

Kaunihera | Council

Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 28 August 2024 at 9:00.

Ngā Mema | Membership

Manuhuia | Mayor

Adrienne Wilcock, JP (Chair)

Koromatua Tautoko | Deputy Mayor

James Thomas

Kaunihera ā-Rohe | District Councillors

Caleb Ansell

Sarah-Jane Bourne

Sharon Dean

Bruce Dewhurst

Dayne Horne

Peter Jager

James Sainsbury

Russell Smith

Kevin Tappin

Gary Thompson

Sue Whiting

[The meeting live stream link is available to view here](#)

Minutes prepared by:

Stephanie Hutchins

Senior Governance Advisor

Ngā whakapāha | Apologies

Deputy Mayor James Thomas
Cr Caleb Ansell

Ngā mema i reira o runga te tūhono ipurangi | Members present via audio/visual link

Name	Position/Organisation	Time In	Time Out
Kevin Tappin	Matamata Ward Councillor, Matamata-Piako District Council	9.12am	10.57am

Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Senior Governance Advisor	
Kuljeet Kaur	Governance Advisor	
Tamara Kingi	Governance Team Leader	7.1
Barry Reid	Roading Asset Engineer	7.2
Susanne Kampshof	Assets and Projects Manager	7.4
Carolyn McAlley	Senior RMA Policy Planner	7.5, 7.6
Manaia Te Wiata	Group Manager Business Support	7.7
Olivia Picard	Graduate Policy Advisor	8.2
Laura Hopkins	Senior Policy Advisor	8.3

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Ross Millar		6	9.00am	9.10am
Nicki Malone	Senior Consultant ARPro, XYST Ltd	7.3	9.14am	9.16am

1 Whakatūwheratanga o te hui | Meeting Opening

Mayor Adrienne Wilcock welcomed members, staff, public and those viewing the livestream and declared the meeting open at 9.00am.

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The apologies from Deputy Mayor James Thomas, Cr Caleb Ansell be received and accepted.
2. Apologies for lateness from Cr Kevin Tappin be received. Cr Kevin Tappin joined the meeting at 9.12am.

Resolution number CO/2024/00001

Moved by: Cr S-J Bourne

Seconded by: Cr R Smith

KUA MANA | CARRIED

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

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

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

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

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

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

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

4 Whākī pānga | Declaration of interest

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

5 Whakaaetanga mēneti | Confirmation of minutes

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 24 July 2024, be confirmed as a true and correct record of the meeting.

Resolution number CO/2024/00002

Moved by: Cr D Horne

Seconded by: Cr S Dean

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

Name	Position/Organisation	Topic
Ross Millar		<ul style="list-style-type: none"> Maori Ward
<p><u>Summary</u></p> <p>Ross Millar in attendance to submit in favour of retention of the Maori Ward.</p> <p>Mr Millar thanked Elected Members for allowing him to speak.</p> <p>Mr Millar provided a brief overview of where he resides and how he owns the Whittaker Gallery with his wife. He then provided insight into the history of the Whittaker Gallery, Sir Frederick Whittaker and Thomas Russell. Both were ministers in the government in July 1863 at the outbreak of the Land Wars.</p> <p>Mr Millar mentioned at the end of the Land Wars large areas of land were confiscated from local iwi. One block was the Piako Swamp block, this block included areas now known as Tatuani, Springdale, Tahuna, Waitoa with a few other surrounding areas. This land was intended to be given to soldiers who fought on the government side of the Land Wars. He mentioned this never happened and in 1873 Sir Frederick Whittaker purchased the land from the government with his partner Thomas Russell for less than half of the government mandated price then sold on at a great profit.</p> <p>Mr Millar said that the previous owners received no compensation and considering these facts he believes that Council should retain the Maori Ward so local iwi can have a perspective at the decision making table.</p> <p>Due to history he believes Council should retain the ward – and he noted there is no call for referendum on the retention on the three existing wards. He believes that this referendum was forced by central government that takes little or no respect for local government.</p> <p>Mr Millar highlighted his view by requesting council to retain the Maori Ward and campaign for its retention at the next election.</p> <p>Mayor Adrienne thanked Ross for his submission and insight into local history.</p>		

7 Pūrongo me whakatau | Decision Reports

7.1 Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 - Decision on Maori Ward Options

CM No.: 2899678

Te Kaupapa | Purpose

The purpose of this report is to seek a decision from Council on the following options prescribed by legislation:

Option 1 – Disestablish the Māori Ward and complete a shortened representation review to come into effect in 2025.

