

# Te Manawhenua Forum Mo Matamata-Piako

## Kaupapataka Wātea | Open Agenda



Notice is hereby given that an Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako will be held on:

**Ko te rā | Date:** Tuesday 1 April 2025  
**Wā | Time:** 10:00  
**Wāhi | Venue:** Council Chambers  
35 Kenrick Street  
TE AROHA

### Ngā Mema | Membership

te kaunihera ā-rohe o |  
Matamata-Piako District  
Council

**Manuhuia | Mayor**  
Adrienne Wilcock, JP

**Koromatua Tautoko | Deputy Mayor**  
James Thomas

### Kaunihera ā-Rohe | District Councillors

Mātua Gary Thompson

**Ngāti Hauā**

**Mema Tūturu | Principal Member**  
Whaea Te Ao Marama Maaka (Chair)

**Mema Tautoko | Alternate Member**  
Whaea Rangitonga Kaukau

**Ngāti Hinerangi**

Whaea Hinerangi Vaimoso

**Ngāti Maru**

Mātua Craig Solomon

Mātua Wati Ngamane

**Ngāti Rāhiri-Tumutumu**

Whaea Jill Taylor

Mātua Norm Hill

**Ngāti Pāoa**

Mātua Tahuariki Thompson

Whaea Glenice Puke

**Ngāti Whanaunga**

Mātua Michael Baker

Mātua Gavin Anderson

**Raukawa**

Mātua Leo Whaiapu

Whaea Andrea Julian

**Ngāti Tamaterā**

**Waea | Phone:**

**Wāhitau | Address:**

**Īmēra | Email:**

**Kāinga Ipuranga | Website:**

07-884-0060

PO Box 266, Te Aroha 3342

governance@mpdc.govt.nz

www.mpdc.govt.nz

## **Ā-TIKANGA | PROCEDURAL**

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**1 Whakatūwheratanga o te hui | Meeting Opening**

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 Whāki 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.

**6 Whakaaetanga mēneti | Confirmation of Minutes**

Minutes, as circulated, of the Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako, held on 11 February 2025

## 7 Pūrongo me whakatau | Decision Reports

# 7.1 Appointment of Chairperson to Te Manawhenua Forum mō Matamata-Piako

CM No.: 3011688

### Te Kaupapa | Purpose

The purpose of this report is to seek an appointment for a new Chairperson to Te Manawhenua Forum mō Matamata-Piako (the Forum).

### Rāpopotonga Matua | Executive Summary

Whaea Te Ao Marama Maaka, former Chairperson of the Te Manawhenua Forum mō Matamata-Piako, tabled her resignation at the Forum's meeting on 11 February 2025.

In accordance with the attached Heads of Agreement between the Forum and Council, the Forum 'may at any time, appoint a new Chairman' by resolution.

### Tūtohunga | Recommendation

That:

1. The report be received.
2. The Forum appoint a new Chairperson [*Chairperson to be specified*].

### Horopaki | Background

Discussions with iwi led to Council establishing the Forum in 2004, as one of the mechanisms for Council to meet its obligations under the Local Government Act 2002. Currently, the following iwi have representatives on the Forum:

- Ngāti Hauā
- Ngāti Rāhiri-Tumutumu
- Raukawa
- Ngāti Maru
- Ngāti Ngāti Whanaunga
- Ngāti Pāoa; and
- Ngāti Hinerangi

Ngāti Tamaterā may also appoint members to the forum but have not done so at this time.

Council entered into a Heads of Agreement with iwi, which outlines principles and functions of the Forum. Beyond official meetings and workshops, the Forum's Chairperson is also expected to fulfil responsibilities such as reporting to Council and attending events.

### Ngā Whiringa | Options

#### Option One – Appoint a new Chairperson

#### Description of option

In accordance with the Heads of Agreement, the Forum may appoint a new Chairperson.





**Option Two – Appoint an Interim Chairperson**

**Description of option**

At this time the Forum may choose to appoint an Interim Chairperson, alternatively Mayor Adrienne Wilcock can act as Chairperson until one is appointed.

**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

All of the above community outcomes are relevant to this report.

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

Te Manawhenua Forum is funded from current budgets allocated under the Community Leadership Activity in the 2024-34 Long Term Plan.

**Ngā Tāpiritanga | Attachments**

[A↓.](#) Te Manawhenua Forum Heads of Agreement 2023

**Ngā waitohu | Signatories**

Author(s)	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
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Approved by	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	
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**Kawenata**

**Heads of Agreement**

**Ngā Mana Whenua o  
Matamata-Piako**

**Te Mana Whenua Forum  
Mo Matamata-Piako**

**rāua ko**

**and**

**Te Kaunihera ā-Rohe o  
Matamata-Piako**

**Matamata-Piako District  
Council**



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## Kupu Whakataki | Introduction

He whakatū tēnei Kawenata i tētehi rōpū e kiia nei ko Ngā Mana Whenua Mō Matamata-Piako e taea ai e Te Kaunihera ā-Rohe o Matamata-Piako te mahi ngātahi me ngā mana whenua, i tēnei wā ahu ake, ki ngā rohenga ā-ture o Matamata-Piako.

He hiahia nō Te Kaunihera rātou ko ngā māngai o ngā Mana Whenua ki te whakahaere i tēnei Kawenata hei whakaatu i ngā take pū o tā rātou mahi ngātahi i ngā kaupapa te here nei i a rātou.

Ko Ngā Mana Whenua he komiti tūturu o Te Kaunihera.

This Heads of Agreement provides for a forum called the Te Manawhenua Forum Mo Matamata-Piako (“Forum”) where the Matamata-Piako District Council (“Council”) and Māori who have mana whenua in respect of the jurisdictional boundaries within Matamata-Piako district can forge an ongoing effective and meaningful partnership.

The Council and Mana Whenua representatives of the district wish to enter into this Heads of Agreement which is intended to reflect the basis upon which they will conduct their affairs of common interest.

The Forum is formalised as a standing committee of the Council.

## Hītori | History

The following section sets out the history of the development of the Te Mana Whenua Forum Mo Matamata-Piako.

Following the introduction of the Local Government Act 2002 Council was committed to establish and maintain appropriate links with mana whenua to foster effective relationships with them as representatives of the district’s iwi authorities. Discussions with Iwi led to Council establishing Te Mana Whenua Forum Mo Matamata-Piako (“Forum”) in 2004 as a mechanism for Council to meet its obligations.

The Forum was originally formalised as a standing committee of Council at its meeting on 8 July 2004 where Forum members were invited to the official signing. At that meeting Council resolved that:

- *The following be the constitution of Te Manawhenua Forum Mo Matamata-Piako as a standing committee of Council.*
- *The Council hereby constitutes a standing committee of the Council to be known as Te Manawhenua Forum Mo Matamata-Piako.*
- *The initial composition of Te Manawhenua Forum Mo Matamata-Piako shall be as follows:*



*Names of Members:*

○ Mayor A Wilcock	Council
○ D. Mayor James Thomas	Council
○ Cr Gary Thompson	Council
○ Te Ao Marama Maaka	Ngāti Hauā
○ Rangitonga Kaukau	Ngāti Hauā
○ Kathy Ngamane	Ngāti Maru
○ Waati Ngamane	Ngāti Maru
○ Tahauariki Thomson	Ngāti Pāoa
○ Glenys Puke	Ngāti Pāoa
○ Leo Whaiapu	Raukawa
○ Andrea Julian	Raukawa
○ Jill Taylor	Ngāti Rāhiri-Tumutumu
○ June McCaskill	Ngāti Rāhiri-Tumutumu
○ Hinerangi Vaimoso	Ngāti Hinerangi
○ Phil Smith	Ngāti Hinerangi
○ Michael Baker	Ngāti Whānaunga
○ Gavin Anderson	Ngāti Whānaunga

- *Te Manawhenua Forum Mo Matamata-Piako may at any time appoint a new Chairman by resolution.*
- *The quorum required for any meeting of Te Manawhenua Forum Mo Matamata-Piako shall be six members, and must include at least one member of the Council.*
- *Notwithstanding clause 30(7) of the 7<sup>th</sup> Schedule of the Local Government Act 2002, Te Manawhenua Forum Mo Matamata-Piako shall not be discharged before the 13<sup>th</sup> day of October 2007.*
- *All proceedings and actions of Te Manawhenua Forum Mo Matamata-Piako shall be in accordance with the Heads of Agreement between Te Manawhenua Forum Mo Matamata-Piako and the Council.*

The Forum held its first formal meeting on 24 September 2004.

The Heads of Agreement provides for a review of the protocols and performance of the parties based on the purpose and principles of the agreement. During 2011 and 2012 Forum members worked on a review of the original Heads of Agreement. Council approved a revised Heads of Agreement on 26 September 2012. The revised agreement was subsequently approved by the Forum at its meeting on 4 December 2012.

During 2017/18 Forum members again worked on a review of the Heads of Agreement. Council and the Forum agreed to a revised Heads of Agreement on 5 December 2017.



## Ngā Tautuhinga, Whakamārama hoki | Definitions and Interpretation

To aid in the interpretation of this Heads of Agreement the following terms apply unless the context requires otherwise:

- “Council” means the Matamata-Piako District Council;
- “Forum” means the Te Manawhenua Forum Mo Matamata-Piako which is a standing committee of Council;
- “Heads of Agreement” means this signed copy of the Heads of Agreement between Council and the Forum members
- “mana whenua” means the territorial rights, power and authority from the land – associated with the current and historical possession/occupation of tribal lands within the Matamata-Piako district.
- “Taurahere” means binding strands into one as threads - individuals or groups who join together to fulfil a common purpose or goal, that share kinship ties, similar aspirations and who either, live outside their tribal territories or are urban based. Taurahere is about acknowledging other Iwi.

## Ngā Mema | Membership

Membership of the collective Forum shall comprise of:

- Matamata-Piako District Council (the Mayor and Deputy Mayor are appointed members)
- Ngāti Hauā
- Ngāti Rāhiri-Tumutumu
- Raukawa
- Ngāti Maru
- Ngāti Tamaterā – who have decided not to appoint a member but may so at any time
- Ngāti Whānaunga
- Ngāti Pāoa;
- Ngāti Hinerangi and
- Any other members that the Forum may agree to in the future, upon formal application.

## Te rehita ā-hapu; ā-iwi | Iwi/hapu registration

There is a due process for any group to request participation in the Forum. Upon application the Forum shall consider the request, and may consider issues such as what membership the Forum should hold, what constitutes an iwi/hapu, and what membership size is suitable to ensure the Forum is effective and efficient. The Forum will provide a recommendation to Council who in turn will make a decision on Forum member Iwi/hapu representation.



### Whaiwāhi ki ngā Mana Whenua | Appointment to the Forum

Under Clause 31 Schedule 7 of the Local Government Act 2002 Council may delegate to any Committee the appointment of any non-elected members to any committee. Council has delegated to Te Manawhenua Forum mo Matamata-Piako the appointment of non-elected members to Te Manawhenua Forum mo Matamata-Piako.

It is considered that Forum members must be representative of mana whenua within the Matamata-Piako District and individual Iwi representation is a matter for respective Iwi to determine. Each of the identified member groups of the Forum shall nominate two representatives, one of which is the principal spokesperson. Both representatives may attend the meetings. The second representative will act at meetings in the absence of the principal representative. The Mayor is the principal for the Council, the Deputy Mayor is the alternate.

Following each Council election, the Forum, its membership and delegations shall be re-constituted by Council.

### Ngā Mātapono o ngā Mana Whenua | Principles of the Forum

The Forum recognises the following principles for maintaining a strong and meaningful relationship between Council and mana whenua:

- Mutual respect and adherence to atuaanga (spirituality)
- Respect of taha Māori (wellbeing) and tikanga Māori (customs, protocols)
- Respect for the raNgātīratanga (self-determination, autonomy) of Iwi – the right to organise as Iwi
- Protection of mana whenua
- Protection of wahi tapu (sacred places), natural resources, cultural materials and taonga (treasures) Māori
- Meaningful and mutually beneficial participation of Māori in the Council
- Regard for the principles of the Te Tiriti o Waitangi (Treaty of Waitangi) as contemplated by the empowering legislation

### Kaupapa o ngā Mana Whenua | Purpose of the Forum

The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu.

The purpose of the Forum does not substitute individual consultation and engagement of Iwi by the Council.



**Ngā kawenga a ngā Mana Whenua | General functions of the Forum**

The Forum will consider any matter to promote the social, economic, environmental and cultural well-being of the Māori communities for today and for the future, taking a sustainable development approach. This may include but is not limited to contributing to policy development, input into special projects, reserve management processes and receiving presentations from external organisations or individuals (e.g. regional council, government departments, and community groups). The Forum will agree on an annual work programme to prioritise efforts and resources. This work programme will be considered by Council as part of its budgeting process.

**Ngā kawenga motuhake a ngā Mana Whenua | Specific functions of the Forum**

In order to give effect to the principals and purpose set out above Council delegates the following to the Forum:

- Appoint any non-elected members to the Forum in accordance with this agreement.
- Appoint up to two representatives to sit as members on any Council working party as requested by Council. Council establishes working parties on an issue-by-issue basis and will invite the nominated Forum representatives to join as a member of any relevant working parties. These working parties usually report back to Council or its committees with recommendations.
- Consider any request by the Council to accept a delegation of a function of Council. The Forum must act in accordance with a delegation it has accepted.
- Appoint a minimum of two representatives to form the Waitangi Day Celebration organising committee each year, to work with staff on the district wide celebrations.
- Develop an annual work programme each year.
- Develop and adopt goals, strategies and policies and programmes for consideration by Council, if outlined in the Annual work programme (see below).
- Council will pay for a maximum of one representative nominated by the Forum in each three yearly election period to undertake training as a Resource Management Act 1991 hearing commissioner to establish a suitable pool of qualified commissioners. Council may ask the Forum to nominate further representatives if the need arises.
- Monitor the Long Term Plan/Annual Plan implementation for matters relating to mana whenua interests.
- Recommend to Council actions to enhance mana whenua capacity to contribute to decision-making including providing advice and recommendations
- Assist in the collation and monitoring of performance data for the Māori specific community outcomes/indicators
- Receive Iwi/hapu management plans on behalf of Council.
- In December each year, the Forum will recommend to Council a budget for the following financial year to be included within the Annual Plan or Long



Term Plan to undertake a suggested work programme. If Council agrees to the proposed work programme, the Forum shall oversee the implementation of that work programme

- Support a joint Council and Forum meeting each year (refer to review section below).
- Support the Mayor through the Tuia Rangitahi programme (note: this is funded separately from the Forum)
- Represent the District iwi in engagements with Waikato Regional Council and government agencies.
- Engage with external agencies (such as government departments) on work they wish to undertake within the district.

#### **Ngā kawenga me ngā whakaritenga a te Tiamana, a tōna tuarua rānei | Functions and duties of the Chair person or his/her delegate**

- Act as the Forum representative at events hosted by Council e.g. ANZAC Day;
- Provide regular updates to Council following each Forum meeting.

#### **Ngā kawenga a Te Kaunihera hāngai pū ki ngā Mana Whenua | Council's duties to Forum**

The Council must provide the Forum with the information that it needs to identify business of the Council that relates to the Forums purpose. Council has an obligation to consult the Forum on matters affecting mana whenua and give consideration to the Forum's advice.

It is to be acknowledged the limitations on resources Council can and are willing to provide may result in the purpose of the Forum not being fully realised within the Forum's timeframes.

Council is committed to fulfil its obligations to consult with individual iwi/hapu as required by legislation – for example under the Resource Management Act 1991 and Treaty of Waitangi settlement legislation relating to individual Iwi.

Consultation with the Forum does not substitute for such engagement, and shall be in addition to individual Iwi engagement.

#### **Ngā hui | Meetings**

Following each Council election, the Forum shall appoint a Chairperson.

The Forum shall meet regularly for either formal meetings or workshops as required, provided that meeting costs do not exceed the budget allocated to the performance



of the Forum's functions each financial year. The Forum meeting schedule will be confirmed at the December meeting of the Forum each year.

#### **Ngā Whakaritenga me Ngā Mēneti | Agendas and Minutes**

Council is responsible for the production and distribution of agendas and minutes.

Council will advise respective members of the Forum of proposed agenda items by email, at least 15 working days prior to the meeting (five days prior to the meeting agenda closing). Forum members are invited to respond with any additional items to be included on the agenda within the set timeframe (one day prior to the meeting agenda closing) to allow Council staff time to add the item to the meeting agenda.

It is recognised that there may be times when a meeting of the Forum is not required, if so, all members must agree that a meeting is not required. All parties are to convey and be advised of this in writing.

Forum meetings will be held in the Council Chambers, Te Aroha unless otherwise agreed by all Forum members.

#### **Te Ture me Ngā Ōta Pū | Legislation and Standing Orders**

Formal meetings of the Forum will be called in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

Following each Council election, the Forum shall adopt standing orders for the duration of the triennium.

Quorum - The quorum required for any meeting of the Forum shall be four Iwi members who are entitled to vote plus a member of Council.

Voting Rights - Where the principal and alternate representatives attend meetings only the principal representative shall be entitled to vote. Where both the principal and alternate representative attend any meeting both will have full speaking rights but only one single Iwi member vote.

#### **Te Pūtea | Expenses**

In fulfilling its statutory duties, Council may require assistance and advice from the Forum. In such cases, the Forum will be adequately resourced by Council both financially and non-financially. The Council will make provision for such resourcing through its budgetary processes. This would include meeting fees and expenses for the two representatives and resourcing to undertake the work programme (refer to specific functions of the Forum).



### **Te Utu | Remuneration**

It is agreed that remuneration will be paid in the form of a meeting allowance and mileage reimbursement for attendance by appointed members at formal meetings of the Forum called in accordance with the Local Government Official Information and Meetings Act 1987. The meeting allowance and mileage shall be that set by Council from time to time.

