

# Te Manawhenua Forum Mo Matamata-Piako

## Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held in the Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 1 April 2025 at 10:00.

### Ngā Mema | Membership

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

**Manuhua | 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

**Mema Tautoko | Alternate Member**  
Whaea Rangitionga 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 Tahauariki Thompson

Whaea Glenice Puke

**Ngāti Whanaunga**

Mātua Michael Baker

Mātua Gavin Anderson

**Raukawa**

Mātua Leo Whaiapu

Whaea Andrea Julian

**Ngāti Tamaterā**



## Ngā whakapāha | Apologies

Name	Organisation
Norm Hill	Ngāti Rāhiri-Tumutumu
Tahuariki Thompson	Ngāti Pāoa

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

Name	Position/Organisation	Time In	Time Out
Craig Solomon	Ngāti Maru	10.28am	12.10pm

## Ngā mema kua tae ā-tinana | Members Present

Name	Position/Organisation	Time In	Time Out
Hinerangi Vaimoso	Ngāti Hinerangi	10.00am	12.10pm
Jill Taylor	Ngāti Rāhiri-Tumutumu	10.00am	12.10pm
Michael Baker	Ngāti Whanaunga	10.00am	12.10pm
Leo Whaiapu	Raukawa	10.00am	12.10pm
Andrea Julian	Raukawa	10.00am	12.10pm
Adrienne Wilcock	Matamata-Piako District Council	10.00am	12.10pm
James Thomas	Matamata-Piako District Council	10.00am	12.10pm
Gary Thompson	Matamata-Piako District Council	10.05am	12.10pm

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae   Chief Executive Officer	
Marsha McMillan	Kaitohu Kāwana   Governance Advisor	
Tamara Kingi	Kaiārahi Kāwana   Governance Team Leader	
Stephanie Hutchins	Kaitohu Mātāmua Kāwana   Senior Governance Advisor	
Tuatahi Nightingale-Pene	Pou Tūhono   Iwi Relationship Manager	
Sandra Harris	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships & Governance Manager	8.1, 8.2
Niall Baker	Kaiārahi Tīma Kaupapahere   Policy Team Leader	8.1, 8.2, 8.3, 8.5
Olivia Picard	Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor	8.1, 8.2
Anne Gummer	Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor	8.3
Laura Hopkins	Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor	8.5
Carolyn McAlley	Kaiārahi Rautaki RMA   Team Leader RMA Policy	8.4
Kumeshni Burr	Kaiwhakamahere Rautaki RMA Paetahi   RMA Policy Planner	8.4

## I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Cliff Kelly	Raukawa	8.3, 8.6	10.00am	12.10pm

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

Mayor Adrienne Wilcock welcomed members, staff and public present and declared the meeting open at 10.00 a.m.

**2 Karakia**

Mike Baker performed the opening Karakia.

**3 Ngā whakapāha | Apologies/Leave of Absence  
WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

**That the apologies from Mātua Norm Hill, Mātua Tahuariki Thompson, Matua Waati Ngamane, Whaea Rangitonga Kaukau be accepted and leave of absence from the meeting be granted.**

**Resolution number AC/2025/00001**

**Moved by: M Baker**

**Seconded by: A Julian**

**KUA MANA | CARRIED**

**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
  - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**5 Whākī pānga | Declarations 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 meneti | Confirmation of Minutes**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the minutes of the meeting of the Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held on Tuesday, 11 February 2025, be confirmed as a true and correct record of the meeting.

**Resolution number AC/2025/00002**

**Moved by: M Baker**

**Seconded by: H Vaimoso**

**KUA MANA | CARRIED**

## NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

### 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*].

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Forum appoint Whaea Hinerangi Vaimoso as the new Chairperson.

Resolution number AC/2025/00003

Moved by: J Taylor

Seconded by: M Baker

**KUA MANA | CARRIED**

*Item 8.3 Climate Change Update - April 2025 considered before item 8.1 Te Manawhenua Forum Annual Survey*

## 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]*.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report is received.
2. The Forum confirms the survey will continue with the current structure (six survey questions annually).
3. Staff to schedule a workshop in June for the Forum to discuss their answers to the questionnaire (excluding the individual performance measure question).