Option 2 – Retain the Māori Ward and hold a binding poll alongside the 2025 local elections with the outcome to come into effect in 2028.

Rāpopotonga Matua | Executive Summary

The Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 (the Act) has been enacted into law and became effective as of 31 July 2024.

The Act identifies two different groups of Councils that have established Māori Wards. Matamata-Piako District Council falls into 'Group 1' as a Council that established a Māori Ward ahead of the 2022 local elections. Under the Act, Matamata-Piako District Council can either:

Option 1 – Disestablish the Māori Ward and complete a shortened representation review to come into effect in 2025.

Option 2 – Retain the Māori Ward and hold a binding poll alongside the 2025 local elections with the outcome to come into effect in 2028.

All group 1 Councils are required to decide on one of the above options by 6 September 2024.

Matamata-Piako District Council is not eligible to revert to previous representation arrangements. More detail of this is found under issues.

Tūtohunga | Recommendation

That:

1. Council disestablishes the Māori Ward, Te Toa Horopū ā Matamata-Piako, and undertakes a shortened representation review, to come into effect for at least the 2025 triennial elections. Council calls an extraordinary meeting on 11 September 2024 to resolve an initial proposal for representation arrangements.

OR

2. Council retains the Māori Ward, Te Toa Horopū ā Matamata-Piako, and undertakes a binding poll alongside the 2025 triennial elections on whether, the district should be divided into 1 or more Māori Wards. The results of the poll will be effective for the 2028 and 2031 triennial elections, with Council undertaking a full representation review by 2027/28 as planned.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council retains the Māori Ward, Te Toa Horopū ā Matamata-Piako, and undertakes a binding poll alongside the 2025 triennial elections on whether, the district should be divided into 1 or more Māori Wards. The results of the poll will be effective for the 2028 and 2031 triennial elections, with Council undertaking a full representation review by 2027/28 as planned.

Resolution number CO/2024/00003

Moved by: Cr G Thompson

Seconded by: Cr S Whiting

KUA MANA | CARRIED

7.2 Road naming for Stage 1 of the Matamata Country Club Retirement Village, Matamata

CM No.: 2897195

Te Kaupapa | Purpose

Council is responsible and has the power under sections 319, 319A and 319B of the Local Government Act 1974 to name formed roads including private roads that are intended for the use of the public generally, and for the numbering of land and buildings.

Rāpopotonga Matua | Executive Summary

Matamata Country Club is a new luxury retirement village built by the Sanderson Group offering residents a range of amenities, open spaces and a park-like environment. Stage 1 is designed over 21 hectares with access off Peria Road, Matamata.

Jordan Spence (Project Manager) on behalf of Sanderson Group (the applicant) is seeking council approval to name 16 private road names. Land Information New Zealand (LINZ) has its own guideline for addressing in retirement villages (LINZG80700 – 7 July 2016).

Stage 1 of this development can be seen in images and plans under background.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council approves the 16 preferred private road names listed below for Stage 1 of residential retirement village lots at Matamata Country Club.
 - Planetree Boulevard (Blvd)
 - Cypress Grove (Grv)
 - English Oak Drive (Dr)
 - Michelia Crescent (Cres)
 - Acer Lane
 - Pin Oak Close (Cl)
 - Cherry Close (Cl)
 - Ginko Place (Pl)
 - Walnut Lane
 - Liquidamber Crescent (Cres)
 - Blossom Close (Cl)
 - Sophora Lane
 - Macrocarpa Lane
 - Pear Lane
 - Redwood Lane
 - Ribbonwood Way
2. Council staff to check the spelling of Liquidamber and make appropriate corrections if required.