Remuneration for workshop attendance will be determined on a case by case basis for each workshop, and will be dependent on funding available. If Council invites Forum member/s on any working party then the meeting allowance and mileage will be payable.

### **Te Aha Noa | General**

The Forum is recognised as a standing committee of Council; however, this does not affect or undermine the Tino Rangātiratanga (self-determination) of the members of the Forum.

The Forum acknowledges that the interpretation, application and operation of these protocols are subject to the relevant empowering legislation, accountability frameworks and financial constraints.

The operation of the Forum does not restrict the ability of the Council to form specific relationships or agreements with individual Iwi or Iwi groups.

The operation of Forum will be supported by Council staff in the preparation of agendas, minutes as required by legislation and technical advice as resources allow.

### **Te Tirohanga Anō | Review**

The protocols and performance of the parties shall be reviewed each year by way of a joint Forum and Council meeting to discuss issues relating to the Forum based on the purpose and principles of this Heads of agreement.

All parties acknowledge that the relationship and partnership between Iwi and Council is an evolving process. As such, Iwi may seek to progress discussions regarding the independence of the Forum and its functions as part of future reviews.

### **Ngā Whakarerekētanga Iti Noa | Minor Amendments**

The Heads of Agreement can be amended at any time, without being re-signed by Forum members, to allow for changes in membership and re-appointments. Council staff are authorised to update this Heads of Agreement for minor and necessary amendments such as the ability to add alternates without further member agreement. Signed at Te Aroha this .....day of ..... 2019.





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Mayor A Wilcock  
Matamata-Piako District Council

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Deputy Mayor J Thomas  
Matamata-Piako District Council

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Te Ao Marama Maaka (Principal)  
Ngāti Hauā

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Rangitonga Kaukau (Alternate)  
Ngāti Hauā

---

Jill Taylor (Principal)  
Ngāti Rāhiri-Tumutumu

---

June McCaskill (Alternate)  
Ngāti Rāhiri-Tumutumu

---

Leo Whaiapu (Principal)  
Raukawa

---

Andrea Julian (Alternate)  
Raukawa

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Glenice Puke (Principal)  
Ngāti Pāoa

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Tahauriki Thompson (Alternate)  
Ngāti Pāoa



\_\_\_\_\_  
Kathy Ngamane (Principal)  
Ngāti Maru

\_\_\_\_\_  
Waati Ngamane (Alternate)  
Ngāti Maru

\_\_\_\_\_  
Michael Baker (Principal)  
Ngāti Whānaunga

\_\_\_\_\_  
Gavin Anderson (Alternate)  
Ngāti Whānaunga

\_\_\_\_\_  
Dianna Vaimoso (Principal)  
Ngāti Hinerangi

\_\_\_\_\_  
Phil Smith (Alternate)  
Ngāti Hinerangi



8 Ngā Pūrongo Whakamārama | Information Reports

## 8.1 Te Manawhenua Forum Annual Survey

CM No.: 2996123

### Te Kaupapa | Purpose

The purpose of this report is to confirm the structure of Te Manawhenua Forum annual survey going forward.

### Rāpopotonga Matua | Executive Summary

Te Manawhenua Forum annual survey was developed by Forum members and is circulated each year for members to complete. One of the survey questions is required to remain the same, as it relates to the performance measure developed between Council and the Forum during the 2024-2034 Long Term Plan process.

The survey itself has been completed by the Forum since 2007, which provides historical data on the partnership journey between Mana Whenua and Council. For several years, the response rate from Forum members has been relatively low.

Confirmation of the structure of the survey moving forward is being sought from the Forum.

### Tūtohunga | Recommendation

That:

1. The report is received.
2. A) The Forum confirms the survey will continue with the current structure (six survey questions annually).

OR

B) The Forum confirms an amended survey noting that the question 'How satisfied are you that tāngata whenua with manawhenua status are recognised and have meaningful involvement in decision making?' must remain as it is included as a performance measure in the 2024-34 Long Term Plan. The Forum also note removing or altering questions will risk the ability to compare future responses with historical data [*amendments to be specified*].

**Horopaki | Background**

Under Section 81 of the Local Government Act 2002 (LGA), Council is required to establish and maintain opportunities for Māori to contribute to local government decision-making processes and consider ways to foster this.

To meet the LGA and the expectation of the Officer of the Auditor General (OAG), Council has to develop a quantifiable and measurable way to show how it is meeting its Levels of Service year-on-year.

In partnership with Council, the Forum developed an anonymous annual survey in 2007 to capture the satisfaction, feedback, and views of Forum members over time. This survey has been reviewed by the Forum over time.

There are 17 members on the Forum including iwi representatives, the Māori Ward Councillor/Te Toa Horopū ā Matamata Piako, the Deputy Mayor and the Mayor. On average, no more than six Forum members have participated in the survey since 2007, four responses were received in 2024, six responses in 2023, and three in 2022.

Prior to 2012, the survey was not publically reported on through an Annual Report. As part of the 2012-2022 Long Term Plan (LTP) process, in partnership with the Forum, a performance measure was included in the LTP where the results from one of the survey questions would be reported on through the Annual Report.

Since the 2012 LTP, the Forum and Council have continued to use this performance measure through successive LTPs. The performance measure was reconfirmed at the [5 December 2023](#) hui and is required to be reported on for the next three financial years until 2027/28 in the Annual Report.

The 2024-2034 LTP includes the following Level of Service and Performance Measure:

<b>Community Leadership – Level of Service</b>				
<b>We will involve Tangata Whenua with Mana Whenua status in the decision making process</b>				
<b>Performance measure</b>	<b>Long Term Plan 2024-34 Targets</b>			
	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027-34</b>
The percentage of Te Manawhenua Forum mō Matamata-Piako Forum members who complete the survey are satisfied/very satisfied that Tangata Whenua with Mana Whenua status are recognised and have meaningful involvement in decision-making.	75% or more satisfied/very satisfied	75% or more satisfied/very satisfied	75% or more satisfied/very satisfied	75% or more satisfied/very satisfied

This one question acts as an indicator to the wider community and shows the progress in the partnership between Council and Mana Whenua, and the satisfaction of Mana Whenua members with meaningful involvement in Council decision-making processes.

As this performance measure was reconfirmed by the Forum as part of the 2024-2034 LTP it is not able to be changed or removed until the next LTP process begins for 2027-2037.

Following the 2024-2034 LTP, several other Councils have developed similar performance measures that capture Mana Whenua and Tangata Whenua partnership in decision-making processes across the Waikato rohe and wider Aotearoa. The most common measures used are either surveys, or the number of marae/hapū/iwi involved in their equivalent Forums.

The survey was last presented to the Forum for completion at the hui on 11 June 2024 where the use and purpose of the survey as a means of capturing satisfaction of Forum members was discussed.

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

Staff are seeking direction from the Forum on the future structure of this survey. Should the Forum recommend removing or changing the survey questions, it is important to highlight future results will not be comparable to historical results. The ability to compare responses is one tool for the Forum and Council to measure its ongoing partnership and involvement in decision-making.

If there is appetite to examine the use of a survey all together and consider an alternative performance measure, this can be noted and worked into the 2027-2037 LTP programme, but will not be implemented until 2027/28. It is unlikely a performance measure related to the Forum can be removed all together, as the Forum is also a core part of Council's Community Leadership activity, and a performance measure is one way to show the community how Council is involving Tangata Whenua in the decision-making process.

Historical results from the survey have been collated and attached for information. The results of the survey have not been reported back to the Forum consistently. This is partially due to the lack of responses from members in recent years, which has risked the anonymity of the respondents. Results from last year and recent years are also attached for information.

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

#### **Timeframes**

<b>Key Task</b>	<b>Dates</b>
Forum members provide direction of survey	1 April 2025
Survey is provided to members to complete	Following the 1 April 2025 hui via an online survey and as part of the formal agenda on 3 June 2025
Survey results are reported back to the Forum	5 August 2025

## Ngā Tāpiritanga | Attachments

[A↓](#). TMF Satisfaction Survey

[B↓](#). TMF Survey historical results

## Ngā waitohu | Signatories

Author(s)	Olivia Picard <b>Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor</b>	
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Approved by	Niall Baker <b>Kaiārahi Tīma Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	
	Kelly Reith <b>Hautū Tāngata, Kāwana me ngā Hononga   Group Manager People, Governance &amp; Relationships</b>	

## Te Manawhenua Forum Satisfaction Survey



Questions in this survey were developed with members of Te Manawhenua Forum. The survey is to be carried out annually and results will be used to monitor progress towards some of Matamata-Piako's Performance Measures.

On a scale from 0 -10 (0 being very dissatisfied and 10 being very satisfied) 0-1 = very dissatisfied 2-4 = dissatisfied 5 = neutral 6-8 = satisfied 9-10 = very satisfied

**Considering the work plan approved by the Forum, how satisfied are you with progress made towards achieving the work streams that have been identified?**

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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**How satisfied are you that tāngata whenua with manawhenua status are recognised and have meaningful involvement in decision making?**

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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35 Kenrick Street - PO Box 266 - Te Aroha 3342 - [www.mpdc.govt.nz](http://www.mpdc.govt.nz)  
Morrinsville & Te Aroha 07 884 0060 - Matamata 07 881 9050 - Fax 07 884 8865

**How satisfied are you with Council's current role in promoting and protecting our arts, culture, historic, and natural resources.**

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)  
Note: Organisations is a broad term and does not only relate to Council.

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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**How satisfied are you with Council's role in ensuring development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs?**

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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**How confident are you that Council values and encourages strong relationships with iwi, recognising wāhi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage?**  
(Using the scale where 0 equals very unconfident and 10 equals very confident)

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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**How satisfied are you with Councils recognition of Treaty of Waitangi settlement issues?**  
(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0  1  2  3  4  5  6  7  8  9  10

Please add any thoughts or comments you have regarding this topic:

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On a scale from 0 -10 (0 being very dissatisfied and 10 being very satisfied)

0-1 = very dissatisfied

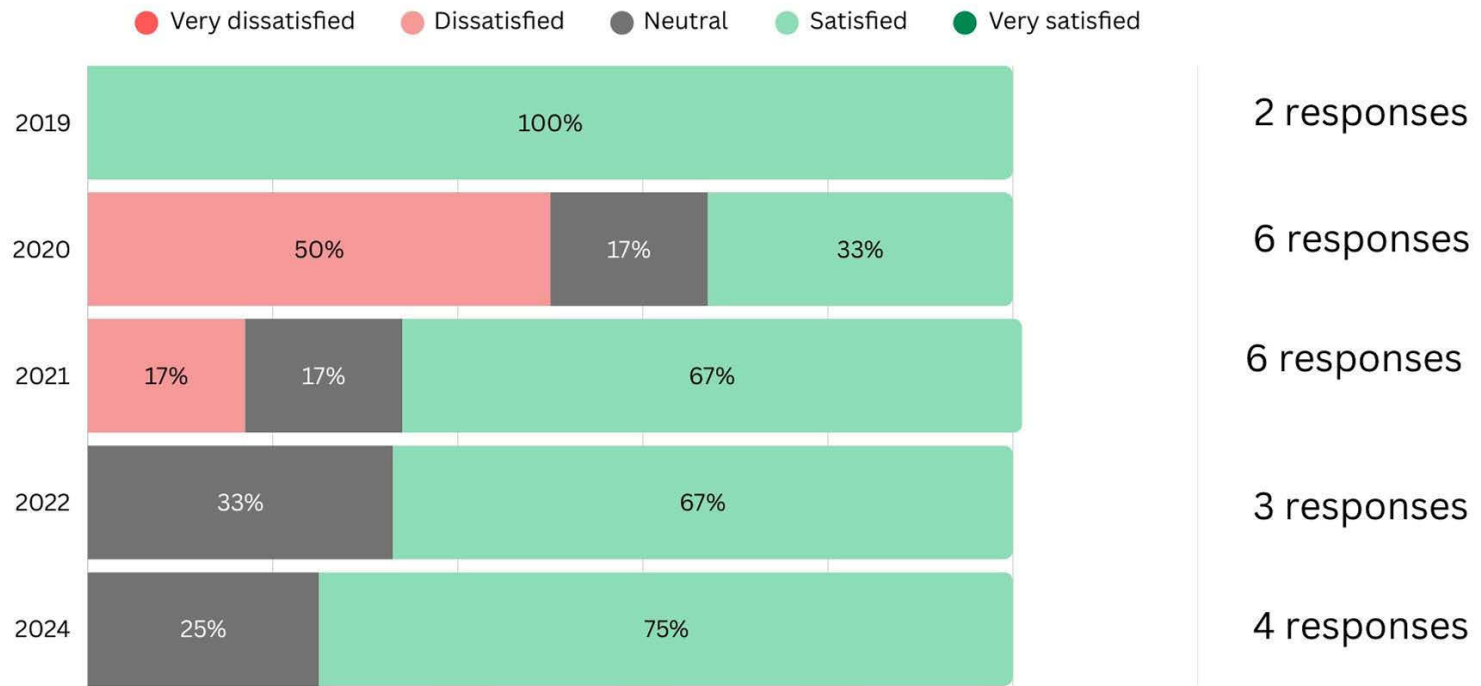
2-4 = dissatisfied

5 = neutral

6-8 = satisfied

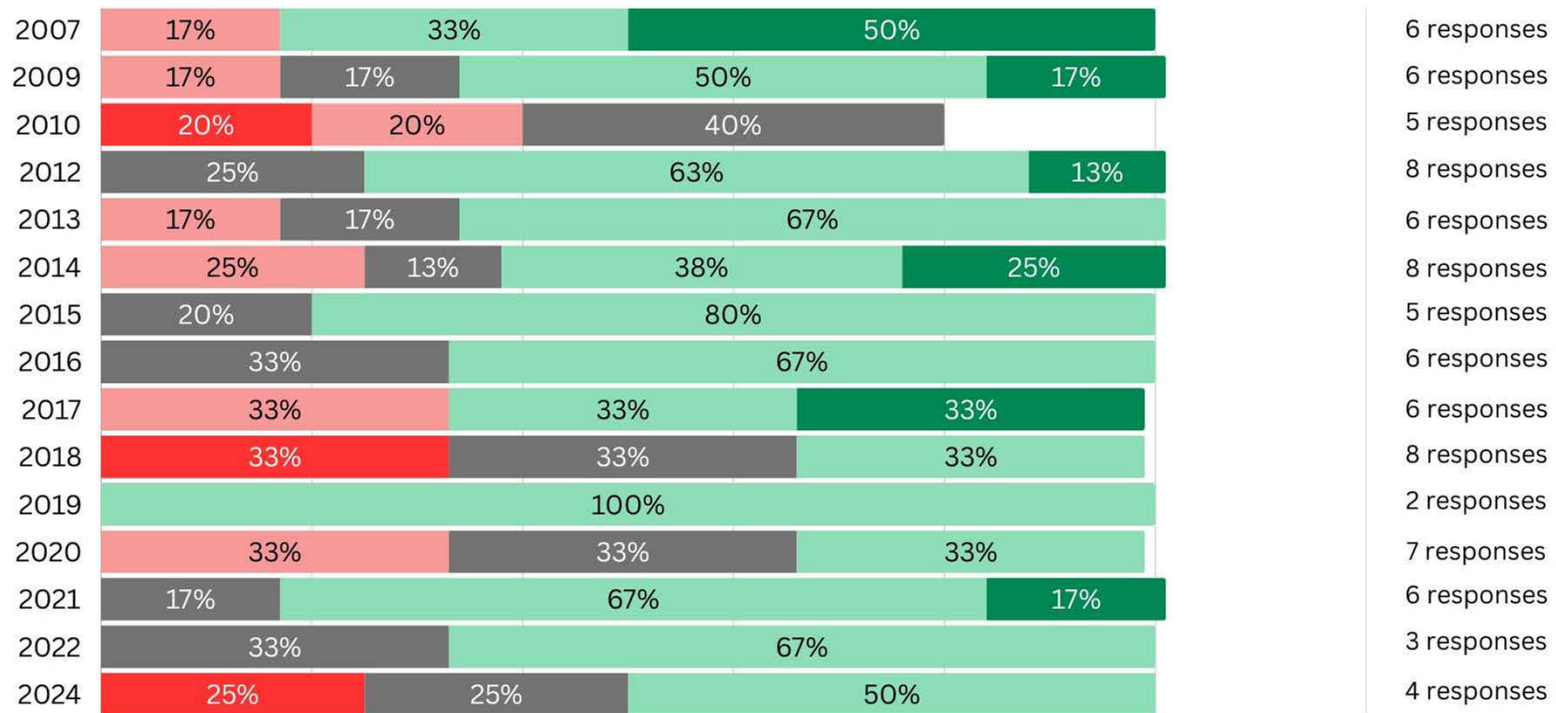
9-10 = very satisfied

**Q1: Considering the work plan approved by the Forum, how satisfied are you with progress made towards achieving the work streams that have been identified?**

