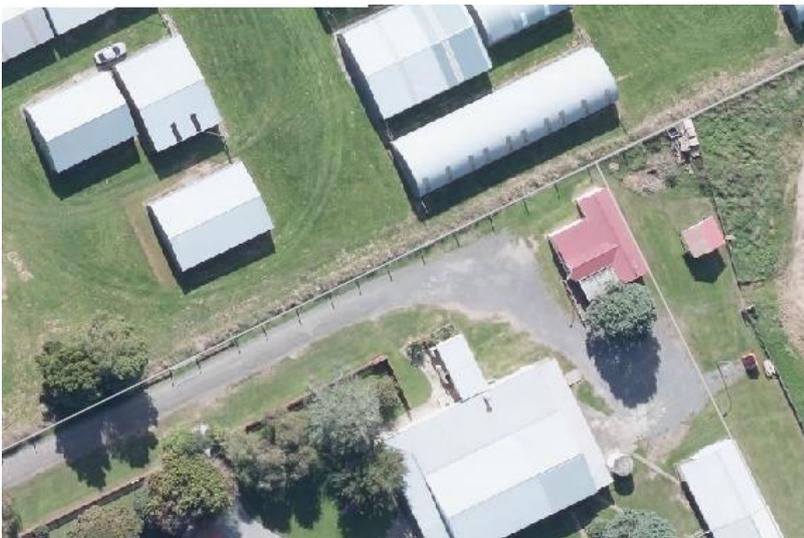
Underpass

It is understood that the main barriers for use of the underpass are lighting and water that pools in the underpass. Vandalism has caused most of these issues. Council's records show that the underpass was built in approximately 1997, with the contract being managed by Council. It is Council's understanding that once built the underpass would become an NZTA asset and the marae would be responsible for the maintenance and operating costs of the underpass (i.e. power).

Ngā Whiringa | Options

The Committee could continue with the preferred option or consider an alternative option.

At the site meeting held prior to Christmas in 2018 it was discussed that the parking on the northern side of the road is still the preferred site, but the request was to extend the identified area in the Aerodrome Reserve further to the east to provide additional parking and manoeuvring.



The existing concept plan indicated that the area was up to 74m in length and would accommodate 20 carparks. To extend the area further to the east, the width would have to be reduced as the next Hangar is located further towards the fence and requires manoeuvring to be used.



It is not sure how this additional area would tie in with regards to the current parking proposal of angled parking.

Analysis of preferred option

There are no preferred options.

Legal and statutory requirements

If some of the land from the Aerodrome is to be used for a new access way or car parking, a legal agreement would need to be developed to formalise this matter.

Hangars 8, 12A and 12B have a lease until mid-2024, any discussion (if contemplated by the committee) with the leaseholders on shifting the sites of these hangars would need to be carefully considered to ensure Council's legal, planning, communication and other obligations were met.

Impact on policy and bylaws

There is no impact on policies or bylaws

Consistency with the Long Term Plan / Annual Plan

This project has not been identified in Council's Long Term Plan or Annual Plan 2017/18

Impact on Significance and Engagement Policy

The Aerodrome is identified as a significant asset and therefore any formal or legal agreements around the land would have to be carefully considered and may require further consultation.

Communication, consultation and decision making processes

Initial informal consultation has been completed with Waka Kotahi around the entranceway and State Highway requirements but any final design to the entranceway and State Highway would need to be formally approved by Waka Kotahi.

The committee may wish to undertake further consultation with stakeholders from both the Aerodrome users group and the Marae prior to settling on a final option.

Ngā take ā-lhinga | Consent issues

A Resource Consent is required for parking and changing the vehicle entrance way. Advice from the Council Planners is as follows:

The activity of providing parking for a Marae within the subject property triggers resource consent under the following rules:

- 2.2.6.3 – Marae, Wharenui and housing developments where there is no Iwi Housing and Marae Development Plan or where the development is not in accordance with an approved Plan = Discretionary activity
- 2.2.7.2 – Activities (excluding buildings) on public reserves not provided by a Management Plan approved under the Reserves Act 1977, or by a Conservation Management Strategy under the Conservation Act 1987, or where there is no Management Plan = Discretionary activity.