Resolution number CO/2024/00004

Moved by: Cr S-J Bourne

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

7.3 Proposed Tahuna Bore Easement over Tahuna Domain Recreation Reserve

CM No.: 2878232

Te Kaupapa | Purpose

To seek a decision from Council on whether to publicly notify an application from Matamata Piako District Council (MPDC) Three Waters department for an easement for a new town water supply bore at Tahuna Domain and subsequently seek a decision to grant or decline the application.

Rāpopotonga Matua | Executive Summary

The Matamata-Piako District Council (MPDC), acting as the delegate of the Minister of Conservation, has received a proposal from Matamata Piako District Council (MPDC) Three Waters department (the applicant) for an easement concession to grant the right to occupy part of a reserve for the construction of a new water supply bore and associated infrastructure at Tahuna Domain and to continue to enable for the infrastructure, a bore, pump and associated underground water pipes and electricity cables to occupy the land. The purpose of the project is to ensure a resilient town water supply in the township of Tahuna.

The proposal requires a concession in the form of an easement under the Reserves Act 1977 and Part 3B of the Conservation Act 1987, as the land in question (Section 27 Tahuna VILL) is Crown land administered by MPDC under an appointment to control and manage.

After a thorough assessment, MPDC staff have determined that the effects of the proposed easement on recreational use of the reserve, amenity and public access are less than minor. The proposal is not contrary to the policies and objectives of the General Policies and Active Reserves reserve management plans.

Any remaining (less than minor) adverse effects will be mitigated through appropriate conditions attached to the easement.

Having given consideration to the effects of the proposal on the reserve and its users, staff recommend that the proposal is processed on a non-notified basis.

This report seeks Council's decision on the public notification of the proposal and to approve or decline the easement concession.

Ngā Whiringa | Options

Two options have been considered for this easement application:

1. Decline the application – Status Quo
2. Grant the application in line with Section 59A of the Reserves Act

Recommended option

Option 2 is the preferred option. Effects of the proposal have been assessed to be less than minor and the bore creates more resilience in the provision of drinking water to Tahuna.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The report is received;**
- 2. Pursuant to an Instrument of Delegation from the Minister of Conservation dated 12 June 2013, Council exercises the functions of the Minister under section 59A of the Reserves Act 1977 and Part 3B of the Conservation Act 1987 with respect to an application for an easement concession over part of Tahuna Domain (part of Section 27 Tahuna VILL);**
- 3. Council in exercising the powers outlined in recommendation two, resolves to process the application for an easement concession without public notification in accordance with section 17SC (3) of the Conservation Act 1987, as the effects on the reserve are deemed to be less than minor;**
- 4. Council in exercising the powers outlined in recommendation two, resolves to grant (or declines to grant) an easement in favour of Matamata-Piako District Council over part of Section 27 Village of Tahuna, located at Tahuna Domain to enable the installation, occupation and operation of a water bore and associated water pipes and electricity cables.**
- 5. Council provides approval, subject to regulatory requirements being met, to Matamata-Piako District Council to install a new bore for town water supply at Tahuna Domain;**
- 6. Council delegates to the Assets and Project Manager the power to undertake the required administrative actions, to give effect to the decisions including to sign the agreement to grant the easement on behalf of Matamata-Piako District Council, and setting appropriate conditions associated with these approvals.**

Resolution number CO/2024/00005

Moved by: Cr D Horne

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

7.4 Proposed Electricity easement over Stormwater Reserve at Lockerbie Estate

CM No.: 2921235

Te Kaupapa | Purpose

Two electricity transformers are planned for installation on a Stormwater Reserve, which will be transferred to the Council as part of the subdivision process. An easement is necessary. Once the Reserve is vested, the Council can approve easements for above-ground utilities in accordance with the Reserves Act 1977.