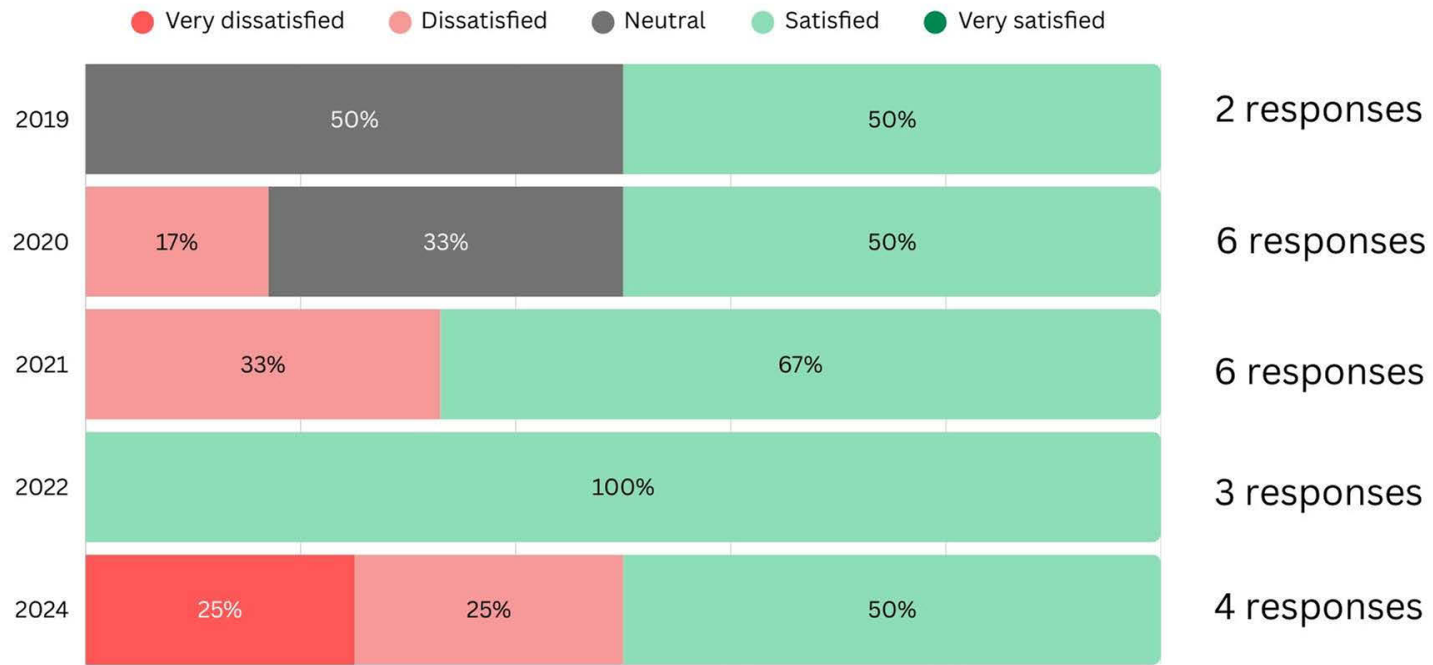


**Q2: How satisfied are you that tangata whenua with manwhenua status are recognised and involved in decision making?**

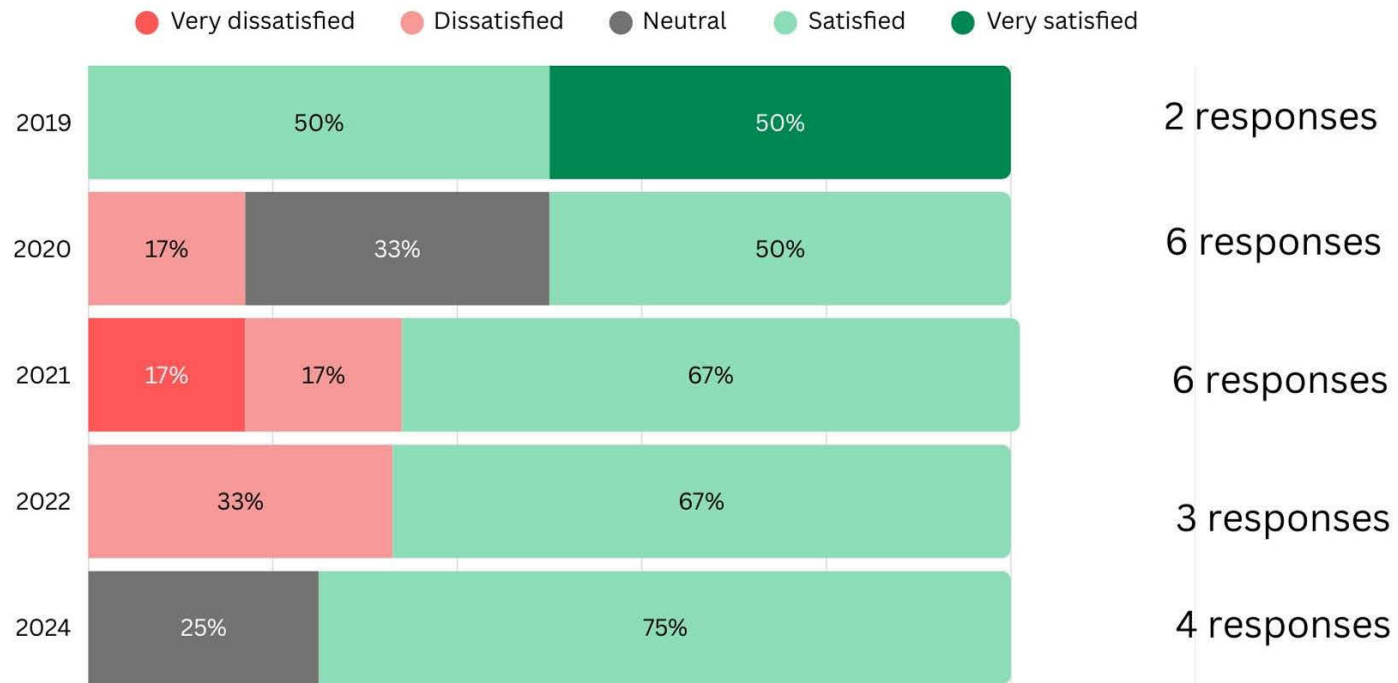
● Very dissatisfied ● Dissatisfied ● Neutral ● Satisfied ● Very satisfied



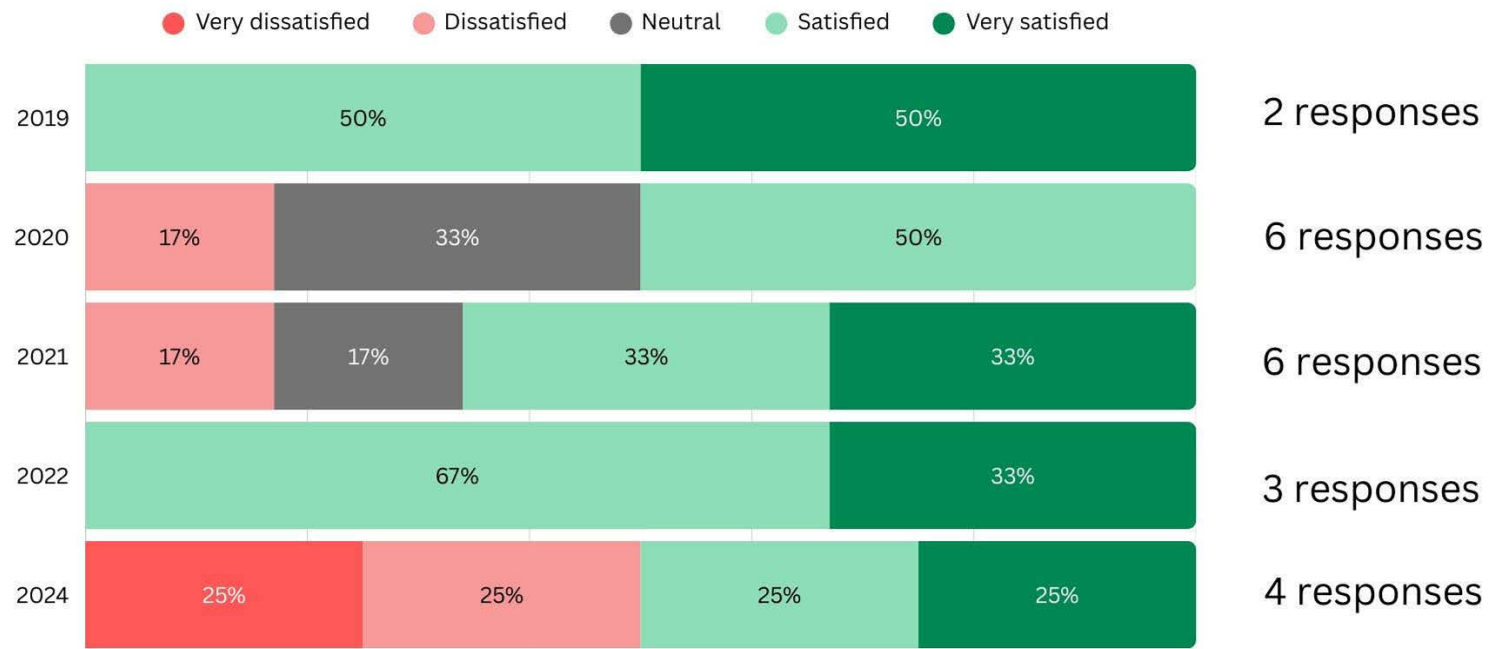
**Q3: How satisfied are you ith Councils current role in promoting and protecting our arts, culture, historic, and natural resources?**



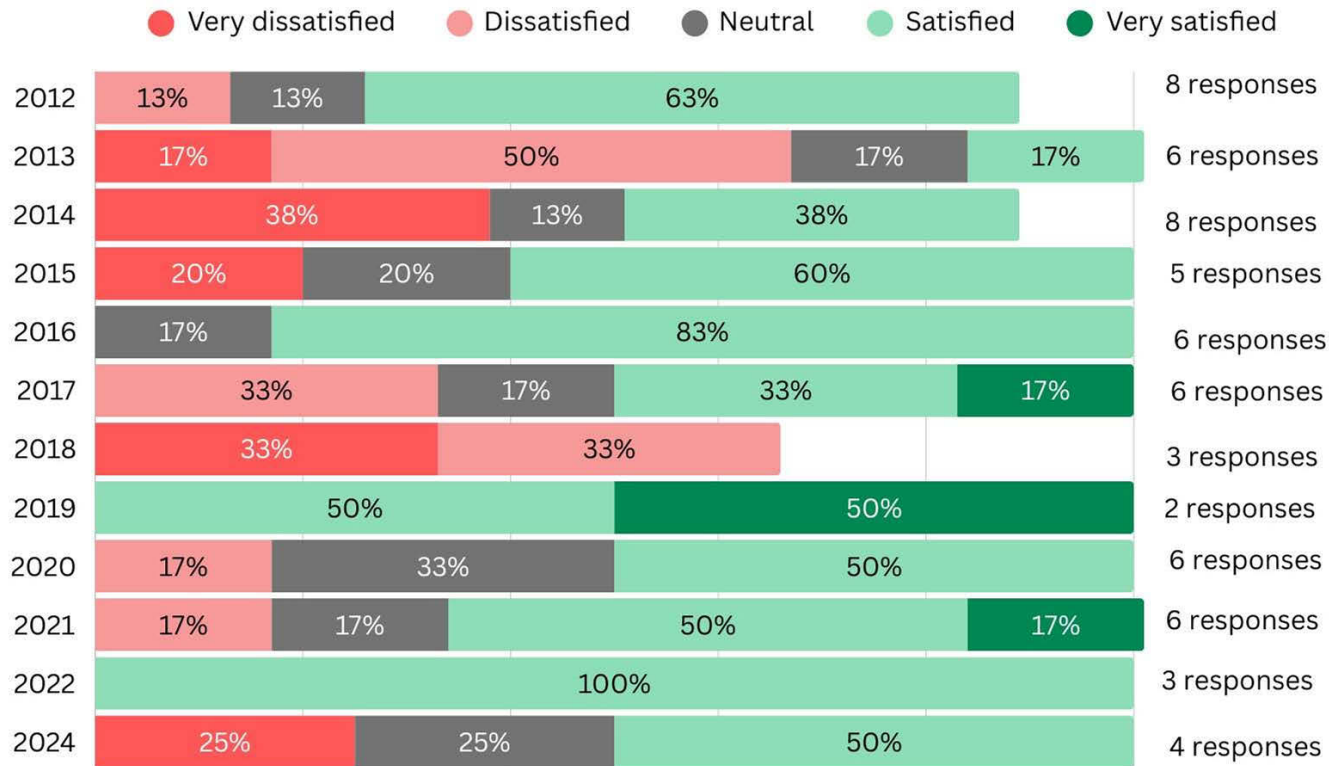
**Q4: How satisfied are you with Councils role in ensuring development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs?**



**Q5: How confident are you that Council values and encourages strong relationships with Iwi, recognising wāhi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage**

