

# 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 24 October 2024  
**Wā | Time:** 10:00  
**Wāhi | Venue:** Te Takere Room  
Matamata-Piako Civic and Memorial Centre  
11 Tainui Street  
MATAMATA

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### 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

**Waea | Phone:** 07-884-0060  
**Wāhitau | Address:** PO Box 266, Te Aroha 3342  
**Īmēra | Email:** [governance@mpdc.govt.nz](mailto:governance@mpdc.govt.nz)  
**Kāinga Ipuranga | Website:** [www.mpdc.govt.nz](http://www.mpdc.govt.nz)



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 Whakaaetanga mēneti | Confirmation of Minutes**

Minutes, as circulated, of the Ordinary meeting of Waharoa (Matamata) Aerodrome Committee, held on 20 June 2024

**6 Papa ā-iwi whānui | Public Forum**

7 Pūrongo me whakatau | Decision Reports

## New Membership to Waharoa (Matamata) Aerodrome Committee

CM No.: 2951474

### Rāpopotonga Matua | Executive Summary

Ngāti Hauā Iwi Trust appoints Muna Wharawhara as a representative to the Waharoa (Matamata) Aerodrome Committee.

The formal letter from Ngāti Hauā Iwi Trust is attached.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. Muna Wharawhara be welcomed to the committee and appointed as a representative of Ngāti Hauā Iwi Trust.

### Ngā Tāpiritanga | Attachments

[A↓](#). 24 Oct 2024 - NHIT Letter WAC

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Governance Team Leader</b>	
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Approved by	Sandra Harris <b>Policy, Partnerships and Governance Manager</b>	
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14 October 2024

Don McLeod

Chief Executive Officer

Matamata Piako District Council

PO Box 266

**TE AROHA 3342**

PO BOX 270 Morrinsville 3340

Tel 07 889 5049

[admin@ngatihauaiwitrust.co.nz](mailto:admin@ngatihauaiwitrust.co.nz)

[www.ngatihauaiwitrust.co.nz](http://www.ngatihauaiwitrust.co.nz)

Tēnā koe Don

**Ngāti Hauā representation on Waharoa Aerodrome Committee**

Ngā mihi o te wā ki a koe.

This letter is to confirm Ngāti Hauā representation on the Waharoa Aerodrome Committee.

The confirmed representatives are Rangitonga Kaukau, Deacon Paul and Muna Wharawhara (replacing Mokoro Gillett).

We look forward to the meeting on the 24<sup>th</sup> of October 2024 and working together with you on this important kaupapa.

Nāku noa, nā

Lisa Gardiner

Chief Executive



## 7 Pūrongo me whakatau | Decision Reports

# 7.2 Waharoa (Matamata) Aerodrome Reserve Management Plan Review Facilitation Update

CM No.: 2950276

## Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (Committee) with an update following the completion of the Waharoa (Matamata) Aerodrome Reserve Management Plan (RMP) review pre-drafting facilitation.

## Rāpopotonga Matua | Executive Summary

In March 2024, following direction from the Committee, Council entered into an agreement with Alan Withy and Lisa Gardiner to co-facilitate discussions with Ngāti Hauā and Matamata Aerodrome User Group representatives prior to drafting a new reserve management plan.

The objectives of this facilitation were to:

- identify and help clarify the issues, opportunities, and aspirations of the principal parties,
- assist the parties to reach agreement on as many issues as possible, where viable,
- facilitate discussions exploring potential ways forward towards reviewing the RMP and creating a Master Plan for the Waharoa (Matamata) Aerodrome, and
- recommend a way forward based on the outcomes of these decisions and report on those and unresolved positions and interests to the Committee.

The attached report prepared by Alan Withy outlines the three phases of this facilitation and the facilitator's conclusions and suggested options.

Staff assessment of these options will be reported separately to the Committee.

## Tūtohunga | Recommendation

That:

1. **The report be received.**

## Horopaki | Background

In progressing the review of the RMP, it became apparent that pre-drafting facilitation between Ngāti Hauā representatives and Matamata Aerodrome User Group representatives would be beneficial to create opportunities for dialogue between the parties to explore concerns, aspirations, opportunities and potential ways forward.

Staff believed this approach would:

- foster relationships that could pave the way for collaborative solutions that respected the interests of all parties involved,
- improve everyone's understanding of the historical context and current operations, and
- enable representatives, staff and the Committee to gain a better understanding of concerns, aspirations, opportunities and areas of agreement, or disagreement prior to drafting and publicly notifying a new RMP.

To mitigate any perceived conflicts of interest, Council engaged independent facilitators. Alan Withy was selected for his expertise in facilitation, planning, and land development matters. Lisa Gardiner was brought on later as a co-facilitator to provide cultural support, particularly during meetings with iwi and hapū representatives.

While the co-facilitators largely undertook the facilitation independent of Council, staff:

- developed a dedicated webpage that provided an overview of the RMP review with a timeline, related documents, and frequently asked questions,
- facilitated the 21 February 2024 hui with iwi and hapū, Matamata Aerodrome User Group and adjoining landowner representatives, and
- provided advice and draft layout options requested by facilitator Alan Withy.

## **Ngā Tāpiritanga | Attachments**

[A↓](#). FINAL\_Waharoa Aerodrome FacilitationReport for JC Meeting 24 October

## **Ngā waitohu | Signatories**

Author(s)	Mark Naudé <b>Parks &amp; Facilities Planning Team Leader</b>	
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Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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Waharoa (Matamata) Aerodrome Management Plan Review (RMPR)  
Pre-Consultation Facilitation  
Report to MPDC and its appointed Joint Committee (JC)  
By Facilitator Alan Withy (AW)  
Report after PHASE THREE of the Assignment 15 October 2024

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**Report Purpose:** to appraise the Joint Committee and Council Officers regarding progress to date regarding PHASE THREE, and suggest a “way forward”.

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**SUMMARY OF CONCLUSIONS:**

- A) Four issues have been identified** from consultation with the stakeholder-parties, and they will be analysed below with a possible “way forward” identified.
- 1) The **Reserves Act** Management Plan pre-consultation facilitation - this **process should be terminated** to allow development of a Plan for formal consultation. Facilitation may be re-activated later if and when circumstances dictated. The Users Group and Mana Whenua representatives both appear to now support pursuing the formal process.
  - 2) **Land ownership** – the clear goal from Marae engagement is ownership of all the aerodrome land. That has much moral imperative on the basis that the Ngati Hauā settlement a decade ago did not completely resolve the “mamae” and Marae concerns. However it is not seen as short-term possibility.
  - 3) **Occupation of land** – Marae development on part of the Council-owned land (equivalent in area to the present Marae footprint) could satisfy some of their short-term goals. There appears no physical obstacle to that happening, although replacement elsewhere of hangers presently on that land raises funding and other challenges.
  - 4) **Redevelopment** of the aerodrome infrastructure - **funds are inevitably needed** and identifying a source(s) for those funds is a major problem. (The Groome Report focuses on health and safety matters that appear achievable without compromising any of the recommendations in this Report.)
- B) In light of Conclusions 1-4 above, further facilitation** should be paused to give XYST Consultants and Council Officers time to develop a RMP Proposal and timetable for proceeding in light of the above findings. The co-facilitators could be called upon for input on an as-and-when-required basis.

