

Waharoa (Matamata) Aerodrome Committee

Kaupapataka Wātea | Open Agenda

Notice is hereby given that an ordinary meeting of Waharoa (Matamata) Aerodrome Committee will be held on:

Ko te rā | Date: Thursday 20 June 2024
Wā | Time: 10:00
Wāhi | Venue: Te Takere Room
Matamata-Piako Civic and Memorial Centre
11 Tainui Street
MATAMATA

Ngā Mema | Membership

Ngāti Hauā

Mr Mokoro Gillett (Co-Chairperson)

Mrs Rangitionga Kaukau

Mr Deacon Paul

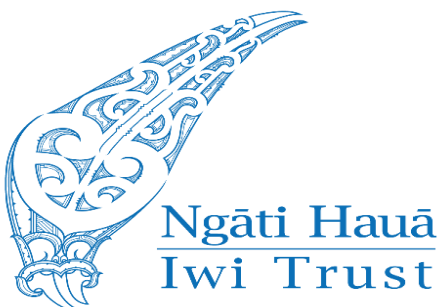
Matamata-Piako District Council

Mayor Adrienne Wilcock, JP (Co-Chairperson)

Deputy Mayor James Thomas

Cr Kevin Tappin

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te kaunihera ā-rohe o
matamata-piako
district council

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1 Whakatūwheratanga o te hui | Meeting Opening

Co-Chairperson to welcome members and open the meeting.

2 Karakia

The opening karakia is to be performed.

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

At the close of the agenda no apologies had been received.

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 Whākī pānga | Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest.

6 Whakaaetanga mēneti | Confirmation of Minutes

Minutes, as circulated, of the Ordinary meeting of Waharoa (Matamata) Aerodrome Committee, held on 21 September 2023

7 Pūrongo me whakatau | Decision Reports

7.1 Aerodrome - Aeronautical Study

CM No.: 2869352

Te Kaupapa | Purpose

To provide background on an Aeronautical Study for the aerodrome and to brief the Governance Committee on the draft report

Rāpopotonga Matua | Executive Summary

Staff commissioned an Aeronautical Study for the aerodrome following:

- Concerns regarding non-standard aviation practices occurring at the aerodrome
- The receipt of recommendations from the Transport Accident Investigation Commission relating to an air accident in 2019
- Approaches from the Civil Aviation Authority.

The Aerodrome User Group was consulted on the study including the selection of the aviation advisor who conducted the study, Mike Groome.

The report is a draft and User Group representatives will be given an opportunity to provide feedback on the report.

The Civil Aviation Authority has been provided the draft report.

It is expected that the finalised report will be available by the end of August 2024.

Mike Groome will be available at the meeting to address any questions the Governance Committee may have.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

Council's role at the aerodrome has largely focused on maintenance, administration and statutory roles in relation to the land.

Council's involvement in aviation matters has been one of liaison with the Aerodrome User Group (User Group). Council has also relied on guidance and advice from the Civil Aviation Authority (CAA) and at times, external aviation expertise.

In 2021 the Piako Gliding Club proposed a change to the Aviation information Plan (AIP) for the aerodrome. The AIP is referenced in the attached report in a number of places including sections 5.2 - 5.43.

With guidance from CAA, staff worked with the User Group to:

- understand the implications of the change
- determine the level of support for the change

Importantly, Council as aerodrome operator is responsible for any changes to the AIP.

Updates on this process were provided to the Governance Committee through-out 2022 and into 2023.

The matter featured on most user group meetings in that same period.

The issue of most concern to staff was anecdotal comment that non-compliance with the AIP was a frequent occurrence. Specifically, non-standard circuit joining was occurring on a frequent basis (refer Section 8.3 – 8.15 of the report and the accompanying maps\illustrations).

The review process culminated in the following update to the Committee at the meeting of 21 September 2023:

Matamata Aerodrome Aeronautical Information Publication (AIP)

The request for a change in the AIP to notate the right-hand joining of the Gliders to 10/28 in emergency / extraordinary circumstances has not been approved to submit to CAA in its present form.

MPDC have reiterated to the user group at committee meetings that standard AIP practice must be adhered to. Any non-compliance must be reported to MPDC or via a 005 to CAA.

MPDC have been guided by CAA to complete an aeronautical safety assessment and quotes are currently being sought for a consultant to complete this task.

Masterton Airport Air Accident

In November 2022 the Transport Accident Investigation Commission (TAIC) released a report on an air accident at Masterton Airport (June 2019).

The report was discussed by the User Group with one user representative submitting a report on the accident.

Of particular interest to staff was a number of clauses that had general application to unattended aerodromes (eg Council's aerodrome):

“Safety issue: Non-compliance, unless addressed as soon as practicable, can quickly become accepted and normalised, increasing the risk of an accident.” – TAIC report page 34

“Safety issue: Aerodrome managers, in particular those at unattended aerodromes, lacked the guidance and understanding of their roles and accountabilities regarding the CARs and the Health and Safety at Work regulations, which was necessary to be able to discharge their responsibilities and ensure the safe operation of their aerodrome.” – TAIC report page 39 *CARs are “Civil Aviation Rules”*

Excerpts from Recommendations & Key Lessons

6.3.5 Ensure that managers and users of aerodromes, in particular for unattended aerodromes, understand and fulfil their responsibilities for ensuring safe operations. This includes:

- a. Facilitating a coordinated approach with WorkSafe New Zealand, LGNZ and NZ Airports Association, among others.*
- b. Providing training and support to aerodrome operational and management personnel, and*

c. Identifying and encouraging aerodrome user group's contributions towards aerodrome safety. (CAR 016/22)

7.1. Aviation participants need to know, understand and comply with CARs and procedures unless safety directs otherwise, and not accept the normalisation of informal practices.

7.4. Aerodrome managers, user groups and operators need to collectively ensure there is a coordinated proactive approach to safety at an aerodrome.

Staff formed the opinion that the recommendations would eventually translate into changes in resourcing for aerodrome management.

Civil Aviation Authority

We have been fortunate that CAA representatives have been readily available to discuss aviation matters that are beyond staff expertise.

The assistance has also included regular attendance at User Group meetings.

In 2023 the CAA launched a nationwide safety campaign – Work Together Stay Apart:

“... to reduce the likelihood of mid-air accidents and the number of near collision and air proximity events within the circuit at unattended aerodromes.”

CAA has held a number of seminars in the district.

In August 2023, CAA approached staff and sought information on *“... how the MPDC, as the aerodrome operator, is addressing the non-standard circuit operations being carried out...”*

The staff response included actions taken and flagged our intention to undertake an aeronautical study. This action had arisen from discussions staff had with another local authority airport operator. The following excerpt is taken from the Staff response to CAA:

We formed the view that if we undertook an aeronautical study that it might allow us to quantify the extent of the non-standard circuit joining and any other safety issues. Importantly we would do this with user involvement and hopefully get buy-in to resolve the issue.

Aeronautical Study Provider

It is within this context that staff worked with the User Group to agree a brief and select a provider to undertake the Aeronautical Study.

Mike Groome was one of the persons nominated to undertake the study and critically his appointment was endorsed by the User Group.

Mike Groome's background is summarised below:

- Has been involved in the aviation industry for many years.
- Involved in Airports, Helicopter, Fixed Wing and Flight Training operations as well as Consulting to the aviation industry.
- Spent 12 years as the CEO and General Manager of the Taupo Airport.
- 7 years as Chair of the NZ Aviation Community Advisory Group – advisors to the Civil Aviation Authority.

- Owned and operated a helicopter business for 15 years. Operator of the Hawkes Bay Rescue Helicopter service.
- Currently consulting to the aviation industry specifically in Risk Management, Safety Management Systems, Safety and Aeronautical Studies, Incident Investigation and Aviation Certification.
- Hold both Helicopter and Fixed Wing Pilot Licences.
- Hold an Honorary Degree from the Federation Aeronautique Internationale (Lucerne Switzerland) – For Services to General Aviation.
- Awarded the Federation Aeronautique Internationale Air Sports Medal – For Services to Sport Aviation.

The process followed to prepare the aeronautical study included:

- Consultation to obtain feedback from the users and stakeholders.
- Face to face meetings and telephone conversations with several stakeholders.
- Assessment of the reported incidents and occurrences.

Ngā Take/Kōrerorero | Issues/Discussion

Draft Report

It must be emphasised that this is a draft report.

User Group representatives will be provided with an opportunity to provide feed-back, before the report is finalised.

The report author was selected due to his expertise, independence and acceptability to users.

There is no expectation that the final report is approved by the User Group.

It is hoped that there will be a high degree of user group agreement on most aspects of the report. We would not be surprised if some user representatives will have different views on the conclusions and/or some recommendations.

We will ensure any points of disagreement or alternative views are collated for the Committee.

The process to seek this feed-back will involve a meeting with users in July.

Civil Aviation Authority

CAA representatives have provided assistance to Staff in aviation matters at the Aerodrome.

A copy of the draft report has been provided to the CAA.

Report Utility

A key purpose of the report is to consider risks associated with operations on and around the aerodrome.

The report provides an excellent overview of relevant aviation matters that will assist in the ongoing management of the facility.

The report also provides useful context for the review of the Reserve Management Plan.

Time-frame for finalisation

It is anticipated that the report will be finalised by the end of August and will then be reported back to the Committee.

Mōrearea | Risk

The draft report includes an operational risk matrix. This is particularly important for staff who do not have the expertise to assess aviation related risks.

We expect that this section will be a focus of User Group representatives.

Once the report is finalised, the risk assessment will logically inform the priority order of agreed actions.

There are a number of recommendations that at face value would seem to be straight-forward to implement.

Ngā Whiringa | Options

Option One – The information be received	
Description of option	
The information be received.	
Advantages	Disadvantages
The report is formally acknowledged by the Committee	

Option Two – The information is not received.	
Description of option	
Information not be received.	
Advantages	Disadvantages
	Governance Committee members are aware of the report even if it is not formally received.

Option One – The information be received.	
Impact assessment	
Legal Implications	There are no legal implications to receiving the aeronautical study.
Risk	Refer to the risk section of this report.
Policy Implications / Strategic Links	There are no policy or strategic issues that arise from receiving the aeronautical study. The strategic issues will arise when the study is

	finalised and a decision is made to action some or all of the recommendations.
Costs and benefits	Not applicable.
Financial Implications	Refer to the Financial section of this report.
Annual Plan / LTP Implications	Annual plan or LTP issues will be discussed when the aeronautical study is finalised and a decision is made to action some or all of the recommendations.
Community Outcomes	Refer to the Community outcomes section below.
Community Views	Feed-back from Aerodrome user group representatives will be sought before the report is finalised.
Customer impact	This will be discussed further when the study is finalised.

Recommended option

That the report be received.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations **Local Government Act 2002 (LGA 2002) Decision-making requirements**

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a medium level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	The views of CAA and the Aerodrome User Group are being sought.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a medium level of significance.
Section 82 – this sets out principles of consultation.	Not applicable.

Policy Considerations

1. To the best of the writer’s knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Timeframes





Key Task	Dates
User group feed-back to be considered before the study is finalised. CAA and any other views expressed to be reported back to the Governance Committee.	Report finalisation – August 2024. Report back to Governance Committee – next meeting (October 2024).

Ngā take ā-lhinga | Consent issues

Not applicable.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata Piako District Council’s Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION	
TŌ MĀTOU WHAKAKITENGA OUR VISION			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. ‘The heart of our community is our people, and the people are the heart of our community.’			
TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa A place with people at its heart	He wāhi puawaitanga A place to thrive	He wāhi e poipoi ai tō tātou taiao A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga A place to belong and create

The community outcomes relevant to this report are as follows:


- Quality infrastructure is provided to support community wellbeing

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

This aeronautical study has been funded from the aerodrome operations budget.

Looking ahead, the budget for the aerodrome is included in the 2025-2034 long term plan. The financial capacity and options to implement agreed recommendations will need to be assessed against available funding

Ngā Tāpiritanga | Attachments

- A.  20 June- RAC meeting - Report - Matamata Aeronautical Study Final Draft 080624 (*Under Separate Cover*)

Ngā waitohu | Signatories

Author(s)	Manaia Te Wiata Group Manager Business Support	
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Approved by	Manaia Te Wiata Group Manager Business Support	
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7 Pūrongo me whakatau | Decision Reports

7.2 Update on masterplan and reserve management plan review

CM No.: 2854186

Te Kaupapa | Purpose

To provide an update on the pre-draft engagement process towards developing a masterplan and revised reserve management plan.

Rāpopotonga Matua | Executive Summary

On 23 August 2023, Council resolved to proceed with the management plan review, to develop a masterplan for the aerodrome.

There are diverse and sometimes opposing views about what the future of the land and aerodrome could or should be.