The proposed vehicle entrance is unable to comply with the minimum separation distances required between other crossings and intersections. Therefore, the following rule is applicable:

- 9.1.2(ii)1.4 - An existing vehicle crossing that changes in character, scale, or intensity of use or a new vehicle crossing:
 - Meeting the performance standards in 9.1.2(iii)(a)(i)–(iv); and:
 - There is no location anywhere along the site's frontage where the performance standards in 9.1.2(iii)(a)(v) can be met; and:
 - The vehicle crossing is not associated with a new subdivision.

It is assumed that the final layout of the parking area will demonstrate compliance with the minimum dimensions in the Development Manual in respect of the individual parking spaces and manoeuvring areas.

Potentially affected parties:

- NZTA in respect of the entranceway and potential traffic safety/efficiency effects.
- MPDC as the requiring authority for the designation. Approval is required from the requiring authority to undertake an activity not provided for under the designation.
- Occupiers of the two aerodrome sheds located directly adjacent to the new parking area. It is noted that additional aerodrome occupiers may be identified once final plans are provided and a site visit has been undertaken.

Timeframes

No timeframes have been discussed by the Committee.

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

Estimated costs for the preferred option have been summarised below excluding GST. It should be noted that these estimates were prepared in 2015 and are out of date. A reasonable contingency should be added to all estimates to address this point (eg 20%).

Project options	Entrance way and parking	Entrance way only	Parking only	Resource Consent	Total
One project	55,792	-	-	2,000	57,792
Staged project	-	38,676	28,077	2,000	68,753
Vehicle entrance only	-	38,676	-	2,000	40,676

Project costs

These have been broken down in to the following two options:

- Completing the entrance and parking work as one project
- Staging the project, with completing the vehicle entrance way first and the parking as a subsequent project

Committee members should note:

- Prices are exclusive of GST
- Prices are estimates only, based on the best information Council staff have at this time, actual costs would not be known until the project was tendered.
- Estimates were calculated in October/November 2015. Costs may increase over time and if the project does not proceed for any length of time revised estimates should be sought.

Estimated costs to complete the entrance and parking work as one project

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing (Removal of 600 mm dia. tree stumps-15 Nos, and Removal of trees (450mm dia. 1 No, 400mm dia. 4 Nos, 300mm dia. 1 No)	LS	1	18000.00	18000.00
	Relocate the existing fence as indicated on the drawing	m	80	25.00	2000.00
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	250	15.00	3750.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m ³	15	20.00	300.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	154	45.00	6930.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	110	100.00	11000.00

8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	70	10.00	700.00
8.2	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	665	3.00	1995.00
9.0	Other Services				
9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00
9.3	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.4	Preliminary and General	LS	1	5000.00	5000.00
9.5	Contingencies	%	10	46175.00	4617.50
Improvements to Marae Entrance (excluding GST)					55,792.50

Staging the project Stage 1 – vehicle entrance

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing including Removal of tree stumps-600mm dia.- 4 Nos, 900 mm dia.- 9 Nos and 1200mm dia.-10 Nos, and Removal of trees 600mm dia.-2 Nos, 400mm dia- 4 Nos & 300mm dia.-1No	LS	1	16500.00	16500.00
5.2	Relocate the existing fence as indicated on the drawing. Rate shall include the cost of additional material if required.	m	80	25.00	2000.00
6.0	Earthworks				
6.1	Excavation for the entranceway. Cut to waste.	m ³	74	20.00	1480.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	42	70.00	2940.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	32	120.00	3840.00
8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	210	15.00	3150.00
9.0	Other Services				