C) The Joint Committee could instruct:

1. XYST Consultants to develop a reviewed Reserves Management Plan for formal consultation (Item 1 above); and/or
2. An independent facilitator to, at an appropriate time:
  - a) negotiate fair structural arrangements for Council to transfer land ownership to a Ngati Hauā/marae-appointed entity (Item 2 above - The Mauao and Manawataki o Te Papa agreements in Tauranga provide models that may assist); and
  - b) develop a fair agreement for transfer of occupation rights of Council owned land adjoining the Marae (Item 3 above - by lease or otherwise); and
  - c) explore with Council Officers and others sources of funds to implement the above recommendations (Item A.4 above).

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**Acknowledgements:**

- The Facilitator acknowledges the assistance and advice of Anna McElrea of XYST Consultants throughout this Assignment.
- Lisa Gardiner had significant input to Phases 2 and 3 but has prior to finalisation of this Report recused herself as a consequence of a challenge from a Mana Whenua representative.
- Manaia Te Wiata, Mark Naude and Bridget Mulligan have helpfully assisted with information but left the facilitators to independently pursue the Assignment and prepare this Report.

**Background:**

- i. **Four Parties** have been identified as having an interest in these proceedings: Council (MPDC), Mana Whenua (MW), Aerodrome Users (AU) and the Crown.
- ii. **This Assignment was precipitated** by a Council-perceived-need to review the Management Plan (MP) for the Aerodrome (under the Reserves Act - RA), and a desire by Council Officers for consultation with affected and interested parties. It has been cast to include the surroundings of those parts of the Aerodrome covered by the MP, and the contextual interests of the stakeholders who are comprised of four principal parties.

- iii. **Council's objectives for the facilitation** was to:
  - Identify and help clarify the issues, opportunities, and aspirations of the principal parties.
  - Assist the parties to reach agreement on as many issues as possible, where viable.
  - Facilitate discussions exploring potential ways forward towards reviewing the Reserve Management Plan (RMP) and creating a Master Plan for the Waharoa (Matamata) Aerodrome.
  - Recommend a way forward based on the outcomes of these decisions and report on those and unresolved positions and interests to the Waharoa (Matamata) Aerodrome Committee (WMAC), the governance group.
  
- iv. **PHASE ONE** covered orientation and an initial meeting with interested people in Council Offices which attracted nearly 20 people on 21 February 2024. It was convened by Manaia Te Waiata who introduced AW and explained his role. A recommendation from the floor advocated a Maori co-facilitator. Lisa Gardiner was subsequently appointed and has participated in PHASES TWO and THREE.
  
- v. **PHASE TWO** involved meetings on the Marae (2) and with aerodrome users (2), plus several briefing meetings with Council Officers and Anna McElrea of XYST Consultants. Teams representing Mana Whenua (Ngāti Hauā Iwi, Ngāti Te Oro hapū and Marae Trustees) and aerodrome users (various clubs and individuals) appointed representatives for further engagement as attached.
  
- vi. **PHASE THREE** has included:
  - a. **Numerous separate meetings** with representatives of Mana Whenua and User Groups, by telecom, AV and face-to-face meetings.
  - b. **Direct engagement** has been encouraged between the parties, and with Council Officers outside this process. We understand there have been several telecoms and meetings parallel to, but outside this process.
  - c. **The Users Group requested** a facilitated joint meeting between themselves and mana whenua representatives but mana whenua representatives declined to participate. Confidential discussions protected from disclosure proceedings were held with the User Group representatives. They were understandably not authorised to commit the parties they represent. However it was clear they were open to exploring possibilities.
  - d. **Mana Whenua representatives** disappointingly declined similar protected discussion and negotiations. A spokesman (Grant Penetito) said in a mid-September telecom with the writer that he would address the Mayor; did

not indicate what the message would be; received an early draft of the facilitation report; and said he saw the facilitation as a “red herring”.

- e. **A Report by Mike Groome** was reviewed. The findings and recommendations appear to relate primarily to operational matters outside the scope of our Assignment, but will require un-budgeted funding.

### CONCLUSIONS REACHED in PHASE 3:

#### 1. Council has control of:

- a) an Aerodrome of acknowledged local (District) significance; and
- b) one with regional and national benefits, particularly in the opinions of users groups – such as training activities that draw participants from way beyond the District, climatic conditions superior to many others in the region, and emergency landing facilities for aircraft bound for other aerodromes; and
- c) one that mostly comprises Crown land under the Reserves Act but also includes a large area under direct Council control under the Local Government Act; and
- d) land subject to the Ngāti Hauā Claims Settlement Act 2014.

#### 2. Council has responsibilities to:

- a) manage the Aerodrome and has various “governance” obligations and responsibilities, only some of which it can delegate; and
- b) establish the Waharoa (Matamata) Aerodrome Committee (3 Council and 3 MW appointees) for “administration” of the Aerodrome in accordance with s89 of the Ngāti Hauā Claims Settlement Act 2014; and
- c) ensure that the joint-committee under delegation, administers the aerodrome and pursues the Reserve Management Plan project.

#### 3. Council has:

- a) a Memorandum of Understanding (MoU) with users of the facilities; and
- d) obligations relating to ownership and leases of aerodrome land; and

- e) numerous leases that terminate within the next few years, relating to land outside the runways; and
- f) obligations under the Reserves Act, Resource Management Act, Local Government Act, Health and Safety at Work Act and other legislation; and
- g) no current provisions in the Long Term Plan (LTP) relating to the Aerodrome; and
- h) limited ability to facilitate redevelopment of the Aerodrome; and
- i) competing positions and interests of the stakeholders; and
- j) stakeholders with limited ability to facilitate redevelopment; and
- k) funding challenges for implementation of any changes to the “status quo”; and
- l) obligations to return land to NH if “no longer required for aerodrome purposes” in terms of the NH Claims Settlement Act; and
- m) legal constraints on what it can and cannot do relating to the land and its ownership and administration.

**4. Opportunities** exist to:

- I. redevelop the Aerodrome to make it more “fit-for-future-purpose”; and
- II. adjust and re-allocate land ownership and leases; and
- III. review, terminate and/or renew leases within the next few years; and
- IV. redeploy activities/facilities within the Aerodrome and vicinity; and
- V. seek funding to facilitate redevelopment from internal and external sources.

**5. Constraints** on pursuing opportunities include:

- a) The **positions of Users** is that: <sup>i</sup>
  - i. they wish to develop a long term plan for the Aerodrome and want to build enduring relationships with all parties; and

- ii. they are open to discussing the implications for redevelopment of some facilities; and
  - iii. If there is betterment for the users they are willing to explore some contribution to that betterment.
- b) The perceived position of Mana Whenua representatives is they:
- I. desire ownership of all land in and around the Aerodrome; and
  - II. have no financial resources available for redeployment/redevelopment; and
  - III. wish to negotiate directly with Council regarding land ownership and control.
- c) The Users Group has consistently been open to negotiations but the MW representatives withdrew from engagement in mid-September. Opportunities to pursue Marae interests outside the formal RMP review are therefore now beyond the scope of the present facilitators.
- d) Further negotiations could be mandated by Council but facilitation would need specific instructions. 'Positions' would need to be distinguished from 'interests' as has become apparent during Phases 2 and 3.

## 6. A way forward:

- A. A reviewed RMP should be developed** and released for formal consultation, cognisant of the respective positions outlined above and their perceived "interests" in whole or part.  
(Leases could be allowed to terminate and negotiations with Lessees proceed as and when opportune. The MW stated position and reluctance to engage in facilitated negotiations is an obstacle that will need addressing in the formal RMP review process. Refer Summary B (Page 1) and Summary C.1 (Page 2) above.)
- B. Ownership/occupancy arrangements** and possible sources of funding for redeployment/redevelopment should be explored in parallel with the formal process mentioned in A above, in terms of Summary A (1-4 Page 1) and Summary C.2 (Page 2).

