Kaunihera | Council

Ngā Tāpiritanga – Mēneti | Attachments – Minutes

Attachments – Minutes of a meeting of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on 22 May 2024 at 9:00.

Note: *The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.*

Te Miro MTB Club
Proposal

Retire the snake block
Build purpose built beginner trails suitable for families
Replant in native bush
Cost to ratepayer $0

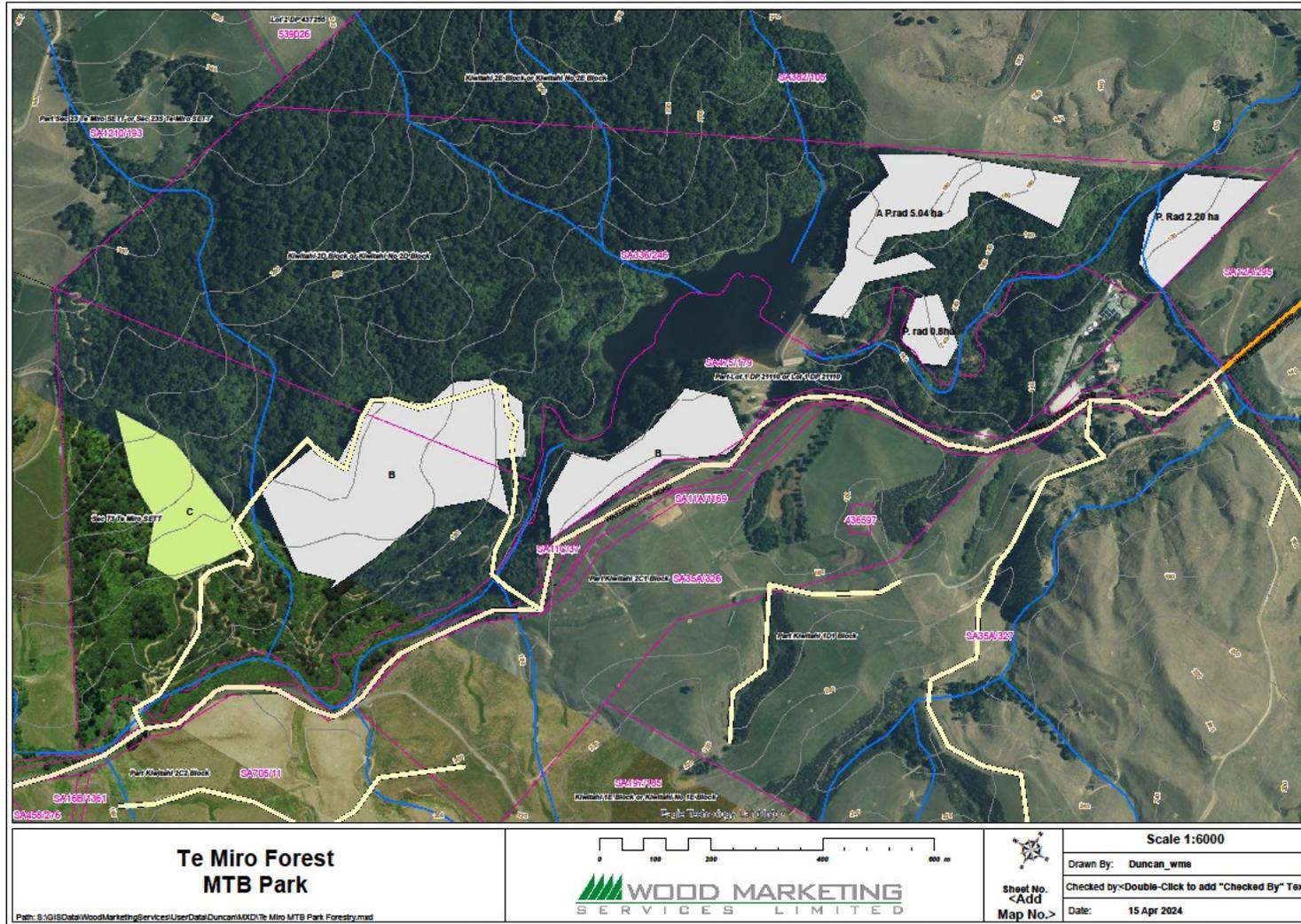**Funding**
Through monetary return of milling trees
Crowd funding
Sponsorship
Trusts
Expected cost $140k

Council backing sought before we pursue any further

Te Miro Forest
MTB Park

Scale 1:6000

Drawn By: Duncan_wms

Checked by:<Double-Click to add "Checked By" Text>

Date: 15 Apr 2024

WOOD MARKETING
S E R V I C E S   L I M I T E D

Sheet No.
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Map No.>

Path: S:\GISData\WoodMarketingServices\UserData\Duncan\MXD\Te Miro MTB Park Forestry.mxd

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Te Miro MTB Club
Proposal

Where to now???