9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.3	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	4250.00	4250.00
9.4	Contingencies	%	10	35160.00	3516.00
Improvements to Marae Entrance (excluding GST)					38,676.00

Staging the project Stage 2 – parking

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing	LS	1	1000.00	1000.00
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	184	20.00	3680.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m ³	10	20.00	200.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	111	70.00	7770.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	83	120.00	9960.00
8.0	Sealing				
8.1	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	555	3.00	1665.00
9.0	Other Services				
9.1	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00
9.2	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	750.00	750.00
9.3	Contingencies	%	10	25525.00	2552.50
Construction of Additional Parking Space (excluding GST)					28,077.50

Power pole costs

The total estimated cost for works to shift the power pole is approximately \$18,696 excluding GST. Usually when shifting poles Power Co funds the cost of materials for the work. Powerco sent through a letter of offer (circulated at the November 2015 meeting) setting out the contribution that would need to be made to shifting the power pole of \$12,697 excluding GST which would need to be funded.

Resource consent costs

The Resource Cost costs of Council are approximately \$1,500 and unlikely to exceed \$2,000. However this is on the basis that all affected party written approvals are obtained and no further information is required. If affected party approvals cannot be obtained then costs will be greater than this, as the consent would potentially need to be limited notified, and if affected party agreement cannot be reached a hearing on the consent application would need to be held.

ii. Funding Source

Council

Council does not have any funding for this project identified for this project. As part of the settlement negotiation there was no agreement on who would have responsibility for funding for this project. Council has contributed in kind, with staff time preparing plans and estimated of costs for this project.

Council recently consulted on its Long Term Plan – further details are set out in a separate report to the Committee, the Ngāti Haua Iwi trust made a submission to this process however no funding was specifically sought for the Marae entranceway and parking arrangements.

Council Resource Consent Grant

Council has set aside funding to assist non-profit community organisations to fund the costs of resource consent applications. The Ngāti Haua Iwi Trust may be eligible to apply for funding from this grant to assist with resource consent costs.

Applications can be made at any time, with a maximum of \$5,000 to be granted to each community group per project. The funding only covers the costs associated with Council fees to process resource consents. Any reports or consultants fees that the community group incurs as part of preparing their application will not be covered by the grant.

The group must be a non-profit community organisation and should:

- have a high ratio of volunteers to paid employees
- have a high degree of public access to the organisation
- primarily be funded from grants, donations, subscriptions or similar and not from fees, charges or funding from central government

Applications must meet the following criteria:

- the resource consent application must be for an activity within the Matamata-Piako District
- the project must have no commercial aspect, and must clearly demonstrate community benefit
- the group must have a business plan setting out in sufficient detail the proposal, timeline, long-term plans, confirmed and potential funding sources and any other relevant information for the project.

Lotteries

Council staff have also identified a Lottery Marae Heritage and Facilities grant (Te Tahua Marae Tuku Iho Me Nga Whakaurunga).

Some funding is potentially available for car parking and fencing that meet the rest of the funding criteria. However, the Lottery Marae Heritage and Facilities Committee does not fund carparks

and roading outside the land boundary on which the project is situated, and groups are expected to source at least 1/3 funding themselves.

Further information on the above and other lotteries grants can be found at <http://www.communitymatters.govt.nz/Funding-and-grants---Lottery-grants---Lottery-Marae-Heritage-and-Facilities>

Community Waikato

Community Waikato was established to provide practical support to social services organisations. Its work is the provision of capability and capacity strengthening services. Community Waikato works with and for tangata whenua, community and voluntary social service, health, education, disability, community development, culture & heritage, and environmental organisations in the Waikato region.

The Advisory team provides one-to-one advice, support and information on governance, management, strategic and operational planning, employment, resource development, legal structures, policy development, financial systems and funding, planning new services, projects and events and the myriad of other issues that come up for community groups. It tailors support and training to fit the needs of the organisations. We work with management and staff, volunteers and/or the board.