Pre-draft engagement has occurred in a variety of ways. Council staff met with Ngāti Hauā and the Matamata Aerodrome Users Group in late November and early December 2023.

An independent facilitator was engaged early in 2024 to facilitate discussions with and between iwi/hapu, aerodrome users, and affected parties prior to the drafting of a management plan and/or masterplan occurring. A co-facilitator with expertise in tikanga māori has also been appointed.

The purpose of the pre-draft discussions were:

- (a) to enable the sharing of information between the various parties;
- (b) to identify areas of agreement between the parties;
- (c) to identify areas of disagreement between the parties;
- (d) to explore potential solutions.

A report from the independent facilitators is attached.

The facilitators are in attendance.

A further phase of facilitated discussions is recommended prior to the drafting of the management plan and masterplan.

Tūtohunga | Recommendation

That:

1. **The report is received;**
2. **The independent facilitators' report (Attachment A) is received;**
3. **To proceed with further individual meetings with the two representative groups, and when timely, a joint facilitated meeting.**
4. **A report on progress is to be provided at the next Committee Meeting.**

Horopaki | Background

On 23 August 2023, Council resolved to proceed with the management plan review and to develop a spatial masterplan for the aerodrome lands.

Since then, pre-draft engagement has occurred in various forms with iwi/hapu and stakeholders.

Council staff provided an update to Ngāti Hauā at Raungaiti Marae on 23 November 2023 and to the Aerodrome Users Group on 6 December 2023 in Matamata.

There are diverse, sometimes opposing, views on what the future of the land and aerodrome could or should be.

An independent facilitator was engaged to facilitate discussions with and between iwi/hapu, aerodrome users, and affected parties.

The purposes of these discussions were:

- (a) to enable the sharing of information between the various parties;
- (b) to identify areas of agreement between the parties;
- (c) to identify areas of disagreement between the parties;
- (d) to explore potential solutions.

Alan Withy was engaged as independent facilitator. Alan is an accredited hearings commissioner and mediator with qualifications in planning, public policy, and alternative dispute resolution.

The first stage involving the independent facilitator was a meeting held at the Civic Centre in Matamata on 21 February 2024. At this meeting, Alan was introduced to a representative group of key stakeholders who briefly shared their interests and aspirations concerning the aerodrome lands. At the same meeting, there was a suggestion from the floor that a co-facilitator familiar with tikanga māori would be useful. Lisa Gardiner was subsequently appointed to the co-facilitator role in a personal capacity. Lisa is very familiar with Ngāti Hauā systems, structures and protocols which is advantageous to the process. Lisa is not of Ngāti Hauā descent and is not a decision-maker in terms of the management plan or masterplan.

Engagement with the facilitators is voluntary and groups/individuals may choose whether to meet with one or both facilitators.

The second stage involved meetings between the facilitator(s) and various parties. A report from the independent facilitators is attached (Attachment A).

As outlined in the facilitators' report, a third phase of engagement is now proposed. The United Waharoa Aviators group supports Phase 3 (Attachment B). Phase 3 would involve further individual meetings with two representative groups, and when timely, a joint meeting. The aim would be for this to occur by the end of August 2024 to enable a report to come to the next meeting of the Waharoa (Matamata) Aerodrome Committee.

Ngā Take/Kōrerorero | Issues/Discussion

Timeline

Proceeding with a third phase of facilitated discussions will delay the timeline somewhat for the drafting of the plans. Continued discussions between the parties however provides more opportunities to resolve issues and differences between the parties prior to drafting and formally consulting on plans. There is always a risk that continued discussion may not result in any type of consensus among the parties. The Committee may therefore wish to review progress at its next meeting and then decide whether to continue with pre-draft consultation or to proceed to drafting and consulting on the plans.

Funding

Approximately half the operational budget to compile the management plan and masterplan has now been spent. Further pre-draft consultation will incur additional costs in the short term however it could also reduce costs in the long run e.g. if discussions lead to a broadly acceptable solution about the future of the aerodrome lands then opposition to proposed plans might be reduced. It is suggested that progress is reviewed at the next Committee Meeting in 2024.

The management plan and masterplan processes may suggest potential changes to the layout and operation of the aerodrome however there is no funding allocated in the draft Long Term Plan 2024-34 towards any physical development or redevelopment works at the aerodrome.

Ngā Whiringa | Options

The following options have been identified:

1. To proceed with proposed Phase 3 of the facilitated discussions prior to the drafting of the plans
2. Do not proceed with Phase 3 but to proceed to drafting of the management plan and masterplan.

Option One – Proceed with Phase 3	
Description of option	
To undertake further individual facilitated meetings with two representative groups, and when timely, a joint meeting. A report to come to the next Committee Meeting.	
Advantages	Disadvantages
Enables discussions to continue	Extends timeline by 2-3 months
Promotes cooperation between the groups	Short term costs associated with Phase 3
Provides more time for potential solutions to be developed	
May reduce costs long term	
Option Two – Do not proceed with Phase 3	
Description of option	
Do not facilitate further discussions. Proceed to drafting plans and consulting on them.	
Advantages	Disadvantages
Does not extend timeline	May stall dialogue between the groups who have indicated a willingness to engage
No costs associated with Phase 3	Less likely that groups will arrive at a mutually acceptable solution to recommend to WMAC
	May increase costs long term e.g. objections, submissions, hearings, reviews etc.

Recommended option

Option 1 is the recommended option. Risks can be minimised by reviewing progress at the next Committee Meeting. The Committee may then decide the most appropriate course of action going forward.

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

Pre-draft consultation on a reserve management plan is an optional process. Once the management plan has been drafted, Council must consult on the draft as per the requirements of the Reserves Act 1977.

Local Government Act 2002 (LGA 2002) Decision-making requirements

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	Views of interested/affected parties are being sought prior to drafting the plans. Statutory consultation must occur on the management plan once drafted.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a low level of significance. The issue at hand is whether to continue with the pre-draft consultation that informs the drafting of plans. This is not of itself regarded as significant.
Section 82 – this sets out principles of consultation.	See above.

Policy Considerations

1. To the best of the writer’s knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement





Proposed Phase 3 focusses on iwi/hapu and aerodrome users. Wider public consultation is to occur once a draft management plan is publically notified.

Timeframes

Key Task	Dates
Phase 3	July/August 2024
Report to Committee	Next Committee Meeting

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata Piako District Council's Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION	
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TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa A place with people at its heart	He wāhi puawaitanga A place to thrive	He wāhi e poipoi ai tō tātou taiao A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga A place to belong and create

The community outcomes relevant to this report are as follows:

- He wāhi puawaitanga | A place to thrive

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

Phase 3 is estimated to cost in the region of \$5000-7000.

Ngā Tāpiritanga | Attachments

A  Attachment A - Independent Facilitators' Report



B  Attachment B - United Waharoa Aviators Letter to Council



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	

Waharoa (Matamata) Aerodrome Management Plan Review
Report to the Waharoa (Matamata) Aerodrome Committee
By Co-Facilitators Lisa Gardiner (LG) and Alan Withy (AW)
Assignment- PHASES ONE, TWO and THREE June 2024

=====

Report Purpose: to appraise the Waharoa (Matamata) Aerodrome Committee and Council Officers regarding progress to date (PHASES ONE and TWO) and to recommend a scope for PHASE THREE.

Background:

- 1) **Four Parties** have been identified as having an interest in these proceedings:
Council (MPDC), Mana Whenua (MW), Aerodrome Users (AU) and the Crown.
- 2) **This Assignment** was precipitated by a need to review the Management Plan (MP) for the Aerodrome (under the Reserves Act 1977), and a desire by Council Officers for consultation with affected and interested parties. It has been agreed to cast this assignment to include the surroundings of those parts of the Aerodrome covered by the MP, plus the contextual interests of the four parties..
- 3) **The brief** for this assignment is to facilitate consultation, prior to the drafting of the MP and/or a spatial master plan for the aerodrome, with these objectives:
 - a. To inform drafting of the management plan/master plan
 - b. to explore aerodrome land ownership, management and development options with the parties prior to the drafting of a new MP and undertaking wider public consultation required under the Reserves Act
 - c. To identify common ground and differences between the parties positions and interests
 - d. To recommend a way forward
- 4) **PHASE ONE** covered orientation and an initial meeting with interested people in the Civic Centre, Matamata which attracted seventeen people (excluding Council staff, consultant, and facilitator) on 21 February 2024. It was convened by Manaia Te Waiata who introduced AW and explained his role. Others present introduced themselves and their interest in the land. The groups represented included iwi/hapū, aerodrome users, neighbours and affected parties. A recommendation from the floor advocated a Maori co-facilitator. Lisa Gardiner was subsequently appointed and has participated in PHASE TWO. An invitation was extended to those present to meet with AW in future if they so desire.
- 5) **PHASE TWO** involved meetings on the Marae (2) and with aerodrome users (2), plus several briefing meetings with Council Officers and Anna McElrae as an advisor. Both Teams representing Mana Whenua (Ngati Haua Iwi and Marae Trustees) and aerodrome users (various clubs and individuals) have agreed to appoint 5-6 each for further engagement. Their names and roles are attached.

6) **PHASE THREE** is planned to involve further individual meetings with the two representative groups, and when timely, a joint meeting facilitated by LG and AW. We have encouraged the groups to continue direct engagement outside this process and we understand that is happening.

7) **Confidentiality agreements** are being signed by all members of the two representative Teams to enable confidential discussions protected from disclosure proceedings. Outputs from such meetings will be recorded and approved by one or both of those Teams as relevant. They are not authorised to commit the parties they represent.

8) **Recommendations:**

- a. That this Report be received by the Waharoa (Matamata) Aerodrome Committee and circulated to the the parties.
- b. That the Co-Facilitators be authorised to implement PHASE THREE (Paragraph 6 above) and report by the end of August
- c. That they consult with Council Officers as they proceed.

Date: 10 June 2024



Alan Withy

Co-Facilitators



Lisa Gardiner

ATTACHMENT ONE:

Representative Groups for PHASE THREE engagement:

Aerodrome Users' Team (appointed at a meeting to which all user groups were invited)

- 1. Aaron Silcock
- 2. Anna Doerr
- 3. Iggy Wood
- 4. Julian Elder
- 5. Robin Britton

Mana Whenua Team (appointed at a meeting of interested people at Raungaiti Marae 22 May 2024)

1. Mokoro Gillett
2. Mike Kaukau
3. Erin Wilson
4. Gael Whitika
5. Shirley Leng
6. Houata Ngati



Mark Naudé
Parks and Facilities Planning Team Leader
Matamata-Piako District Council
PO Box 266
Te Aroha 3342

Waharoa, 6 June 2024

Dear Mark,

Thanks for your email reply to our last communication with you dated 6 May 2024 and for your support for what the facilitator Alan Withy called “Phase 2” of the process of working towards a plan for the Matamata Aerodrome incorporating consultations with the current aerodrome community and Ngati Haua.

We support Alan’s “shuttle diplomacy” approach to this process of trying to establish a sustainable plan for the Matamata Aerodrome. Unfortunately, this process takes time and effort to establish positions, interests and lots of discussions.

We believe we have come a long way in the process, but have not yet had a chance to talk to any of the representatives for Ngati Haua, and we expect that there would be several of these meetings and discussions needed before we could collectively come up with a plan to move forward. In light of this, we believe that there needs to be a “Phase 3” after Alan’s report to the Waharoa (Matamata) Aerodrome Committee which is due on 20th June 2024.

As a result of this phase 3 we expect a plan that would move the Matamata Aerodrome forward in a sustainable, long term way that would take the interests of all parties involved into account. As previously mentioned the users have asked this committee to positively engage with developing a long term plan for the aerodrome and builds enduring relationships with the interested parties. While no options have been discussed yet we have shared with Alan our willingness to explore any suggestions.

Regards



Anna Doerr

For the

UNIFIED WAHAROA (NZMA) AVIATORS

7 Pūrongo me whakatau | Decision Reports

7.3 Community Facilities Update

CM No.: 2869565

Te Kaupapa | Purpose

The purpose of this report is to provide an update on the aerodrome operations.

Rāpopotonga Matua | Executive Summary

A draft Aeronautical Study has been completed for the aerodrome that provides a comprehensive overview of Aerodrome operations. This is a separate item on the agenda.

The Governance Committee is also receiving an update on the review of the Reserve Management Plan as a separate report.

The operations report for this month focuses on a specific issue in relation to hangar leases.

Guidance is sought from the Committee on the alignment of hangar lease expiry dates.

Tūtohunga | Recommendation

That:

1. Staff investigate a move away from monthly lease terms to a common expiry date for the majority of leases.
2. Staff report back on the investigations to the next Governance Committee meeting.