C. Some “interests” of Mana Whenua expressed at Marae Hui could be explored in parallel to the processes described in A and B above. They might be achieved in a substantially shorter term and with less difficulty than the matters described in A and B above. An independent facilitator(s) would be desirable for negotiations between the parties. It would require involvement of Mana Whenua representatives, as their desire for “direct negotiations with Council” is considered impractical.

Date: 15 October 2024

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Alan Withy  
Independent Facilitator

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**ATTACHMENT ONE: Representatives appointed by User Groups and Mana Whenua  
..... for PHASE THREE engagement:**

**Aerodrome Users** - appointed at a meeting to which all user groups were invited.

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

**Mana Whenua** appointed at meetings of interested people at Raungaiti Marae.

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

**Notes:**

<sup>i</sup> Position of the User Group as provided by them on 1 September 2024.

## 7 Pūrongo me whakatau | Decision Reports

### 7.3 Introduction to Ngāti Hauā Representatives Group

CM No.: 2942409

#### Te Kaupapa | Purpose

The purpose of this report is to introduce Waharoa (Matamata) Aerodrome Committee members to representatives of Ngāti Hauā Representatives Group (NHRG).

#### Rāpopotonga Matua | Executive Summary

NHRG have expressed an interest in entering into a partnership agreement with the Waharoa (Matamata) Aerodrome Committee when making decisions on the Aerodrome Reserves Management Plan (RMP).

#### Tūtohunga | Recommendation

That:

1. The information be received.
2. The committee to provide feedback [*feedback to be specified*]

#### Ngā Take/Kōrerorero | Issues/Discussion

There is potentially a conflict of interest with Ngāti Hauā being represented on the Waharoa (Matamata) Aerodrome Committee and NHRG.

#### Ngā Whiringa | Options

##### Option One – Status Quo

###### Description of option

NHRG continue to liaise with Ngāti Hauā General Manager, Lisa Gardiner, to understand the Ngāti Hauā treaty claim in regards to the Aerodrome; and

NHRG provide a written submission to the committee, allowing the committee to have a meaningful discussion before making a decision on a way forward in accordance with s.89 of the Ngāti Hauā Claims Settlement Act 2014.

##### Option Two – Partnership

###### Description of option

The Waharoa (Matamata) Aerodrome Committee enter into a Partnership Agreement with NHRG to allow 'collaborative decision-making' when updating the Aerodrome RMP.

## 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	
<b>TŌ MĀTOU WHAKAKITENGA   OUR VISION</b>			
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.			
<b>TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)</b>			
			
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:

- All community outcomes are relevant to this report.

### Ngā Tāpiritanga | Attachments

[A↓](#). Ngāti Hauā Representatives Group (NHRG) Letter to MPDC\_WMDC v

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Governance Team Leader</b>	
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Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	
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2 September 2024

Matamata-Piako District Council  
11 Tainui Street  
Matamata

Email: [raungaitiaerodrome@gmail.com](mailto:raungaitiaerodrome@gmail.com)

Email: [info@mpdc.govt.nz](mailto:info@mpdc.govt.nz)

**Attention:** Waharoa Matamata Aerodrome Committee (WMAC)

Teena koutou,

Review of Reserves Management Plan (RMP) – Waharoa-Matamata Aerodrome

I am writing on behalf of the Ngaati Hauaa Representative Group (NHRG), representing Ngaati Hauaa (Ngaati Te Oro and Ngaati Rangi Taawhaki hapuu).

At a recent waananga held at Raungaiti Marae, our people requested that we seek a partnership approach with the Waharoa-Matamata Aerodrome Committee (Committee) to ensure collaborative decision-making in updating the Aerodrome RMP.

As mana whenua, we have a deep, historical connection to the land upon which the Waharoa-Matamata Aerodrome is situated. Our hapuu has significant cultural, spiritual, and environmental interests in this area. It is vital that these are appropriately recognised and respected in any future planning.

We wish to meet and discuss what this arrangement could look like and the purpose and benefits of working in partnership. Could you please advise your availability for an initial online meeting this month.

Given our preference to engage directly with the Committee, we feel the facilitation support of Alan Withy and Lisa Gardiner is no longer required.

We look forward to meeting with you.

Please note, we ask that all future communications and correspondence related to the interests of Ngaati Hauaa (specifically, Ngaati Te Oro, Ngaati Rangi Taawhaki) and the Waharoa-Matamata Aerodrome are directed to our email address: [raungaitiaerodrome@gmail.com](mailto:raungaitiaerodrome@gmail.com).

Nгаа mihi



Grant Penetito (Group Leader)  
Ngaati Hauaa Representative Group

7 Pūrongo me whakatau | Decision Reports

## 7.4 Waharoa (Matamata) Aerodrome Reserve Management Plan review Update

CM No.: 2951475

### Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (WMAC) with an update following the completion of the Waharoa (Matamata) Aerodrome Reserve Management Plan (RMP) review pre-drafting facilitation and seek direction on next steps.

### Rāpopotonga Matua | Executive Summary

In June 2023, the WMAC recommended, and Council approved, the review of the Waharoa (Matamata) Aerodrome Reserve Management Plan 2010 (RMP) and delegating relevant functions to the WMAC. As part of the review, independent facilitators were engaged by Council to create opportunities for dialogue to explore concerns, aspirations, opportunities and potential ways forward. This facilitation brought forward various positions and aspirations from Raungaiti Marae representatives, Ngāti Te Oro and Ngāti Rangi Tawhaki who are hapū of Ngāti Hauā and the Matamata Aerodrome Users, which has allowed for more effective communication and collaboration.

Further engagement is required to clarify how these positions, concerns and aspirations should be addressed and reflected in a new RMP.

Staff recommend that the WMAC continues with the RMP review to allow it to update the RMP to reflect the Ngāti Hauā Deed of Settlement and Ngāti Hauā Claims Settlement Act 2014 (NHCSA), a crucial step in ensuring that the Council's administration and management of the aerodrome land aligns with the settlement legislation and the commitments and obligations in the Deed of Settlement provisions.

Ngāti Te Oro and Ngāti Rangi Tawhaki hapū, whom have identified a strong historical and spiritual connection to the Waharoa Aerodrome land, support the RMP review continuing.

The Matamata Aerodrome User Group representatives have also expressed their support for the RMP review to continue.

By progressing the RMP, the WMAC can foster a collaborative and respectful approach, addressing the concerns, aspirations and interests of Ngāti Hauā, Ngāti Te Oro, Ngāti Rangi Tawhaki, Raungaiti Marae, Matamata Aerodrome users, neighbours and the wider community.

### Tūtohunga | Recommendation

That:

1. The report be received; and
2. The Committee approve staff progressing the review of the Waharoa (Matamata) Aerodrome Reserve Management Plan 2010.

### Horopaki | Background

On 11 April 2018, Council resolved to initiate the formal review of the reserve management plan for the Waharoa (Matamata) Aerodrome. Council proceeded to notify its intention in accordance with the Reserves Act 1977 and suggestions were sought between January and February 2019.

24 submissions were received, and further feedback was provided by the public at a public information morning and a meeting organised by members of the Walton community on 27 February 2019. A hui was held at Raungaiti Marae on 17 December 2018 with Raungaiti Marae and Ngāti Hauā representatives. The submissions and informal feedback highlighted a range of issues and opportunities that were summarised in a report to the WMAC on 21 March 2019.