Gary Thompson, Te Kaiwhakarite for Community Waikato was invited to join the committee members to discuss the resources and support Community Waikato may be able to offer the Marae.

Gambling charity grants

Grants may also be available from the following organisations that operated within the Matamata-Piako District:

- Grassroots Trust Limited
- New Zealand Community Trust
- Pub Charity Limited
- The Lion Foundation

Trust Waikato

Trust Waikato donates money to community organisations and projects that focus on welfare, sport, recreation, youth, art, culture, and the environment, for the benefit of people in the Waikato region. Funding may be available from the trust to assist with costs. Further information can be found at <http://www.trustwaikato.co.nz>

Ministry of Culture and Heritage

The Regional Culture and Heritage Fund (the RCHF) replaces the Regional Museums Policy for Capital Construction Projects (the RMP). The RCHF eligibility criteria are sufficiently broad to enable the Fund to benefit a range of cultural organisations throughout New Zealand: in the broader art gallery and museums sector (including iwi museums/whare taonga), the performing arts, and the heritage sector.

The RCHF's focus is capital projects outside the main centres of Auckland, Wellington, and Christchurch. Applications must relate to arts, culture and heritage facility projects focussed on renovating, restoring, adding to, and constructing buildings in which arts, culture and heritage activities take place. Grants will be for the construction of new buildings and basic infrastructural

redevelopment work to existing buildings which may include permanent/long-lived specialist fittings.

Ngā Tāpiritanga | Attachments

A. Submission to Waka Kotahi

Ngā waitohu | Signatories

Author(s)	Sandra Harris Placemaking and Governance Team Leader	
Approved by	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	

8 Ngā Pūrongo Whakamārama | Information Reports

8.3 District Plan Update

CM No.: 2722544

Rāpopotonga Matua | Executive Summary

The purpose of this report is to update the Waharoa Aerodrome Committee with a summary on the rolling review of the District Plan and changes around Resource Management matters that are relevant to the Waharoa Aerodrome. Kumesh Burr will be present to deliver the update and receive any questions.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number /2023/00006

Moved by: Deputy Mayor J Thomas

Seconded by: Co-chair M Gillett

KUA MANA | CARRIED

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 Tahi) 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.

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.

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.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

8 Ngā Pūrongo Whakamārama | Information Reports

8.4 Community Facilities Operations Update

CM No.: 2722990

Rāpopotonga Matua | Executive Summary

Please see attached Community Facilities Operations Update.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Committee provided feedback to staff to progress the meeting between the hangar owner and committee members Cr K Tappin and Mr Mokoro Gillet regarding the concrete pad and other issues raised.

Resolution number /2023/00007

Moved by: Co-chair M Gillett

Seconded by: Cr K Tappin

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

- A. Community Facilities Operations Update May 2023

Ngā waitohu | Signatories

Author(s)	Sharon Bryant Community Facilities Operations Manager	
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Approved by	Manaia Te Wiata Group Manager Business Support	
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8 Ngā Pūrongo Whakamārama | Information Reports

Waharoa (Matamata) Aerodrome Committee Work Programme 2023

CM No.: 2722198

Rāpopotonga Matua | Executive Summary

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

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number /2023/00008

Moved by: Deputy Mayor J Thomas

Seconded by: R Kaukau

KUA MANA | CARRIED

Horopaki | Background

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

The draft

Ngā Tāpiritanga | Attachments

A. Work Programme 2023 - Waharoa (Matamata) Aerodrome Committee

Ngā waitohu | Signatories

Author(s)	Sandra Harris Placemaking and Governance Team Leader	
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Approved by	Erin Bates Strategic Partnerships and Governance Manager	
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11.18am

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 WAHAROA (MATAMATA)
AERODROME COMMITTEE HELD ON 1 JUNE
2023.

DATE:.....

CHAIRPERSON:.....