1. Council approval to proceed with concept
   Thank you for your approval
2. MOU between club and Council
3. Establish costs
4. Plan for completion of project
5. Resource consent required
6. Funding

Revised Performance Framework for Final 2024-34 LTP

Key –

- <mark>Yellow ~~strikethrough~~</mark> – measures proposed for deletions as per agenda, 22 May 2024
- **Blue ~~strikethrough~~** – additional measures proposed following Audit NZ feedback

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
Level of Service	**Cemeteries**		
Cemeteries will be maintained to a high standard	Percentage of people who have visited a Council cemetery in the last year who are satisfied/very satisfied with the cemeteries	Annual Customer Survey	
Level of Service	**EPH**		
We will provide housing that meet the needs and expectations of elderly persons housing tenants	Percentage of tenants who are satisfied/very satisfied with the elderly persons housing	Internal Survey.	
Elderly Person Housing will be well utilised	Percentage of elderly persons housing which is occupied.	Internal.	
Level of Service	**Libraries**		
Our library services will be accessible to the community	The total number of visits made by persons/ individuals annually to the district's libraries or virtually (library website, catalogue app, and social media accounts).	Internal.	
Our library services will meet community needs and expectations	Percentage of users satisfied/very satisfied with library services.	Annual customer survey	
Level of Service	**Parks**		
We will provide good quality sports fields to meet the needs and expectations of users	Percentage of users satisfied/very satisfied with sports fields	Annual customer survey	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
We will provide good quality parks and reserves to meet the needs and expectations of users	Percentage of users satisfied/very satisfied with parks and reserves.	Annual customer survey	
~~Our public playgrounds will be safe~~	~~Playground safety will be assessed on a regular basis.~~	~~Internal~~	The current methodology for collecting this information is via paper records, which require manual processing. Playground inspections is a BAU task and it is intended to continue this regardless of the performance measure. The assessment score from the annual safety audit will provide a level of assurance to the community around playground safety (the performance measure below addresses this).
Our public playgrounds will be safe	The assessment score from the annual external safety audit.	Internal. New measure for 2024 LTP.	
Level of Service	**Pools**		
~~Our pool facilities will be fit for purpose and safe~~	~~The number of external safety and quality audits carried out at our SwimZone facilities.~~	~~Internal~~	Swim Zone currently have an external provider Grossart Water Solutions who visit our pool facilities on a monthly basis and provide reports on plant and water testing. There is also microbiology monthly tests carried out by an external provider. Council's aquatics manager also conducts quarterly internal audits. Swim Zone is aiming to gain the pool