Drafting of the management plan was delayed as a result of Covid and the need to further explore land status, the Reserves Act gazettal and classification options and options to respond to concerns and aspirations raised through the initial engagement.

On 1 June 2023, the WMAC recommended that Council approve the development of a draft reserve management plan and masterplan and delegate functions related to developing and approving these plans to the WMAC (Resolution number/2023/00004). Council subsequently endorsed these recommendations at its 23 August 2023 meeting (Resolution number CO/2023/00013).

In progressing the review of the RMP, it became apparent to staff that pre-drafting facilitation between Ngāti Hauā representatives and Matamata Aerodrome User Group representatives would be beneficial to create opportunities for dialogue between the representatives to explore concerns, aspirations, opportunities and potential ways forward. Council engaged independent co-facilitators Alan Withy and Lisa Gardiner in early 2024 to undertake this facilitation. This facilitation has been completed and the report summarising the facilitation approach and conclusions is attached to the report titled 'Waharoa (Matamata) Aerodrome Reserve Management Plan Review Facilitation Update' to the WMAC.

Following receipt of the draft facilitation report, staff had separate discussions with Ngāti Te Oro and Ngāti Rangi Tawhaki hapū representatives<sup>1</sup> (referred to as the Waharoa Aerodrome Reference Group (WARG)) to confirm their position. This included a meeting between the hapū representatives, Council's Group Manager Business Services Mania Te Wiata and Mayor Adrienne Wilcox on 27 September 2024.

These discussions identified that:

- the hapū Ngāti Te Oro and Ngāti Rangi Tawhaki, who whakapapa to Ngāti Hauā, have historical and spiritual connections to the Waharoa Aerodrome whenua and are the direct beneficiaries of the rights and commitments related to the Waharoa Aerodrome in the Ngāti Hauā Deed of Settlement,
- the purpose of the WARG is to provide advisory support to WMAC whanau members,
- WARG is seeking a true partnership relationship with the WMAC and a review of the WMAC terms of reference,
- WARG supports the RMP review progressing and wants the new RMP to appropriately recognise and respect their significant cultural, spiritual and environmental interests in the Waharoa Aerodrome area, and
- WARG encourages Council to undertake research to develop understanding about Ngāti Te Oro and Ngāti Rangi Tawhaki historical and cultural connection with the land currently occupied by the Aerodrome.

WARG representatives will speak to the WMAC directly about their aspirations that they want addressed in the new RMP. WARG does not see a role going forward for the co-facilitators as their preference is to directly engage with the WMAC.

The discussions with WARG have also highlighted the need to clarify that there are the following iwi and hapū groups involved in the RMP review:

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<sup>1</sup> The Ngāti Te Oro and Ngāti Rangi Tawhaki hapū nominated representatives are Grant Penetito, Dora Tuimaseve, Belle Tuimaseve-Fox and Mike Kaukau.

- Ngāti Hauā as defined in section 13 of the the NHCSA<sup>2</sup>
- Ngāti Te Oro, Ngāti Rangī Tawhaki hapū group who whakapapa to eponymous ancestor Hauā and who will be represented by the WARG,
- Raungaiti Marae Committee, and
- WMAC Ngāti Hauā members appointed by trustees of Ngāti Hauā Iwi Trust who must have regard to the views of the trustees of the Raungaiti Marae in accordance with section 90 of the NHCSA.

As outlined in the facilitation report, the position of the Matamata Aerodrome User Group (MAUG) representatives<sup>3</sup> is that:

- they wish to develop a long term plan for the Aerodrome and want to build enduring relationships with all parties,
- they are open to discussing the implications for redevelopment of some facilities, and
- if there is betterment for the users they are willing to explore some contribution to that betterment.

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<sup>1</sup> The Ngāti Te Oro and Ngāti Rangī Tawhaki hapū nominated representatives are Grant Penetito, Dora Tuimaseve, Belle Tuimaseve-Fox and Mike Kaukau.

<sup>2</sup> **13 Meaning of Ngāti Hauā**

(1) In this Act, **Ngāti Hauā**—

- (a) means the collective group composed of individuals who are descended from an ancestor of Ngāti Hauā; and
- (b) includes those individuals; and
- (c) includes any whānau, hapū, or group to the extent that it is composed of those individuals, including the following groups:
  - (i) Ngāti Te Oro;
  - (ii) Ngāti Werewere;
  - (iii) Ngāti Waenganui;
  - (iv) Ngāti Te Rangitaupi;
  - (v) Ngāti Rangī Tawhaki.

(2) In this section and [section 14](#),— **ancestor of Ngāti Hauā** means an individual who—

- (a) exercised customary rights by virtue of being descended from—
  - (i) Hauā; or
  - (ii) any other recognised ancestor of a group referred to in part 8 of the deed of settlement; and
- (b) exercised the customary rights predominantly in relation to the area of interest at any time after 6 February 1840 **area of interest** means the area shown as the Ngāti Hauā area of interest in part 1 of the attachments

**customary rights** means rights exercised according to tikanga Māori, including—

- (a) rights to occupy land; and
- (b) rights in relation to the use of land or other natural or physical resources

**descended** means that a person is descended from another person by—

- (a) birth; or
- (b) legal adoption; or
- (c) Māori customary adoption in accordance with Ngāti Hauā tikanga.

<sup>3</sup> Representatives are Anna Doerr, Julian Elder, Aaron Silcock, Robin Britton and Ian Wood.

## Ngā Take/Kōrerorero | Issues/Discussion

The facilitation approach has been useful for the following reasons:

- Ngāti Hauā (Ngāti Te Oro and Ngāti Rangī Tawhaki hapū) and the MAUG have **identified their representatives who have a mandate to engage with Council on the RMP review,**
- **it brought staff,** Raungaiti Marae, WARG and MAUG representatives, and several adjoining landowners, **together at a joint hui held on 21 February 2024 to formally meet each other and share their connections to the Waharoa Aerodrome and aspirations for the future,**
- **it has led to a better understanding the** Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and MAUG's positions,
- it has confirmed that the Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and the MAUG **are willing to be part of collaborative and constructive discussions with Council to explore options, and**
- **it has confirmed that both** Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and MAUG **support the RMP being progressed.**

**Further discussions with the** Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and MAUG representatives are required to confirm positions and explore how to address these in the new RMP. In response to Ngāti Te Oro and Ngāti Rangī Tawhaki's position and resourcing constraints, these discussions will be progressed by staff and Xyst Ltd whom Council has contracted to undertake the RMP review.

## Mōrearea | Risk

Risk Description	Current Residual Risk Rating	Current Treatments	Planned Additional Treatments
Concerns about delays in the RMP	Medium	RMP Review information and updates on MPDC website. Regular correspondence with representatives. Delegations to the WMAC to enable the review to be progressed more quickly. Resourcing for external consultants to complete the workstream.	Update to Council.
Users and lessee concerns about impacts of decisions made through the RMP Review.	Medium	RMP Review information and updates on MPDC website. Regular correspondence with Aerodrome User representatives.	Hui with Aerodrome User representatives prior to DRAFT RMP being notified for feedback. Public notification of the DRAFT RMP for 2 months. Hearing if requested by submitters.

## Ngā Whiringa | Options

Option One – Progress the RMP Review	
Description of option	
Option 1: Progress the RMP Review	
Advantages	Disadvantages
Enables the WMAC to meet the Reserves Act (s41(4)) requirement to adapt the RMP to changing circumstances such as the Ngāti Hauā Claims Settlement Act 2014.	Requires significant staff and Council resources and funding.
Will result in a new RMP that clarifies interests and aspirations and provides direction on the development and management of the Waharoa Aerodrome.	
Supported by Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and MAUG representatives.	
Option Two – Put the RMP Review on hold	
Description of option	
Option 2: Put the RMP Review on hold and explore co-governance, ownership and occupancy arrangements and possible sources of funding for redeployment/redevelopment of Aerodrome land	
Advantages	Disadvantages
Could potentially clarify Council's position on key matters prior to drafting the new RMP.	Further delays the WMAC from its responsibilities to meet the Reserves Act (s41(4)) requirement to adapt the RMP to changing circumstances.
Could reduce the staff and Council resourcing and funding requirements and/or allow for reallocation of the funding to progress other priorities.	Further delays decisions that will provide clarity to Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and Aerodrome users in relation to the longer term management on the Aerodrome.
	Not supported by Ngāti Te Oro and Ngāti Rangī Tawhaki hapū and MAUG representatives.
	May result in the reallocation of Council funding for the RMP review.

### Recommended option

Option 1 – Progressing the RMP Review is recommended as it will enable the WMAC to update the RMP to reflect the Ngāti Hauā Deed of Settlement and NHCSA, it is supported by Ngāti Te

Oro and Ngāti Rangi Tawhaki hapū and MAUG representatives and it reduces the risk of funding being reallocated.

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

### **Ngāti Hauā Deed of Settlement and Ngāti Hauā Claims Settlement Act 2014**

The Ngāti Hauā Deed of Settlement is the final settlement of all historical Treaty of Waitangi claims of Ngāti Hauā resulting from acts or omissions by the Crown prior to 21 September 1992. The deed contains a series of acknowledgements by the Crown where its actions arising from interaction with Ngāti Hauā have breached the Treaty of Waitangi and its principles. The Crown apologises to Ngāti Hauā for its actions and omissions which have breached the Crown's obligations under the Treaty of Waitangi. It provides for:

- Vesting of the Waharoa Aerodrome land (approximately 46.85 hectares) in Ngāti Hauā if some or all of the land is no longer required for aerodrome and ancillary aviation purposes.
- The establishment of a permanent committee of representatives of the trustees and the Matamata-Piako District Council to have a recommendatory role in the administration of Waharoa Aerodrome and final decision-making powers on access and parking arrangements for the Waharoa Aerodrome land and the Council's Waharoa Aerodrome land that affect Raungaiti Marae.

The NHCSA establishes the Waharoa (Matamata) Aerodrome Committee and prescribes its membership, functions and powers. It also sets out in section 95 the process by which land may be vested in trustees if the Administering Body considers that all or any part of the Waharoa Aerodrome land is not required for aerodrome and ancillary aviation purposes.

### **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 high 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.

<b>Local Government Act 2002 decision making requirements</b>	<b>Staff/officer comment</b>
Section 77 – Council needs to give consideration to the reasonable practicable options available and take into account the relationship of Māori and their culture and traditions with their ancestral land.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	Views are addressed above in this report.
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	Council has created a webpage for the

consultation.	RMP review to provide easy access to all relevant information. The views of Ngāti Hauā and Aerodrome Users have been sought through the pre-drafting facilitation. Further discussions with representatives are recommended. The Reserves Act public consultation requirements provide for wider opportunities for affected persons to make their views known.
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**Reserves Act 1977**

Section 41 sets out the requirements of an administering body of land held under the Reserves Act to keep a reserve management plan under continuous review to adapt the plan to changing circumstances or in accordance with increased knowledge. It also prescribes the process that the administering body must follow in developing and reviewing reserve management plans.

The Reserves Act is one of the Acts in the First Schedule to the Conservation Act 1987. Section 4 of the Conservation Act contains an obligation to give effect to the principles of Te Tiriti. This obligation applies to all the Acts in the First Schedule including the Reserves Act. As such, in performing functions and duties under the Reserves Act in relation to Waharoa Aerodrome, Council and WMAC must give effect to the principles of Te Tiriti.

**Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement**

Further discussions with WARG and MAUG representatives are required prior to drafting the new RMP. It is anticipated these will be progressed immediately.

Once the draft RMP has been endorsed by the WMAC, it will be released for public consultation for 2 months in accordance with section 41(6) of the Reserves Act 1977 and submitters will be offered the opportunity to speak to their submission at a hearing prior to the WMAC finalising and adopting the new RMP.

**Timeframes**

Timeframes are yet to be confirmed with the WARG and MAUG representatives. Once confirmed, the revised timeframes will be updated on Council’s website.

**Ngā take ā-Ihinga | Consent issues**

Consenting requirements for developments identified through the RMP Review will be explored at a high level.

**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
<p><b>TŌ MĀTOU WHAKAKITENGA   OUR VISION</b></p> <p>Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. ‘The heart</p>	

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

This project progresses the following Long Term Plan 2024-34 priorities to deliver on these community outcomes:

- Council is the connector between community and iwi
- Invest in the right infrastructure at the right time
- Genuine partnership with mana whenua, and
- Partner and plan for multi-purpose sporting, cultural and community hubs.

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

Council approved funding from the Community Purposes Reserve Fun to enable the RMP Review to be completed at its 23 August 2023 meeting (Resolution number CO/2023/00013). At this stage, this funding is considered sufficient to complete the RMP review.

**Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

**Ngā waitohu | Signatories**

Author(s)	Mark Naudé <b>Parks &amp; Facilities Planning Team Leader</b>	
Approved by	Manaia Te Wiata <b>Group Manager Business Support</b>	

## 7 Pūrongo me whakatau | Decision Reports

# 7.5 Schedule of Meetings and Draft Work Programme 2025

CM No.: 2951472

### Te Kaupapa | Purpose

The purpose of this report is to provide the committee with proposed meeting dates for 2025 and a draft work programme of reports.

### Rāpopotonga Matua | Executive Summary

Annually, Council and Committees determine proposed meeting dates for the next year and a draft work programme of reports.

Note, Council and other Committees are yet to determine their meeting dates but a full draft is attached for information but is subject to change.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. The Committee confirms the schedule of meetings and draft work programme of reports for 2025.

### Horopaki | Background

Committee	Proposed frequency	Proposed dates
Waharoa (Matamata) Aerodrome Committee	3 <sup>rd</sup> or 4 <sup>th</sup> Thursday, 2-3 per annum.	20 March 25 September

### Ngā Tāpiritanga | Attachments

A. 2025 Meeting Planner, Event Calendar

B. Draft work programme WMAC 2025

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Governance Team Leader</b>	
Approved by	Sandra Harris <b>Policy, Partnerships and Governance Manager</b>	