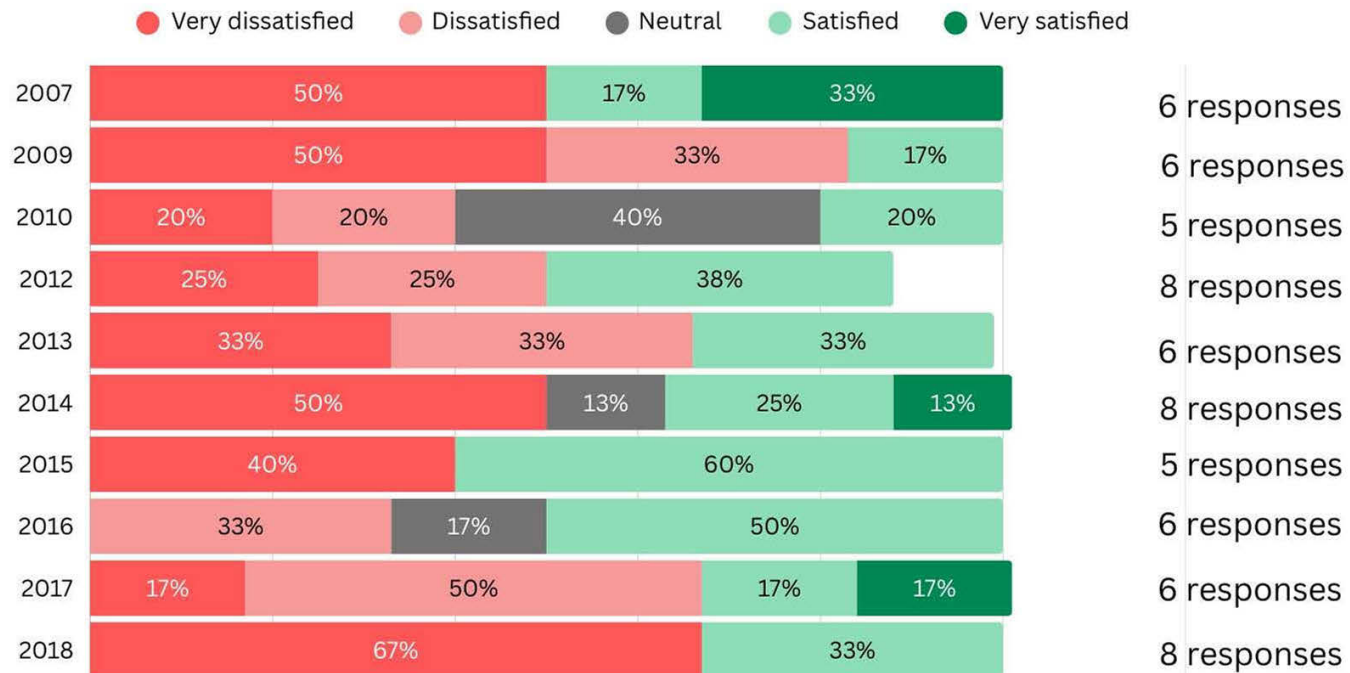


**Q6: How satisfied are you with Council's recognition of Treaty of Waitangi settlement issues?**

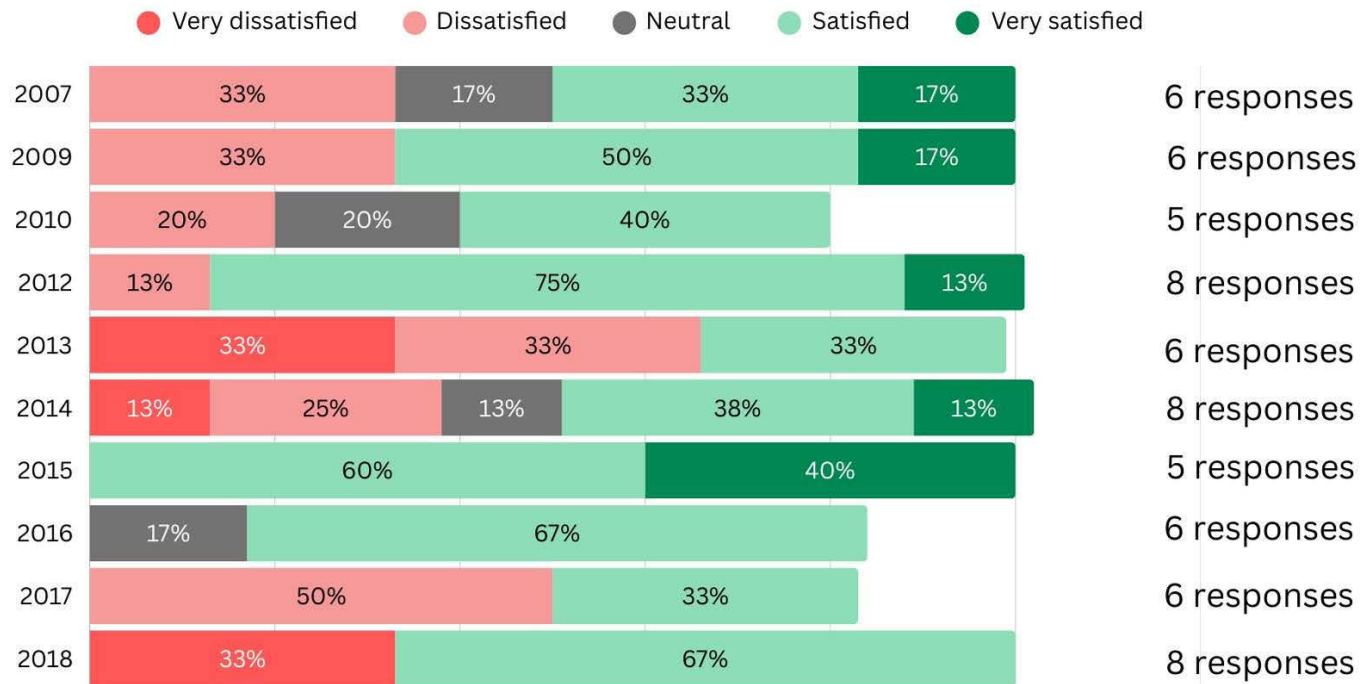




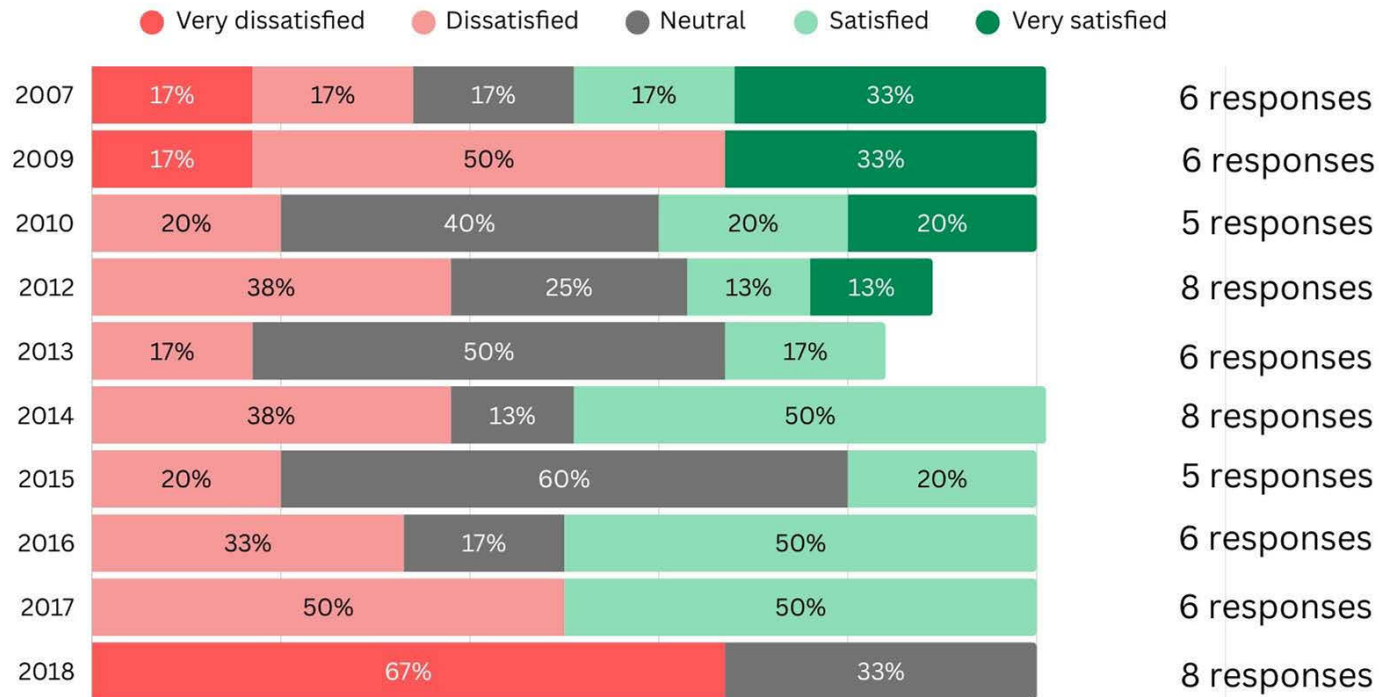
**Old question: How confident are you that all settlements for lands and properties confiscated unjustly will be negotiated to fair and durable outcomes?**



**Old question: How satisfied are you that koroua and kuia (elders) are respected for the valuable contribution they make to our community?**



**Old question: How satisfied are you that organisations making significant decisions on behalf of the community have an understanding of Māori Values?**



## 8.2 Policy and Bylaw consultation update 2025

CM No.: 3009320

### Te Kaupapa | Purpose

To provide an update on the formal consultation for the Policies and Bylaws, currently open for feedback until 13 April 2025.

### Rāpopotonga Matua | Executive Summary

Council are currently consulting on a number of policies, bylaws and draft Fees and Charges for 2025/26. The opportunity to provide feedback closes on 13 April 2025. Te Manawhenua Forum mō Matamata-Piako (Forum) are invited to provide formal feedback via Council's website at: [mpdc.nz/letstalk](http://mpdc.nz/letstalk)

This report outlines the review process and the Forum's involvement to date.

### Tūtohunga | Recommendation

That:

1. The report be received.
2. Te Manawhenua Forum mō Matamata-Piako (Forum) consider providing Council with formal feedback on the policies, bylaws and draft Fees and Charges 2025/26 currently open for consultation [*feedback to be specified*].

### Horopaki | Background

Council is required to regularly review its policies and bylaws under central government legislation. In general, bylaws are required to be reviewed every ten years, most policies are reviewed either every three or five years, and Fees and Charges are every year alongside the Long Term Plan/Annual Plan process. Policies and bylaws can be reviewed earlier than the statutory requirements, which may be done to implement central government changes or to ensure there is adequate staff resourcing to undertake the review process.

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

- Statutory review of the Gambling & TAB Venue Policies
- Statutory review of the Public Safety Bylaw (now Community Safety Bylaw)
- Statutory review of the Public Amenities Bylaw (now Cemeteries Bylaw)
- Review of the Dangerous and Insanitary Buildings Policy to align with legislation
- Annual review Fees and Charges for 2025/26
- Drafting of a new Alcohol Licensing Fees Bylaw

### Review Process

As part of the review process, the Forum was provided data on key community issues, including gambling harm, safety in Council cemeteries, and general community safety prior to the drafting of the policies and bylaws. Several meetings and workshops were held throughout the review process to discuss these matters, and ensure the Forum had the most up-to-date information to provide feedback and recommendations to Council and staff.

### Gambling and TAB Venue Policies

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### Forum Discussions and Feedback

The Forum was presented with a 'first look' at latest gambling data for the district (as of March 2024) during an online workshop in September 2024, and was provided a draft Social Impact Assessment at a workshop in October 2024 for early feedback.

The Forum provided early feedback to staff prior to the drafting of the policies. The Forum suggested Council should hold a webinar to encourage people, specifically rangatahi, to engage with the feedback process was taken on board, and a webinar with the Mayor was held on 18 March 2025.

The draft Gambling and TAB Venue policies, Statement of Proposal, and final Social Impact Assessment was provided to the Forum at the 3 December 2024 hui. The Forum formally recommended Council implement a 'sinking lid' in light of the disproportionate social, financial, and spiritual impact gambling harm has on Māori and wider whānau. The Forum recommendation was taken to Council for consideration at the 11 December 2024 Council hui.

### Community Engagement:

Early engagement with key stakeholders revealed that gambling grants are essential for a number of community groups that contribute to community wellbeing. Gambling grants allow local schools, sports groups, and community groups to fund things like rent, sports uniforms, school equipment, and local groups operational costs.

### Proposed policy

On 11 December 2024 Council resolved that its preferred option was to retain the current number of gambling venues, TAB venues, and gaming machines allowed in the district (up to 15 gambling venues, 201 pokie machines, and 3 TAB venues). While the cap is proposed to remain the same, it is proposed Council no longer consider population and instead have the cap remain the same until the next review. This proposed change is intended to simplify the policies both of public understanding and implementation.

Council also resolved to consult on changing the application requirements for new venues, which would disallow any new gambling or TAB venue to be established within 100 metres of a sensitive site, including marae and kura kaupapa.

Council aims to take a balanced approach to gambling by setting some restrictions on gambling growth. This approach aims to recognise the harm gambling causes in the community, while also considering the entertainment and economic benefits gambling can have, including the important role gambling grants play for local community groups.

The draft policies and Statement of Proposal reflect the changes Council would like to make. However, there are other options Council could consider implementing. Council is seeking community feedback on the proposed changes and has included an option to implement a 'sinking lid'.

### **Cemeteries Bylaw**

This Bylaw sets rules for the operation and management of Council cemeteries.

### Forum Discussions and Feedback

This Bylaw was discussed with the Forum during several workshops and formal hui in 2024. Feedback from the Forum related to urupā which are not covered by this Bylaw, only Council-owned and operated cemeteries. Council values the Forum's feedback on the importance of recognising cultural values and practices. In response, this has been reflected in the draft Bylaw through an explanatory note, ensuring these considerations are acknowledged in the Bylaw.

Council recognises the importance of cemeteries to the community as places to honour and remember loved ones and this Bylaw helps to ensure they are safe, respectful, and well-maintained. Council has established a standalone Cemeteries Bylaw to consolidate all cemetery-related rules in one place, making it easier for people to access the information they need.

### **Community Safety Bylaw**

The Community Safety Bylaw helps keep spaces safe, tidy, and enjoyable for everyone who lives, works, or visits the district.

This Bylaw has been re-named from *Public* to *Community Safety* Bylaw. This reflects a broader focus on fostering safer, more inclusive communities and conveys the aim of the Bylaw - to promote safety, amenity, and respect within the Matamata-Piako district, not just in public places but also to address nuisance issues on private property. This reflects the early engagement that we received about what makes a 'rad or bad' neighbour.

### Forum Discussions and Feedback

Discussions on this Bylaw took place alongside those on the Cemeteries Bylaw. An online workshop was held with Forum members on 13 September 2024 to learn more about the upcoming policy and bylaw reviews and to contribute to the review of these documents and the engagement process.

It was an opportunity for attendees to get an early overview of the topics in preparation for the formal hui so members could consider the issues, and prepare feedback and questions prior to the formal hui. The online workshop was also an opportunity for staff to seek guidance on how Council can achieve meaningful engagement with Forum members and communities. Forum members raised the following key points:

- Direct engagement with local marae, social services and youth organisations was recommended to ensure local issues and concerns could be captured and to support a deeper understanding of community perspectives. Staff collaborated with iwi liaison staff to help facilitate this. Unfortunately busy schedules prevented in person hui from occurring, however, engagement still took place, and information was provided to marae committees for their consideration. We are keen to build on this for future engagements/policy/bylaw reviews.
- It was suggested to hold a dedicated online webinar outside regular work hours. This would accommodate more participants and increase accessibility to the topics, discussions and promote the opportunity to provide feedback. This was held on 18 March 2025 with a recording available for viewing afterwards.
- There was acknowledgment of the importance of aligning Council Bylaws with the principles of Te Tiriti o Waitangi. Staff note that this is a significant matter that requires governance-level discussions, and further consideration may be given to how this can be appropriately reflected in future discussions and decision-making, including upcoming reviews of Council's Dog control Bylaw and Land Transport Bylaw. It is noted that Te Reo Māori headings have been included in the documents in accordance with Council's Ko te Kaupapahere Reo Māori / Māori Language Policy.

A further workshop was held on 15 October 2024 to discuss any changes required to the Bylaws. The feedback received highlighted the need for education on local rules, such as skating restrictions, while also supporting alternative facilities like skate ramps. Engaging with youth was suggested to ensure their perspectives are considered. Staff took this feedback on board and held a workshop with a local rangatahi group in Morrinsville on 3 December 2024. Staff are now collaborating with the group to submit their feedback on key issues and to explore ideas for improvements, with another workshop scheduled for 3 April 2025. This is not only an opportunity to gather valuable input from a demographic Council does not typically hear from, while also

talking about how Council operates, what they do, and the important role that rangatahi can play in shaping local decisions and ensuring their voices are heard.

Ensuring town centre safety and accessibility, including signage and flags, was noted as important. The draft bylaw includes a clearway of 1.5-2 metres so that our towns can be safely accessible.

Themes from early engagement on the Cemeteries and Community Safety Bylaw review was discussed with the Forum on 3 December 2024. Staff also provided a brief update to Forum members at the meeting held on 11 February 2025, prior to formal consultation opening, to seek feedback on the plan for engagement and to encourage formal feedback on the draft documents.

### Community Engagement:

Early engagement was undertaken with targeted community groups and individuals on the policies and bylaws. This included a community survey, Forum engagement, focus groups, staff engagement, and community pop-in days. Early engagement allowed staff to capture common themes and concerns within the community, and provide the initial feedback to Council and the Forum for consideration during the drafting and review of its bylaws and policies.

Council is now seeking formal community feedback on all the proposed changes until 13 April.

Staff attended three market days in each main town in March 2025 to engage with the community, build relationships, and provide information on the topics. Following the feedback from the Forum, Mayor Adrienne Wilcock hosted a Q&A during a webinar on 18 March 2025 to provide a high level summary of the topics and answer questions on the various topics.

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

Council invites the Forum to provide feedback on the proposed changes through our website [www.mpdc.nz/letstalk](http://www.mpdc.nz/letstalk). The opportunity to provide feedback closes on 13 April 2025. A hearing will take place on 7 May 2025, offering submitters the chance to speak to their feedback with the Mayor and Councillors.

The Forum can make recommendations on changes for Council to consider making to the final policies and bylaws.

Staff will report back to the Forum with key submission themes and Council's final decisions.

### **Mōrearea | Risk**

There is a risk that if iwi and the wider community are not effectively engaged in the review of policies and bylaws, the final documents may not be effective in supporting positive outcomes for the community and the achievement of Council's Community Outcomes.

We are seeking Forum support to share the consultation opportunity widely. A reminder that staff are available to attend hui and/or provide further information to assist in making submissions prior to the closing date of 13 April 2025.

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

The Local Government Act 2002 (LGA) requires all local authorities to develop ways to involve Māori in the Council decision-making processes.

Section 81(1) requires that a local authority must:

- a) Establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and
- b) Consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and
- c) Provide relevant information to Māori for the purposes of paragraphs (a) and (b)

Legislative requirements for the policy and bylaw reviews are noted in the relevant Statements of Proposal. Consultation is being undertaken in accordance with the special consultative procedure of the LGA and to give effect to section 82 (principles of consultation).

The Gambling Act 2003 Section 102 (1b) requires Council to give notice of the proposed Policy to organisations representing Māori in the district.

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

Having regard to the decision making provisions in the LGA and Council's Significance and Engagement Policy, the Council decisions associated with the documents open for consultation have been assessed as having a medium level of significance. This is due to the following considerations:

- The proposals affect a large number of people in the community (and represent a wide and varied number of topics of interest);
- It is determined that the proposals will have a moderate level public interest; including the public health issues of gambling, and wellbeing considerations in the Community Safety Bylaw.
- It is anticipated that the public health issues will be of interest to iwi/Māori organisations and health providers as they have a focus on protecting health and wellbeing of their communities;
- Early engagement has been undertaken, with a wide range of views shared. The consultation period provides an opportunity for formal feedback to Council on the draft documents to understand if any additional changes should be made. The documents made available for public feedback are drafts and further changes can be made following the consultation period and prior to the documents being formally adopted by Council.

### **Policy Considerations**

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

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

Formal engagement is currently underway, scheduled from 27 February to 13 April 2025, with staggered starting dates to allow for clearer, more focussed communication.

The consultation process has included newspaper advertising, social media, email newsletters to subscribers and interest/community groups, distribution of flyers, discussions with this Forum, and in-person events (market days, business after 5 events and an online webinar).

A consultation website has been developed to make the online feedback process easier and more accessible. Paper feedback forms are also available from Council's offices or libraries.

Submitters are able to present their views to Elected Members at a Council hearing on 7 May 2025.



All submissions will be considered before the Council adopts the final documents (with any necessary changes). The finalised documents will take effect from 1 July 2025.





### Timeframes

<b>Key Task</b>	<b>Dates</b>
<u>TMF Workshop</u> Initial discussion with Forum about upcoming bylaw/policy reviews.	6 August 2024
<u>Early engagement period</u> – this included community survey, pop in events, workshops).	September-October 2024
<u>TMF Workshop (online)</u> Provided gambling data for information and initial consideration alongside other policies/bylaws under review.	13 September 2024
<u>TMF Workshop</u> <ul style="list-style-type: none"> <li>- To seek feedback on changes required to Cemeteries and Public Safety Bylaws and to review the communications plan.</li> <li>- To formally provide the Forum with gambling data.</li> </ul>	15 October 2024
<u>TMF Hui</u> To formally provide draft policies, Statement of Proposal, and Social Impact Assessment for feedback. Also presented feedback from early engagement.	3 December 2024
<u>Council Hui</u> Council adoption of documents for consultation: <ul style="list-style-type: none"> <li>- Gambling Venue Policy</li> <li>- TAB Venue Policy</li> <li>- Community Safety Bylaw</li> <li>- Cemeteries Bylaw</li> </ul>	11 December 2024
<u>Council Hui</u> Council adoption of document for consultation: <ul style="list-style-type: none"> <li>- Fees and Charges 2025/26</li> <li>- Alcohol Licensing Fees Bylaw</li> <li>- Dangerous and Insanitary Buildings Policy</li> </ul>	5 February 2025
Formal consultation opens for:	27 February 2025

<ul style="list-style-type: none"> <li>- Gambling and TAB Policies</li> <li>- Cemeteries and Community Safety Bylaws</li> </ul>	
Formal consultation opens for: <ul style="list-style-type: none"> <li>- Dangerous and Insanitary Buildings Policy</li> <li>- Alcohol Fees Bylaw</li> <li>- Fees and Charges 2025/25</li> </ul>	13 March 2025
Community engagement events	1 March 2025 (Morrinsville Market) 8 March 2025 (Matamata Market) 9 March 2025 (Te Aroha Day at the Domain) 18 March 2025 (Webinar) Early April 2025 (x3 After 5pm Business hui)
Formal consultation ends for all topics	13 April 2025
Council Hearing	7 May 2025
Council adoption of documents	May/June 2025
TMF hui	3 June 2025
Documents come into force	1 July 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 bylaws and policies contribute to the achievement of all of Council's community outcomes above.