Horopaki | Background

The following table provides a summary of the lease expiry dates for buildings (hangar leases) at the aerodrome:

Expiry Date	Number of Hangars
31/03/2019	1
31/12/2019	1
30/06/2022	1
31/01/2024	3
28/02/2024	1
30/06/2024	14
25/10/2024	1
30/06/2025	2
09/09/2025	1
30/11/2025	1
30/06/2026	2
30/07/2026	1
31/07/2026	1
31/10/2026	1

30/11/2026	1
31/12/2026	2
31/05/2027	1
13/06/2027	2
31/07/2027	1
31/10/2027	2
31/12/2027	1
30/06/2028	1
30/05/2029	1

The Governance Committee has previously provided guidance to staff to try to align the renewal dates for Hangar leases.

This objective is to ensure that opportunities that may arise from the review of the Reserve Management Plan (RMP) are not precluded.

Hangar leases are being placed on a monthly term to achieve this outcome.

Now that options for consideration in the RMP review are in the public domain, the Committee is asked to consider a modified approach.

Ngā Take/Kōrerorero | Issues/Discussion

The Reserve Management Plan

One of the considerations that has been included in the RMP review is the fact that the latest expiry date for a lease is 2028. In fact it is 2029 as per the table above.

Most hangar leases will expire before that date.

If staff follow the current approach to renew leases on monthly terms, 21 of the 43 leases will be on a monthly term from 1 July 2024. That will increase to 34 leases by 1 January 2027.

At the current rate of progress, we would hope that the RMP review would be completed before 1 July 2025.

The implications of the implementation of any changes arising from the review will need to be carefully planned and budgeted.

The Committee is requested to consider establishing a common cessation date to cover the majority of the leases e.g. 31 December 2026.

If the Committee is supportive of this approach, staff would work with Council lawyers to ensure that lease terms are appropriate.

Mōrearea | Risk

There has been considerable discussion and angst from hangar owners regarding the position Council has taken on hangar leases.

The process has nevertheless made Council's expectations of the nature of the leases clear to hangar owners. That is that the leases do not convey a right in perpetuity.

Care would need to be taken that any change in approach does not compromise Council's position.

Accordingly Staff would work with Council's lawyers before any change is made.

Ngā Whiringa | Options

Option One – Staff investigate a move away from monthly lease terms to a common expiry date for the majority of leases.

Description of option

As noted in the report, staff would work with Council lawyers to implement a common lease expiry date. This would only be done if Council's current position is not compromised or weakened.

Advantages

Will potentially promote goodwill with hangar owners

Will be aimed to ensure that options\opportunities are still available through the RMP review process.

Disadvantages

May send mixed signals to hangar owners.

Option Two – Status Quo

Description of option

Leases will continue to be entered into for a monthly term as leases expire.

Advantages

No change to the current position.

Disadvantages

May frustrate hangar owners.

Doesn't align with the reality of the implementation of any changes that may come from the RMP Review.

Option One – Staff investigate a move away from monthly lease terms to a common expiry date for the majority of leases

Impact assessment

Legal Implications Any legal issues will be worked through with Council lawyers.

Risk Refer to the risk section.

Policy Implications / Strategic Links The change is intended to ensure that strategic opportunities arising from the RMP review are not compromised.

Costs and benefits The cost of the change could be covered from the lease renewal administration fee.

Financial Implications There are not expected to be any negative financial implications.

Customer impact	The proposal has not been discussed with Hangar owners. It is anticipated that the change in approach would be welcomed.
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Recommended option

Staff investigate a move away from monthly lease terms to a common expiry date for the majority of leases.

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

Legal advice will be taken before any change is actioned.

Local Government Act 2002 (LGA 2002) Decision-making requirements

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	The views of many hangar owners on the current approach have been voiced to Council staff.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a low level of significance.
Section 82 – this sets out principles of consultation.	Not applicable.

Policy Considerations

- To the best of the writer’s knowledge, this recommendation is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Timeframes

Key Task	Dates
Advice of potential change in approach to	June 2024





Hangar owners.	
Discussions with Council lawyers	June-July 2024
Report back to Governance Committee	October 2024

Ngā take ā-lhinga | Consent issues

Not applicable.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata Piako District Council’s Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION	
TŌ MĀTOU WHAKAKITENGA OUR VISION			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. ‘The heart of our community is our people, and the people are the heart of our community.			
TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa A place with people at its heart	He wāhi puawaitanga A place to thrive	He wāhi e poipoi ai tō tātou taiao A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga A place to belong and create

The community outcomes relevant to this report are as follows:

- We encourage the use and development of our facilities.

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

Staff will look to recover the cost of legal advice through the lease renewal administration charge.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

8.1 Long Term Plan 2024-2034 - Update Following Consultation and Deliberations

CM No.: 2869236

Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (Committee) with an update following the consultation process undertaken on the draft Long Term Plan 2024-2034 Consultation Document.

Rāpopotonga Matua | Executive Summary

Consultation on the draft Long Term Plan 2024-2034 (LTP) Consultation Document was open from 21 March to 21 April 2024. 175 people submitted on the LTP and 33 submitted on the non-LTP related policies (Legal Highs Policy (Local Approved Products Policy), Smokefree Outdoor Spaces and Dangerous, Insanitary and Affected Buildings Policies). Council also received late submissions which were all considered.

A number of submitters chose to present their submission to Council in person, at a hearing held on 8 May 2024. Council read through and considered all submissions following the presentations from submitters. The meeting was adjourned and resumed on 9 May 2024 where Council requested further information from staff to assist in deliberations.

Council held deliberations on 22 May 2024. This report provides a summary of submissions and decisions that will be incorporated into the Final LTP for adoption by Council on 3 July 2024. A separate report has been prepared to provide the Committee with an update on the non-LTP related policies that Council consulted on alongside the LTP, and the decisions made.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

Long Term Plan

The Local Government Act 2002 (LGA) requires local authorities to adopt an LTP every three years. Council's current LTP was adopted in June 2021 and a draft LTP 2024-2034 was prepared and recently consulted on.

The purpose of the LTP is to describe the Council's activities and the community outcomes for its district. The LTP is also an opportunity to provide integrated decision-making and co-ordination of the Council's resources, and provide for a long-term focus for its activities. It is a basis for accountability to the community (s93(6) LGA).

Consultation

The consultation process whereby the public is invited to make submissions has been undertaken on the Consultation Document for the draft LTP 2024-2034 alongside several other documents as follows:

- Draft Revenue and Financing Policy
- Draft Rates Remission and Postponement Policy
- Draft Fees and Charges 2024/25
- Draft Development Contributions Policy
- Draft Dangerous, Affected and Insanitary Buildings Policy 2024
- Draft Legal Highs Policy (Local Approved Products Policy) 2024
- Draft Smokefree Outdoor Spaces Policy 2024
- Multi-Year Community Grant applications

Consultation was open from 21 March to 21 April 2024. 175 people submitted on the LTP and 33 submitted on the non-LTP related policies (Legal Highs (Local Approved Products), Smokefree Outdoor Spaces and Dangerous, Insanitary and Affected Buildings Policies).

617 submissions were received on the LTP, LTP policies and non-LTP related policies. Council also received two late submissions and one was tabled at the Council hearing held on 8 May 2024. Council resolved at that meeting to consider all late submissions received.

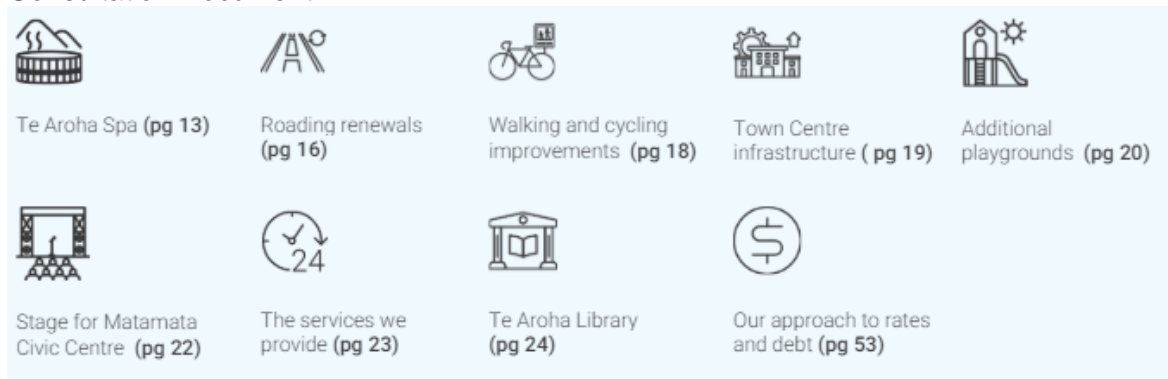
A number of submitters chose to present their submission to Council in person, at a hearing held on 8 May 2024. Council read through and considered all submissions following the presentations from submitters. The meeting was adjourned and resumed on 9 May 2024 where Council requested further information from staff to assist in deliberations.

Council held deliberations on 22 May 2024. This report provides a summary of submissions received and decisions that will be incorporated into the Final LTP for adoption by Council on 3 July 2024.

Council received 35 applications for its multi-year grant funding. Applications were received from a wide range of community and iwi groups. A schedule of decisions made regarding multi-year grant applications is attached to this report. A separate report has been prepared to provide The Waharoa (Matamata) Aerodrome Committee (the Committee) with an update on the non-LTP related policies that Council consulted on alongside the LTP.

Ngā Take/Kōrerorero | Issues/Discussion

The Consultation Document centred around affordability – with a focus on delivery of the ‘must dos’ to the community. Council sought feedback on the following nine topics as part of the LTP Consultation Document:



Alongside this, Council also included the following for information, however did not specifically seek feedback:

- Resource recovery centres
- Morrinsville stormwater upgrades
- Wastewater treatment plant upgrades
- Matamata stadium
- Waitoa water supply
- Water metres
- Swimzone Morrinsville

Submissions Received

A record of submissions received is detailed below:

Long Term Plan and associated policies	
Total number of submissions (topics) (LTP, policies and non-LTP related policies)	617
Total number of submitters (LTP, policies and non-LTP related policies)	208
Number of submissions per CD topic	
1) Te Aroha Spa	60
2) Rooding renewals	45
3) Walking and cycling improvements	56
4) Town centre infrastructure upgrades	49
5) Additional playgrounds	49
6) Stage for Matamata Civic Centre	37
7) Services we provide	43
8) Te Aroha library	52
9) Our approach to rates and debt	34
Number of submissions on other topics	
Other topics submitted on including Matamata Stadium, Accessibility, Sportsgrounds, Future projects, water meters, Waitoa water, Te Aroha	11
Final comments and attachments	
Final comments and attachments received	29
Number of submissions on LTP related policies	

1)	Fees and charges	53
2)	Revenue and Financing Policy	17
3)	Development Contributions Policy	21
4)	Rates Remission and Postponement Policy	16
Number of submissions on non LTP related policies		
1)	Legal Highs (Local Approved Products) Policy	23
2)	Smokefree Outdoor Spaces Policy	14
3)	Dangerous, Affected and Insanitary Buildings Policy	8

Summary of Topics and Submissions Received – LTP Consultation Document

The topics and options consulted on is included below alongside a summary of feedback received for each of the nine topics as outlined in the Consultation Document.

A record of submissions received can be found on Council’s website: <https://ltp.mpdc.nz/view-submissions>

A record of Council’s decisions can be found on Council’s website:

https://meeting-docs.mpdc.govt.nz/Open/2024/05/C_22052024_MIN.PDF

1. Te Aroha Spa

Council’s proposed option – Continue investigating options	
Impact on level of service	Investigation phase – same level of service. Capital works – improved level of service
Impact on debt	\$5.2 million following completion in 2026/27
Council share of additional operating cost per year	\$494,000 following completion in 2026/27
Average additional cost per property per year	\$20.18 following completion in 2026/27
Alternative option – Stop work on it altogether	
Impact on level of service	No change to current
Impact on debt	None
Council share of additional operating cost per year	None
Average additional cost per property per year	None

Summary of submissions received – Te Aroha Spa

Council received 60 submissions on this topic with the majority (52%) in support of the proposed option. Submissions received noted the importance of the facility to Te Aroha and the wider district and a desire to capitalise on this unique asset. There were also calls for financial prudence and a satisfaction with the current facility.

Council decision

Council resolved to adopt the proposed option, noting that the project should be cost neutral. The reasons for adopting the proposed option include that:

- Council still believes Te Aroha has strong tourism potential and a lot of investment and planning has already taken place
- The business case for a larger scale development with more significant investment, doesn't stack up in the current economic environment
- The existing Spa facility is well utilised and this funding will allow development or refurbishment in a more affordable way
- The majority of those who submitted on this topic support the proposed option.