### MPDC Meeting Planner 2025

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Attachment A

	January	February	March	April	May	June	July	August	September	October	November	December		
SUN													SUN	
MON													MON	
TUES													TUES	
WED	1 New Year's Day			1 TMF			1						WED	
THURS	2 Day after New Year's			2 Workshop			2 Workshop						THURS	
FRI	3			3	1		3						FRI	
SAT	4	1	1	4	2		4	1					SAT	
SUN	5	2	2	5	3		5	2					SUN	
MON	6	3	3	6	4	1	6	3					MON	
TUES	7	4	4	7	5	2	7	4	8 Regional Transport	6			TUES	
WED	8	5	5 Council	8	6	3	8	5	9	7	4 Swearing in (TBC)		WED	
THURS	9	6	6 Waitangi Day	9	7	4	9	6	10	8	5		THURS	
FRI	10	7	7	10	8	5	10	7	11	9	6		FRI	
SAT	11	8	8	11	9	6	11	8	12	10	7		SAT	
SUN	12	9	9	12	10	7	12	9	13	11	8		SUN	
MON	13	10	10	13	11	8	13	10	14	12	9		MON	
TUES	14	11	11	14	12	9	14	11	15	13	10		TUES	
WED	15	12	12 *Workshop TBC	15	13	10	15	12	16	14	11	16 Inductions (TBC)	WED	
THURS	16	13	13	16	14	11	16	13	17	15	12	17 Inductions (TBC)	THURS	
FRI	17	14	14	17	15	12	17	14	18	16	13	18	FRI	
SAT	18	15	15	18	16	13	18	15	19	17	14	19	SAT	
SUN	19	16	16	19	17	14	19	16	20	18	15	20	SUN	
MON	20	17	17	20	18	15	20	17	21	19	16	21	MON	
TUES	21	18	18	21	19	16	21	18	22	20	17	22	TUES	
WED	22	19	19	22	20	17	22	19	23	21	18	23	WED	
THURS	23	20	20	23	21	18	23	20	24	22	19	24	THURS	
FRI	24	21	21	24	22	19	24	21	25	23	20	25	FRI	
SAT	25	22	22	25	23	20	25	22	26	24	21	26	SAT	
SUN	26	23	23	26	24	21	26	23	27	25	22	27	SUN	
MON	27 Auckland Anniversary	24	24	27	25	22	27	24	28	26	23	28	MON	
TUES	28	25	25	28	26	23	28	25	29	27	24	29	TUES	
WED	29 *Workshop TBC	26	26	29	27	24	29	26	30	28	25	30	WED	
THURS	30	27	27	30	28	25	30	27	31	29	26	31	THURS	
FRI	31	28	28	31	29	26	31	28		30	27		FRI	
SAT			29		30	27		29		31	28		SAT	
SUN			30		31	28		30			29		SUN	
MON			31			29					30		MON	
	January	February	March	April	May	June	July	August	September	October	November	December		
Key	Public Holidays	<b>Workshop</b> Frequency: 1st and 2nd Wednesday per month *3rd Wednesday is TBC	<b>Council</b> Frequency: 4th Wednesday of every month *as required for Annual Plan	<b>CEPC</b> Chief Executive Performance Committee Frequency: Annual *informal as required	<b>TMF</b> Te Manawhenua Forum Frequency: bi-monthly per annum	<b>RAC</b> Risk and Assurance Committee Frequency: Quarterly per annum	<b>WMAC</b> Waharoa (Matamata) Aerodrome Committee Frequency: 2-3 meetings per annum	<b>Local Govt. Elections</b> Election day, Swearing in and post-election inductions (TBC)						

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Meeting Date	Scheduled Reports	Frequency	Date of previous report
20 March 2025	Waharoa (Matamata) Aerodrome Reserve Management Plan	Every meeting	
	Plans, Policies, Bylaws update	Every meeting	
	Community Facilities Update	Every meeting	
	District Plan Update	Every meeting	

25 September 2025	Waharoa (Matamata) Aerodrome Reserve Management Plan	Every meeting	
	Plans, Policies, Bylaws update	Every meeting	
	Community Facilities Update	Every meeting	
	District Plan Update	Every meeting	
	Schedule of Meetings and Draft Work Programme 2025	Annual	

Attachment B

## 8 Ngā Pūrongo Whakamārama | Information Reports

### 8.1 Policy and Bylaw Update

CM No.: 2949497

#### Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (the Committee) with an update on Matamata-Piako District Council's policy work programme.

#### Rāpopotonga Matua | Executive Summary

Matamata-Piako District Council (Council) is required to produce a number of statutory planning and reporting documents on a regular cycle. This includes the Long Term Plan, the Annual Plan and the Annual Report.

In addition, Council is required to develop, and then regularly review, a number of policies and bylaws. For bylaws, legislation requires councils to review these five years after they are made, and then every 10 years after that. For policies, the review times for statutory policies are set out in the relevant legislation.

Council also undertakes other strategic policy and planning work as required.

Council's policy work programme for 2024/25 includes the following:

- a) Annual Plan 2025/26 – currently in development, due for adoption June 2025
- b) Fees and Charges 2025/26 – this will be consulted on in March/April 2025, alongside the policies/bylaws and the Annual Plan (if consultation is required).
- c) Annual Report 2023/24 – scheduled to be adopted by Council November/December 2024.
- d) Gambling Venue Policy – currently under review (pre-consultation)
- e) TAB Venue Policy – currently under review (pre-consultation)
- f) Public Amenities and Public Safety Bylaws – currently under review (pre-consultation)
- g) Climate change rivermap – currently in development.

#### Tūtohunga | Recommendation

That:

1. **The report be received.**
2. **Waharoa (Matamata) Aerodrome Committee members provide feedback to staff on the draft polices/documents/bylaws to inform the review of these documents.**
3. **Waharoa (Matamata) Aerodrome Committee members provide feedback to staff to inform the upcoming consultation process.**

#### Horopaki | Background

##### 1.) Planning and Reporting documents

Council is required to produce a number of statutory planning and reporting documents on a regular cycle. This includes the Long Term Plan, the Annual Plan and the Annual Report.

The Long Term Plan is produced every three years and covers a ten year period. The Long Term Plan 2024-2034 was adopted in July this year.

Council is required to prepare an Annual Plan every year when a Long Term Plan (LTP) is not prepared. The Annual Plan outlines any changes or additions to the LTP. If there are no material changes from what was forecast in the LTP, Council is not required to undertake consultation.

Alongside the Long Term Plan and Annual Plan, Council is required to annually update and consult on a schedule of Fees and Charges.

Council is also required to produce an Annual Report each year. The Annual Report reports on Council's progress toward it achieving its stated plans as outlined in the LTP and Annual Plan, and communicates these results to the public.

Council's work programme for 2024/25 includes development and adoption of the following planning and reporting documents:

- a) Annual Plan 2025/26
- b) Fees and Charges 2025/26
- c) Annual Report 2024/25

## 2) Policies and Bylaws

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 2024/25 includes the review of the following policies and bylaws:

- d) Gambling Venue Policy
- e) TAB Venue Policy
- f) Public Amenities and Public Safety Bylaws

## 3) Other strategic planning

Council also undertakes other strategic planning work as required.

Council's work programme for 2024/25 includes the following strategic planning work:

- g) Climate Change Rivermap [Strategy Workstream] project

## **Ngā Take/Kōrerorero | Issues/Discussion**

The following provides an update on the policy work programme.

### 1) Planning and Reporting documents

#### **a) Annual Plan 2025/26**

Council is required to prepare an Annual Plan every year when a Long Term Plan (LTP) is not prepared. The Annual Plan outlines any changes or additions to the LTP. If there are no material changes from what was forecast in the LTP, Council is not required to undertake consultation.

Annual Plan 2025/26 is currently in the early stages of development, with Council workshops scheduled for November 2024, a decision on consultation to be made in December 2024, and consultation if required to be undertaken in March/April 2025. The Annual Plan is scheduled to be adopted in June 2025, and come into effect on 1 July 2025.

## **b) Fees and Charges 2025/26**

Council's current fees and charges document for 2024/25 can be viewed [here](#).

Council's Fees and Charges schedule sets out the fees payable for services across the range of activities that Council provides.

A number of pieces of legislation allow Council to set fees. 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 and the Building Act 2004 delegates Council with the ability to fix fees or charges relevant to certain administration purposes (such as processing resource consents).

Each year, Council reviews its fees and charges and consults on any proposed changes alongside the LTP/Annual Plan and/or any other relevant Council documents. This ensures that Council's fees and charges are kept up to date, reflect actual and reasonable costs, and that any additional processes and new costs are appropriately charged for.

Fees and Charges 2025/26 is currently in development. Consultation will take place in March/April 2025, with the document scheduled to be adopted in June 2025, and come into effect on 1 July 2025.

## **c) Annual Report**

The Annual Report 2022/23 can be viewed [here](#).

The purpose of the Annual Report is to compare activities provided/completed as set out in the Annual Plan. Council's Annual Report shows the financial and non-financial performance across all Council activities to its community.

The LGA requires Council to adopt an Annual Report and Summary by 31 October each year. For the 2023/24 Report, the requirement to adopt the Report by 31 October has been extended. This extension was an option made available to all Councils as a result of the delayed adoption of the Long Term Plan 2024-34. The Annual Report 2023/24 is required to be adopted before 31 December 2024.

## **2) Policies and Bylaws**

### **d) Gambling Venue Policy**

Council's current policy can be viewed [here](#).

#### Overview

In accordance with the Gambling Act 2003, Council is required to have a policy on class 4 gambling (this refers to gaming machines in pubs and clubs - also known as 'pokies'). This policy can set restrictions on class 4 gambling including whether or not class 4 gambling venues may be established in the district, and if so, where they may be located. Council may also set restrictions on the maximum number of gaming machines.

Venues are licensed and monitored by the Department of Internal Affairs (DIA) who are responsible for the ongoing operation of class 4 gambling in that venue including the setting of requirements, compliance and enforcement activities.

This policy must be reviewed every three years and a review of this policy is underway. Staff are seeking early engagement from stakeholders (e.g. gaming trusts, community/sports groups, Problem Gambling Foundation).

### Current Policy

The current policy sets a per capita cap and allows for 15 venues and a gaming machine cap of 201. The Gambling Policy allows applications for new venues to be considered under certain rules, and sets out that new venues may have no more than 9 gaming machines.

### Policy Options

Council must have regard to the social impact of gambling within the District. Council staff are preparing a Social Impact Assessment to provide Elected Members with updated data and research to assist in decision making. The following options are under consideration:

#### *i. Sinking Lid*

A sinking lid aims to reduce the number of venues and EGMs over time by not issuing any new consents or licenses to new operators or venues. If there were eleven (11) venues in the district, and a venue that had nine (9) machines closes, the cap for venues would become ten (10) and the cap for machines would reduce by nine (9).

#### *ii. Per Capita Cap*

A per capita cap sets a machine and or venue cap in ratio with the population. As the population increases, the cap will decrease to maintain the ratio of people to machines or people to venues as set in the Policy.

#### *iii. Absolute cap*

An absolute cap on venues and gaming machines sets the maximum number of venues and/or machines that may operate in the district. Once the cap is reached, Council would not allow any more venues or machines to operate until another venue/machine closed down.

## **e) TAB Venue Policy**

Council's current policy can be viewed [here](#).

### Overview

The Racing Industry Act 2020 requires councils to adopt a policy on TAB venues. This policy only applies to standalone TAB venues, not to other TAB outlets as part of another venue or self-service betting machine.

This policy must specify whether or not new TAB venues may be established in the district and if so, where they may be located. In determining where any TAB venues may be located, Council may have regard to any relevant matters, including:

- The characteristics of the district and parts of the district;
- The location of kindergartens, early childhood centres, schools, places of worship, and other community facilities;
- The cumulative effect of additional opportunities for gambling in the district.

This policy must be reviewed every three years and a review of this policy is underway. Staff are seeking early engagement from stakeholders (e.g. TAB, recipients of grants).

### Current Policy

There are currently no standalone TAB Venues in the district.

The Policy currently allows for one standalone venue to be established in each main town, one in Matamata, Morrinsville and Te Aroha, provided they meet all the application requirements in the Policy.

### Policy Options

Council must have regard to the social impact of gambling within the district. Council staff are preparing a Social Impact Assessment to provide Elected Members with updated data and research to assist in decision making. The following options are under consideration:

*i. Retain current cap*

The TAB Venue Policy cap would remain as is, with one venue per town.

Council may also place restrictions on the location where new TAB venues can establish. Although there are currently no standalone TAB venues in the district, adding location restrictions would provide a framework for the consideration of any applications received in the future.

*ii. Increase venue cap*

Council could choose to increase the current cap of one venue per town.

*iii. Sinking Lid*

Adopting a sinking lid policy would mean that no new TAB venue consents would be issued. As there are currently no TAB venues in the district, no venues could be established.

### **f) Public Amenities and Public Safety Bylaws**

Current Public Amenities Bylaw can be viewed [here](#).

Current Public Safety Bylaw can be viewed [here](#).

### Overview

Bylaws are rules made by local councils which affect the way we live, work and play. Generally, Bylaws are made under the LGA to:

- protect the public from nuisance
- protect, promote, and maintain public health and safety
- minimise the potential for offensive behaviour in public places.

Bylaws must be reviewed five years after they are made, and then every 10 years after that. Council is currently reviewing two Bylaws:

Public Amenities Bylaw: sets standards for places like parks, libraries, and cemeteries to ensure they are safe and enjoyable for everyone.

Public Safety Bylaw: sets rules to keep public spaces safe and minimise nuisances and anti-social behaviour.

These Bylaws are being reviewed together, because they aim to make our public spaces safe and enjoyable. We are undertaking pre-engagement with the community to understand what changes are needed to improve these spaces.

Some issues for community consideration:

- Important Issues* - Do the bylaws adequately address the issues you care about?
- Safety and Nuisance* - How can we improve safety and reduce nuisances in public places?
- Alcohol Ban Areas* - Should we keep alcohol ban areas as they are?

- 
- iv. *Keeping of Animals* - Are there any changes needed in how we regulate pets in our communities?
- v. *Cemeteries* - How can we better manage and honour our cemeteries?

#### Pre-consultation

Council is currently undertaking pre-engagement including focus groups, marae engagement, and community drop in days. The Committee are invited to share their feedback at this meeting or via the engagement activities. A community survey is also open for feedback to be considered in the drafting of updated bylaws. The link to the survey can be found [here](#).

This information will be used to inform the bylaw reviews.

#### 3) Other strategic planning

As part of the Long Term Plan 2024-25, Council developed a Climate Change Rivermap which brings together work happening across the organisation to understand and respond to climate risks and build resilience.

The Climate Change Rivermap has five work streams: Strategy, Water, Wastewater, Stormwater and Solid Waste.

A work programme to implement the Strategy work stream has been developed with the following aims:

- Grow governance knowledge and understanding of climate risks, impacts and resilience
- Build organisational knowledge of climate risk
- Develop a climate resilience strategy
- Grow community resilience
- Enable Council to plan for and respond to climate risks in an integrated way



### Ngā Whiringa | Options

Policy options are set out above.

### Mōrearea | Risk

General risks of legislative non-compliance apply, including the risk of policies/bylaws lapsing if not reviewed according to the relevant timeframes.

There is a risk that if the community are not engaged in the review of Council’s policies/ bylaws/plans, the relevant documents may not be effective in achieving/supporting community wellbeing, and the Council’s strategic objectives. To mitigate this risk, Council is seeking early engagement with key stakeholders to promote active and meaningful engagement in Council’s review processes.