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

The costs of reviewing Council's policies/bylaws relate to the consultation process including print advertising and public notices. Costs are 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)	Olivia Picard <b>Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor</b>	
	Laura Hopkins <b>Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor</b>	

Approved by	Niall Baker <b>Kaiārahi Tīma Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	

## 8.3 Climate Change Update - April 2025

CM No.: 3009527

### Te Kaupapa | Purpose

The purpose of this report is to update Forum members on a number of recent climate change related matters at Council and seek members feedback:

- Council's greenhouse gas emissions inventory report for FY2024
- Hauraki District Adaptation Planning presentation to Council
- Climate Change webpage and survey on MPDC's consultation website

### Rāpopotonga Matua | Executive Summary

Updates on a number of climate change related matters are presented in this report:

- Council has recently completed a **greenhouse gas emissions inventory** for Council's operations which shows that Council's top five emission sources are wastewater, electricity, diesel and petrol for transport, and natural gas to heat Morrinsville Pool.
- On 19<sup>th</sup> March 2025, Council held a workshop on **Hauraki District Adaptation Planning** Projects presented by staff and elected members from Hauraki District Council and Waikato Regional Council.
- A **climate change webpage and community feedback survey** are now live on Council's consultation website <https://letstalk.mpdc.nz/topics/climate-ready-communities>

### Tūtohunga | Recommendation

That:

1. **The report be received.**
2. **Forum members provide any feedback on the topics presented *[feedback to be specified]***

### Horopaki | Background

Council's Climate Change Rivermap, included in the Long Term Plan 2024-2034 captures work happening across the organisation to respond to climate impacts. The Rivermap has five workstreams each with a climate resilience goal:

- Water – Increasing water sustainability
- Wastewater – Reducing risk to the environment
- Stormwater – Reducing risk to the community
- Rubbish – Waste minimisation and waste separation
- Strategy – Council and community adaptation planning

The Strategy workstream within the Rivermap has five objectives namely:

- 1) Grow governance knowledge and understanding of climate risks, impacts and resilience
- 2) Build organisational knowledge of climate risk
- 3) Develop Council's vision, objectives and approach to building climate resilience through the development of a Climate Resilience Strategy

- 4) Grow community resilience
- 5) Enable Council to plan for and respond to climate risks in an integrated way

## Ngā Take/Kōrerorero | Issues/Discussion

Updates on three climate change related matters are presented below.

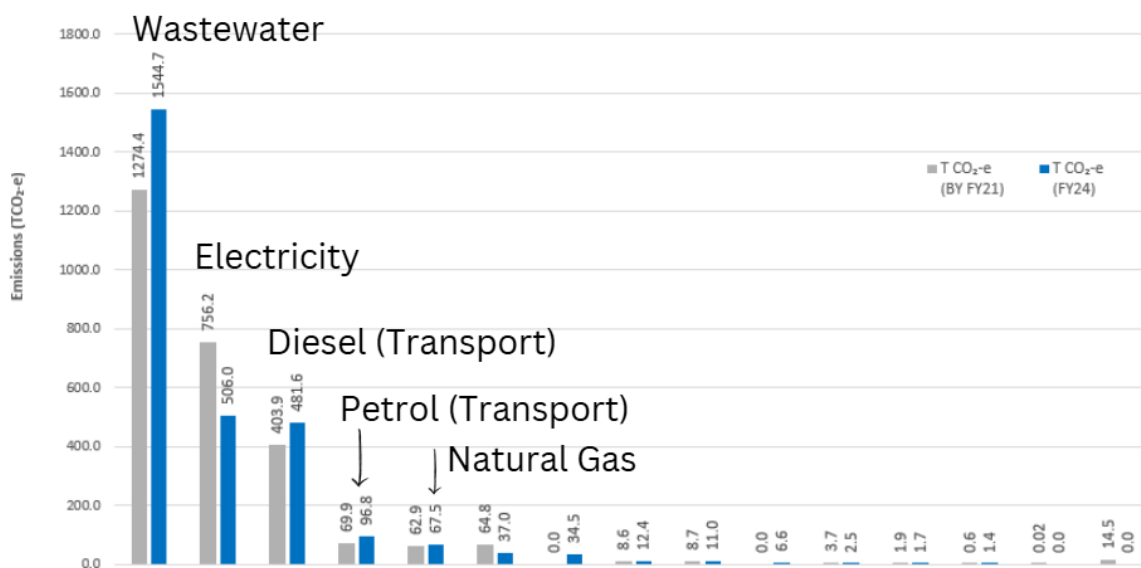
### 1) Council’s greenhouse gas emissions inventory report for FY24

The inventory reports on the greenhouse gas (GHG) emissions from the operation of Council’s assets and services during the period 1 July 2023 to 30 June 2024 (FY24).

The Report shows that the top five greenhouse gas emission sources for Council are:

1. Wastewater biogenic emissions
2. Electricity
3. Diesel for transport
4. Petrol for transport
5. Natural gas (used to heat Morrinsville Pool)

The graph below shows these results.



This emissions profile, is typical for local councils.

Council is currently taking a number of actions that have an impact on lowering the GHG emissions of Council and / or our district:

- Supporting community planting projects
- Separating food scraps from general waste at kerbside collection
- Ongoing monitoring of energy usage and looking for opportunities to improve energy efficiency

- Decarbonisation feasibility study for heating Morrinsville Pool.

Proposed next steps will include:

- Producing a user friendly summary of the technical information contained in the report
- Including key results from the report on the webpage about Council's Climate Change Rivermap programme. The webpage will also highlight emissions reduction actions we are currently taking as discussed above.
- Using the report to inform discussions at operational and governance level about where emission reductions could be achieved, especially where those reductions also make sense from an energy efficiency/cost and energy security perspective
- Setting up monitoring so that additional emission sources can be included in future inventories (including refrigerants)
- It is envisaged that for now the Carbon Inventory will be repeated on a three yearly cycle.

The full report is attached.

## 2) Hauraki District Adaptation Planning Presentation

On March 19<sup>th</sup> 2025, Council held a workshop on Hauraki District Adaptation Planning projects. Te Manawhenua Forum members were invited to attend.

The following staff and elected members were in attendance:

- **Hauraki District Council** - Mayor Toby Adams, Cr Neil Grey, staff
- **Waikato Regional Council** - Chair Pamela Storey, Cr Jennifer Nickel, Cr Ben Dunbar-Smith, Cr Robbie Cookson, staff
- **Waipa District Council**, Haven Walsh

The following **Te Manawhenua Forum** members were also present:

- Michael Baker, Ngāti Whanaunga

Cliff Kelly of Raukawa also attended.

### **Risk and Assurance Committee**

- Jaydene Kana, Chairperson
- Joanne Aoake Risk & Assurance Committee member

The presentation and discussion outlined the adaptation planning work that has been undertaken on the Wharekawa Coast and now on the Hauraki Plains.

Adaptation planning is the process of preparing now for the current and future effects of climate impacts on communities, infrastructure and the environment.

The climate impacts that adaptation planning in the Waikato is addressing include more frequent and severe weather events, land subsidence, sea level changes, coastal erosion, river flooding, heat stress and drought.

Key themes that arose from the presentation and discussion included the value of

- Working proactively to plan with the community for the future
- Working collaboratively between district and regional council
- Working across council boundaries at the catchment level
- Getting engagement with iwi right
- Being led by community values, concerns and priorities
- Taking the time to get it right for the community
- Being upfront about costs and how these costs will be shared between the various stakeholders
- The time and resource commitment needed to do this work well

The Forum members who were present at the presentation are invited to share their thoughts on the presentation and the adaptation planning process at the workshop.

Below are some links to further reading:

- Hauraki Plains Adaptation Project newsletter (attached)
- Hauraki Plains Climate Change Adaptation Planning website [link](#)
- Wharekawa Coast 2120 Community Plan [link](#)

### 3) Climate Change webpage and survey

Staff have recently begun developing a climate change webpage. More work is planned to develop the page and include a range of climate resilience information as it pertains to our Council, district and communities.

Link to page: [letstalk.mpdc.nz/topics/climate-ready-communities](http://letstalk.mpdc.nz/topics/climate-ready-communities)

As an early first step in gathering community feedback to inform development of Council's planned Climate Resilience Strategy a three question climate survey has also been developed for the webpage.

The questions in the survey are:

1) In terms of climate impacts what are you concerned about?

- i. Weather events
- ii. Changing weather
- iii. Costs
- iv. Lifestyle impacts
- v. Natural world
- vi. Services
- vii. Important places
- viii. Impacts on people

- ix. No concerns
  - x. Uncertain
- 2) How important is it to you for Council to take a leadership role in responding to climate change?
- 3) What actions are most important for Council to take to respond to climate change?
- i. Improve Council and community knowledge
  - ii. Strengthen Council assets
  - iii. Plan for changing conditions
  - iv. Climate adaptation planning
  - v. Land-use planning
  - vi. Reduce emissions
  - vii. Education and communication
  - viii. Support community-led initiatives
  - ix. Collaboration and partnership
  - x. I don't think Council should do anything

Link to survey: [letstalk.mpdc.nz/forms/climate-ready-communities-survey](https://letstalk.mpdc.nz/forms/climate-ready-communities-survey)

**Ngā Tāpiritanga | Attachments**

- A. MPDC Greenhouse Gas Emissions Inventory FY2024
- B. Hauraki Plains Adaptation Project newsletter

**Ngā waitohu | Signatories**

Author(s)	Anne Gummer <b>Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor</b>	
Approved by	Niall Baker <b>Kaiārahi Tīma Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	
	Kelly Reith <b>Hautū Tāngata, Kāwana me ngā Hononga   Group Manager People, Governance &amp; Relationships</b>	





# Matamata Piako District Council Greenhouse Gas Emissions Inventory Report FY 24



Person responsible: Anne Gummer  
Prepared by: Kevin McGrath  
Dated: 21 January 2025  
Verification status: Not Verified  
For the period: 1/7/2023 to 30/6/2024  
Base year: 1/7/2020 to 30/6/2021

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### Executive Summary

This Greenhouse Gas Emissions Inventory Report for Matamata Piako District Council covers the measurement period 01 July 2023 to 30 June 2024 (FY24).

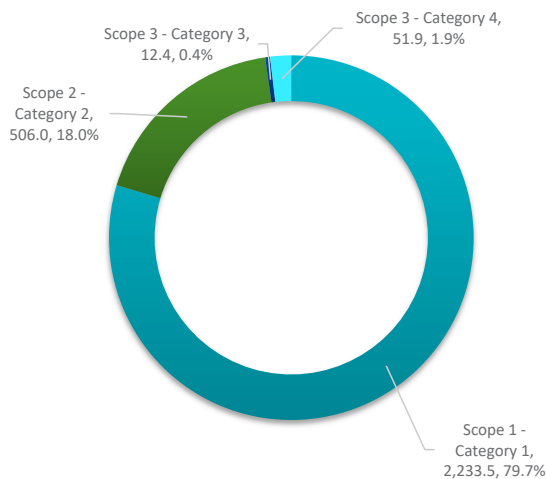
It is prepared in accordance with the Greenhouse Gas Protocol and ISO 14064-1 and Category Reporting in ISO 14064-1:2018.

The report begins with a high-level summary of the year’s results before providing detailed results for the organisation.

**Table 1: Summary emissions and removals (TCO<sub>2</sub>e) by Category for 1/7/2023 to 30/6/2024**

Category	FY24 (TCO <sub>2</sub> -e)
Scope 1, Category 1 direct emissions	2,233.5
Scope 2, Category 2 indirect emissions (imported energy)	506.0
Scope 3, Category 3 indirect emissions (transportation)	12.4
Scope 3, Category 4 indirect emissions (products used by organisation)	51.9
Scope 3, Category 5 indirect emissions (use of products from the organisation)	0
Scope 3, Category 6 indirect emissions (other sources)	0
<b>Total direct emissions</b>	<b>2,233.5</b>
<b>Total indirect emissions</b>	<b>570.3</b>
<b>Total gross emissions</b>	<b>2,803.8</b>
Scope 1, Category 1 direct removals (forestry sinks)	0.00
Certified renewable energy certificates	0.00
<b>Total net emissions</b>	<b>2,803.8</b>

**Figure 1: Gross Emissions by Scope and Category for 1/7/2023 to 30/06/2024**

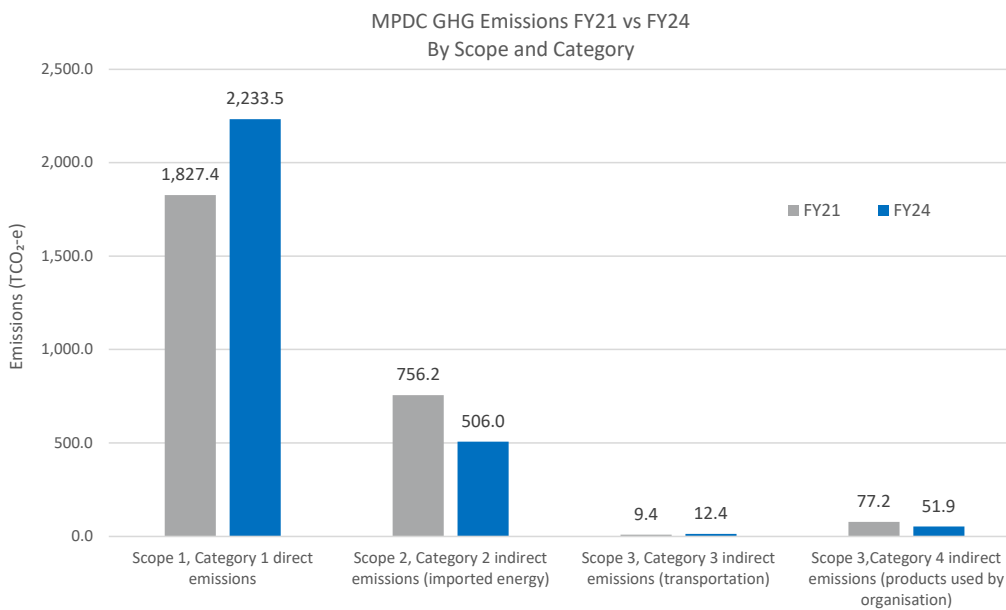


### Comparison to Previous Inventories

Table 2: Historical GHG inventory summary comparisons

Category	Base year FY21 (TCO <sub>2</sub> e)	FY24 (TCO <sub>2</sub> e)
Scope 1, Category 1 direct emissions	1,827.4	2,233.5
Scope 2, Category 2 indirect emissions (imported energy)	756.2	506.0
Scope 3, Category 3 indirect emissions (transportation)	9.4	12.4
Scope 3, Category 4 indirect emissions (products used by organisation)	77.2	51.9
Scope 3, Category 5 indirect emissions (use of products from the organisation)	0.0	0.0
Scope 3, Category 6 indirect emissions (other sources)	0.0	0
<b>Total direct emissions</b>	<b>1,827.4</b>	<b>2,233.5</b>
<b>Total indirect emissions</b>	<b>857.2</b>	<b>570.3</b>
<b>Total gross emissions</b>	<b>2,670.2</b>	<b>2,803.8</b>
Scope 1, Category 1 direct removals		
Certified renewable energy certificates	0.0	0.0
<b>Total net emissions</b>		<b>2,803.8</b>

