

Kaunihera | Council

Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 7 May 2025 at 09:00.

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

Ngā Mema | Membership

Manuhuia | Mayor

Adrienne Wilcock, JP (Chair)

Koromatua Tautoko | Deputy Mayor

James Thomas

Kaunihera ā-Rohe | District Councillors

Caleb Ansell

Sarah-Jane Bourne

Sharon Dean

Bruce Dewhurst

Dayne Horne

Peter Jager

James Sainsbury

Russell Smith

Kevin Tappin

Gary Thompson

Sue Whiting

Ngā whakapāha | Apologies

There were no apologies

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

Name	Position/Organisation	Time In	Time Out
Sarah-Jayne Bourne	District Councillor, Matamata-Piako District Council	9.00 am	11.15 am

Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae Chief Executive Officer	
Stephanie Hutchins	Kaitohu Mātāmua Kāwana Senior Governance Advisor	
Marsha McMillan	Kaitohu Kāwana Governance Advisor	
Laura Hopkins	Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	7.1, 7.6, 7.7
Anne Gummer	Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	7.2
Olivia Picard	Kaitohu Kaupapahere Paetahi Graduate Policy Advisor	7.3
Charlotte Walker	Kaitohu Kaupapahere Paetahi Graduate Policy Advisor	7.4, 7.5

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Jarrod True	Submitter, Gaming Machine Association NZ	7.1	9.00am	9.11am
Steve Cullen	Submitter	7.1	9.12am	9.18am
Jade Green	Submitter, Mana Rangatahi	7.1	9.06am	9.28am
Hemi Green	Mana Rangatahi	7.1	9.06am	9.28am
Danielle Venter	Mana Rangatahi	7.1	9.06am	9.28am
Samantha Alexander	Submitter, The Lion Foundation	7.1	9.31am	9.36am
Madeline Cullen	Submitter, Problem Gambling Foundation	7.1	9.37am	9.50am
Andrea Froude	Submitter, Problem Gambling Foundation	7.1	9.37am	9.50am
Mike Henwood	Submitter, NZ Police	7.1	9.21am	10.04am
Martin Bradley	Submitter, Grassroots Trust	7.1	9.16am	10.04am

1 Whakatūwheratanga o te hui | Meeting Opening

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

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

There were no apologies and no leave of absence was requested.

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

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

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

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

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

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

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

4 Whākī pānga | Declaration of interest

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

5 Whakaaetanga mēneti | Confirmation of minutes

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 30 April 2025, be confirmed as a true and correct record of the meeting.

Resolution number CO/2025/00001

Moved by: Cr C Ansell

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

At the close of the agenda there were no speakers scheduled to the public forum.

7 Pūrongo me whakatau | Decision Reports

7.1 Council Hearing of Submitters - Policies, Bylaws and Fees and Charges

CM No.: 2991747

Te Kaupapa | Purpose

The purpose of this report is to receive and hear formal submissions from the community on the following:

- Draft Fees and Charges 2025/26
- Draft Gambling Venue Policy
- Draft TAB Venue Policy
- Draft Dangerous and Insanitary Buildings Policy
- Draft Alcohol Licensing Bylaw
- Draft Community Safety Bylaw
- Draft Cemeteries Bylaw

Rāpopotonga Matua | Executive Summary

Formal consultation has been undertaken on a number of policies and documents and Council are now required to hear those who wish to speak to their submission and to formally consider all submissions received prior to decision making and finalisation of the documents.

Consultation was open from 27 February to 13 April 2025 on the following documents:

- Draft Gambling Venue Policy
- Draft TAB Venue Policy
- Draft Community Safety Bylaw
- Draft Cemeteries Bylaw

Consultation was open from 13 March to 13 April 2025 on the following documents:

- Draft Fees and Charges 2025/26
- Draft Dangerous and Insanitary Buildings Policy
- Draft Alcohol Licensing Bylaw

Due to the number of topics available for community feedback, a staggered timeline allowed for a more targeted engagement approach across a longer timeframe.

In total, 71 submissions were received across all topics (this includes late submissions received at the time of writing this report, however does not include one further submission received after the due date by the Policy Team (Grassroots Trust). This submission is attached to this report.

Further information is provided in this report on the consultation approach, number of submissions received and general legislative requirements. The separate reports within this agenda on each topic are provided to outline options for Council's consideration and assist in deliberations and decision-making.

At the time of writing this report 7 submitters have chosen to present their submission to Council in person via Microsoft Teams and a draft hearing schedule is attached to this report.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

Part One: Opening of hearing

That:

- 1. The information be received.**
- 2. Any late submissions as detailed in the submission attachment, attached to this report as well as any tabled on the day be accepted.**
- 3. Council accepts the anonymous submission received on the draft Community Safety Bylaw and to consider its content alongside other submissions as part of the decision-making process.**
- 4. Council hears all submitters who wish to be heard.**

Resolution number CO/2025/00002

Moved by: Cr C Ansell

Seconded by: Cr R Smith

KUA MANA | CARRIED

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

Part Two: Consideration of submissions

That:

- 5. Council has heard all of the submitters that were scheduled to speak, and has considered all written submissions received.**

Resolution number CO/2025/00003

Moved by: Cr J Sainsbury

Seconded by: Cr R Smith

KUA MANA | CARRIED

ATTACHMENTS

- A Hearing Schedule 7 May 2025 Final**
- B Additional Information - Emails received from Kelly Ralph for consideration and tabling at Council Hearing 7 May 2025**
- C GMANZ Presentation to Matamata-Piako District Council**
- D Grassroots Trust Presentation to Matamata-Piako District Council**
- E Problem Gambling Presentation - Matamata-Piako District Council**

The meeting adjourned for a short break at 10.03am and reconvened at 10.14am.

7.2 Council Hearing Fees and Charges 2025/26

CM No.: 2991711

Te Kaupapa | Purpose

The purpose of this report is to seek direction on the adoption of the Fees and Charges 2025/26 in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Fees and Charges 2025/26 from 13 March to 13 April 2025 alongside several other documents.

Three submissions were received on the draft Fees and Charges document. This report provides information on the submissions received and themes identified.

Based on feedback received it is recommended Council consider if any amendments are required to the draft Fees and Charges 2025/26 prior to adoption.

Tūtohunga | Recommendation

That:

1. The information be received.

- a) Council adopts the Fees and Charges 2025/26 as consulted on with minor corrections and amendments as outlined in the attachment, to come into force 1 July 2025.
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Fees and Charges 2025/26 (if required).
- c) Council's decision on the Fees and Charges 2025/26 be notified to submitters and the public and the Fees and Charges 2025/26 be made available on Council's website.

OR

2. The information be received.

- a) Council requests staff provide additional information and/or explore further options and present an amended Fees and Charges 2025/26 to the Council meeting on 28 May 2025.
- b) Council notes that any significant changes may require further community consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**
 - a) Council adopts the Fees and Charges 2025/26 as consulted on with minor corrections and amendments as outlined in the attachment, to come into force 1 July 2025.**
 - b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Fees and Charges 2025/26 (if required).**
 - c) Council's decision on the Fees and Charges 2025/26 be notified to submitters and the public and the Fees and Charges 2025/26 be made available on Council's website.**
 - d) Council notes that the Development Contributions will be brought to a future Council meeting for review and adoption and then inserted into the Fees and Charges.**

Resolution number CO/2025/00004

Moved by: Cr R Smith

Seconded by: Cr C Ansell

KUA MANA | CARRIED

7.3 Council Hearing Gambling Venue Policy and TAB Venue Policy 2025

CM No.: 2981841

Te Kaupapa | Purpose

The purpose of this report is to seek Council direction on the adoption of the Gambling Venue Policy and TAB Venue Policy in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Gambling Venue Policy and TAB Venue Policy from 27 February to 13 April 2025 alongside several other documents.

20 submissions were received including two late submissions at the time of writing this report. A summary of these submissions is presented within this report.

Based on feedback received it is recommended Council consider if any amendments are required to the Gambling Venue Policy and TAB Venue Policy prior to adoption.

Tūtohunga | Recommendation

That:

Gambling Venue Policy 2025

1. The information be received.

- a) Council adopts the Gambling Venue Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Gambling Venue Policy 2025 (if required).
- c) Council's decision on the Gambling Venue Policy 2025 be notified to submitters and the public and the Gambling Venue Policy 2025 be made available on Council's website.
- d) Council revokes the previous Gambling Venue Policy 2022 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.

OR

2. The information be received.

- a) Council requests staff provide additional information and/or explore further options and present an amended Gambling Venue Policy 2025 to the Council meeting on 28 May 2025.
- b) Council notes that any significant changes may require further community consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

Gambling Venue Policy 2025

1. The information be received.

- a) Council adopts the Gambling Venue Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Gambling Venue Policy 2025 (if required).
- c) Council's decision on the Gambling Venue Policy 2025 be notified to submitters and the public and the Gambling Venue Policy 2025 be made available on Council's website.
- d) Council revokes the previous Gambling Venue Policy 2022 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.

Resolution number CO/2025/00005

Moved by: Cr S Whiting

Seconded by: Cr D Horne

KUA MANA | CARRIED

Tūtohunga | Recommendation

That:

TAB Venue Policy 2025

1. The information be received.

- a) Council adopts the TAB Venue Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the TAB Venue Policy 2025 (if required).
- c) Council's decision on the TAB Venue Policy 2025 be notified to submitters and the public and the TAB Venue Policy 2025 be made available on Council's website.
- d) Council revokes the previous TAB Venue Policy 2022 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.