Rāpopotonga Matua | Executive Summary

As part of the Lockerbie Estate subdivision development in Morrinsville, Lot 6001 DP 549793 was vested with Council as part of Stage 1A subdivision in 2021 as Local Purpose (Stormwater) Reserve. Lot 6001 was created for stormwater management of Catchment C which includes various stages of the Lockerbie development. Lot 6001 was created on the separate northern title at that time.

Since then, Stage 4A2/3 subdivision consent has been granted, and Lockerbie Estate are completing the physical works with the intention to apply for 223 and 224 certification in August 2024. Stage 4A2/3 generally adjoins Lot 6001 Local Purpose reserve to the south. As part of Stage 4A3 Subdivision, the construction of a transformer and associated switching gear have been located just over the road boundary of the proposed road to be vested and into Lot 6001.

Once a Reserve has been vested, Council may approve easements for above ground utilities under the provisions of the Reserves Act 1977.

An easement grants a specific right to use land belonging to someone else for a specified purpose. Council has historically agreed to grant easements over Reserves where the impact on the Reserve is minimal or beneficial.

Under the Resource Management Act 1991, Reserves are normally vested without a legal interest or encumbrance (such as an easement). The Act does however allow Council the option to agree to accept a specified interest in the land (such as an easement).

Council cannot issue Section 224 for Stage 4A2/3 until the easements are resolved. The matter is brought to Council under urgency given the timing of lodgement of 223/224 certification within the coming weeks.

Ngā Whiringa | Options

1. Council can agree to the creation of an easement in gross to Power-Co for a right to convey electricity over the Reserve (Lot 6001) shown as 'X' on Stage 4A2/3 draft title plan.
2. Council can decline the creation of the easement 'X' over the Reserve (Lot 6001).

Option 2 introduces risks associated with uncertainty of ownership and responsibility for the aboveground utilities and would delay completion of the subdivision.

Option 1 is the preferred option as it would provide the duties and responsibilities for the aboveground utilities to Power-co and enable 224 to be issued for the subdivision without delays.

Recommended option

Option 1 is the preferred option as it would provide the duties and responsibilities for the aboveground utilities to Power-co and enable 224 to be issued for the subdivision without delays.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The report be received:**
- 2. Council resolves to accept the right to convey electricity easement in gross to Power-Co over Lot 6001 as indicated on the draft title plan provided in Attachment A;**
- 3. Council authorises staff to complete the necessary administrative actions to give effect to the decision.**

Resolution number CO/2024/00006

Moved by: Cr B Dewhurst

Seconded by: Cr S Dean

KUA MANA | CARRIED

7.5 Proposed Removal of District Plan Roding Designation 77A

CM No.: 2922225

Te Kaupapa | Purpose

The purpose of this report is to seek Council approval for the removal of a lapsed designation from the District Plan and District Plan maps. The Council is the requiring authority for the proposed road designation 77A, with the location stated as, "From State Highway 27 through to Industrial land owned by JD Wallace." The designation, part of the District Plan since 2005, should be removed as it has not been given effect to in any way and its 10-year lapse period has since expired.

Rāpopotonga Matua | Executive Summary

Schedule 4 - Designations of the Operative Matamata-Piako District Plan (District Plan) includes the MPDC designation 77A. The designation purpose is stated as proposed road (10 year period), and the location stated as, "From State Highway 27 through to Industrial land owned by JD Wallace." Staff note that the ownership of the Industrial land has now changed to Waitoa Farms Limited and Waitoa Industrial Estate Ltd. The designation has not been given effect to since it was included into the Operative District Plan in 2005, and its 10-year lapse period has expired.

Staff consider that there is a small risk associated with the lapsed designation remaining in the District Plan, as it creates uncertainty with regard Council intentions. As the designation is now invalid for the above reasons, staff recommend its removal. Its removal would provide improved certainty for plan users, administrators and the landowners that the Council has not and will not give effect to the designation.

The delegation to alter the District Plan sits with Council. The purpose of this report is to seek Council approval for the removal of the lapsed designation from the District Plan and the District Plan Maps.