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
			safe qualification over the next financial year as another reiteration of quality.
We will provide well maintained pool facilities in the district that meet community needs and expectations	Percentage of users satisfied/very satisfied with pool facilities.	Annual customer survey	
We will promote and encourage our community to use our pool facilities	The number of customers using our pool facilities will be maintained.	Internal. Contact pools for data	
Level of Service	**Toilets**		
Our public toilets will be maintained to acceptable standards	The number of complaints received regarding dissatisfaction with the cleanliness of public toilets.	CRM report	
Level of Service	**Community Venues**		
We will promote and encourage the community to use our community venues	The number of event centre bookings	Internal. New measure for 2024 LTP.	
Level of Service	**Emergency management**		
We will be prepared to assist the community in the event of an emergency	The evaluation of an annual exercise (or Emergency Operations Centre (EOC) activation within 6 months of a planned exercise) as a measure of effectiveness of training.	Internal.	
Level of Service	**Communications and events**		
We will hold and/or support events – providing opportunities for people to connect, learn and reflect on our history	The number of events held and/or supported by Council annually.	Internal.	
We will continue to invest in our digital strategy to improve online services to our customers, achieve	The number of digital enablement projects delivered as identified in the Digital Strategy.	Internal. New measure for 2024 LTP.	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
greater organisational efficiency, and improve access to data			
Level of Service	**Community Leadership**		
Our Mayor and Councillors will demonstrate commitment to the democratic process	Attendance rate of Mayor and Councillors at ordinary Council meetings.	Internal. New measure for 2024 LTP.	
We will involve Tangata Whenua with Mana whenua status in the decision making process	Percentage of Te Manawhenua Forum mō Matamata-Piako Forum members who complete the survey are satisfied/very satisfied that Tangata Whenua with Mana Whenua status are recognised and have meaningful involvement in decision-making.	Internal survey.	
~~We will provide timely responses to official information requests~~	~~Percentage of official information requests responded to within legislative timeframes~~	~~Internal.~~	Information can be captured through the survey and reported on internally, and to the Risk and Assurance Committee on an Annual basis.
~~We have a system in place to create a healthy, safe workplace and to drive continuous improvement so that our people thrive~~	~~Monthly reporting to Council to provide updates and information on safety and wellness matters to support Council's due diligence responsibilities.~~	~~Internal.~~	Monthly reporting does not drive performance and improvements. Not a significant activity or of financial significance for the Council. Staff will continue to provide monthly reporting.
Level of Service	**Strategies and Plans**		
Our community will have the opportunity to participate in Council consultation processes	Percentage of the community satisfied that they have been provided with an opportunity to be involved in consultation processes.	Annual customer survey	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
~~We will provide an annual update on progress on land use and development, and the protection of natural and physical resources of the district~~ We will maintain a District Plan that manages land use and development, and the protection of natural and physical resources of the district	~~State of the Environment monitoring reports will be updated on Council's website each year.~~ All Changes and Variations to the District Plan are processed within statutory timeframes. Target: 100% processed within timeframes	Internal.	Providing an annual update and publishing it is not a significant activity or of financial significance for the Council. The strategies and plan activity covers policy under the Local Government Act 2002 and District Plan under the RMA. This is the only measure relating to the District Plan.
We are preparing for the impacts of climate change on our services and the community	The number of priorities of the climate change rivermap that have been progressed*.	Internal. New measure for 2024 LTP.	
Level of Service	Roading		
We will provide a roading network that is safe for all users	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number*	Mandatory	
We will provide a roading network that is maintained and developed to provide smoothness and comfort	The average quality of ride on a sealed local road network, measured by smooth travel exposure.*	Mandatory	
The surface condition of our footpaths will be maintained to an acceptable level of service	The percentage of the sealed local road network that is resurfaced.*	Mandatory	
We will provide a reliable roading network and will respond to customer service requests in a timely manner	The percentage of footpaths within our district that fall within the level of service or service standard for the condition of footpaths that is set out in our relevant documents (such as our annual plan, activity	Mandatory	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
	management plan, asset management plan, annual works program or Long Term Plan).*		
We will provide a reliable roading network and will respond to customer service requests in a timely manner	The percentage of customer service requests relating to roads and footpaths to that we respond to within the time frame specified in our Long Term Plan.*	CRM. Mandatory	
Our local roading network will meet community needs and expectations	Percentage of customers satisfied/very satisfied with the maintenance of Council's roading network.	Annual customer survey	
Level of Service	**Rubbish and Recycling**		
Our kerbside rubbish and recycling collection services will meet community needs and expectations	Percentage of users satisfied/very satisfied with kerbside rubbish and recycling collection services.	Annual customer survey	
Our transfer stations will allow for the reuse and recovery of materials and will meet community needs and expectations	Percentage of residents satisfied/very satisfied with transfer stations.	Annual customer survey	
We will facilitate waste minimisation practices and promote the reduction of waste disposal to landfill	Proportion of household waste placed at the kerbside which is diverted (recycled or composted).	Internal.	
We will monitor our closed landfills and protect the environment	Compliance with our resource consents for closed landfills, (measured by the number of: abatement notices, infringement notices, enforcement orders, and convictions, received in relation to those resource consents).	Internal.	
Level of Service	**Stormwater**		