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

The legislative requirements are detailed throughout this report.

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

Each topic has been considered in accordance with Council’s Significance and Engagement Policy, with consultation and decision-making requirements documented and determined accordingly in reports to Council.

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. This includes any decision not to take any action.

<b>Local Government Act 2002 decision making requirements</b>	<b>Staff/officer comment</b>
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Council consider the options for each topic accordingly during Council workshops and formal meetings.
Section 78 – requires consideration of the views of Interested/affected people	Pre-engagement is currently being undertaken on the various topics as detailed in this report.  Formal consultation will be undertaken to provide the community with an opportunity to submit formal feedback as per the requirements of the relevant legislation.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	This is considered and reported on to Council.
Section 82 – this sets out principles of consultation.	Consultation will be undertaken as per the requirements of the LGA and in accordance with Council’s Significance and Engagement Policy.

**Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement**

Each topic has its own communications plan/approach to assess the communication and engagement requirements on a case-by-case basis.

**Timeframes**

Pre-engagement (October/November 2024) Pre-engagement pop-in days	19 October (Morrinsville) 21 October (Matamata) 23 October (Te Aroha) TBC 25 (online)
Council meeting (to approve the following draft documents for consultation): <ul style="list-style-type: none"> <li>- Gambling Venue Policy</li> <li>- TAB Venue Policy</li> <li>- Updated Bylaws</li> </ul>	11 December 2024
Council meeting (to approve the following draft documents for consultation): <ul style="list-style-type: none"> <li>- Fees and Charges 2025/26</li> <li>- Annual Plan (if consulting)</li> </ul>	February 2025
Formal consultation	March/April 2025

**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	
<b>TŌ MĀTOU WHAKAKITENGA   OUR VISION</b>			
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.'			
<b>TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)</b>			
			
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 review of Council's policy work programme supports the achievement of Council's community outcomes.

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

Council's policy work programme as outlined in this report is funded within existing budgets through the Strategies and Plans activity as outlined in Council's Long Term Plan 2024-2034.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Laura Hopkins <b>Senior Policy Advisor</b>	
	Olivia Picard <b>Graduate Policy Advisor</b>	
	Anne Gummer <b>Senior Policy Advisor</b>	

Approved by	Sandra Harris <b>Policy, Partnerships and Governance Manager</b>	
	Kelly Reith <b>Group Manager People, Governance &amp; Relationships</b>	

## 8 Ngā Pūrongo Whakamārama | Information Reports

# 8.2 Resource Management and District Plan Update

CM No.: 2949827

### Te Kaupapa | Purpose

The purpose of this report is to update the Waharoa (Matamata) Aerodrome Committee with a summary on the rolling review of the District Plan and changes around Resource Management matters. Jayshree Kanji and Carolyn McAlley will 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), Papakāinga (PC54), Fonterra Waitoa (PPC55), Calcutta (PPC57), the National Planning Standards (PC61) 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 has completed drafting the issues and option paper, which signals the likely key objectives of the plan change. It is also looking to engage experts in traffic and urban design, however this will be undertaken in consultation with the governance group (reformed) which had their first meeting on 9 October 2024. The next governance group meeting is scheduled for 23 October 2024.

### Plan Change 54 - Papakāinga

This plan change involves an update to 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 plan change was notified for submissions and further submissions in late 2022 and early 2023. In a parallel process, a papakāinga Toolkit was developed and shared with the working group and feedback was received.

A hearing was held on the 17-18 of April 2024. The decision to approve the plan change was subsequently notified, with the appeal period closing Thursday, 22 August 2024. As no appeals were received, Council made the decision at their meeting in September 2024 to make the plan change operative on 6 November 2024. To support the arrival of papakāinga applications, staff are continuing their work on the papakāinga guidance document, and have commenced work on a practice note, which will help the Council's consents planners implement the District Plan's papakāinga provisions.

### Private Plan Change 55 - Fonterra Waitoa

On 13 November 2020, Council received a private plan change request regarding the Waitoa manufacturing site Development Concept Plan (DCP). The request proposed the expansion of the site's Noise Emission Control Boundary (NECB). It also seeks to amend the rules associated with this boundary. Council made a request, on 22 January 2022, for further information under Clause 23, RMA Schedule 1. Council received a response to this further information request at the end of November 2022 and worked with the applicant to finalise this information.

The application (including the further information) was finalised in February 2024 and lodged with the Council. At the Council meeting on the 27 March 2024, the Council formally accepted the Plan Change for notification. The application was limited notified on 14 May 2024 to those affected parties within the Waitoa community. Two submissions were received in response to this notification. The applicant has requested a pause in the plan change process, to take time to consult with the submitters. Staff are still waiting for an update from the applicant regarding the outcome of this consultation prior to taking the next step of notifying for further submissions.

### Private Plan Change 57 - Calcutta

On 3 August 2022, the 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. It also 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.

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 Minister for the Environment. The applicant requested that the Council make an application for this to occur. Council contacted existing submitters to obtain their feedback on the proposal to extend the processing time of the plan change application. This feedback was taken to Council for a decision on 3 July 2024, where it was decided that the request to the Minister for the Environment should be for a two year extension. The request has been formally conveyed to the Minister and staff await the decision. Because of this process, no new hearing date has been set and the application effectively remains on hold.

### National Planning Standards (PC61)

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.

Some changes are simply a reorganisation of the Operative District Plan provisions, while other changes are more significant. While this work has taken longer than expected to develop, it is now sufficiently progressed to be subject to informal consultation with iwi, stakeholders and the public and will be known as Plan Change 61 (PC 61). The informal consultation process will run through October, with feedback to be presented to the Council at their November meeting. A draft version of the Plan Change will then be available for further iwi comment over December 2024 and January 2025.

### Resource Management Reform

In March 2024, the Government made an announcement regarding its proposed RMA reform processes, which would occur in three phases. The first phase repealed existing RMA reform legislation. The second phase (made up of two stages), would firstly introduce the one-stop-shop consenting and permitting regime for regionally and nationally significant projects through the Fast Track Approvals Bill. Post the submission phase, the Government is recommending several changes to the Environment Select committee for this Bill, including:

- Final decisions on projects will not sit with Ministers but with the Expert Panel,
- Expert Panels will include expertise in environmental matters; will include an iwi authority representative when required by Treaty settlements; and will include Māori development expertise in place of mātauranga Māori, and
- Timeframes for comment at the referral and panel stages will be extended in order to give parties, including those impacted by a proposed project, more time to provide comments.

A final decision on this Bill is expected in October 2024.

A second stage of phase 2 would 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. Staff made a submission to this first bill, known as the Resource Management (Freshwater and Other Matters) Amendment Bill. A second bill was signalled to be released in September in 2024, but at the time of writing had not appeared. The third phase, in 2025 will look to develop the policy and legislation that will replace the RMA.

In a related process, staff made a submission in August 2024 on the “Making it easier to build granny flats” discussion document issued by Ministry of Business, Innovation and Employment (MBIE). There is concern that the proposed approach would introduce an unacceptable level of risk to the community, as a dwelling up to 60m<sup>2</sup> could be constructed without building or resource consent. The process would instead rely on licensed building practitioners adhering to new specific guidelines.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Jayshree Kanji <b>Graduate RMA Policy Planner</b>	
Approved by	Nathan Sutherland <b>Team Leader RMA Policy</b>	
	Ally van Kuijk <b>General Manager Growth &amp; Regulation</b>	