Ngā Whiringa | Options

There are two main options. The first option is to retain the status quo. The second option is to remove designation 77A from the District Plan and Planning Maps. These options are discussed below.

Recommended option

Option 2 is recommended in this instance. As designation 77A has lapsed and has not been given effect to, staff consider that this invalid entry should be removed from the District Plan and Planning Maps.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information is received.**
- 2. Council resolves to remove lapsed Designation 77A from the Operative Matamata-Piako District Plan and the associated District Plan Maps.**

Resolution number CO/2024/00007

Moved by: Cr J Sainsbury

Seconded by: Cr S Whiting

KUA MANA | CARRIED

7.6 Submissions on the RMA (Freshwater Management and Other Matters) Amendment Bill, and the MBIE Discussion Document - Making it easier to build Granny Flats

CM No.: 2922343

Te Kaupapa | Purpose

The purpose of this report is to gain retrospective endorsement for two submissions recently made by the Council's RMA Policy Team. The first relates to the Resource Management (Freshwater and Other Matters) Amendment Bill (the Bill), while the second submission related to a discussion document, "Making it easier to build Granny Flats" (the discussion document), released by the Ministry of Business, Innovation and Employment (MBIE). Carolyn McAlley will speak to the report and answer any questions.

Rāpopotonga Matua | Executive Summary

Due to time constraints, the Council's RMA Policy Team recently submitted on two proposals, the Resource Management (Freshwater and Other Matters) Amendment Bill and the proposal by MBIE contained in the discussion document, "Making it easier to building granny flats". The Council has not yet formally endorsed these two submissions.

The objective of the Government's Resource Management (Freshwater and Other Matters) Amendment Bill is "to reduce regulatory burden by making targeted amendments to the Resource Management Act 1991 (*RMA*) and national direction."¹ In its submission, the Council provided qualified support for the Bill, but ultimately questioned the timing of the amendments given a proposed reform of the entire RMA is signalled for 2025.

In March 2024, MBIE released the "Making it easier to build Granny Flats" discussion document. They invited comments from any party who may have an interest in smaller homes, such as builders, potential occupiers, and local authorities. The discussion document proposed that granny flats could be built using a Schedule 1 process² under the Building Act 2004 (BA 2004), rather than going through the existing consent process. The submission did not support the proposed process, but recommended that the existing building consent approval process could be retained with a reduced processing time of 10 days in certain circumstances. It also suggested that associated matters under the RMA were addressed through a National Policy Statement (NPS) directing councils to provide for smaller houses, rather than a National Environmental Standard (NES) prescribing a blanket approach, given that many District Plans already contain provisions for smaller houses.

Ngā Whiringa | Options

Option 1: Retrospectively endorse the submission on the proposed Resource Management (Freshwater and Other Matters) Amendment Bill, and the submission on, "Making it easier to build Granny Flats" discussion document, released by the MBIE.

Option 2: Retrospectively endorse one of the submissions, but do endorse the other and direct staff to withdraw the submission that has not been endorsed.

¹ Resource Management (Freshwater and Other Matters) Amendment Bill Government Bill, 47—1, Explanatory note, General policy statement

² Building Act 2004- Schedule 1 Building work for which building consent not required.

Option 3: Do not endorse either of the submissions and direct staff to withdraw them.

Recommended option

Option 1: Retrospectively endorse the submission on the proposed Resource Management (Freshwater and Other Matters) Amendment Bill, and the submission on, “Making it easier to build Granny Flats” discussion document, released by the MBIE. In principle, both proposals could have positive ramifications for the district. However, it is considered that the delivery of these two projects needs some significant changes. Therefore, it is important that the Council makes its opinions and preferences known through the submission process, and ultimately has a hand in shaping the outcome of any future legislation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. Council retrospectively endorses the submission on the Government’s Resource Management (Freshwater and Other Matters) Amendment Bill and the submission on the MBIE Making it easier to build Granny Flats discussion document.**

Resolution number CO/2024/00008

Moved by: Cr J Sainsbury

Seconded by: Cr S-J Bourne

KUA MANA | CARRIED

7.7 Te Whare Whakapakari - Matamata Stadium Update

CM No.: 2921413

Te Kaupapa | Purpose

The purpose of the report is to request Council consideration to incur additional costs for the Stadium project before contracts are scheduled to be approved in October. A Council resolution is also required for a Lion Foundation grant for the project.