2. Roothing Renewals

Council's proposed option – Reduce our roading renewal programme to cut costs	
Impact on level of service	Aim to keep roads at current standard. Risk of more wear and tear over time.
Impact on debt	None
Council share of additional operating cost per year	\$291,000 for 2024/25
Average additional cost per property per year	\$11.87 for 2024/45
Alternative option – Keep roading renewals at the current level	
Impact on level of service	No change to current
Impact on debt	None
Council share of additional operating cost per year	If Waka Kotahi contributes 51%: \$683,000 If Waka Kotahi does not increase funding: \$1.39 million
Average additional cost per property per year	If Waka Kotahi contributes 51%: \$27.88 for 2024/25 If Waka Kotahi does not increase funding: \$56.90 for 2024/25

Summary of submissions received – Roothing Renewals

Council received 45 submissions on this topic with feedback fairly evenly split on the options. Submissions received noted the importance of road safety and maintaining a good standard of roading. Suggestion was made to monitor road maintenance closely to ensure effective use of allocated funds and to restore roading expenditure to previous levels once funds permit, to prevent a renewal deficit and maintain road infrastructure effectively.

Council decision

Council resolved to adopt the proposed option with additional funds (increase the roading pavement renewals budget to \$6.05 million for 2024/25, \$6.5 million for 2025/26 and \$6.8 million for 2026/27 in order to support additional road pavement renewals. The reasons for adopting the proposed option include that:

- Council's approach is to focus on affordability, and that in the context of rising costs, spreading renewals over a longer timeframe will help keep rates down
- Public feedback on this topic was evenly split between those who supported the proposed option and the alternative option, so choosing the proposed option but with some additional funds helps to reach a compromise between the two approaches
- The Government Policy Statement on Land Transport 2024 (GPS) has directed Council to reallocate funds toward road pavement renewals
- Council's intent is to maximise the 51% of co-funding from central government by aligning our programme with the priorities of the GPS.

3. Walking and Cycling Improvements

Council's proposed option – Stop budgeting for new walking and cycling connections and safety improvements	
Impact on level of service	No change/ minor improvement to existing network
Impact on debt	\$50,000 on completion of project in 2024/25
Council share of additional operating cost per year	\$3,600 per year following completion of the project
Average additional cost per property per year	\$0.15 per year following completion of the project
Alternative option – Continue to steadily improve walking and cycling connections, but over a longer time frame	
Impact on level of service	Improvement to existing network
Impact on debt	\$6.2 million after 10 years
Council share of additional operating cost per year	\$263,000 over 10 years
Average additional cost per property per year	\$10.74 over 10 years

Summary of submissions received – Walking and Cycling Improvements

Council received 56 submissions on this topic with 57% of submitters supporting the alternative option. Submissions received noted support for maintaining existing walking and cycling trails to a high standard rather than investing in new connections. Other submissions supported continued investment in walking and cycling and emphasised the importance of this to encourage physical activity and for tourism. Suggestions were received for low-cost initiatives such as painting cycleways and installing visual cues to promote road sharing and improve safety.

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- Council's approach is to focus on affordability and that, in the context of focusing on the Must Dos, removing walking and cycling projects from the budget will help keep rates down
- The Government Policy Statement on Land Transport's priority areas and associated co-funding do not include walking and cycling
- Council notes the support for walking and cycling received in public submissions and therefore directs staff to investigate alternative options for funding this work.

4. Town Centre Infrastructure Upgrades

Council's proposed option – Prioritise maintenance and renewals and Pride of Place	
Impact on level of service	No change/ minor improvement to town centres
Impact on debt	\$Nil
Council share of additional operating cost per year	\$123,000 per year over 10 years, the majority of which is funded from reserves rather than rates
Average additional cost per property per year	\$0.20 per year over 10 years
Alternative option – Stick to the plan	
Impact on level of service	Improvement to town centres
Impact on debt	\$5.2 million following completion in 2028/29
Council share of additional operating cost per year	\$566,000 following completion in 2028/29
Average additional cost per property per year	\$23.10 following completion in 2028/29

Summary of submissions received – Town Centre Infrastructure Upgrades

Council received 49 submissions on this topic with 57% of submitters supporting the proposed option. Submissions received noted support for community initiatives such as 'Pride of Place', contributing to town improvements incrementally.

The importance of keeping our towns maintained to a high standard of cleanliness was highlighted to attract businesses and visitors, fostering economic growth and vibrancy. There was strong community support for revitalising town centres, especially Te Aroha and the need for continued investment.

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- Council's approach is to focus on affordability and that, in the context of prioritising the 'must do' projects, focusing on low cost projects over large capital works will help keep rates down
- Community feedback received previously highlighted the value placed on partnerships and activities that create a sense of vibrancy and connection
- The majority of those who gave public feedback on this topic supported the proposed option.

5. Additional Playgrounds

Council's proposed option – Limit playground improvements to the planned new playgrounds for Matamata and Te Aroha	
Impact on level of service	Improved level of service – new/ enhanced playgrounds in Matamata and Te Aroha
Impact on debt	\$3.07m from completion in 2026/27
Council share of additional operating cost	\$500,000 from completion in 2026/27

per year	
Average additional cost per property per year	\$20.44 from completion in 2026/27
Alternative option – Cut costs further by deferring the Te Aroha playground	
Impact on level of service	Improvement to existing services in Matamata and keeping service the same in Te Aroha and Morrinsville
Impact on debt	\$1.5m from completion in 2024/25
Council share of additional operating cost per year	\$245,000 from completion in 2024/25
Average additional cost per property per year	\$10.01 from completion in 2026/27

Summary of submissions received – Additional Playgrounds

Council received 49 submissions on this topic with 51% of submitters supporting the proposed option. Submissions received noted that Te Aroha should receive similar amenities like playgrounds that are available in Morrinsville and Matamata.

Submitters noted the importance of playgrounds with significant benefits for the community, providing a space for families and to attract young families to the area, and contributing to community growth and vitality. Concerns were also raised about the timing of such a project, particularly during an economic downturn.

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- We are committed to delivering significant play projects
- A majority of those who gave feedback on this topic supported the proposed option.

6. Stage for Matamata Civic Centre

Council's proposed option – Remove this project from our work programme	
Impact on level of service	No change/ same as current service
Impact on debt	\$Nil
Council share of additional operating cost per year	\$Nil
Average additional cost per property per year	\$Nil
Alternative option – Keep the project in the work programme but defer it	
Impact on level of service	No immediate change, future improvements
Impact on debt	\$245,000 following completion in 2029/30
Council share of additional operating cost per year	\$31,000 following completion in 2029/30
Average additional cost per property per year	\$1.25 following completion in 2029/30

Summary of submissions received – Stage for Matamata Civic Centre

Council received 37 submissions on this topic with 62% of submitters supporting the proposed option. One submitter suggested that Council could provide an option to book a stage for a low cost when making a venue booking. Other submitters noted the importance of a stage in the operations of the venue. Supporting the infrastructure development aligns with fostering positive outcomes for the district through enhanced community engagement and creativity.

Council decision

Council resolved to adopt the proposed option and instructed staff to investigate additional moveable/modular staging to further expand the current stage. The reasons for adopting the proposed option include that:

- Council's approach is to focus on affordability and that, in the context of prioritising the 'must do' projects, removing this project will help keep rates down
- The majority of those who gave feedback on this topic supported the proposed option.

7. The services we provide

Council's proposed option – Continue to provide all the current services, to mostly the same standard	
Impact on level of service	No change/minimal changes to the services we provide
Total cost to deliver all Council services	\$84.3 million for 2024/25
Rates for 2024/25 for an average urban property	\$3,648.55 (15% increase on 2023/24)
Rates for 2024/25 for an average rural property	\$5,343.78 (9% increase on 2023/24)
Council's alternative option – Cut Council services to get the rates increase lower	
Impact on level of service	Reduced services
Total cost to deliver all Council services	\$82.5 million for 2024/25
Rates for 2024/25 for an average urban property	\$3,583.08 (13% increase on 2023/24)
Rates for 2024/25 for an average rural property	\$5,020.00 (2% increase on 2023/24)

Summary of submissions received – The services we provide

Council received 43 submissions on this topic, with 63% of submitters supporting the proposed option. Submitters called for Council to be mindful of overspending and escalating costs and to explore alternative funding options rather than relying on rate increases which are seen as unaffordable and not sustainable.

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- We'd need to make some significant cuts to services to make a difference in the rates increase, and we would prefer not to do this, as we believe the services we choose to deliver are the services that make a huge difference to wellbeing in our community
- The majority of those who gave feedback on this topic support the proposed option.

8. Te Aroha Library

Council's proposed option – Investigate and deliver a suitable building to continue providing library services in Te Aroha	
Impact on level of service	Minimum of existing level of service. Possible increases would be identified through the business case.
Impact on debt	\$4.7m following completion in 2027/28
Council share of additional operating cost per year	\$322,000 following completion in 2027/28
Average additional cost per property per year	\$13.15 following completion in 2027/28
Alternative option – Close the Te Aroha library	
Impact on level of service	Reduced library services for Te Aroha
Impact on debt	\$Nil
Council share of additional operating cost per year	\$262,000 estimated reduction in operating costs per year
Average additional cost per property per year	\$10.71 estimated reduction in rates per year

Summary of submissions received – Te Aroha Library

Council received 52 submissions on this topic, with 82% of submitters supporting the proposed option. Submitters noted the library is an essential service in Te Aroha and expressed a sentiment to preserve the existing historic building. Several submissions proposed merging the library with other services like an i-SITE or museum, creating a community hub that serves multiple needs. There were also suggestions to explore remote library services, such as an outreach program (like "Books to You")

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- We believe libraries are an essential service
- The majority of those who gave feedback on this topic support the proposed option.

9. Our approach to rates and debt

Council's proposed option – Accept that our rates need a significant increase in the year ahead to manage the significant increase in costs set out in this consultation document

To proceed with everything we're proposing we would need to collect an additional \$8 million or 15.7% in total rates for this coming year. That is after focussing on the MUST DO projects, increasing our fees and charges (more user pays), smoothing out costs where it makes sense to do so, and making changes to how we manage our roading budget and not fully funding the replacement of some assets (i.e. taking more risk in our approach in order to make things more affordable).

Alternative option – Borrow money to help cover the high increase for the year ahead

An alternative option is to borrow money to help cover the high operational costs for the year ahead, and pay this back over the following years.

Rather than the proposed total rate increases of 15.7%, 6.3% and 5.8% over the first 3 years, we could spread that initial hit, by keeping the rate increase to 10% for each of the first three years by borrowing the funds and then repaying them over 5 years. This would mean a lower increase in year one and two, but higher increases in the years to follow. See the following table and graph for a comparison of how this option would impact rates compared to our proposed option.

This option would result in an increase of debt of up to \$3.98 million by year two (2025/26), which would then be repaid by year five (2028/29). Even with this additional debt, we could stay within our debt proposed limits on outlined above. The additional debt would incur interest costs, averaging \$91,000 over the five years.

Summary of submissions received – Our approach to rates and debt

Council received 34 submissions on this topic, with 50% of submitters supporting the proposed option. Concerns were raised over borrowing and rate increases with submitters against the borrowing for non-assets based projects. Submissions were received in opposition to rate increases with submitters citing concerns about affordability for pensioners and households, especially in light of inflation, minimum wage increases, and high mortgage interest rates. Ideas raised included cost cutting measures such as reducing public hours at libraries and Council offices, mowing reserves less frequently, eliminating grants and events hosted by Council, and not funding any non-essential services.

Council decision

Council resolved to adopt the proposed option. The reasons for adopting the proposed option include that:

- Borrowing money to pay for day to day operating costs is not considered to be sustainable and shifts the burden to future ratepayers
- Council has developed this budget with a focus on keeping rates as affordable as possible by focussing on the must do projects, increasing fees and charges (more user pays), smoothing out costs where it makes sense to do so, and taking some risk in the management of some budgets (e.g. roading renewals and not fully funding depreciation)
- It would not be sustainable to keep rates artificially low when the costs to deliver our basic services are increasing significantly
- It is felt that the proposed rates increase strikes a financially responsible balance between keeping rates as low as we reasonably can while enabling us to catch-up on the growing demands from increased Government regulation, growth in our district and the impact of inflation and current economic conditions.

10. Other comments and attachments received

Council also received a range of submissions on various issues including support for the Morrinsville stormwater upgrades, comments (both in support and concerns about) the potential for Council to supply water to Waitoa, and the installation of water meters.

There were a range of issues received in regards to biodiversity and climate change, and the importance of funding and management plans for the care of Council reserves especially in the vicinity of Mt Te Aroha. One submission was received which encouraged Council to strengthen relationships with Mana Whenua including the development of a Māori business strategy.