Figure 2: Summary of historical gross emissions by Scope and Category

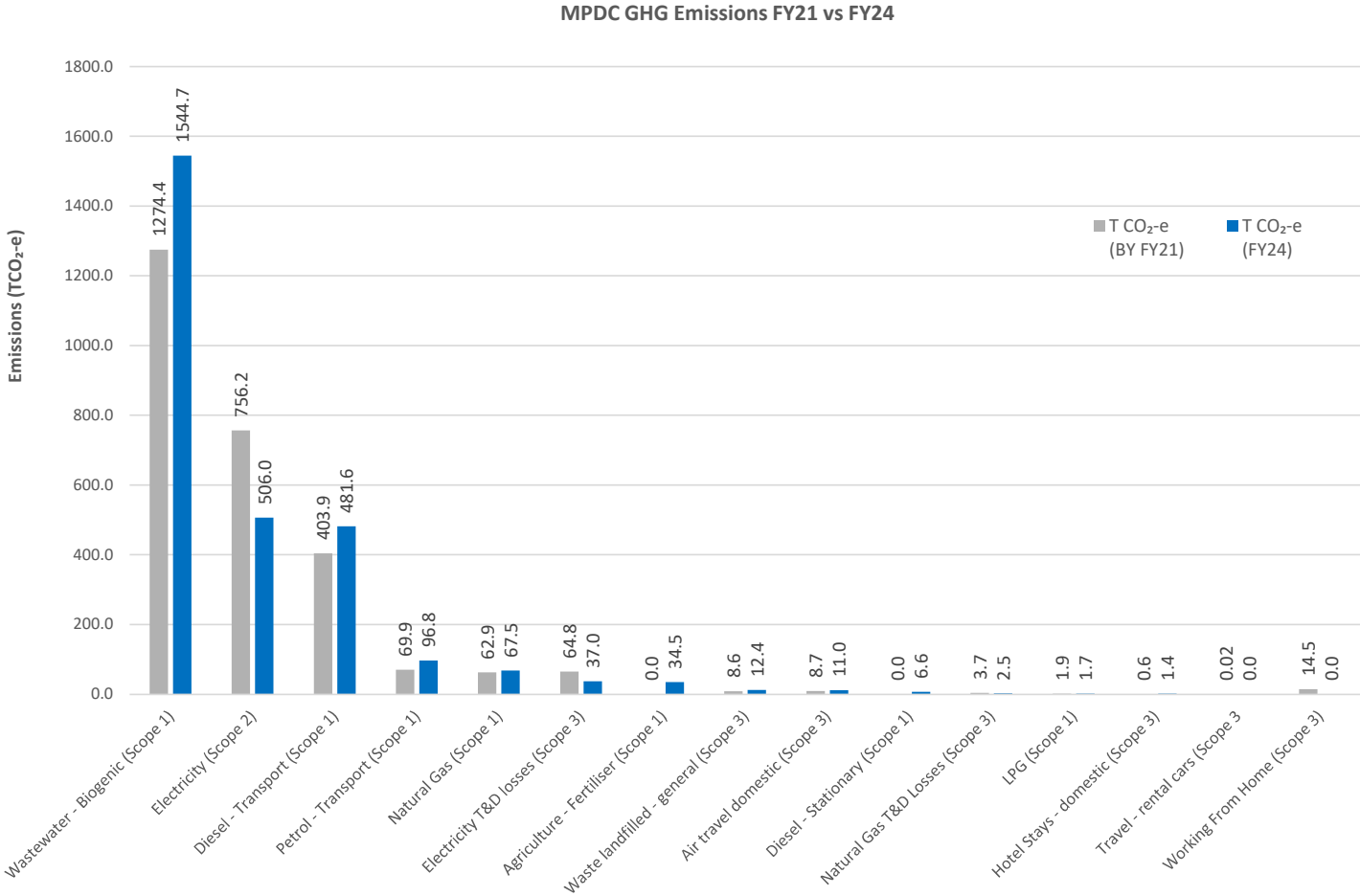


## Emission Source Inventory Results

**Table 3: GHG emissions inventory summary, for 1/7/2023 to 30/06/2024**

Category	Emission sources	All measured emissions (TCO <sub>2</sub> e)
Scope 1, Category 1 direct emissions	Diesel (transport), Diesel (stationary) Petrol (transport), LPG, Wastewater biogenic.	2,233.5
Scope 2, Category 2 indirect emissions (imported energy)	Electricity	506.0
Scope 3, Category 3 indirect emissions (transportation)	Air travel domestic (medium), Hotel stays (domestic).	12.4
Scope 3, Category 4 indirect emissions (products used by organisation)	Transmission Losses (electricity and natural gas), Waste to landfill – general.	51.9
Scope 3, Category 5 indirect emissions (use of products from the organisation)	None	0.0
Scope 3, Category 6 indirect emissions (other sources)	None	0.0
<b>Total direct emissions</b>		<b>2,233.5</b>
<b>Total indirect emissions</b>		<b>570.3</b>
<b>Total gross emissions</b>		<b>2,803.8</b>
Scope 1, Category 1 direct removals (forestry)		0.0
<b>Total net emissions</b>		<b>2,803.8</b>
<b>Gross Emissions intensity</b>	<b>Intensity unit</b>	<b>TCO<sub>2</sub>e per intensity unit</b>
\$M Revenue	89.819	31.21
Full Time Employee	270	10.39

Figure 3: FY24 GHG Gross emissions by source (TCO<sub>2</sub>e)



## Organisation Context

### 1. Introduction

This report is the annual greenhouse gas (GHG) emissions inventory report for Matamata Piako District Council. The inventory is a complete and accurate quantification of the amount of greenhouse gas (GHG) emissions that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period (1 July 2023 to 30 June 2024).

The inventory has been prepared in accordance with the requirements of the publication Measuring Emissions: A Guide for Organisations, Ministry for the Environment 2024. The most recent emission factors have been used, and these were updated by the Ministry for the Environment in May 2024. This guidance is in accordance with the Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard and ISO 14064-1. Emission sources have been further allocated into categories in accordance with ISO 14064-1:2018.

### 2. Objective

This inventory forms part of Matamata Piako District Council's climate change work programme, as summarised in the Climate Change Rivermap in the Long Term Plan 2024-2034.

The objectives of this corporate GHG Emissions Inventory are to:

- Provide information to the Council on MPDC's overall organisation GHG emissions
- Highlight key emission sources for future management
- Provide a standard methodology for use in future years
- Develop an improved system of carbon accounting within the organisation
- Demonstrate to the community that Council is actively monitoring and managing its GHG emissions

### 3. Organisation description and reduction activities

Matamata Piako District Council is a local government authority located in the Waikato region. The district covers an area of approximately 175,000 hectares and is situated at the southern end of the Hauraki Plains, bounded in the east by the Kaimai Ranges. Matamata, Te Aroha and Morrinsville are the district's three main urban centres. In the financial year ending 30 June 2024, Council had total revenue of \$89.8 million and employed 270 full time equivalent staff.

The activities undertaken by Council include wastewater collection and treatment, storm water management, water treatment and supply, solid waste management, provision of transportation infrastructure and street-lighting, arts and cultural facilities including community halls and libraries, parks, recreation and aquatic facilities, the provision of regulatory, planning, policy, strategy, emergency management services, and community, iwi and economic development services.

Council's vision is 'Matamata-Piako district is vibrant, passionate, progressive, where opportunity abounds'.

Council has identified four community outcome priorities:

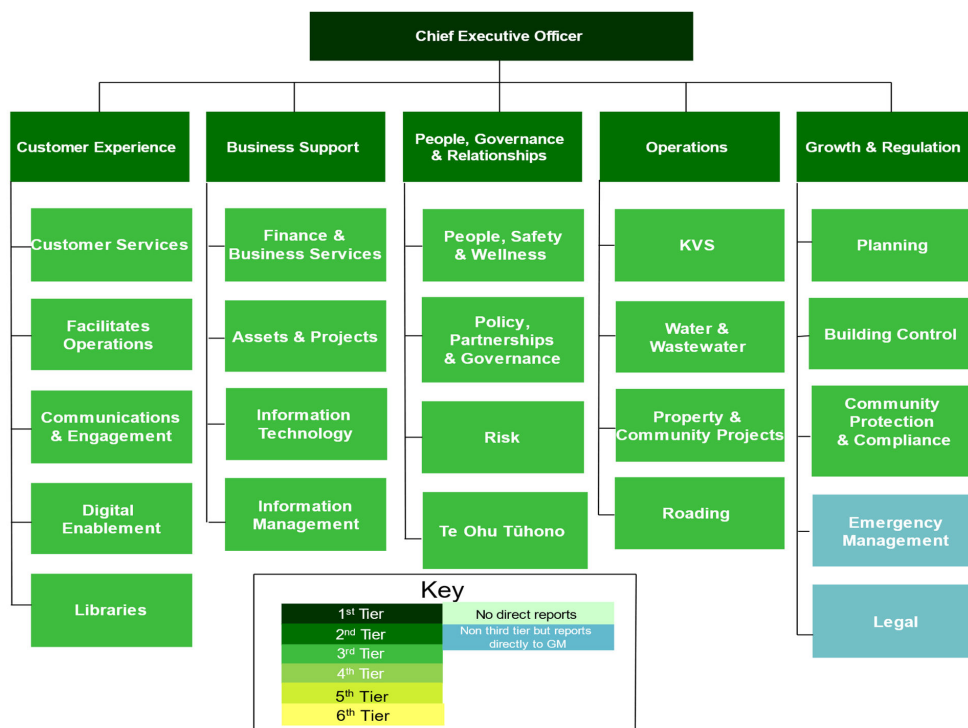
- A place with people at its heart
- A place to thrive
- A place that embraces our environment
- A place to belong and create

#### 4. Organisational boundaries included for this reporting period

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2018 standards. The GHG Protocol allows two distinct approaches to be used to consolidate GHG emissions: the equity share and control (financial or operational) approaches. The operational control consolidation approach has been adopted to account for emissions in this inventory.

Figure 4 below shows the organisational structure for the Matamata Piako District Council and its main Groups along with their respective key areas of responsibility. Councillors lead high level decision-making for MPDC, and the Chief Executive Officer and Executive Leadership Team oversee management of the organisation and fulfilment of the decisions made by Council. The CEO does this by managing and co-ordinating the work of the five groups. Each group employs staff and/or contractors split into Business Units.

Figure 4: Organisational structure (as at June 2024)





For clarification, this inventory encompasses all of Matamata Piako District Council activities shown in Figure 4 unless otherwise noted.

Figure 5 shows the Matamata Piako District and the boundary in dotted red separating it from the adjacent councils. Council provides a wide range of services and operates energy intensive plant such as wastewater and water treatment, community buildings and office accommodation over a large area. Service centres and other facilities are spread across the district.

Figure 5: Matamata Piako District Council boundary



## 5. Organisational business units excluded from inventory

Organisations not included in this Inventory are:

- Waikato Regional Airport Limited (MPDC shareholding 15.6%)
- Co-Lab (Waikato Local Authority Shared Services Ltd) (MPDC shareholding 3.43%)
- Hauraki Charitable Trust (MPDC shareholding 33%)
- Civic Financial Services Ltd (MPDC shareholding 1.09%)

## 6. Emission source identification method and significance criteria

The GHG emissions sources included in this inventory are those that are referenced to the methodology described in the ISO 14064-1:2018 standard.

Significance of emissions sources within the organisational boundaries has been considered in the design of this inventory. The significance criteria used comprise:

- All direct emissions sources that contribute more than 1% of total Category 1 and 2 emissions
- All indirect emissions that contribute more than 1% of total emissions and we can influence.

The significance criteria have not changed for the FY24 year.

## 7. GHG emissions source inclusions and uncertainties

The GHG emissions sources included in this inventory were identified with reference to the methodology in the GHG Protocol (Scope 1 – 3) and ISO14064-1:2018 (Categories 1-6). As adapted from the GHG Protocol, these emissions were classified as follows:

- **Direct GHG emissions (Scope 1):** emissions from sources that are owned or controlled by the organisation.
  - **Category 1:** direct GHG emissions and removals
- **Indirect GHG emissions (Scope 2):** emissions from the generation of purchased electricity, heat and steam consumed by the organisation.
  - **Category 2:** Indirect GHG emissions from imported energy
- **Indirect GHG emissions (Scope 3):** emissions that occur as a consequence of the organisation’s activities but from sources not owned or controlled by the organisation.
  - **Category 3:** Indirect GHG emissions from transportation
  - **Category 4:** Indirect GHG emissions from products an organisation uses
  - **Category 5:** Indirect GHG emissions (use of products from the organisation)
  - **Category 6:** Indirect GHG emissions (other sources)

Table 6 provides detail on emissions sources included in the GHG emissions inventory, an overview of how activity data was collected for each emissions source, and an explanation/assessment of any uncertainties or assumptions made. Please note that no indirect emissions were reported for Category 5 and Category 6.

A calculation methodology has been used for quantifying the emissions inventory using emissions source activity data multiplied by emission or removal factors. All emission factors were sourced from the Ministry for the Environment’s 2024 Measuring Emissions: A Guide for Organisations.

Table 6: GHG emissions sources included in the inventory.

Group/Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
All Council	Wastewater Biogenic	Scope 1 Category 1	WWTP daily inflow data was extracted from the MPDC SCADA system for the 5 WWTP's. Provided by:- 3 Waters Asset Engineer	m <sup>3</sup>	The data is from daily inflow meters that are assumed to be accurate. Biogenic emissions are based on MfE emission factors for Average WWTP. These have an error of +/- 40%.  Consider developing specific carbon models for each WWTP site.
All Council	Diesel (Fleet) Petrol(Fleet)	Scope 1 Category 1	Fuel used by Council's fleet was extracted by from BP reporting and provided on request by Z. Data collated by:- Power Solutions Ltd	Lt	Low  It is assumed the supplier reports are complete and accurate for fleet vehicles.
All Council	Diesel (Stationary)	Scope 1 Category 1	Diesel used by Council's onsite uses e.g. generators and large plant. Collated from financial transaction records by:- Graduate Policy Advisor	Lt	Low  It is assumed the financial reports are complete and accurate for bulk diesel deliveries.
All Council	Natural Gas	Scope 1 Category 1	Used for pool heating at Swimzone Morrinsville and domestic hot water Waharoa Aerodrome	kWh	Very Low.

Group/Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
			All natural gas invoices are loaded onto Energypro. Data was collated by:- Power Solutions Ltd		Confident we have data for all meters.
All Council	LPG	Scope 1, Category 1	Financial transaction data was sourced by:- Financial Assistant - Accounts Payable	kg	Medium.
All Council	Agriculture(Fertiliser)	Scope 1, Category 1	Used on Council parks Sourced by:- Senior Policy Advisor	kg	Medium
All Council	Electricity	Scope 2 Category 2	All electricity invoices are loaded onto Energypro. Data was collated by:- Power Solutions Ltd	kWh	Very Low. Confident we have data for all meters.
All Council	Travel - Flights	Scope 3 Category 3	Data was provided by Corporate Traveller. Collated by:- Graduate Policy Advisor	P km	Medium
All Council	Travel - Accommodation	Scope 3 Category 3	Data was provided by Corporate Traveller. Collated by:- Graduate Policy Advisor	L	Medium
All Council	Electricity Transmission Losses	Scope 3, Category 4	Based on electricity consumption. All electricity invoices are loaded onto Energypro. Data was collated by:- Power Solutions Ltd	kWh	Very Low. Confident we have data for all meters.

Group/Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
All Council	Waste	Scope 3, Category 4	Waste Management Ltd are sole service provider and supplied all MPDC transaction records for FY24. Data provided by:- Waste Management	kg	Low
Staff FTE / Budget	KPI data		FTE and budget data was provided by:- Senior Policy Advisor	FTE Nos/\$'s	Low
Liability		Scope 1, Category 1			Data was unavailable. 1. Obtain refrigerant types and quantities for HVAC and refrigeration plant located at Council facilities for the FY21 year. 2. Update each year.

### 8. GHG emissions source exclusions

Matamata Piako District Council recognises the extent of Scope 3 emissions can be significant. We have chosen to declare the following notable emissions sources that have been excluded from the emissions inventory.

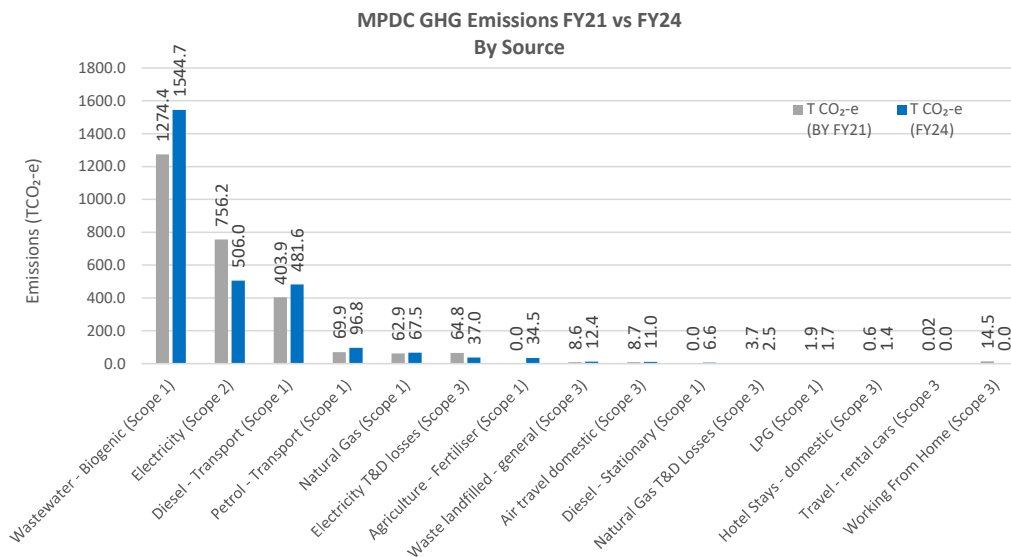
Table 7: GHG emissions sources excluded from the inventory

Business unit	GHG emissions source/sink	GHG emissions level scope	Reason for exclusion
All Council	Materials (Concrete, Steel, Aluminium)	Scope 3	The quantity of materials is not monitored on a regular basis. The cost and effort of obtaining the information retrospectively was considered too high.
All Council	Refrigerant	Scope 3	Staff were not able to provide records of refrigerant replacement or holdings for this reporting period. This information should be reported in future.
All Council	Indirect Services	Scope 3	Council should start to investigate the indirect emissions associated with services supplied to Council. Further information may be provided in the next GHG Inventory report.

### 9. GHG emissions calculations and results

GHG emissions for the organisation for this measurement period are provided in the GHG Inventory summary section at the start of this report. Figure 6 compares emissions by general activity or source.

Figure 3: FY24 GHG Gross emissions by source (TCO<sub>2</sub>e)



### Wastewater

Similar to the FY21 Base Year GHG Inventory, the largest emission source in FY24 was biogenic emissions from Council's five wastewater treatment plants totalling 1,545 TCO<sub>2</sub>e that compares to 1,274 TCO<sub>2</sub>e in FY21. The calculation used for these emissions is based directly on the wastewater treatment volumes.

Detailed modelling of the wastewater treatment process would yield more accurate data and take into account process changes or new plant if designed to deliver reductions in biogenic emissions.

### Electricity

The second largest emission source is electricity that reduced from 756.2 TCO<sub>2</sub>e in FY21 to 506.0 TCO<sub>2</sub>e in FY24. Electricity is used for many applications, and some of Council's largest loads include wastewater treatment plants, streetlighting, water treatment plants, offices and pools. Electricity consumption reduced by 6.9% in FY24 and the electricity emissions factor also reduced. The latest available emissions factor for grid electricity reflects a reduction in the use of fossil fuel power generation. In the medium-term electricity emissions are expected to fall further as more renewable generation comes online reducing the electricity emissions factor.

### Diesel and Petrol

The third largest emission source was diesel used for fleet vehicles

FY24 emissions from vehicle diesel use rose from FY21, increasing by 77.7 TCO<sub>2</sub>e. This equated to an increase of 19% when compared to Base Year. Diesel is also used in stationary equipment such as generators located at the wastewater treatment plants.