Rāpopotonga Matua | Executive Summary

The preferred contractors for the Enabling Works contract and the Design and Build contract for the stadium have been identified.

There is an opportunity to:

- Advance work on the detailed design before the contracts are scheduled to be approved in October. This would commit \$168,000 to the project.
- Secure a quote of \$56,584 for a power transformer if accepted by 29 August.

Council's consideration of these items is requested as it would be beneficial to the overall project.

Council is scheduled to consider approving the Enabling Works contract and Design and Build contract in September.

The main risk in this matter arises if Council decides not to approve the contracts in September.

Council is also requested to re-approve the lodgement of a grant application for the stadium to the Lion Foundation.

Ngā Whiringa | Options

The options assessment assumes that approval of the Lion Foundation application is a formality, being consistent with Council's November 2023 decision.

Option One – Accept the quote of \$56,584 for the power transformer and authorise \$168,000 for the Design and Build contractor to advance the detailed design. Approve an application to Lion Foundation for a grant of \$600,000 for the project.

Option Two – Wait until Council makes a decision in September on the Design and Build Contract and the Enabling Works contract before committing any additional costs. Approve an application to Lion Foundation for a grant of \$600,000 for the project.

Recommended option

Recommendation one is the preferred option on the assumption that the project will proceed. Option one provides more certainty of costs and outcomes for the project.

Tūtohunga | Recommendation

That:

1. Council accept the quote of \$56,584 for the power transformer.
2. Council authorise \$168,000 for the Design and Build contractor to commence the detailed design before the contract is approved.
3. Council approve the lodgement of a grant application for Te Whare Whakapakari Matamata Indoor Sports and Recreation Hub with the Lion Foundation for \$600,000.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

2. Council authorise \$168,000 for the Design and Build contractor to commence the detailed design before the contract is approved.
3. Council approve the lodgement of a grant application for Te Whare Whakapakari Matamata Indoor Sports and Recreation Hub with the Lion Foundation for \$600,000.

Resolution number CO/2024/00009

Moved by: Cr D Horne

Seconded by: Cr B Dewhurst

KUA MANA | CARRIED

Mayor Adrienne Wilcock declared a perceived conflict interest due to her involvement in the working group of the Stadium and did not take part in discussion or voting on this item.

Item 8.3 CCO Performance Monitoring - Waikato Local Authority Shared Services Limited (Trading as Co-Lab) Final Statement of Intent 2024/25 considered after Item 7.7 Te Whare Whakapakari - Matamata Stadium Update and before Item 8.1 Staff Long Service Presentation.

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 Staff Long Service Presentation

CM No.: 2898797

Te Kaupapa | Purpose

The purpose of this report is to provide recognition to staff for their years of service.

Rāpopotonga Matua | Executive Summary

John Needham to be presented with a Long Service Award in recognition of 20 years' service to Matamata-Piako District Council.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2024/00010

Moved by: Cr G Thompson

Seconded by: Cr R Smith

KUA MANA | CARRIED

Item 8.1 Staff Long Service Presentation considered after 8.2 Draft Annual Report 2023/24 and before Item 8.4 Mayoral Diary for period ending July 2024.

The meeting adjourned for a break at 10.10am and reconvened at 10.45am.

8.2 Draft Annual Report 2023/24

CM No.: 2918527

Te Kaupapa | Purpose

To present a summary of the draft Annual Report 2023/24 for elected members prior to formal Audit.