11. Revenue and Financing Policy

The Revenue and Financing Policy details how Council will fund the operating expenses and capital expenditure of its activities. The draft Policy proposed changes to how activities are funded.

To proceed with everything, we're proposing, Council would need to collect an additional \$8 million or 15.7% in total rates for this coming year.

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Revenue and Financing Policy

Council received 17 submissions on this topic, with 47% of submitters selecting the option 'yes I agree' and 47% of submitters did not select an option or did not have an opinion.

Submitters suggested increasing user charges to alleviate financial pressure on ratepayers. There were recommendations to seek alternative investment opportunities and government support to diversify revenue streams.

Council decision

Council resolved to adopt the policy as consulted on. The reasons for adopting the policy with no amendments include that:

- The Policies were developed using a robust process and as such Council has confidence that they are fit for purpose
- The majority of those who submitted on the draft Policies agree with them.

12. Development Contributions Policy

Development Contributions (DCs) are how we recover the cost of extensions to our infrastructure when needed because of new developments such as subdivisions. DCs are paid by the developers who create this demand. The draft budget includes \$51.5 million for growth related projects proposed over the next 10 years. 38% of the cost of these projects is budgeted to be recovered from DCs over this same 10-year period, with 100% recovered over a 25-year period.

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Development Contributions Policy

Council received 21 submissions on this topic, with 58% of submitters selecting the option 'yes I agree'. Submitters advocated for relying exclusively on DCs for funding growth-related infrastructure. It was noted that developers, especially those involved in large-scale residential developments, should bear a more significant share of the costs for community infrastructure and developers should be responsible for including essential community amenities in their plans.

Council decision

Council resolved to adopt the policy as consulted on. The reasons for adopting the policy with no amendments include that:

- The Policies were developed using a robust process and as such Council has confidence that they are fit for purpose
- The majority of those who submitted on the draft Policies agree with them.

13. Rates Remission and Postponement Policy

Council's Rates Remissions and Postponement Policy sets out how and when Council can remit or postpone payment on rates. Council did not propose any major changes to the Policy apart from the removal of the policy on the remission of 2023/2024 targeted rates for kerbside collection.

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Rates Remission and Postponement Policy

Council received 16 submissions on this topic, with submissions fairly evenly split on this topic between 'yes I agree' and those who didn't have an opinion on this topic. One submitter noted that kerbside collection ratepayers should have the option to decline the kerbside collection (or parts of it); for example, to undertake home composting. Other submissions noted Council needs to dramatically reduce spending, e.g. look at office costs and staffing levels.

Council decision

Council resolved to adopt the policy as consulted on. The reasons for adopting the policy with no amendments include that:

- The Policies were developed using a robust process and as such Council has confidence that they are fit for purpose
- The majority of those who submitted on the draft Policies agree with them.

Hearing

Forty-seven individuals and organisations, including grant applicants, chose to speak to their submission in person, at a Council hearing held on 8 May 2024. A record of decisions made regarding multi-year grants is attached to this report. Following the presentations from submitters, Council read through and considered all submissions received.

The meeting was adjourned and resumed on 9 May 2024 where Council requested further information from staff to assist in deliberations.

Deliberations

Following the hearing and consideration of all submissions received, Council held deliberations on 22 May 2024. The attached document notes the preliminary decisions made at this meeting. Updates will be made as required to the draft LTP for final adoption at the Council meeting on 3 July 2024. The LTP will be subject to a final audit prior to adoption.

Mōrearea | Risk

Project risks

An outline of the project steps to develop the LTP and the way the project risks have been managed have been reported to Council and the Risk and Assurance Committee throughout the LTP project. Risks identified including regulatory non-compliance have been addressed throughout.

Additionally, it is noted that failure to adequately engage with the community during the consultation period may result in a resistance and a lack of understanding about the issues Council is facing. To mitigate this risk, a communications plan was drafted to respond to the community's needs and priorities, build trust and demonstrate accountability. This engagement strategy is described in further detail in the communications and engagement section of this report.

Project Timeframe

At its meeting on 22 May 2024, Council resolved to adopt its final LTP on 3 July 2024, rather than 26 June 2024 - slightly later than initially planned for. This is to allow for budget adjustments and quality control checking. This decision means that the LTP will not be in force at the start of the 2024/25 financial year.

Rates cannot be struck until the LTP is adopted. Therefore, there is a risk if the LTP is not adopted early enough it will affect the first rates instalment date, adopting on 3 July 2024 will manage this risk.

Additionally, adoption of the LTP on 3 July 2024 will mean Council is given an extension to adopt its 2023/24 Annual Report by 31 December 2024. At this stage, the intention is to adopt the Annual Report on the current timetable, as shifting it out to December means the process will overlap with the Annual Plan 2025/26 budget process (planned for October/November 2024).

Ngā Whiringa | Options

The options that Council consulted on with the community are detailed within this report and in the attached document.

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

There are an array of legislative requirements for the LTP as set out in the LGA, the Local Government (Financial Reporting and Prudence) Regulations 2014 and Local Government Rating Act 2002.

The outcome of this process will result in a new LTP for Council to take effect from 3 July 2024 and the following policies:

- Revenue and Financing Policy
- Development Contributions Policy
- Rates Remission and Postponement Policy

Once adopted, the LTP will set the direction for Annual Plans and Annual Reports over the next three year cycle.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

A communications plan was prepared for the consultation on the draft LTP Consultation Document which involved several stages:

Awareness campaign December 2023 to February 2024 - to raise community awareness of the issues Council is facing in a relatable way. Delivered via multiple channels including social media video campaign, print advertising and e newsletters.

Education - Speaker Series: February to March 2024 - keynote speakers used to explore complex issues that indirectly and directly relate to Council's challenges.

LTP Consultation Document Consultation: March to April 2024 - to consult with the community on the LTP Consultation Document in accordance with the LGA. Information was predominantly delivered via a website developed specifically for this consultation, with small amounts of printed material also available at libraries and Council offices. The website can be viewed via the following link: <https://ltp.mpdcc.nz/>





Timeframes

The following table sets out the key dates for the LTP process:

Key Task	Dates
Policies etc. approved - Council meeting	13 March 2024
Consultation Document approved (and supporting information) - Council meeting	20 March 2024
Public consultation/engagement period	21 March to 21 April 2024
LTP hearings of submitters - Council meeting	8 May 2024 9 May 2024
Deliberations/decision making - Council meeting	22 May 2024
Final LTP audit - Draft LTP Available for audit	10 June to 21 June 2024
LTP Adoption Rates struck for 2024/25 - Council meeting	3 July 2024
LTP and other policies in force	3 July 2024

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata Piako District Council's Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION	
TŌ MĀTOU WHAKAKITENGA OUR VISION			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. 'The heart of our community is our people, and the people are the heart of our community.'			
TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa A place with people at its heart	He wāhi puawaitanga A place to thrive	He wāhi e poipoi ai tō tātou taiao A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga A place to belong and create

The LTP contributes to all Council's community outcomes. The community outcomes are set out in Part 1 of the LTP and the contribution that each activity makes to the outcomes is outlined in the relevant activity sections.

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

The LTP Budget is \$45,000, which is used primarily for external communications in support of the public consultation period. There is a separate budget for LTP Audit Fees.

Ngā Tāpiritanga | Attachments

[A↓](#). LTP Deliberations 22 May 2024 Preliminary Decisions



[B↓](#). Multi Year Community Grants Schedule of Decisions



Ngā waitohu | Signatories

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

2024-2034 Long Term Plan Deliberations

Council considered community feedback on the topics we consulted on for the 2024-2034 Long Term Plan. The Long Term Plan sets out our focus for the next 10 years, with a review carried out every three years. While the preliminary decisions during deliberations can provide a strong indicator of what Council's final decisions will be, the final decisions and formal adoption of the Long Term Plan will take place on 3 July 2024.

What we're reducing

Te Aroha Spa

What we proposed

We proposed to continue to explore options to help Te Aroha capitalise on its rich spa history and thrive as a tourist destination. The draft budget included \$200,000 for scoping and planning works in 2025/26 and \$5m for capital in 2026/27 to develop on or refurbish the spa, or make other improvements.

What you told us

This topic received the most feedback of any in our Long Term Plan, with 60 submissions. Of these:

- 31 (52%) agreed with the proposed option to continue to explore options to help Te Aroha capitalise on its rich spa history and thrive as a tourist destination
- 26 (43%) preferred the alternative option to stop work on it all together
- 3 submitters (5%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

After significant debate, Council voted to keep this funding in the Long Term Plan and proceed with further investigations into developing the spa, committing \$200,000 for scoping and planning works in 2025/26 and up to \$5m for capital in 2026/27 to develop on or refurbish the spa, or make other improvements. Council also noted that this project should be cost neutral, i.e. any future increases in operating costs should be covered through future increases in income from the spa.

Roading renewals

What we proposed

We proposed to spread out our road pavement renewal programme over a longer period. We would closely monitor the quality of the road network, and prioritise work to try and keep the roads to the current standard.

This still requires \$5.7 million for pavement renewals in 2024/25 - almost a \$600,000 increase on the current year, but would result in less work due to the significant cost increases in this area.

What you told us

Feedback was fairly evenly split on this topic, with

- 20 submitters (44%) agreeing with the proposed option to reduce our roading renewal programme to cut costs,
- 22 (49%) preferring the alternative option to keep roading renewals at the current level
- 3 submitters (7%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

Council felt that spreading out the road pavement renewal programme to keep costs low is the most appropriate option in the current economic environment. However, since going out for consultation, central government has re-prioritised its roading investment. To support additional road pavement renewals we will maximise the central government funding by redirecting funding from walking, cycling and speed management to road pavement renewals.

Councillors noted the need to continually monitor the road quality, and review this decision when setting future annual budgets.

Walking and cycling

What we proposed

We proposed that to keep costs down, we stop budgeting for new walking and cycling connections, and safety improvements for walking and cycling.

What you told us

In total 56 submissions were received on this topic. Of these:

- 17 (30%) agreed with the proposed option to stop budgeting for new walking and cycling connections, and safety improvements for walking and cycling to keep costs down
- 32 (57%) preferred the alternative option to continue to steadily improve walking and cycling connections by spreading the projects over a longer period.
- 7 submitters (13%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

At the same time as Council was consulting on the Long Term Plan, central government released their draft Policy Statement on land transport (GPS). This GPS puts a strong focus on maintenance and resilience of road networks, safety and value for money, where the previous one focused on safety, better travel options, climate change, and freight connections.

The GPS 2024 is very specific that any investment in walking and cycling should only take place where there is clear benefit for increasing economic growth, or where there is clear benefit for improving safety, and demonstrated volumes of pedestrians and cyclists already exist.

Based on this, Council feels that this cost cutting measure aligns with the transport priorities outlined by central government.

Town centre infrastructure upgrades

What we proposed

We proposed to prioritise maintaining and renewing the existing infrastructure over doing any major upgrades.

What you told us

We received 49 submissions on this topic:

- 28 (57%) agreed with the proposal to prioritise maintaining and renewing the existing infrastructure over doing any major upgrades
- 16 (33%) preferred the alternative option to stick to the plan and keep capital funding in the LTP
- 5 submitters (10%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

Council agreed to proceed with the proposed option of prioritising maintaining and renewing the existing infrastructure. They noted the importance of keeping our towns fresh and tidy to support economic growth – and that the maintenance and renewal budgets do provide for this.

Additional playgrounds

What we proposed

Our previous Long Term Plan had included significant investments in play – including significant new/upgraded playground in all three towns, as well as new neighbourhood playgrounds to support growth and playground improvements (on top of maintenance and renewals of existing playgrounds).

To keep costs down, we revised this proposal to limit new playgrounds to the planned playgrounds in Matamata and Te Aroha (one per town).

What you told us

Feedback on this topic was relatively evenly split. There were 49 submissions with:

- 25 (51%) agreeing with the proposed option to limit new playgrounds to the already planned playgrounds in Matamata and Te Aroha
- 18 (37%) preferred the alternative option to defer the Te Aroha playground until the next Long Term Plan
- 6 submitters (12%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

Council agreed to proceed with the proposed option of limiting new playgrounds to the planned playgrounds in Te Aroha and Matamata – committing up to \$1.5m to each playground.

Stage for Matamata-Piako Civic and Memorial Centre

What we proposed

We proposed that to keep costs down, we remove this project from our work programme and maintain the level of service we currently provide.

What you told us

We received 37 submissions on this topic:

- 23 (62%) agreed with the proposed option to remove this project from our work programme to keep costs down
- 12 (32%) preferred the option of keeping the project in the work programme, but deferring it a few years (to 2029/30)
- 2 submitters (6%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

Council has agreed to proceed with the proposed option of removing this project from the work programme. Councillors did note that the civic centre could benefit from additional moveable/modular staging, and directed staff to investigate this further.

What we're keeping the same

The services we provide

What we proposed

We proposed to continue to provide all our current services to the current standards (unless otherwise identified).

We've repeatedly trimmed and cut our operational budgets over recent years - to the point where we can't cut more without actually cutting some of our services. We'd need to make some significant cuts to actually make a dent in this rates increase, and we would prefer not to do this, as we believe the services we choose to deliver (like pools, parks and libraries) are the services that make a huge difference to wellbeing in our community.

What you told us

We received 43 submissions received on this topic:

- 27 (63%) agreed with the proposed option to continue to provide all the current services, to mostly the same standard,
- 9 (21%) agreed with the alternative option to make cuts to some services - noting that this would need to be significant to impact the proposed rates increase.
- 7 submitters (16%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

Council agreed to proceed with the proposed option of continuing to deliver the current services, to mostly the same standard.

Te Aroha Library

What we proposed

The Te Aroha Library is a beautiful historic building – but it also requires earthquake strengthening, and doesn't meet some of the practical needs of a modern library. So we proposed to include \$4.7 million between 2026-2028 to investigate and deliver a suitable building to ensure Te Aroha continues to have library services for years to come.

What you told us

There were 52 submissions on this topic:

- 43 (82%) agreed with the proposed option to investigate and deliver a suitable building to continue providing library services in Te Aroha
- 4 (8%) agreed with the alternative option to close the Te Aroha library
- 5 submitters (10%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

We heard loud and clear that the Te Aroha community values their library and want to see these services remain in their community – so Council endorsed this, and voted to keep the \$4.7 million for the Te Aroha Library in the budget.

More investigation is required to determine what this project might involve, so we would come back and consult with the community in more detail once we have more information.

What has increased

- Resource recovery centres - More investigation is required to understand the options, and we will come back and consult with the community in more detail once we have more information.
- Morrinsville stormwater upgrades - Severe weather events in recent years have resulted in flooding in Morrinsville – particularly in the CBD. To ensure the safety of people and property this project will progress.
- Wastewater treatment plant upgrades - We need to upgrade all of our wastewater treatment plants to comply with the new environmental regulations. Alongside this work we are also planning to increase the capacity of our plants to cater for growth.
- Matamata Stadium – This project is well underway and Council's \$3m contribution has already been committed.

What we're unsure of

- Waitoa water supply – We will continue to work on water supply options for the Waitoa community. Once we have this information we will consult with those who will be affected by the decision.

Looking further ahead

- Swim Zone Morrinsville is nearing the end of its asset life and we will be looking to upgrade or replace it from year 4 (2027/2028) of this plan.

- Water meters will continue to be investigated. If the management of water services remains our responsibility and we do go ahead with the installation of water meters it would be from 2027/2028.

Approach to rates and debt

What we proposed

We proposed that that our rates need a significant increase in the year ahead to manage the significant increase in costs we are facing (as outlined in our consultation document).

What you told us

There were 34 submissions on this topic:

- 17 (50%) agreed with the philosophy that rates needed to be significantly increased in the year ahead to manage the significant increase in costs
- 8 (24%) preferred the option of borrowing money to help cover the high operational costs for the year ahead, and paying this back over the following year
- 9 submitters (26%) did not have an opinion on the topic or did not select a preferred option.

What was agreed

After considering the preliminary decisions and the feedback received, Council agreed that the most appropriate option is to accept we need a significant rates increase in the year ahead to manage the significant cost increases we are facing. To find out what that means for you, search your property at mpdc.nz/rates2024

Multi-Year Community grants and Other Grants - Schedule of Decisions

No.	Group/Name	Description	Previous funding 2023/24	Amount requested 2024/25	Amount granted 2024/25	Amount requested 2025/26	Amount granted 2025/26	Amount requested 2026/27	Amount granted 2026/27
Multi-Year Community Grant Applications									
1	Morrinsville Community Patrol	Community Patrol Services (Morrinsville) – ongoing services, replacement vehicle and technology upgrade	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000
2	Morrinsville Community House	Donny Van and Health Shuttle Services	\$5,000	\$6,000	\$5,000	\$6,000	\$5,000	\$6,000	\$5,000
3	Te Aroha Croquet Club	Annual Turf Maintenance Program	Single- year grant	\$10,000	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000
4	Matamata Community Patrol	Community Patrol Services (Matamata) – Ongoing and increased patrolling within the district	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000
5	Tom Grant Drive	Continued development and maintenance of the Drive	\$1,800	\$2,000	\$1,800	\$2,000	\$1,800	\$2,000	\$1,800
6	Matamata Community Resource Trust	On-going administrative and operations	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
7	Campbell Park Charitable Trust	Operational costs of maintaining Campbell Park	\$6,000	\$6,500	\$6,000	\$6,500	\$6,000	\$6,500	\$6,000
8	Morrinsville Chamber of Commerce	Continued operations of the Information Centre and events	\$125,000	\$135,000	\$135,000	\$135,000	\$135,000	\$135,000	\$135,000*
9	Keep Matamata Beautiful	Beautification of town – hanging baskets in Arawa St and bluebells under the Oak plantation	\$2,000	\$3,000	\$2,000	\$3,000	\$2,000	\$3,000	\$2,000
10	Future Te Aroha	Ongoing community activities and operational costs	\$6,000	\$12,000	\$6,000	\$12,000	\$6,000	\$12,000	\$6,000
11	Te Aroha BMX*	Track Maintenance and upgrades	-	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500
12	Te Aroha College	Scholarships, prizes and awards towards Annual Prizegiving	\$300	\$300	\$300	\$300	\$300	\$300	\$300
13	Keep Te Aroha Beautiful	Maintenance of nursery and watering systems, supplying	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000

No.	Group/Name	Description	Previous funding 2023/24	Amount requested 2024/25	Amount granted 2024/25	Amount requested 2025/26	Amount granted 2025/26	Amount requested 2026/27	Amount granted 2026/27
		potting mix, fertilizer, pots							
14	Life Education Trust Waikato East	Ongoing operational costs for delivery of LET programme	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
15	Matamata College	Annual Prizegiving costs	\$300	\$5,000	\$300	\$5,000	\$300	\$5,000	\$300
16	Matamata Chamber of Commerce	Support operational costs of Matamata i-SITE	\$125,000	\$180,000	\$135,000*	\$187,200	\$135,000*	\$194,688	\$135,000*
				*Council grants up to \$135,000 conditional on further discussions and agreements. Any funding not allocated will be ring fenced for next year's grant allocations.					
17	Te Aroha & District Museum Society Inc	Partial funding of annual salary for part time Administrator	\$17,500	\$18,500	\$17,500	\$19,200	\$17,500	\$20,000	\$17,500
18	Hamilton & Waikato Tourism	Support regional tourism services	\$150,000	\$150,000	\$125,000*	\$157,500	\$125,000*	\$165,375	\$125,000*
				*Council grants up to \$125,000 conditional on other Council's contributions. Any funding not allocated will be ring fenced for next year's grant allocations.					
19	Te Aroha Community Patrol	Vehicle running costs	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000	\$4,000	\$3,000
20	Tangata Marae Trust*	Matariki Celebrations	-	\$13,000	\$0	\$15,000	\$0	\$15,000	\$0
21	Morrinsville Historical Society	Support for Museum Manager salary	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
22	Matamata Centennial Drive Development Society Incorporated	Proposed staged enhancements of the Bedford section of the Drive	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
23	Sport Waikato	Funding for Regional Connectivity Coordinator and provision of services	\$59,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
24	Citizens Advice Bureau Matamata	Citizen Advice Bureau Services and furniture/technology upgrades	\$6,000	\$10,000	\$6,000	\$10,000	\$6,000	\$10,000	\$6,000
25	Manaaki Kaimai Mamaku Trust*	Contribution to goat eradication project in Kaimai Mamaku	-	\$10,000	\$0	\$10,000	\$0	\$10,000	\$0
26	Waikato Screen	Operations: continue strategic initiatives, partnerships and economic development efforts	\$7866 Currently funded by separate grant	\$12,000	\$0	\$12,000	\$0	\$12,000	\$0
27	Creative Waikato	Strategic Partnership including provision of strategic advice and community capability	\$5,000	\$30,000	\$10,000	\$30,000	\$10,000	\$30,000	\$10,000

No.	Group/Name	Description	Previous funding 2023/24	Amount requested 2024/25	Amount granted 2024/25	Amount requested 2025/26	Amount granted 2025/26	Amount requested 2026/27	Amount granted 2026/27
28	Matamata Historical Society Incorporated	Support administration costs	\$12,000	\$17,250	\$12,000	\$17,250	\$12,000	\$17,250	\$12,000
29	Citizens Advice Bureau Te Aroha Incorporated	Support for operational costs	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
30	United Matamata Sports Inc*	Maintenance of grounds at Bedford Park	-	\$10,000	\$6,000	\$10,000	\$6,000	\$10,000	\$6,000
31	Ngati Tumutumu Trust*	Contribute to project: Restore Maunga Te Aroha	-	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
32	Te Miro MTB Club	Ongoing development and maintenance of the trail network and associated facilities	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
33	Piako Waihou Catchment Trust	Funding for Coordinator role	\$20,000 currently funded from Natural, Cultural, Built Heritage Grant	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
34	Morrinsville Art Gallery Charitable Trust	Operational Management of the Morrinsville Gallery	\$30,000	\$70,000	\$30,000	\$70,000	\$30,000	\$70,000	\$30,000
Lat e	Morrinsville College	Annual Prizegiving costs	\$300	\$300	\$300	\$300	\$300	\$300	\$300
		Total		\$848,050	\$645,200	\$865,450	\$645,200	\$881,613	\$645,200
Other Grant Funding									
	Other Grant			Draft LTP budget 2024/25	Final LTP budget 2024/25	Draft LTP budget 2025/26	Final LTP budget 2025/26	Draft LTP budget 2026/27	Final LTP budget 2025/26
	Single-Year Community Grant			\$40,000	\$30,000	\$40,000	\$30,000	\$40,000	\$30,000
	Mayoral Grant			\$20,000	\$15,000	\$20,000	\$15,000	\$20,000	\$15,000
	Natural, Cultural, Built Heritage Grant			\$45,000	\$20,000	\$45,000	\$20,000	\$45,000	\$20,000

8 Ngā Pūrongo Whakamārama | Information Reports

8.2 Update on Council Policies Following Consultation

CM No.: 2869315

Te Kaupapa | Purpose

Consultation has been completed and decisions made in respect to a number of Matamata-Piako District Council's (Council) policies. The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (Committee) with an update upon the completion of the consultation process for the following policies/documents:

- Dangerous, Affected and Insanitary Buildings Policy
- Legal Highs Policy (Local Approved Products Policy)
- Smokefree Outdoor Spaces Policy
- Fees and Charges 2024/25

Rāpopotonga Matua | Executive Summary

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 2023/24 included review of the following:

- Dangerous, Affected and Insanitary Buildings Policy
- Legal Highs Policy (Local Approved Products Policy)
- Smokefree Outdoor Spaces Policy
- Fees and Charges 2024/25

Consultation has been completed (alongside the draft Long Term Plan 2024-2034 Consultation Document) and decisions made in respect to the above. This report provides the Committee with an update upon the completion of the consultation process.

Tūtohunga | Recommendation

That:

1. The information be received.

Horopaki | Background

Policy Reviews

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 2023/24 included review of the following:

- Dangerous, Affected and Insanitary Buildings Policy
- Legal Highs Policy (Local Approved Products Policy)
- Smokefree Outdoor Spaces Policy
- Fees and Charges 2024/25

Consultation

The consultation process whereby the public is invited to make submissions has been undertaken on a number of policies/documents. This was undertaken alongside consultation on Council's draft Long Term Plan 2024-2034 (LTP) Consultation Document. The draft Policies and Statement of Proposals can be found on our website under 'Past Consultations':

<https://www.mpdc.govt.nz/have-your-say>

Consultation was open from 21 March to 21 April 2024. 105 submissions were received in total across all topics/documents.

A number of submitters chose to present their submission to Council in person, at a hearing held on 8 May 2024. Council read through and considered all submissions following the presentations from submitters. The meeting was adjourned and resumed on 9 May 2024 where Council requested further information from staff to assist in deliberations. Council also approved its fees and charges at this meeting.

Deliberations were held on 22 May 2024 and Council made decisions on each of the policies. This report provides the Committee with a summary of submissions received and Council decisions.

Ngā Take/Kōrerorero | Issues/Discussion

Proposals and Decisions

1. Dangerous, Affected and Insanitary Buildings Policy

The Building Act 2004 requires Council to have a policy on dangerous and insanitary buildings. The policy must also consider any buildings that may be affected by a dangerous building, e.g. adjacent to, adjoining, or nearby. Council is required to review this policy every five years.

The Dangerous and Insanitary Buildings Policy ensures that buildings in the district do not compromise people's health and safety, and sets out how Council will undertake its responsibilities under the Building Act 2004 that relate to dangerous, affected and insanitary buildings.

Changes made to the draft Dangerous, Affected and Insanitary Buildings Policy for consultation:

Following review, Council made a number of minor changes to the layout of the Policy and added some further content to assist in readability and clarity. This included the following:

- How a building may become a dangerous, affected or insanitary building.
- More information relating to our district and how the Policy has been developed to reflect this.
- Further information included as to how buildings may be identified as requiring an inspection
- Moving all information relating to heritage buildings to the 'application of Policy to Heritage Buildings' section.
- Updates to the definitions following legislative changes.

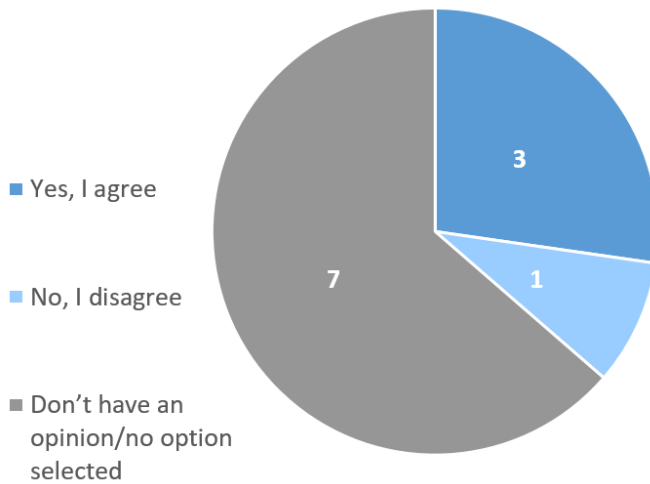
Consultation Topic:

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Dangerous, Affected and Insanitary Buildings Policy

Council received 11 submissions on the draft Policy. The options selected are detailed below:

Dangerous, Affected and Insanitary Buildings Policy submissions



Submitters had queries about particular buildings they regarded as unsafe and there were several queries/concerns about people living in commercial premises and the general state of buildings causing health and safety issues. Fire and Emergency New Zealand also submitted to request a correction to the definition of 'dangerous building'.

Council decision

Council resolved to adopt the policy with the following amendments:

- Amendment to the definition of 'Dangerous Building as follows:

(2) For the purpose of determining whether a building is dangerous in terms of subsection (1)(b), a territorial authority —

(a) may seek advice from ~~members employees, volunteers, and contractors of the New Zealand Fire Service~~ Fire and Emergency New Zealand who have been notified to the territorial authority by the ~~Fire Service National Commander~~ board of Fire and Emergency New Zealand as being competent to give advice; and

(b) if the advice is sought, must have due regard to the advice.

- Amendment to clause 6.4.3 to reflect change of name (from New Zealand Historic Places Trust to Heritage New Zealand Pouhere Taonga:

6.4.3 Council recognises heritage buildings as important infrastructure that add character and history to the district. This includes heritage buildings listed with the ~~New Zealand Historic Places Trust~~ Heritage New Zealand Pouhere Taonga and/or areas that may be referenced in Schedule 1 (Heritage sites) or Schedule 2 (Heritage – waahi tapu) of the operative Matamata-Piako District Plan.

The reasons for adopting the policy included that:

- Council is upholding its statutory obligations under the Building Act 2004 to hold such a Policy and to review it every five years
- Support was received for the draft Dangerous, Affected and Insanitary Buildings Policy 2024 during consultation
- The definition of ‘Dangerous Building’ has been amended as per the submission made by Fire and Emergency New Zealand.

2. Legal Highs Policy (Local Approved Products Policy)

Council’s Legal Highs Policy (Local Approved Products Policy) is a set of policy criteria and decisions made by Council in consultation with its community which may restrict the location of premises selling psychoactive substances (also known as “legal highs”) in our district.

Whilst there are currently no psychoactive substances that are legally available for sale in New Zealand, Council agreed to continue to have this Policy in place so that there are rules about where a premises may be located if a product was to be approved in the future.

The draft Policy contained provisions to protect the community including:

- *A 300 metre distance restriction between retail premises selling “legal highs”.*
- *A 25 metre distance restriction from sensitive sites including churches, preschools, schools and community facilities.*

Changes made to the draft Legal Highs Policy (Local Approved Products Policy) for consultation:

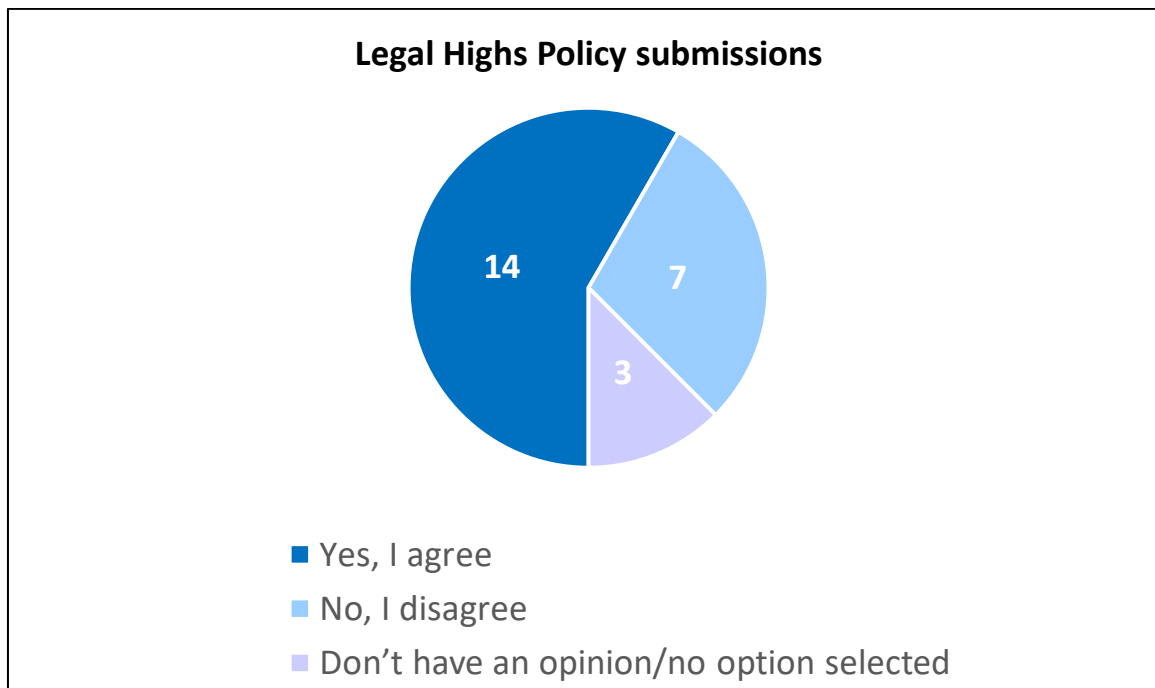
- Council proposed to leave the policy provisions as is with some minor housekeeping changes and sought feedback if any further changes were required to better suit the needs of the community.

Consultation Topic:

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Legal Highs (Local Approved Products Policy)

Council received 24 submissions on the draft Policy. The options selected are detailed below:



Submissions urged the Council to ban “legal highs” in the district and lobbied for more stringent provisions to be included in the policy in order to better protect the community, e.g. students and vulnerable people. It was suggested that this could be achieved by extending the area from sensitive sites. Concern was also raised that the policy allows for too many outlets in such small communities.

Council decision

Council resolved to adopt the Policy with the following amendments:

- Extension of the distance from one retail premises to another from 300 metres to **350 metres**. This change means that only one retail premises would be allowable and brings the provision for Te Aroha into alignment with Matamata and Morrinsville (one store maximum per town). It is noted that Council is not able to ban “legal highs”, nor is it able to have such a restrictive policy that it has the effect of banning them. Due to the small size of the areas where approved products can be sold from, extension of the distance from sensitive sites (from the current 25 metres) is not achievable.
- To re-name the Policy to: Psychoactive Substances Policy (Local Approved Products Policy) 2024. This reflects the legal term used in the Psychoactive Substances Act 2013.

The reasons for adopting the policy included that:

- Council is protecting the community by having a relevant policy in place in the event that a psychoactive substance is approved;
- The majority of the submitters supported the draft policy.

3. Smokefree Outdoor Spaces Policy

The purpose of the Policy is to promote the health and wellbeing of our communities by discouraging smoking in outdoor public areas. The Policy utilises non-regulatory approaches such as smokefree areas, signage and education/awareness to achieve behavioural change. The principles of the Policy are:

- *Promotion and support of the health and wellbeing of our community, including*

children and young people.

- *Encouraging behavioural change in a manner that is acceptable and reflects our community values.*
- *Fostering a positive smokefree message, with an emphasis on modelling positive behaviour for children and young people.*

Changes made to the draft Smokefree Outdoor Spaces Policy for consultation:

- Council proposed to leave the policy provisions as is with some minor housekeeping changes and sought feedback if any further changes were required to better suit the needs of the community.

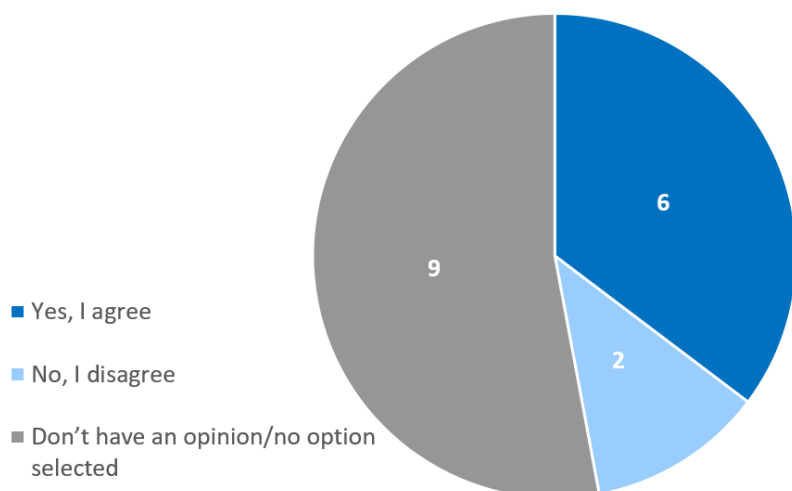
Consultation Topic:

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Smokefree Outdoor Spaces Policy

Council received 17 submissions on the draft Policy. The options selected are detailed below:

Smokefree Outdoor Spaces Policy submissions



Submitters queried the effectiveness and enforcement of the Policy. Other submitters noted that smoking in public outdoor areas is not illegal, therefore Council should not have such a policy. Support for the Policy was also received, with benefits such as less cigarette waste noted. Additional signage was suggested as a way to encourage/support compliance.

Council decision

Council resolved to adopt the Policy as consulted on. The reasons for adopting the policy included that:

- Council is supporting public health and promoting the health and wellbeing of our communities by discouraging smoking in outdoor areas.
- Support was received for the draft Smokefree Outdoor Spaces Policy 2024 during community consultation.

4. Fees and Charges 2024/25

Fees and charges are adopted annually before the start of each financial year alongside

the Annual Plan or Long Term Plan cycle. This is to ensure they remain fit for purpose and reflect the actual cost of Council activities.

Changes made to the draft Fees and Charges 2024/25 for consultation:

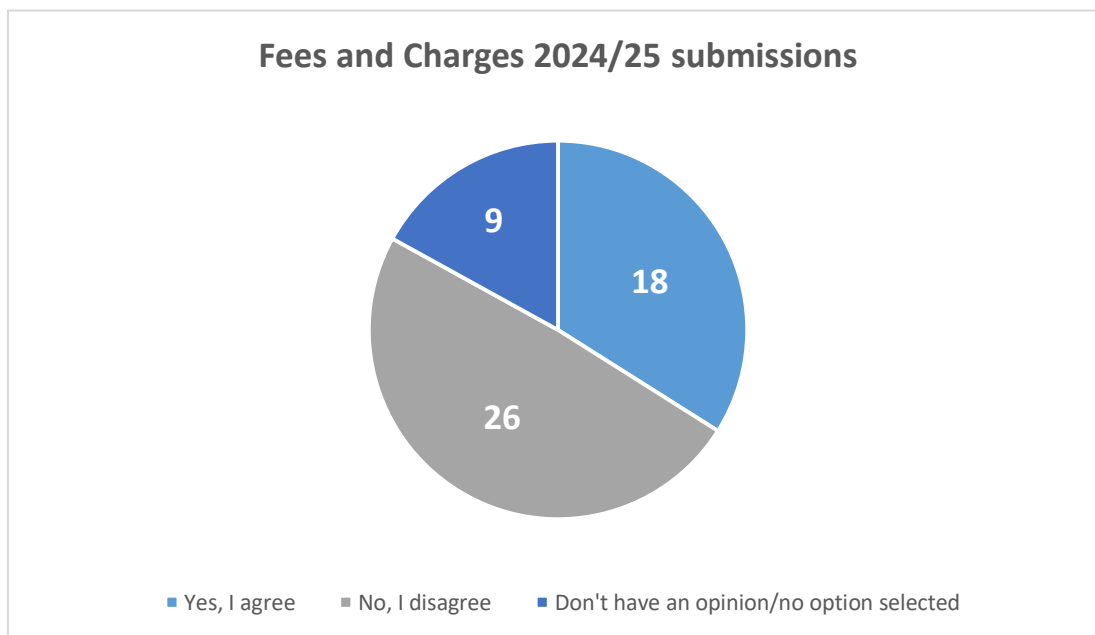
Council proposed some significant increases to its fees and charges for 2024/25, particularly for community venues, pools and spas, cemeteries, building control and animal control fees.

Consultation Topic:

Submitters could choose from the options a) Yes I agree, b) No I disagree, c) I have no opinion on this topic, and could add additional comments if they wished.

Summary of submissions received – Fees and charges 2024/25

Council received 53 submissions on the draft Fees and Charges 2024/25. The options selected are detailed below:



Submissions were received supporting the concept of user pays. Many submissions opposed the increases for such services as dog registrations and swim facilities, noting that responsible dog owners do not cause any issues and the importance of access to swimming for the community respectively. There was a notion that the cost increases are not affordable and it is not sustainable to keep increasing fees.

Council decision

Council resolved to adopt the fees and charges to include minor amendments as identified by staff. The Fees and Charges are reflective of a number of factors including increasing costs. Council has to cover the increased costs and has decided to recover some of it through higher fees (i.e. more user pays) rather than to recover it all through rates.

Following Council's approval of the Fees and Charges, corrections to our Swim Zone and Spa concession discount charges are required to ensure they align with the discount rate. These will be taken to Council for approval on 3 July 2024, and the new fees for our aquatic facilities will apply from 3 July 2024. The full list of Fees and Charges will be available from 3 July 2024 on Council's website.

Mōrearea | Risk

No specific risks have been identified.

Ngā Whiringa | Options

The options that Council consulted on with the community are detailed within this report.

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

Dangerous, Affected and Insanitary Buildings Policy

This policy is required by section 131 of the Building Act 2004 which requires Council to have a policy on Dangerous, Affected and Insanitary Buildings. Council must complete a review of the policy every five years.

Legal Highs Policy (Local Approved Products Policy)

Under the Psychoactive Substances Act 2013, Council may have a policy relating to the sale of approved products within its district. The policy must be reviewed every five years.

Smokefree Outdoor Spaces Policy

This is not a policy required by law, however Council has chosen to adopt such a policy to support the health and wellbeing of its communities.

Fees and Charges

Council has the ability to set Fees and Charges through various legislation. Under Section 150 of the Local Government Act 2002 (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).

Council reviews its Fees and Charges every year in line with its Annual Plan/Long Term Plan.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Consultation was undertaken as per the requirements of the relevant policy/document. Council staff informed key stakeholders and interest groups of the proposals. The Statements of Proposals and draft documents could be viewed on the Council website and submissions could be made on-line through the website and via letter/email.

Council used several communication tools including social media, community meetings, direct letter/email to encourage the community to take part in the consultative process.

Council has provided an opportunity for persons to present their views to the Council at a hearing held on 8 May 2024. Council read through and considered all submissions following the presentations from submitters. The meeting was adjourned and resumed on 9 May 2024 where Council requested further information from staff to assist in deliberations.

Following the hearing and decisions made, staff are writing to each submitter to inform them of the decision.





The below table sets out key dates for the consultation process:

Key Task	Dates
Draft Policies/Documents and Statement of Proposal approved for consultation - Council meeting	13 March 2024

Public consultation/engagement period	21 March to 21 April 2024
Hearings of submitters - Council meeting	8 May 2024 9 May 2024
Deliberations and adoption of Policies - Council meeting	22 May 2024
New Policies/documents applicable (apart from Fees and Charges 2024/25 to be approved with further changes 3 July 2024)	1 July 2024

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Matamata Piako District Council's Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI STRATEGIC DIRECTION	
TŌ MĀTOU WHAKAKITENGA OUR VISION			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. 'The heart of our community is our people, and the people are the heart of our community.'			
TŌ MĀTOU WHĀINGA MATUA OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa A place with people at its heart	He wāhi puawaitanga A place to thrive	He wāhi e poipoi ai tō tātou taiao A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga A place to belong and create

Review of Council's policies/documents supports the achievement of all Council's community outcomes.

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

Costs of review relate to the consultation process and are funded within existing budgets through the Strategies and Plans activity as outlined in Council's Long Term Plan 2021-2031.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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

8 Ngā Pūrongo Whakamārama | Information Reports

8.3 District Plan Update

CM No.: 2870256

Te Kaupapa | Purpose

The purpose of this report is to update Waharoa (Matamata) Aerodrome Committee with a summary on the rolling review of the District Plan and changes around Resource Management matters. Carolyn McAlley is available to deliver the update and answer any questions.

Rāpopotonga Matua | Executive Summary

A District Plan and Resource Management summary is provided below. The update specifically refers to Waharoa (PC49), Papakainga (PC54), Fonterra Waitoa (PPC55), Calcutta (PPC57), Avenue Business Park (PPC58), the National Planning Standards and the Resource Management Reform.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Take/Kōrerorero | Issues/Discussion

Plan Change 49-Waharoa

This Council initiated District 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 District Council elected members and Ngāti Hauā representatives as governance members along with a number of support staff. On 30 November 2022, Matamata-Piako Te Manawhenua Forum 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 individuals could share their 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 Gumbley consultants have been engaged to undertake an archaeological assessment of the plan change area. This work was completed in November 2023. In his investigation, Mr Gumbley identified several places of significant cultural and archaeological value within the Waharoa area, most notably the Matamata Pā, Te Tapiri Pā and the CMS Mission Station. However, the exact location of many of these places is uncertain.

The Council is now in the process of reviewing the community's aspirations and considering how these may be enabled by the District Plan's provisions. It is anticipated that the next steps will be for staff to put together an issues and option paper that signals the likely key objectives of the plan change. The relevant experts will be engaged to provide preliminary technical information. This information will then be used as the basis for a discussion with Council, iwi and key stakeholders.

Plan Change 54-Papakāinga

This plan change involves an update the District Plan provisions to allow for papakāinga development. 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. The 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 new Māori Purpose Zone (Precinct 1 – Papakāinga Tahī) will provide the most enabling provisions for papakāinga by increasing housing density in comparison to the Rural Zone and enabling the establishment of home businesses and small-scale community facilities, education facilities and healthcare facilities.

Sites 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. The change was re-notified for public submissions on 21 December 2022, and closed for submissions on 13 February 2023. The further submission phase closed on 26 April 2023.

On 18 July 2023, an Iwi Working Group (IWG) Hui was held at the Silver Ferns Events Centre. During this Hui, the key themes that were raised in the submissions along with the next steps in the process were discussed, and a draft, unbranded papakāinga Toolkit was shared. After the Hui, staff met with various submitters and interested parties to see if the matters raised could be resolved.

A hearing was held on the 17-18 of April 2024, with Council appointed independent hearings commissioners Bill Wasley (as Chair) and James Whetu to hear and decide on submissions. A number of submitters attended the council hearing to present their submissions to the panel, with one submitter choosing to attend remotely.

The processing planner's right of reply to the matters raised in submissions has been made available and has proposed a number of changes to the plan change in response to submissions. Notably these include a minor proposed change in the definition of papakāinga, and an amendment to the proposed density provisions by proposing to provide the option of two kaumatua units (in one duplex building) being equivalent to one kāinga.

Staff await the decision report from the commissioners, which will then be publically notified. Parties involved in the process will have 30 working days in which to make an appeal. In the event that no appeals are made, staff will seek Council's resolution to make the plan change operative.

Private Plan Change 57-Calcutta

On 3 August 2022, Matamata-Piako District Council received a request for Private Plan Change 57-Calcutta. This plan change seeks to rezone approximately 41ha of rural land along the southern side of Tauranga Road, Matamata to Industrial Zone. This plan change proposes to introduce a new General Industrial Zone into the District Plan in accordance with the National Planning Standards.

On 11 October 2022, submissions opened for the Calcutta private plan change and closed on Wednesday 9 November 2022. Matamata-Piako District Council received 28 submissions in total. The Council summarised the submissions received and opened for further submissions on 7 March 2023 with a closing date of 21 March 2023. During this submission phase, a further 20 submissions were received. A hearing date was initially scheduled for February 2024, however,

the applicant had asked for this to be deferred. They advised they were undertaking to update the application in relation to the requirements of the National Policy Statement for Highly Productive Land.

However, due to this delay the application is likely to exceed the two year threshold in which a decision has to be made on a plan change. To be able to progress the existing application beyond a two-year timeframe approval is required from the Ministry of the Environment and the applicant has requested that the Council make an application for this to occur. Council is currently contacting existing submitters to obtain their feedback on the proposal to extend the processing time of the Plan Change application. This feedback is due in early June and will be taken to Council for a decision. Because of this process, no new hearing date has been set and the application effectively remains on hold.

National Planning Standards (NPS)

The Council continues to work on reformatting its District Plan to comply with the National Planning Standards (NPS). The purpose of the NPS 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 a reorganisation of the Operative District Plan provisions do not require a plan change. However, some of the changes stemming from the project will need to go through the full plan change process. This work is taking longer than expected with the Council working to have the reformatting of the District Plan completed and notified in the next few months. The intention is that the associated plan changes will be notified later in the year.

Resource Management Reform

In December 2023, the newly appointed National Government announced that parliament had passed legislation repealing the Natural and Built Environment Act (NBA), and the Spatial Planning Act (SPA) as part of the Government's 100-day plan. At the New Zealand Planning Institute Conference on the 22 March 2024, the Government made a further announcement regarding the RMA reform processes. The first phase had repealed the existing legislation and the second phase, already underway, is to introduce the one-stop-shop consenting and permitting regime for regionally and nationally significant projects through the Fast Track Approvals Bill currently processing through Parliament. A second stage of phase 2 will make targeted changes to the RMA to unlock development and investment.

This will require two bills, the first of which was released on 23 May 2024. As previously advised this bill:

- Delays the requirements to map Significant Natural Areas (SNAs) until December 2030,
- Aligns the consenting pathway for coal mining to be treated the same way as other mineral extraction,
- Removes the need to consider the hierarchy of obligations under the National Policy Statement for Freshwater Management for resource consents,
- Repeals the requirements related to stock exclusion and intensive winter grazing that do not comply with particular conditions,
- Creation of a more streamlined and efficient pathway to create or amend national direction under the RMA.

A second bill will be released later in 2024. The third phase will look to develop the policy and legislation that will replace the RMA.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Carolyn McAlley Senior RMA Policy Planner	
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Approved by	Nathan Sutherland Team Leader RMA Policy	
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	Ally van Kuijk District Planner	
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8 Ngā Pūrongo Whakamārama | Information Reports

8.4 Waharoa (Matamata) Aerodrome Committee Work Programme 2024 - Update June

CM No.: 2868295

Te Kaupapa | Purpose

The purpose of this report is to provide the committee with an update of the work programme.

Rāpopotonga Matua | Executive Summary

The work programme for the Committee is attached. It is intended this is a standing item for each Committee meeting.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

[A](#) ↓. Waharoa (Matamata) Aerodrome Committee - Work Programme - Update June 2024



Ngā waitohu | Signatories

Author(s)	Kuljeet Kaur Governance Support Officer	
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Approved by	Sandra Harris Strategic Partnerships and Governance Manager	
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Waharoa (Matamata) Aerodrome Committee Work Programme
“Update June 2024”



Meeting Date	Scheduled Reports	Status – included in agenda	Comment / Expected reporting dates
20 June 2024	Marae Entranceway	X	Marae entranceway and parking will be considered with the Reserve Management Plan process.
	Plans, Policies, Bylaws update	✓	
	Waharoa (Matamata) Aerodrome Reserve Management Plan	✓	
	Standing Items		
	Community Facilities Operations Update	✓	
	District Plan Update	✓	
	Review of Work Programme 2024	✓	