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
We will have an effective stormwater system that provides an appropriate level of protection to minimise harm	The number of flooding events* that occur in our district. For each flooding event, the number of habitable floors** affected (expressed per 1,000 properties connected to our stormwater system)***	CRM. Mandatory	
We will protect the environment from stormwater contaminate discharging into waterways	Compliance with our resource consents for discharge from our stormwater system, (measured by the number of: abatement notices, infringement notices, enforcement orders, and convictions, received in relation to those resource consents).**	Mandatory	
We will have reliable stormwater systems and will respond to requests for service from our residents in a timely manner	The median response time to attend a flooding event*, measured from the time that we receive notification to the time that service personnel reach the site.**	CRM. Mandatory	
We will have reliable stormwater systems that are maintained effectively to minimise public complaints	The number of complaints received about the performance of our stormwater system, (expressed per 1,000 properties connected to our stormwater system).**	CRM. Mandatory	
Level of Service	**Wastewater**		
We will have an effective wastewater system that provides an appropriate level of protection	The number of dry weather sewage overflows from our wastewater system, (expressed per 1,000 connections per year to our wastewater system)*	CRM. Mandatory	
We will protect the environment by ensuring our wastewater is properly treated before being discharged to our environment	Compliance with our resource consents for discharge from our wastewater (measured by the number of: abatement notices, infringement notices, enforcement orders, and convictions, received in relation to those resource consents)*	Mandatory	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
We will have reliable wastewater systems and will respond to requests for service from our residents in a timely manner	Where we attend to sewage overflows resulting from a blockage or other fault in our wastewater system, we will measure the following median response times: **Attendance time:** from the time that we receive notification to the time that service personnel reach the site*	CRM. Mandatory	
We will have reliable wastewater systems and will respond to requests for service from our residents in a timely manner	**Resolution time:** from the time that we receive notification to the time that service personnel confirm resolution of the blockage or other fault*	CRM. Mandatory	
We will have reliable wastewater systems that are maintained effectively to minimise public complaints	The total number of complaints received by Council about any of the following (expressed per 1,000 connections per year).* • Sewage odour • Wastewater system faults • Wastewater system blockages Council's response to issues with our wastewater system.	CRM. Mandatory	
Our wastewater network will meet community needs and expectations	Percentage of users satisfied/very satisfied with Council's wastewater system	Annual customer survey	
Level of Service	**Water**		
We will provide safe and reliable water for household and business use (serviced properties)	The extent to which Council's drinking water supply complies with: • Part 4 of the drinking-water standards (bacteria compliance criteria), and;	Mandatory	The Department of internal Affairs (DIA) are consulting on an amendment to the Non-Financial Performance Measures Rules to update references

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
	• Part 5 of the drinking- water standards (protozoal compliance criteria).*		to the standards that apply to drinking water safety.
We will ensure that our water assets are well maintained and managed and that the assets are maintained and replaced when required	The percentage of real water loss from Council's networked reticulation system (using minimum night flow analysis) criteria.*	Mandatory	
We will provide reliable water systems that our community can count on and will respond to requests for service from our residents in a timely manner	Where we attend a call-out in response to a fault or unplanned interruption to our networked reticulation system, we will measure the following median response times: **Attendance for urgent call- outs:** from the time that we receive notification to the time that service personnel reach the site*	CRM. Mandatory	
We will provide reliable water systems that our community can count on and will respond to requests for service from our residents in a timely manner	**Resolution of urgent call-outs:** from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption.	CRM. Mandatory	
We will provide reliable water systems that our community can count on and will respond to requests for service from our residents in a timely manner	Where we attend a call-out in response to a fault or unplanned interruption to our networked reticulation system, we will measure the following median response times: **Attendance for non-urgent call- outs:** from the time that we receive notification to the time that service personnel reach the site*	CRM. Mandatory	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
We will provide reliable water systems that our community can count on and will respond to requests for service from our residents in a timely manner	**Resolution of non-urgent call- outs:** from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption*	CRM. Mandatory	
We will have reliable water systems that are maintained effectively to minimise public complaints	The total number of complaints received by Council about any of the following: (expressed per 1,000 connections per year)* • Drinking water clarity; • Drinking water taste; • Drinking water odour; • Drinking water pressure or flow; • Continuity of supply; Council's response to any of these issues	CRM. Mandatory	
Our water assets are managed adequately for the future	The average consumption of drinking water per day per resident within the district*	Internal. Mandatory	
Our water systems will meet community needs and expectations	Percentage of users satisfied/very satisfied with Council's water supply	Annual customer survey	
Level of Service	**Animal Control**		
Any disturbances caused by animals will be investigated quickly and efficiently	Complaints will be investigated within set timeframes*	Internal.	
~~We will carry out property visits to ensure dog owners are responsible~~	~~Number of property visits per year.~~	~~Internal.~~	Suggest removal as these two measures are business as usual for animal control. Staff will continue to record this data in the annual dog control report statistics.
~~We will carry out regular street patrols to keep the streets free from stray animals~~	~~Number of street patrols undertaken in each of the three main towns.~~	~~Internal~~	
Level of Service	**Building Consents and Monitoring**		