Rāpopotonga Matua | Executive Summary

Council is required to provide an Annual Report each year to show both financial and non-financial results for the financial year. The Annual Report indicates the performance of a range of activities across the organisation, and shows the financial performance and position of Council. Staff have provided an early overview of the performance measures and high level financial information, circulated separately. Further work is being undertaken to complete the full notes to the financial statements and to assure the quality of this information before it is provided to the Auditors at the start of their final audit on 2 September 2024.

Tūtohunga | Recommendation

That:

1. Information is received.
2. Any feedback is provided [*feedback to be specified*].

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Information is received.

Resolution number CO/2024/00011

Moved by: Cr R Smith

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

ATTACHMENTS

- A Annual Report 2024 update for Council 28 Aug (Report attachment)
- B Draft Financials FY2024

Item 8.2 Draft Annual Report 2023/24 considered after Item 8.3 CCO Performance Monitoring - Waikato Local Authority Shared Services Limited (Trading as Co-Lab) Final Statement of Intent 2024/25 and before Item 8.1 Staff Long Service Presentation.

8.3 CCO Performance Monitoring - Waikato Local Authority Shared Services Limited (Trading as Co-Lab) Final Statement of Intent 2024/25

CM No.: 2911539

Te Kaupapa | Purpose

The purpose of this report is for Council to receive the Waikato Local Authority Shared Services Limited (Trading as Co-Lab) final Statement of Intent 2024/25.

Rāpopotonga Matua | Executive Summary

Council Controlled Organisations (CCO's) are required by the Local Government Act 2002 (LGA) (subject to certain exemptions) to prepare and publish an annual Statement of Intent.

A Statement of Intent must include:

- a) the objectives of the group; and
- b) a statement of the board's approach to the governance of the group; and
- c) the nature and scope of the activities to be undertaken by the group; and
- d) the non-financial performance targets and other measures by which the performance of the group may be judged in relation to its objectives; and
- e) any additional information that is required to be included in the statement of intent.

Waikato Local Authority Shared Services Limited (Trading as Co-Lab) (Co-Lab) is a CCO owned by 12 local authorities in the Waikato region. Council received draft Co-Lab's Statement of Intent 2024/25 on 24 April 2024 and were invited to provide feedback on the document prior to its finalisation. Council resolved to receive the document.

Council has now been provided with the final Statement of Intent 2024/25 for information.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The Waikato Local Authority Shared Services Limited (Trading as Co-Lab) final Statement of Intent 2024/25 be received.

Resolution number CO/2024/00012

Moved by: Cr S-J Bourne
Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

Item 8.3 CCO Performance Monitoring - Waikato Local Authority Shared Services Limited (Trading as Co-Lab) Final Statement of Intent 2024/25 considered after Item 7.7 Te Whare Whakapakari - Matamata Stadium Update and before Item 8.2 Draft Annual Report 2023/24.

8.4 Mayoral Diary for period ending July 2024

CM No.: 2921395

Te Kaupapa | Purpose

The purpose of this report is to present the Mayoral Diary from the previous few months.

Rāpopotonga Matua | Executive Summary

The Mayoral Diary for the period January 2024 to July 2024 is attached to the agenda.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2024/00013

Moved by: Cr S Whiting

Seconded by: Cr D Horne

KUA MANA | CARRIED

9 Take Matatapu | Public Excluded

10.47am The public were excluded.

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

10 Mōtini hei whakauru i te iwi whānui | Procedural motion to exclude the public
WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

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

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

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

C1 Chief Executive Performance Committee Update 2023/24

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

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

Resolution number CO/2024/00014

Moved by: Cr S-J Bourne

Seconded by: Cr S Dean

KUA MANA | CARRIED

11 Mōtini hei aukati i te iwi whānui | Procedural motion to include the public
WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

10.57am That the public be included.

Resolution number CO/2024/00015

Moved by: Cr J Sainsbury

Seconded by: Cr S-J Bourne

KUA MANA | CARRIED

10.57am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KAUNIHERA | COUNCIL
HELD ON 28 AUGUST 2024.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: