

Kaunihera | Council

Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 19 July 2023 at 9.00am.

Ngā Mema | Membership

Manuhuia | Mayor

Adrienne Wilcock, JP (Chair)

Koromatua Tautoko | Deputy Mayor

James Thomas

Kaunihera ā-Rohe | District Councillors

Caleb Ansell

Sarah-Jane Bourne

Sharon Dean

Bruce Dewhurst

Dayne Horne

Peter Jager

James Sainsbury

Russell Smith

Kevin Tappin

Gary Thompson

Sue Whiting

Ngā whakapāha | Apologies

Cr James Sainsbury
Cr Caleb Ansell

Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Governance Support Officer	
Sandra Harris	Placemaking and Governance Team Leader	
Erin Bates	Strategic Partnerships and Governance Manager	7.1
Manaia Te Wiata	Group Manager Business Support	7.1, 7.2
Arshia Tayal	Parks and Facilities Advisor	7.2
Mark Naudé	Parks and Facilities Planning Team Leader	7.2
Barry Reid	Roading Asset Engineer	7.3
Dennis Bellamy	Group Manager Community Development	7.4
Laura Hopkins	Policy Advisor	C2

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Angela Thompson	St Mark's Restoration Group	6	9.00am	9.11am
Eyvonne Knight		6	9.00am	9.25am

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Adrienne Wilcock welcomed everyone and declared the meeting open at 9.01am.

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That an apology from Cr James Sainsbury and Cr Caleb Ansell be received and accepted.

Resolution number CO/2023/00001

Moved by: Cr R Smith

Seconded by: Cr K Tappin

KUA MANA | CARRIED

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

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

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

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

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

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

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

4 Whākī pānga | Declaration of interest

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

5 Whakaaetanga mēneti | Confirmation of minutes

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council

held on Wednesday, 28 June 2023, be confirmed as a true and correct record of the meeting.

Resolution number CO/2023/00002

Moved by: Cr D Horne

Seconded by: Cr S Dean

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

Name	Position/Organisation	Topic
Angela Thompson	St Mark's Restoration Group	<ul style="list-style-type: none"> St Mark's Restoration Project
<p><u>Summary</u></p> <p>Angela Thompson in attendance on behalf of St Marks Restoration Project Group to raise the need for assistance towards repair and maintenance of the Church, details and request for funding assistance towards the Church's 97th anniversary event to be held on Saturday 28 October 2023 in the Te Aroha Domain. Angela also requested council help with the upkeep of the church (outside berm and trees) alongside help from the community. St Mark's holds the Ratus Harris Organ (1 of 10 made by Queen Anne) which has a historical significance to the Church.</p> <p>Mayor Adrienne Wilcock thanked Angela and her peers for taking the time to present to the Public Forum and advised a response letter will be sent.</p>		
<p>ATTACHMENTS</p> <p>A St Marks Restoration Group Request for free use of Domain, & Request for Berm outside Church to be Tidied Up</p>		

Name	Position/Organisation	Topic
Eyvonne Knight		<ul style="list-style-type: none"> Discussion on Public meeting held by Eyvonne
<p><u>Summary</u></p> <p>Eyvonne Knight in attendance to raise concerns to Councillors as an outcome of the Public Meeting held by herself on March 7 2023. Eyvonne performed her Pepeha and gave background information on her heritage before passing around a document folder containing the concerns. The documents have been scanned into Council's record keeping system and can be provided on request. Eyvonne presented the findings of a public meeting to Council.</p> <p>Mayor Adrienne Wilcock thanked Eyvonne for her time to present to the Public Forum.</p>		

The meeting adjourned at 9.22am and reconvened at 9.24am.