OR

2. The information be received.

- a) Council requests staff provide additional information and/or explore further options and present an amended TAB Venue Policy 2025 to the Council meeting on 28 May 2025.
- b) Council notes that any significant changes may require further community

consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

TAB Venue Policy 2025

1. The information be received.

- a) Council adopts the TAB Venue Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.**
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the TAB Venue Policy 2025 (if required).**
- c) Council's decision on the TAB Venue Policy 2025 be notified to submitters and the public and the TAB Venue Policy 2025 be made available on Council's website.**
- d) Council revokes the previous TAB Venue Policy 2022 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.**

Resolution number CO/2025/00006

Moved by: Cr C Ansell

Seconded by: Cr K Tappin

KUA MANA | CARRIED

7.4 Council Hearing Dangerous and Insanitary Buildings Policy

CM No.: 2991696

Te Kaupapa | Purpose

The purpose of this report is to seek direction on the adoption of the Dangerous and Insanitary Buildings Policy in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Dangerous and Insanitary Buildings Policy from 13 March to 13 April 2025 alongside several other documents.

3 submissions were received on the draft Dangerous and Insanitary Buildings Policy. All 3 submissions supported the proposed option, to introduce the amended Policy.

Based on feedback received it is recommended Council adopt the Dangerous and Insanitary Buildings Policy as it was consulted on.

Tūtohunga | Recommendation

That:

1. The information be received.

- a) Council adopts the Dangerous and Insanitary Buildings Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.
- b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Dangerous and Insanitary Buildings Policy 2025 (if required).
- c) Council's decision on the Dangerous and Insanitary Buildings Policy 2025 be notified to submitters and the public and the Dangerous and Insanitary Buildings Policy 2025 be made available on Council's website.
- d) Council revokes the previous Dangerous, Affected and Insanitary Buildings Policy 2024 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.

OR

2. The information be received.

- a) Council requests staff provide additional information and/or explore further options and present an amended Dangerous and Insanitary Buildings Policy 2025 to the Council meeting on 28 May 2025 *[additional information to be specified]*.
- b) Council notes that any significant changes may require further community consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**
 - a) Council adopts the Dangerous and Insanitary Buildings Policy 2025 as consulted on, to come into force 12.00am 1 July 2025.**
 - b) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Dangerous and Insanitary Buildings Policy 2025 (if required).**
 - c) Council's decision on the Dangerous and Insanitary Buildings Policy 2025 be notified to submitters and the public and the Dangerous and Insanitary Buildings Policy 2025 be made available on Council's website.**
 - d) Council revokes the previous Dangerous, Affected and Insanitary Buildings Policy 2024 at 11.59pm 30 June 2025 to ensure there is no gap in regulation or enforcement.**

Resolution number CO/2025/00007

Moved by: Cr D Horne

Seconded by: Cr S Dean

KUA MANA | CARRIED

7.5 Council Hearing Alcohol Licensing Fees Bylaw

CM No.: 2991706

Te Kaupapa | Purpose

The purpose of this report is to seek direction on the adoption of the Alcohol Licensing Fees Bylaw in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Alcohol Licensing Fees Bylaw from 13 March to 13 April 2025 alongside several other documents.

Four submissions were received on the draft Alcohol Licensing Fees Bylaw. Two submitters supported the proposed option, introducing the Bylaw, two submitters supported keeping the status quo, not introducing the Bylaw.

Based on feedback received it is recommended Council consider if any amendments are required to the draft Alcohol Licensing Fees Bylaw prior to adoption.

Tūtohunga | Recommendation

That:

- 1. The information be received.**
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.**
 - b) Council determines that the Alcohol Licensing Fees Bylaw 2025 meets the requirements of section 155 of the Local Government Act 2002, in that it:**
 - i. is the most appropriate form of bylaw;**
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990.**
 - c) Council adopts the Alcohol Licensing Fees Bylaw 2025 as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.**
 - d) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Alcohol Licensing Fees Bylaw 2025 (if required).**
 - e) Council's decision on the Alcohol Licensing Fees Bylaw 2025 be notified to submitters and the public and the Alcohol Licensing Fees Bylaw 2025 be made available on Council's website.**

OR

- 2. The information be received.**
 - a) Council requests staff provide additional information and/or explore further options and present an amended Alcohol Licensing Fees Bylaw 2025 to the Council meeting on 28 May 2025.**
 - b) Council notes that any significant changes may require further community consultation.**

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.**
 - b) Council determines that the Alcohol Licensing Fees Bylaw 2025 meets the requirements of section 155 of the Local Government Act 2002, in that it:**
 - i. is the most appropriate form of bylaw;**
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990.**

- c) Council adopts the Alcohol Licensing Fees Bylaw 2025 as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.
- d) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Alcohol Licensing Fees Bylaw 2025 (if required).
- e) Council's decision on the Alcohol Licensing Fees Bylaw 2025 be notified to submitters and the public and the Alcohol Licensing Fees Bylaw 2025 be made available on Council's website.