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
Building consents will be administered quickly and efficiently	Building consent processing timeframes.	Internal	
~~Code compliance certificates will be administered quickly and efficiently~~	~~Code compliance certificate issue timeframes~~	~~Internal.~~ ~~New measure for 2024 LTP.~~	Suggest removal as Council will continue to track and report on building consent issue timeframes. Timeframes for issue of Code Compliance Certificate are not currently reported on.
~~We will respond to complaints of alleged illegal/unauthorised activity~~	~~Complaints responded to within 10 working days.~~	~~CRM.~~	Suggest removal due to relatively low numbers of complaints regarding illegal and dangerous buildings and pools. In 2022/23 Council received 16 complaints of alleged illegal buildings and illegal swimming pools. 88% (14 complaints) were responded to within 10 days.
Level of Service	**Licensing and Enforcement**		
We will inspect or audit all food premises, hairdressers, funeral directors and camping grounds in the district to ensure they are running in accordance with the Health Act and/or health regulations	Food premises, hairdressers, funeral directors and camping grounds will be inspected or audited in accordance with legislation.	Internal.	
We will ensure that all premises in the district with alcohol licences are operating responsibly	On, Off and Club* alcohol licenced premises will be inspected annually to ensure they comply with alcohol licensing standards.	Internal.	

Level of service	Performance measure	Reporting methodology Mandatory measure?	Rationale for removal (from draft LTP into final LTP)
	*Club alcohol licenced premises excludes those Clubs that have been assessed as a 'very low' risk rating by Council.		
We will act on all noise complaints we receive	Percentage of after-hours (between 5pm and 8am, weekends and public holidays) noise complaints responded to within two hours.	Internal.	
Level of Service	**Resource consents and Monitoring**		
Resource consents will be administered quickly and efficiently	Percentage of resource consents processed within statutory timelines	Internal.	
We will monitor land use consent compliance	Percentage of land use consents monitored within four months of being granted.	Internal.	

Additional information – Local Approved Products Policy (Legal Highs Policy)

1. Allowable stores

The distances (length of area that stores can be located in each CBD) are as follows:

Matamata ~257m

Morrinsville ~279m

Te Aroha ~338m

With the current 25 metre buffer zone, this means that Te Aroha could accommodate two stores, and Matamata and Morrinsville one each. This is due to the stipulation in the policy that stores are not permitted within 300 metres of another store.

The area mapped for Te Aroha is larger than Morrinsville and Matamata as it has been mapped in the same way from one street to another (Lawrence Avenue and Boundary Street). If Council wanted to restrict this further, buildings would either need to be excluded, or could restrict the area even further to between Kenrick Street and Lawrence Avenue for example.

Te Aroha:

Morrinsville:
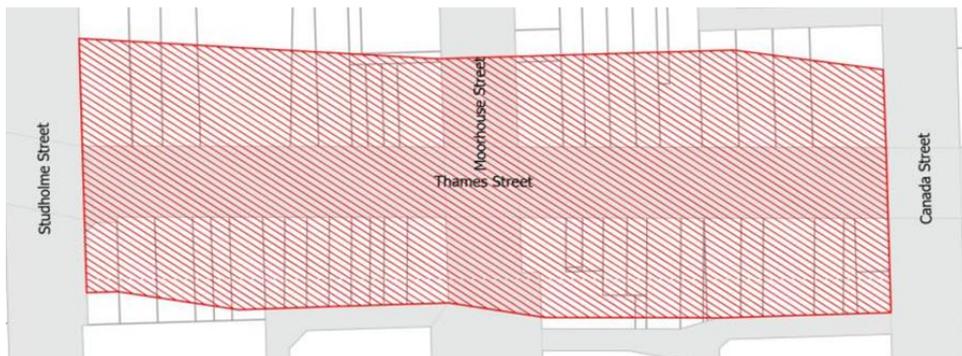
Matamata:

Staff recommend extending the distance that stores can be located from each other from 300m to 350m. This will bring Te Aroha into alignment with the other main towns and only one store would be allowable. This reflects submissions received calling for a more restrictive policy.

2. Naming of the Policy

The legal name of the policy is Local Approved Products Policy'. Council also refers to the policy as its 'Legal Highs Policy' as this term is often used in reference to Psychoactive Substances. Council could consider re-naming the policy; and staff have noted the below examples from our neighbouring councils:

Council	Policy Name
Hamilton City Council	Psychoactive Substances Policy (Local Approved Products Policy)
Hauraki District Council	Local Approved Products (Legal Highs) Policy
Ōtorohanga District Council	No policy
Rotorua Lakes District Council	Local Approved Products Policy (Harmful Psychoactive Substances)
South Waikato District Council	Local Approved Products Policy (Psychoactive Substances Policy)
Taupō District Council	No policy
Thames Coromandel District Council	Psychoactive Products Retail Location Policy (Local Approved Products Policy)
Waikato District Council	Psychoactive Substances Policy

Waipā District Council	Psychoactive Substances Policy
Waitomo District Council	No policy