Emissions from petrol vehicles also rose from 69.9 TCO<sub>2</sub>e in FY21 to 96.8 TCO<sub>2</sub>e in FY24 (+38%). Recent changes were made to the composition of the fleet including the introduction of hybrids. This should have a positive impact on future petrol use.

### Other

Biogenic wastewater emissions, electricity, stationary diesel, and fleet fuels make up 98% of Council's operational emissions. Travel, fertiliser, waste to landfill and LPG use make up the remaining 2%.

### Agriculture (Fertiliser)

Data for fertiliser use on parks and reserves was available for this FY24 Inventory report. This contributed 34.5 T CO<sub>2</sub>-e.

### Key Performance Indicators

Council reports its operational emissions using two indicators, \$M revenue and number of Full Time Equivalent (FTE) staff. This is per Gross Emissions TCO<sub>2</sub>e.

- Per FTE, emissions intensity increased from 9.85 TCO<sub>2</sub>e in Base Year to 10.39 TCO<sub>2</sub>e in FY24.
- Per \$M revenue, emissions reduced from 37.11 TCO<sub>2</sub>e in Base Year to 31.22 TCO<sub>2</sub>e in FY24.

## 10. Liabilities

### 10.1 GHG stocks held

HFCs, PFCs and SF<sub>6</sub> represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for the reporting period. Therefore, any GHG stocks should be included in the greenhouse gas emissions inventory summary section at the start of this report to identify significant liabilities and implement procedures for minimising the risk of their accidental release.

Table 8: HFCs, PFCs and SF<sub>6</sub> GHG emissions and liabilities.

GHG gas	Amount held - start of reporting period	Amount held - end of reporting period	Potential Liability tCO <sub>2</sub> e
Refrigerant	Not Reported	Not Reported	0
Diesel Fuel Tanks	Not Reported	Not reported	0

### 10.2 Land-use change

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land. If a sequestration is claimed, this also represents a liability in future years should fire, flood or other management activities release the stored carbon. See Appendix 1, Table 11 & 12.

## 11. References

International Organization for Standardization. ISO14064-1:2018. Greenhouse gases – Part 1: *Specification with guidance at the organisation level for quantification and reporting of greenhouse gas GHG emissions and removals*. Geneva: ISO.

World Resources Institute and World Business Council for Sustainable Development. 2004. *The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (revised)*. Geneva: WBCSD.



## Appendix 1 – Supplementary Data

Tables 9 to Table 15 summarise the greenhouse gas (GHG) emissions for Matamata Piako District Council covering the financial year July 2023 to June 2024 as per reporting guidance from the GHG Protocol. Total gross emissions were 2,803.8 TCO<sub>2</sub>e. This inventory report is part of the framework for ongoing repeatable data collection which will allow Council to develop carbon reduction initiatives and measure progress over time.

Table 9: GHG Gross emissions data summary.

Component Gas (expressed as TCO <sub>2</sub> e)								Total TCO <sub>2</sub> e	Percent By Scope
FY24	CO <sub>2</sub>	CH <sub>4</sub>	N <sub>2</sub> O	HFCs	PFCs	SF <sub>6</sub>			
Scope 1 <sup>1</sup>	643	735	856	-	-	-	2,234	80%	
Scope 2 <sup>2</sup>	487	18	1	-	-	-	506	18%	
Scope 3 <sup>3</sup>	47	16	0	-	-	-	63	2%	
<b>Total</b>	<b>1,177</b>	<b>769</b>	<b>857</b>	-	-	-	<b>2,803</b>	<b>100%</b>	

Table 10: Biogenic Emissions

Source	Quantity (m <sup>3</sup> )	Biogenic Emissions TCO <sub>2</sub> e
Morrinsville Wastewater Treatment Plant	2,100,914	879
Matamata Wastewater Treatment Plant	832,169	348
Te Aroha Wastewater Treatment Plant	707,441	296
Waihou Wastewater Treatment Plant	27,984	12
Tahuna Wastewater Treatment Plant	21,741	9
<b>Total</b>	<b>3,690,249</b>	<b>1,545</b>

Table 11: Forestry

Source	Quantity	TCO <sub>2</sub> e
	0.0	0.0
<b>Net balance</b>	<b>0.0</b>	<b>0.0</b>

<sup>1</sup> **Scope 1 - Direct** GHG emissions from sources that are owned or controlled by the company.

<sup>2</sup> **Scope 2 - Indirect** GHG emissions from the generation of purchased electricity, heat and steam consumed by the company.

<sup>3</sup> **Scope 3 - Indirect** GHG emissions that occur as a consequence of the company's activities but from sources not owned or controlled by the company.

Table 12: GHG stock liability (refrigerants and diesel storage)

Source	Unit	Quantity	Potential Liability TCO <sub>2</sub> e
Refrigerant 1	kg	Not Reported	Not Reported
Diesel Fuel Tank	lt	Not Reported	Not Reported

Table 13: Forestry liabilities

Type of sequestration	Liability TCO <sub>2</sub> e
Contingent liability (carbon sequestered since base year)	0.0

Table 14: Renewable electricity generation on-site

Renewable generation on-site	kWh generated	TCO <sub>2</sub> e avoided
Solar PV (Matamata Admin Building)	12,949	0.9

Table 15: Emissions per KPI

KPI	Quantity		Gross TCO <sub>2</sub> e / KPI	
	BY FY21	FY24	BY FY21	FY24
Full Time Employees	271	267	9.85	10.50
Revenue \$M	71.958	89.819	37.11	31.22

# HAURAKI PLAINS ADAPTATION PLANNING UPDATE

Project partially funded by central government's Better Off Package funding to invest in the wellbeing of our communities.

Let's work together!

## We're making a plan

### Message from the HPAP Joint Working Party Chair

"Welcome to our update of the Hauraki Plains Adaptation Planning (HPAP) project, which started in April 2024. This is an important joint venture between Hauraki District Council, Waikato Regional Council and our Hauraki Plains communities to find ways to respond to a changing climate.

As an intergenerational farmer, building resilience is something I'm passionate about. The HPAP's partnership approach to tackle climate disruption benefits us all and will help us to feel safe and confident living on the land. This is a big conversation for our future so it's important that we all take part.

You may already be familiar with the HPAP's work so far. An exciting development is the new online, interactive HPAP StoryMap which will capture all the steps of the project as it unfolds.

So, grab a coffee, include the family, and let's explore the progress together."



Neil Gray  
Plains Ward Councillor

## Explore the interactive HPAP StoryMap

The community told us there's lots to love about living on the Plains with its people; historic connections to places; purpose for being here and the great outdoors. With an extensive history of both Māori and Pākehā settlement, there's a lot to protect and nurture.

Explore how the past, present and future are coming together in the HPAP StoryMap to do just that! It's your way of joining the discussion too. Scan the QR Code and create an account to get started.



Save the StoryMap link to your favourites - it'll be the best way to stay up to date on the project.

## Hey kids

Be part of the interactive world of the Plains StoryMap.

There is a lot to explore and talk about with your whānau! You'll find interesting facts about the drainage systems and stopbanks that protect the Plains.

Like, *did you know there are over 1000 kilometres of drains and canals on the Plains?*

You've probably gone eeling in some of them, but did you ever wonder why they were there? *Let's find out...*



## The future of flood modelling

### HPAP's leading the way!

The Hauraki Plains is very low-lying, with much of it below sea level. It was once a large floodplain consisting of swamp, kāhikatea forest and rivers that regularly overflowed. Then it was drained to make the land viable for agricultural production. As a result, subsidence has occurred across the Plains.

More frequent, intense and extreme weather events combined with rises in sea level and lower ground levels, may exceed the capabilities of our flood protection schemes and drainage networks. That's why we're working with technical experts to understand the impact, using sophisticated flood modelling. Then

we'll work with the community to come up with solutions.

Our drainage networks and flood schemes are all designed to prevent a certain amount of flooding. Having accurate data for predicting flood levels of different sized and more frequent weather events in different seasons is crucial to this project.

Waikato Regional Council's experts are doing some really cool flood modelling. In March, we'll be asking you what you recall about flood levels on your own property during the 2017 and 2023 storms to help validate the model. Also, keep your eyes peeled for events where you'll be able to play with the modelling

yourself. Knowing the challenges we're likely to face is the best way to plan for them. The model will be kept updated, making it a great asset for the community and emergency services during flood response.

#### We also need to think about not enough water!

Increased drought frequency is projected for the Hauraki Plains, which will reduce water availability for the agricultural sector.



### A snapshot of our current flood assets

**Waikato Regional Council** has two flood management schemes on the Plains and their assets include:

#### Piako River Flood Scheme

<b>257km</b> of river, natural streams and channels	<b>166km</b> of stopbanks	<b>59</b> floodgates	<b>32</b> pump stations
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#### Waihou Valley Flood Scheme

<b>729km</b> of river, natural streams and channels	<b>177km</b> of stopbanks	<b>75</b> floodgates	<b>20</b> pump stations
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**Hauraki District Council** land drainage is separated into three land drainage districts within the project area, and some flood protection assets in the Waitakaruru area. The drainage districts in the project area are Western Plains Drainage District, Eastern Plains Drainage District, and Paeroa Rural Drainage District.

Hauraki District Land Drainage assets include:

<b>650km</b> of land drains	<b>42km</b> of stopbanks	<b>107</b> floodgates	<b>4</b> pump stations
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Hauraki District Flood protection assets include:

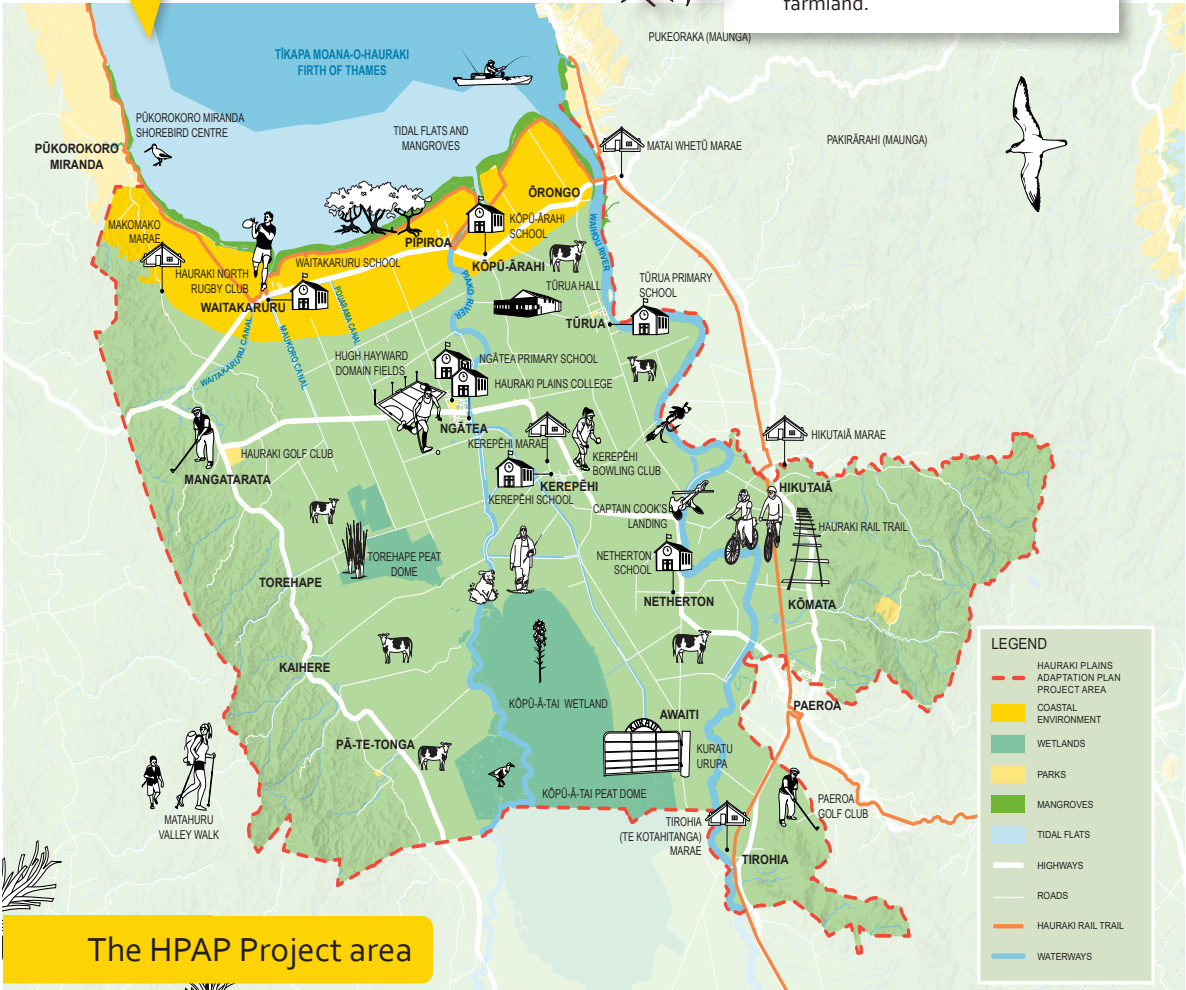
<b>50km</b> of stopbanks	<b>16</b> floodgates	<b>1</b> pump station
--------------------------	----------------------	-----------------------



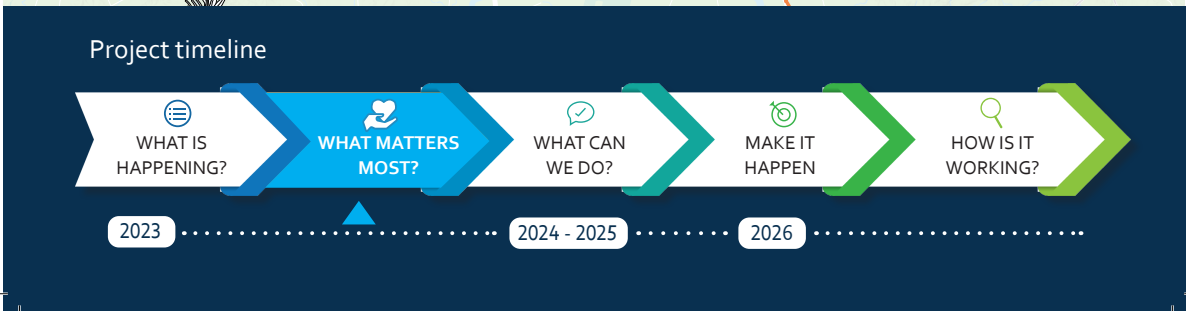
**What you value on the Plains**  
We've captured what the community told us matters most about life on the Plains in this map.  
For now, sit back and enjoy the holiday break and we'll see you in early Autumn next year for a flood modelling discussion.



**Did you know...**  
Flood protection schemes are designed to mitigate the risk of flooding to help protect people and their livelihoods.  
Land drainage schemes are designed to provide ongoing, effective, and reliable drainage of farmland.



The HPAP Project area



## Meet your community panel

The community panel has an important job to do – its voice is independent of the councils involved and represents a broad spectrum of the community. The project also includes working with Hauraki Iwi, whose knowledge of how people have lived here for generations will be an important part of developing a sustainable plan.

The panel members are a key go-between for the community and the councils and crucial to the project's success, so get behind them!



Ian Sara  
Co-Chair

"We're all in it together, and we need to work together. I've been in Kerepēhi for 50 years and I've worked on the drainage scheme for a number of years. I'm happy to be here and very pleased to be involved."



Lee Carter  
Co-Chair

"I grew up in this district and I hope my kids will grow up and live in this district. I want to ensure a planning framework is in place to ensure that this area is protected, so that my kids and their kids can live and work here in a prosperous community."



First district tour with the Joint Working Party and members of the community panel.

### Ways to stay connected to the project

#### StoryMap

Add this to your favourites. It'll be our one-stop shop for information about the project. We'll be updating information as it becomes available, and let you know the next steps of the project.

#### E-newsletter and Antenno

Sign up at [www.hauraki-dc.govt.nz/council/newsletter-signup](http://www.hauraki-dc.govt.nz/council/newsletter-signup) to get project updates and hear first-hand about upcoming engagement events.

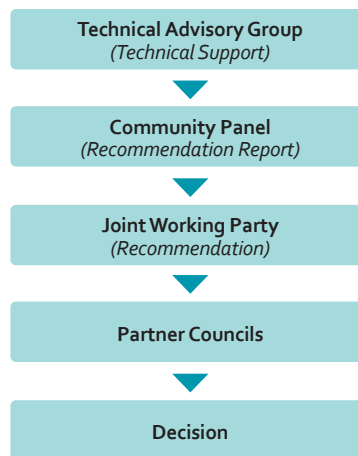
#### Hauraki District Council

P 07 862 8609 or 0800 734 834 (freecall within district)

E [info@hauraki-dc.govt.nz](mailto:info@hauraki-dc.govt.nz)  
[www.hauraki-dc.govt.nz](http://www.hauraki-dc.govt.nz)



### Process of decision making



### Stay informed. Be Prepared.

Remember, having a family emergency plan keeps your whānau sorted and safe.

Visit [www.hauraki-dc.govt.nz/community/civil-defence](http://www.hauraki-dc.govt.nz/community/civil-defence) to get started



## 8.4 District Plan and Resource Management Update

CM No.: 3009982

### Te Kaupapa | Purpose

The purpose of this report is to provide Te Manawhenua Forum with an update on the rolling review of the District Plan and Resource Management Act Reform.

### Rāpopotonga Matua | Executive Summary

A District Plan and Resource Management Reform summary is provided below. The update specifically refers to Waharoa (PC49), Papakāinga (PC54), Fonterra Waitoa (PPC55), Calcutta (PPC57), and the National Planning Standards (PC61), Resource Management Act Reform (RMA Reform) and Hauraki Gulf Forum (HGF). Kumesh Burr and Carolyn McAlley are available to deliver the update and answer any questions.