7 Pūrongo me whakatau | Decision Reports

7.1 Pride of Place - project direction confirmation Rāpopotonga Matua | Executive Summary

The purpose of this report is to seek Council confirmation on the future direction of the Pride of Place (PoP) project.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council confirms the following approach to progressing the Pride of Place project (Option 4)

(A) By the community for the community action list

B) POP size infrastructure actions list

C) POP connects to already programmed projects action list

Resolution number CO/2023/00003

Moved by: Cr D Horne

Seconded by: Cr R Smith

KUA MANA | CARRIED

7 Pūrongo me whakatau | Decision Reports

7.2 Community Group Leases and Licences Policy Rāpopotonga Matua | Executive Summary

A Draft Community Group Leases & Licences Policy was developed by the former Property Working Party. This policy seeks to: (1) improve efficiency and minimise inconsistencies around occupation agreements with community groups; and (2) provide greater clarity to community groups about the process. The draft policy was discussed and refined at various Council workshops and meetings, most recently on 14 June 2023. The Draft Policy has been applied to all new community group leases and licences since 2016, with generally positive feedback. Council is now asked to formally adopt this policy.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. That the report be received.

2. Council adopts the Community Lease & License Policy (Attachment A).

Resolution number CO/2023/00004

Moved by: Cr S Whiting

Seconded by: Cr D Horne

KUA MANA | CARRIED

7 Pūrongo me whakatau | Decision Reports

7.3 Naming a private access way (Vicarage Lane) off Memorial Rise, Morrinsville Rāpopotonga Matua | Executive Summary

Land developers are required to apply to Council to name public and private roads within subdivisions of size ≥ 6 -lots.

MG Solutions of Hamilton (planning, surveying and architecture consultants – acting as the agent for their client – Maher Limited, the ‘Applicant’) have presented to Council staff a proposal to name a new, private access way to a 6-lot development off Memorial Rise, Morrinsville.

Their research into the site reveals that the original, existing home was built as a vicarage (circa 1910), and therefore the Applicant is keen to use Vicarage Lane as the Preferred, historically significant, private access way name.

A suitable site plan has been included below to support the application. Further historical information has also been added to provide context to naming.

In accordance with 7. *Consultation of the Numbering of Properties, Naming of Roads, Access Ways and Open Spaces Policy (02 October 2019)*, requirements to consult with Mana Whenua do not apply to private access ways.

In accordance (and consistent) with the following sections from the abovementioned Access Ways policy: 8 (k). Criteria for all road and access way names and 10 (a). Private Access Ways:

- The name “Lane” cannot be used for a public road. “Lane” is for private access ways only, and
- The name chosen for an access way must be a ‘Lane’ (e.g. Oaks Lane)

Below is the recommendation and further background to the proposal.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The report be received
2. Council accepts the preferred public road name (Vicarage Lane) for the new, private, 6-lot development off Memorial Rise, Morrinsville.

Resolution number CO/2023/00005

Moved by: Cr S Whiting

Seconded by: Cr K Tappin

KUA MANA | CARRIED

7 Pūrongo me whakatau | Decision Report

**7.4 Local Recovery Manager - Endorsement
Rāpopotonga Matua | Executive Summary**

The Civil Defence Emergency Management Act 2002 at section 30(1) states that a Civil Defence Emergency Management Group may appoint a suitably qualified and experienced person to be a Local Recovery Manager.

The Waikato CDEM Recovery Manager Policy sets out the process for appointing a Local Recovery Manager.

The Waikato Civil Defence Emergency Management Group Joint Committee at its meeting on 19 June 2023 approved the appointment of Ally van Kuijk as a Local Recovery Manager for Matamata-Piako District Council. Council is now required to endorse that appointment for Ms van Kuijk to act as their Local Recovery Manager.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. Council endorse the appointment of Ally van Kuijk as Local Recovery Manager for Matamata-Piako District Council.**

Resolution number CO/2023/00006

Moved by: Cr K Tappin

Seconded by: Cr R Smith

KUA MANA | CARRIED

8 Take Matatapu | Public Excluded

C1 Local Government New Zealand - AGM

C2 Review of Waikato Regional Airport Limited

9.32am The public were excluded.

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

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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

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

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

C1 Local Government New Zealand - AGM

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. .	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

C2 Review of Waikato Regional Airport Limited

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. .	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

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

Resolution number CO/2023/00007

Moved by: Deputy Mayor J Thomas

Seconded by: Cr D Horne

KUA MANA | CARRIED

9.53am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KAUNIHERA | COUNCIL
HELD ON 19 JULY 2023.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: