

Waharoa (Matamata) Aerodrome Committee

Mēneti Wātea | Open Minutes

Note: Due to quorum requirements not been met, this meeting has turned into workshop.

All workshops of Council do not contain any decisions and are for discussion purposes only.

Minutes of an ordinary meeting of Waharoa (Matamata) Aerodrome Committee held in the Te Takere Room, Matamata-Piako Civic and Memorial Centre, 11 Tainui Street, MATAMATA on Thursday 20 June 2024 at 10:00.

Ngā Mema | Membership

Ngāti Hauā

Mr Mokoro Gillett (Co-Chairperson)

Mrs Rangitonga Kaukau

Mr Deacon Paul

Matamata-Piako District Council

Mayor Adrienne Wilcock, JP (Co-Chairperson)

Deputy Mayor James Thomas

Cr Kevin Tappin



te kaunihera ā-rohe o
matamata-piako
district council

Ngā whakapāha | Apologies

Mr Mokoro Gillett (Co-Chairperson)
Deacon Paul

Kaimahi i reira | Staff Present

Name	Title	Item No.
Sandra Harris	Strategic Partnerships and Governance Manager	8.1,8.2,8.4
Mark Naudé	Parks and Facilities Planning Team Leader	7.2
Manaia Te Wiata	Group Manager Business Support	7.1, 7.3
Carolyn McAlley	Senior RMA Policy Planner	8.3
Nathan Sutherland	Team Leader – RMA Policy	8.3
Jayshree Kanji	Graduate RMA Policy Planner	8.3
Kuljeet Kaur	Governance Support Officer	

I reira | In Attendance

Mike Groome 10.00am Avsafe Consultants

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Adrienne Wilcock welcomed committee members, staff and the public and declared meeting open at 10.04am.

2 Karakia

No karakia was performed for this workshop.

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

Apologies from Mr Mokoro Gillett (Co-Chairperson) and Deacon Paul was received and accepted.

4 Pānui | Ngā Take Ohore Anō | Notification of Urgent/Additional Business

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

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

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

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

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

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

5 Whakaaetanga mēneti | Confirmation of Minutes

That the minutes of the meeting of the Ordinary meeting of Waharoa (Matamata) Aerodrome Committee held on Thursday, 21 September 2023, be confirmed as a true and correct record of the meeting.

Minutes will be confirmed in next meeting as this is Workshop today.

6 Papa ā-iwi whānui | Public Forum

NGĀ PŪRONGO O NGĀ ĀPIHA | OFFICER REPORTS

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.

Workshop Discussion:

Manaia Te Wiata gave a presentation on the Matamata Aerodrome Aeronautical Study. Mike Groome from Avsafe Consultants was also present and provided a brief update on Matamata Aerodrome. All information provided today will also be communicated to aerodrome users at a meeting on 17 July 2024. The presentation attached as follows.

ATTACHMENTS

- A 20 June - Workshop - WMAC meeting - Aerodrome Power Point

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.

Workshop Discussion:

Mark Naude present to provide an update on the masterplan and reserve management plan review. Advice provided:

- Phase 1 of the plan might legally have some issues
- Phase 2 giving some credibility to the two representative groups; and
- Phase 3 will find the issues if it is not achieved.

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.**

Workshop Discussion:

Manaia Te Wiata present to provide an update about the Community Facilities and mentioned that reserve management plan submission is in discussion and expected date for the plan will be in December 2026 .

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.

Workshop Discussion:

Sandra Harris present to provide an update on the Long Term Plan 2024-2034 and advised that hearing was held on 8 May and 9 May 2024. Council will adopt Long Term Plan on 3 July.

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.

Workshop discussion :

Sandra Harris present and provided an updated that three policies had minor changes to the formatting.

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.

Workshop discussion :

Carolyn McAlley present to provide a brief overview of the District Plan change update.

Following are the links for the District Plan changes in their various stages:

[District Plan Review \(Plan Your Town\) \(mpdc.govt.nz\)](https://mpdc.govt.nz)

The RMA reform link is as follows to see the process:

[Changes to resource management | Ministry for the Environment](#)

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.

Workshop Discussion :

Next meeting might will be in September / October. To be determined by Council staff.

11.22 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF WAHAROA (MATAMATA)
AERODROME COMMITTEEWAHAROA
(MATAMATA) AERODROME COMMITTEE HELD ON
20-06-2024.

DATE:.....

CHAIRPERSON:.....