Resolution number AC/2025/00004

Moved by: J Taylor

Seconded by: A Julian

**KUA MANA | CARRIED**

8 Ngā Pūrongo Whakamārama | Information Reports

## 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]*.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Forum to provide Council with formal feedback on the policies, bylaws and draft Fees and Charges 2025/26 currently open for consultation as a joint voice. Staff to draft submission on behalf of the Forum in regards to the Gambling Venue Policy.
3. A standing item (workshop) to be added to work programme (annually in April) for the Forum to provide feedback on current topics open for consultation to Council.

Resolution number AC/2025/00005

Moved by: J Taylor

Seconded by: A Julian

**KUA MANA | CARRIED**

## 8 Ngā Pūrongo Whakamārama | Information Reports

### 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]*

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. Forum members provided feedback on the topics presented:
  - Staff to organise an online hui for Forum members to provide detailed information on climate change.

Resolution number AC/2025/00006

Moved by: M Baker

Seconded by: L Whaiapu

**KUA MANA | CARRIED**

#### ATTACHMENTS

- A Presentation - Item 8.3 - Climate Change Update - 1 April 2025



8 Ngā Pūrongo Whakamārama | Information Reports

## 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.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.

Resolution number AC/2025/00007

Moved by: L Whaiapu

Seconded by: Cr G Thompson

**KUA MANA | CARRIED**

8 Ngā Pūrongo Whakamārama | Information Reports

## 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].

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Forum provided feedback and suggestions for the campaign to support Council's Smokefree Outdoor Spaces Policy 2024. The feedback included:
  - Suggest staff to liaise with Health services such as Te Korowai Hauora o Hauraki, as concerns were expressed around the implications of vaping.
  - The Forum were in support of the Policy and look forward to an effective campaign. Staff will report back to the Forum with feedback on the campaign's engagement.

Resolution number AC/2025/00008

Moved by: M Baker

Seconded by: J Taylor

**KUA MANA | CARRIED**

### ATTACHMENTS

- A Presentation - Item 8.5 - Smokefree Outdoor Spaces Policy Campaign - 1 April 2025

**8 Ngā Pūrongo Whakamārama | Information Reports**

**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.

**Meeting Discussion Summary:**

**Ngāti Whānaunga –**

Mātua Mike Baker giving thanks for the Mayor's attendance to the 35th year celebrations of the Ngā Iwi FM.

**Ngāti Rāhiri-Tumutumu:**

Whaea Hinerangi and Whaea Jill, native tree nursery - opening soon. This is intended to run a programme for the Alternative Education space for teenagers. with the aim of encouraging active student participation to earn NCEA credits.

**Ngāti Pāoa:**

Mātua Cr Gary Thompson provided an update Ngāti Werewere – leading a visioning exercise for the master planning of the KTM Marae development, which includes the church, clinic, kaumātua flats, and other facilities.

**Raukawa:**

Whaea Andrea – Introduced Mātua Cliff Kelly, Mātua Cliff then provided an overview of his PhD research project focused on the Waihou Catchment.

Mātua Leo Whaiapu - Reserve working with council, support of the Papakāinga.

**Ngāti Maru:**

Mātua Craig Solomon provided an update –

There has been strong engagement from iwi, with increased work in Tamaki due to a member retiring. They are involved in cleaning up the Kauaeranga and Kerikeri rivers, collaborating with Waikato Regional Council on monitoring, data sharing, and testing new innovations. The Waihou and Piako rivers are future focus areas for collaboration.

Socially, they have dedicated teams for specific roles, including overseeing three raupu groups and initiating the T Wrap group (Thames, Rangitahi Advisory Council). They've also provided opportunities for children to attend Community Board meetings to learn about decision-making processes. Additionally, they ensure the wellbeing of kaumātua through regular meetings and provide support to individuals dealing with challenges like court appearances, acknowledging the demanding nature of this work.

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

**That:**

**1. The information is received.**

**Resolution number AC/2025/00009**

**Moved by: M Baker**

**Seconded by: J Taylor**

**KUA MANA | CARRIED**

12.10 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF TE MANAWHENUA FORUM  
MO MATAMATA-PIAKO HELD ON 1 APRIL 2025.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....

**Minutes prepared by:**  
*Stephanie Hutchins*  
*Kaitohu Mātāmua Kāwana | Senior Governance Advisor*