### Tūtohunga | Recommendation

That:

1. The report 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. 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, 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. The Governance Group has reformed, with Lisa Gardiner as chair and the first meeting was held on 9 October 2024. The Governance Group have approved traffic investigation work to commence and have selected an urban designer. A local panel of champions (3) has been appointed to work in conjunction with the project to ensure local interests are reflected in that work stream. The informal consultation phase of the plan change also identified some community aspirations regarding the Waitoa River, including provision for recreational access. To facilitate this, staff have proposed several additional area of Natural Open Space Zone along its banks. Only two of the affected owners made a response to this consultation, with one very opposed to the idea of public access and the other seeking clarification as to the area

proposed to be included on the changes. Staff will take this feedback into consideration as they look further into the matter of river access and how this could be achieved in the context of access and pedestrian links within the wider Plan Change area. The next step will be to undertake a site visit in early April with the Governance group, local champions and the relevant staff and technical experts.

### Plan Change 54 – Papakāinga

This plan change involved an update the District Plan provisions to allow for papakāinga development. The aim is to ensure that the District Plan provides an enabling framework for quality papakāinga development that supports the social, cultural and economic wellbeing of tangata whenua. The plan change was originally raised by Te Manawhenua Forum and recommended to Council as a priority. Council took on this recommendation and initiated a plan change, which is now operative in our district plan.

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 included general provisions (district-wide) 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.

As part of the earlier plan change process, an Iwi Working Group (IWG) Hui was held to discuss key themes that were raised in the submission and members viewed an unbranded papakāinga Toolkit. Council staff are now near completion of the draft toolkit and working with our Iwi Working Group Chairs to organise a Hui to discuss matters related to ‘ancestral connection’ and to test-run the toolkit document. Council staff have also 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 identical submissions from an adjacent landowner were received in response to this notification. A summary of submissions was notified in late November 2024, where Council received two identical further submissions. A hearing will be held in May 2025.

### 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 exceeded 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 was required from the Minister for the Environment. The applicant requested that the Council make an application for this to occur. Council requested a two year extension, which was declined. The Ministry indicated that the Council should not have let the application be placed on hold. Staff have met with the applicant to discuss the potential next steps.

### National Planning Standards (NPS) (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). An informal public consultation process was undertaken in October 2024 with some additional meetings in early November. The feedback from the informal consultation, together with suggested amendments was presented to the Council workshop on 11 December 2024.

On 5 February 2025, the revised draft material was taken to Council for content approval, and approval to forward to iwi authorities from mid-February until the end of March 2025. Following this, Council staff will make recommended changes to PC 61 based on any feedback that is received and seek further approval to prepare a finalised document for formal notification.

### Resource Management Act Reform (RMA 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 is to occur in two stages.

#### **First stage**

The first stage of phase two was the introduction of the new Fast-track Approvals bill. Recently, the decisions on the fast track projects that will be included as part of the bill have been released, with two located in Matamata-Piako. The Fast-track Approvals Act came into force December 2024 and the Council has already been invited to provide comments on a referral application lodged under it.

#### **Second stage**

The second stage of phase two will make targeted changes to the RMA to unlock development and investment. This will require two bills, the first of which was Resource Management (Freshwater and Other Matters) Amendment Bill. This came into force in late October 2024.

The Government introduced the Resource Management (Consenting and Other System Changes) Amendment Bill in December 2024 to progress the following government priorities:

The Bill would serve to amend the following existing provisions in the RMA:

- Infrastructure (including energy) – specify default maximum timeframes for consent processing, establish default consent timeframes for renewable energy and infrastructure consents to improve process and outcome certainty.
- Housing growth - optional for councils to implement the medium density residential standards and provides plan-making processes to deliver for housing.
- Farming and the primary sector – greater flexibility and certainty for marine farming consent processes.
- Natural hazards and emergencies – more tools to deal with natural hazards and emergency events to promote better decision making.
- System and enforcement improvements - simplify the consenting regime by clarifying the scope of further information requests, increasing the penalties for noncompliance and enable the consideration of an applicant's compliance history in consent decisions.

The Council's RMA Policy team made a submission on this Bill in time for the close of submissions on 10 February. Key areas of interest include proposed amendments to consenting processes, natural hazards and system and enforcement improvements. The submission was taken to the Council meeting on 5 March 2025 for retrospective endorsement.

In the third phase of the reform, the Government is proposing to replace the RMA with two new acts. One act will manage environmental effects arising from activities that use natural resources. The second is intended to enable urban development and infrastructure, and will be aligned with the Government's Going for Housing Growth plan and its 30-year National Infrastructure Plan. This work is being signalled for mid-2025.

### Hauraki Gulf Forum (HGF)

Councillor James Sainsbury and staff attended the Hauraki Gulf Forum (HGF) meeting held on 3 March 2025 at Waikato Regional Council in Hamilton.

The meeting commenced with the public forum, which included a presentation from Environment Law Initiative (ELI) regarding two significant recent High Court judgements. In the case between ELI and Environment Southland, it was determined that Environment Southland failed to carry out its obligations under s35 of the RMA to effectively monitor and protect its wetlands. ELI also challenged the Minister for Oceans and Fisheries on the Total Allowable Catch decision for crayfish in Northland (NZ Rock Lobster Fishery extending from the Kaipara Harbour on the west coast of the North Island around North Cape and then south to Te Arai Point). In both situations, Environment Law Initiative won the case.

The Co-Chairs report signified that 2025 is an important year for the Forum as it celebrates its 25th anniversary. Additionally, 2025 also marks 50 years since the establishment of New Zealand's first Marine Reserve at Cape Rodney-Okakari Point (Goat Island). Concerns over the ecological health of the Gulf were also expressed particularly regarding exotic caulerpa infestation and the need to continue community education to enable rapid responses.

In August 2024, Co-Chairs announced the appointment of Lucy Baragwanath to the role of Executive Officer, replacing Alex Rogers. However, Lucy has recently resigned from her role and will be leaving on 4 April 2025. On 3 December 2024, Mayor Toby Adams resigned from his position as Co-Chairperson. However, he will continue to remain as a member of the Forum.

Co-chairperson Nicola MacDonald led a discussion regarding the timing of the election of the new Co-chairperson and their responsibilities and governance functions. Forum members collectively agreed to hold an election during this meeting. Two nominations were received and a vote was held among forum members that attended both in person and remotely. Councillor Warren Maher

from Waikato Regional Council was formally appointed as Co-chairperson after receiving the most votes.

There were several Constituent party reports, the purpose of which is to brief Forum members on key priorities and work programmes occurring among the Forum’s Constituent parties. This included presentations from Waikato Regional Council about the Ohinemuri River Mine Discharge Event that occurred on 23 August 2024 due to a historic mine shaft near the Karangahake Gorge car park. This caused the Ohinemuri River to turn into a bright orange colour, which was observed as far as Mackay Town, just upstream of Paeroa. Biosecurity New Zealand also presented their findings on exotic caulerpa and provided further information about the Sea Eagle superyacht that was permitted to enter the Hauraki Gulf despite biosecurity compliance issues. Concerns were raised due to the vessel’s dirty hull while competing in a regatta within the Gulf. However, Biosecurity NZ confirmed that there were no high-risk organisms associated with the vessel.

The Department of Conservation and Fisheries NZ provided a brief oral update in relation to their written report on progress and actions to revitalize the Gulf.

Forum members also agreed to endorse the position that the Forum calls for the Government to discard the proposed amendments and pass the Hauraki Gulf Tikapa Moana Bill in the form recommended by the Select Committee. The proposed amendments to the Bill would allow limited ring net fishing in two of the high protection areas within the Gulf.

Co-chairperson Nicola MacDonald also provided an update on the RMS Niagara. Mapping of the remaining oil at the site has been undertaken with the support of Mana whenua. In the next few weeks, the mapping data should be available and presented in 3D to determine the extent and severity of the remaining oil and potential next steps.

The Forum discussed the schedule of meetings for 2025. This included a request for volunteers to host the upcoming May and August meetings. As of yet, hosts and meeting locations have not been formally confirmed.

Link to agenda and minutes for 3 March 2025 HGF meeting  
<https://infocouncil.aucklandcouncil.govt.nz/>

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Kumeshni Burr <b>Kaiwhakamahere Rautaki RMA Paetahi   Graduate RMA Policy Planner</b>	
	Carolyn McAlley <b>Kaiwhakamahere Rautaki RMA Matua   Senior RMA Policy Planner</b>	
	Jayshree Kanji <b>Kaiwhakamahere Rautaki RMA Paetahi   Graduate RMA Policy Planner</b>	

Approved by	Nathan Sutherland <b>Kaiārahi Rautaki RMA   Team Leader RMA Policy</b>	
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	<p>Ally van Kuijk <b>Hautū Tipu me te Whakamatua   General Manager Growth &amp; Regulation</b></p>	
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## 8.5 Campaign to support Smokefree Outdoor Spaces Policy

CM No.: 3010932

### Te Kaupapa | Purpose

The purpose of this report is to provide an update to Te Manawhenua Forum mō Matamata-Piako (Forum) on the campaign to support Council's Smokefree Outdoor Spaces Policy 2024 (Policy) to align with World Smokefree Day on 31 May 2025. The Forum are invited to provide feedback/suggestions.

### Rāpopotonga Matua | Executive Summary

Council recently reviewed its Smokefree Outdoor Spaces Policy 2024 (Policy). This Policy supports the health and wellbeing of our communities by discouraging smoking in outdoor areas. The Policy utilises non-regulatory approaches such as smokefree areas, signage and education/awareness to achieve behavioural change.

Te Manawhenua Forum mō Matamata-Piako (Forum) expressed an interest in working with Council to develop an awareness campaign to support public engagement and increase awareness and compliance with the Policy. Before the campaign begins, the Forum is invited to provide feedback/suggestions.

### Tūtohunga | Recommendation

That:

1. **The report be received.**
2. **Te Manawhenua Forum mō Matamata-Piako provide feedback/suggestions for the campaign to support Council's Smokefree Outdoor Spaces Policy 2024 [feedback to be detailed].**

### Horopaki | Background

#### Smokefree Outdoor Spaces Policy

Council first adopted its Smokefree Outdoor Spaces Policy (Policy) on 24 July 2019 and this came into effect from 1 March 2020. The Policy was reviewed and consulted on with the community in 2024 with no major changes proposed; only minor amendments were made for clarity.

The updated Policy was approved by Council on 22 May 2024 and can be found on [Council's website](#).

There is no legal requirement for Council to have such a policy, however it supports Council's commitment to support community health and wellbeing through reducing the presence of smoking in the community and de-normalising smoking behaviour.

Having this Policy in place and supported by education campaigns helps Council to:

- Support its legislative mandate to promote the wellbeing of communities and achievement of its community outcomes;
- Demonstrate leadership by promoting a smokefree environment as being both desirable and the norm in the district;
- Support community health and wellbeing outcomes through reducing the presence of smoking and de-normalising smoking behaviour. Smokefree environments may be an effective way to reduce the number of young people from taking up smoking.
- Support its obligation under section 23 of the of the Health Act 1956 to improve, promote and protect public health within its district and is in alignment with Part 1 of the Smoke-free Environments and Regulated Products Act 1990, (supporting Smokefree workplaces and public areas).
- Protect the environment through the reduction of litter in the form of non-biodegradable, toxic cigarette butts.

The purpose of the Policy is to promote the health and wellbeing of our communities. The Policy utilises non-regulatory approaches such as smokefree areas, signage and education/awareness. Compliance with the Policy is encouraged by empowering the public to model and promote appropriate behaviour in a positive manner, which in turn encourages others to be smokefree.

All public areas in the district are smoke free and this includes the following:

- Council owned or managed parks and reserves.
- Council owned playgrounds.
- Skate parks.
- Council owned or managed sports locations.
- All bus stops and shelters.
- Public toilets.
- The Hauraki Rail Trail.
- Entrances outside all Council owned and operated buildings.
- Outdoor public areas within the Central Business District (CBD) of Te Aroha, Matamata and Morrinsville as defined in Schedule 1 of the Policy.
- All footpath outdoor dining areas within the district.
- All public cark parks outside CBD areas.

There are also designated smokefree areas in the CBDs of Matamata, Morrinsville and Te Aroha.

Note that vaping and legal highs are also not permitted in these areas.

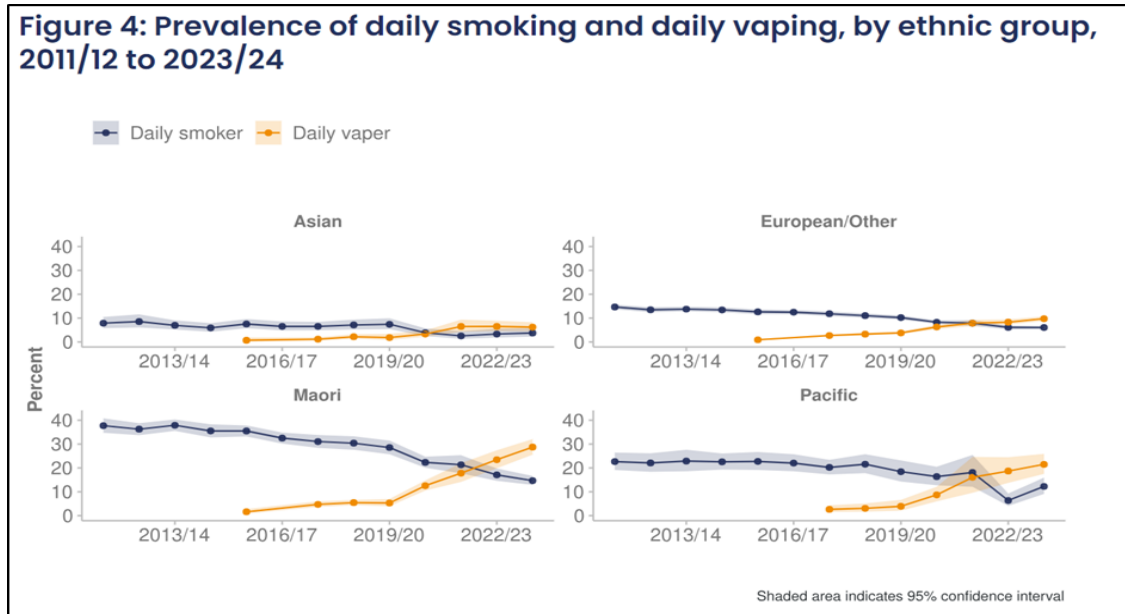
#### Policy Awareness Campaign

Staff involved the Forum during the 2024 review of this Policy. The feedback received was that the Policy should be supported by an awareness campaign to achieve the principles of the Policy.

#### TMF Meeting 3 December 2024

At this meeting, information was provided on the effects of tobacco use on Māori. The Forum expressed support for raising awareness of the Policy and promoting available resources for those wanting to quit smoking or vaping.

The Forum also noted marae in the district who are smoke and vape free and called on Council to take a leadership role in this area. It was noted that the 2023/24 New Zealand Health Survey shows an increase in daily vaping for Māori (see below).



Therefore, the Forum requested further information on the health effects of vaping. Manatū Hauora (Ministry of Health) provides a dedicated website with the latest data. While vaping is recognised as less harmful than smoking, the long-term health effects remain uncertain.

The position on vaping from Manatū Hauora (Ministry of Health), Te Whatu Ora, Te Aka Whai Ora and other health organisations is:

- Vaping is not for children and young people.
- Vaping is not for people who do not smoke.
- Vaping can help some people quit smoking.
- For people who smoke, vaping is less harmful but not harmless.
- The best thing you can do for your health is to be smokefree and vape-free.

More information can be found here: <https://vapingfacts.health.nz/>

### Ngā Take/Kōrerorero | Issues/Discussion

As discussed with the Forum at a previous meeting, the campaign will run through the week commencing 26 May 2025, culminating in World Smokefree Day on 31 May 2025.

Facebook posts throughout the week will focus on a different theme. The campaign will involve promoting the health benefits of smokefree outdoor spaces for everyone, especially children. It will emphasise the environmental and visual impact, such as reducing cigarette litter and highlight that smokefree spaces create a more enjoyable and welcoming environment for all.

The aim of this campaign is to increase awareness of Council's Policy and to share resources for those wanting to quit smoking/vaping.

Staff are working on engaging graphics and messaging to help share these messages effectively.

Community partners (e.g. Cancer Society) will be asked to help share our messaging to support Policy awareness. Feedback from the Forum is welcomed to help with messaging and awareness.

**Mōrearea | Risk**





Potential risks of the campaign to support Council’s Smokefree Outdoor Spaces Policy include public resistance from those who perceive it as limiting personal choice, which could lead to negative feedback or pushback. The campaign will focus on the voluntary nature of the Policy and present the benefits of smokefree outdoor spaces for everyone whilst providing options where people can seek support if they choose.

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

Council’s Smokefree Outdoor Spaces Policy is not a legislative requirement, however it supports Council’s commitment to health and wellbeing of communities in Matamata-Piako.

**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 Smokefree Outdoor Spaces Policy supports the achievement of all Council’s community outcomes.

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

Any costs involved in this campaign (i.e. advertising) will be 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>Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor</b>	
Approved by	Niall Baker <b>Kaiārahi Tīma Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	

## 8.6 Forum Representatives Update

CM No.: 3011229

### Te Kaupapa | Purpose

The purpose of this report is for Forum Representatives to provide an update of their activities.

### Rāpopotonga Matua | Executive Summary

Forum representatives have the opportunity to provide an update of their activities since the last meeting.

### Tūtohunga | Recommendation

That:

1. The information is received.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Marsha McMillan <b>Kaitohu Kāwana   Governance Advisor</b>	
Approved by	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	