Resolution number CO/2025/00008

Moved by: Cr S Whiting

Seconded by: Cr G Thompson

KUA MANA | CARRIED

7.6 Council Hearing Community Safety Bylaw

CM No.: 2991697

Te Kaupapa | Purpose

The purpose of this report is to seek direction on the adoption of the draft Community Safety Bylaw in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Community Safety Bylaw from 27 February to 13 April alongside several other documents.

14 submissions were received on the draft Community Safety Bylaw. This report presents information on the submissions and the options available to Council for consideration.

Based on feedback received it is recommended Council consider if any amendments are required to the draft Community Safety prior to adoption.

Tūtohunga | Recommendation

That:

1. The information be received.
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.
 - b) Council determines that the Community Safety Bylaw meets the requirements of section 155 of the Local Government Act 2002, in that it:
 - i. is the most appropriate form of bylaw;
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
 - c) Council resolves they are satisfied that Proposed Alcohol Ban Areas:
 - i. can be justified as a reasonable limitation on people's rights and freedoms; and
 - ii. are appropriate as a high level of crime or disorder (being crime or disorder caused or made worse by alcohol consumption in the area concerned) is likely to arise in the area to which the bylaw is intended to apply if the bylaw is not made; and
 - iii. are appropriate and proportionate in the light of that likely crime or disorder.
 - d) Council adopts the Community Safety Bylaw as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.
 - e) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Community Safety Bylaw (if required).
 - f) Council's decision on the Community Safety Bylaw be notified to submitters and the public and the Community Safety Bylaw be made available on Council's website.
 - g) The Public Safety Bylaw (being part of the Consolidated Bylaw 2008) is revoked at 11:59pm on 30 June 2025 to ensure there is no gap in regulation or enforcement.

OR

2. The information be received.
 - a) Council requests staff provide additional information and/or explore further options and present an amended Community Safety Bylaw to the Council meeting on 28 May 2025.
 - b) Council notes that any significant changes may require further community consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.**
 - b) Council determines that the Community Safety Bylaw meets the requirements of section 155 of the Local Government Act 2002, in that it:**
 - i. is the most appropriate form of bylaw;**
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990.**
 - c) Council resolves they are satisfied that Proposed Alcohol Ban Areas:**
 - i. can be justified as a reasonable limitation on people's rights and freedoms; and**
 - ii. are appropriate as a high level of crime or disorder (being crime or disorder caused or made worse by alcohol consumption in the area concerned) is likely to arise in the area to which the bylaw is intended to apply if the bylaw is not made; and**
 - iii. are appropriate and proportionate in the light of that likely crime or disorder.**
 - d) Council adopts the Community Safety Bylaw as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.**
 - e) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Community Safety Bylaw (if required).**
 - f) Council's decision on the Community Safety Bylaw be notified to submitters and the public and the Community Safety Bylaw be made available on Council's website.**
 - g) The Public Safety Bylaw (being part of the Consolidated Bylaw 2008) is revoked at 11:59pm on 30 June 2025 to ensure there is no gap in regulation or enforcement.**

Resolution number CO/2025/00009

Moved by: Cr C Ansell

Seconded by: Cr G Thompson

KUA MANA | CARRIED

7.7 Council Hearing Cemeteries Bylaw

CM No.: 2991702

Te Kaupapa | Purpose

The purpose of this report is to seek direction on the adoption of the draft Cemeteries Bylaw in light of the consultation.

Rāpopotonga Matua | Executive Summary

The consultation process whereby the public is invited to submit their feedback has been undertaken on the draft Cemeteries Bylaw from 27 February to 13 April alongside several other documents.

Seven submissions were received on the draft Cemeteries Bylaw. This report presents information on the submissions and the options available to Council for consideration.

Based on feedback received it is recommended Council consider if any amendments are required to the draft Cemeteries Bylaw prior to adoption.

Tūtohunga | Recommendation

That:

- 1. The information be received.**
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.**
 - b) Council determines that the Cemeteries Bylaw meets the requirements of section 155 of the Local Government Act 2002, in that it:**
 - i. is the most appropriate form of bylaw;**
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990.**
 - c) Council adopts the Cemeteries Bylaw as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.**
 - d) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Cemeteries Bylaw (if required).**
 - e) Council's decision on the Cemeteries Bylaw be notified to submitters and the public and the Cemeteries Bylaw be made available on Council's website.**
 - f) The Public Amenities Bylaw (being part of the Consolidated Bylaw 2008) is revoked at 11:59pm on 30 June 2025 to ensure there is no gap in regulation or enforcement.**

OR

- 2. The information be received.**
 - a) Council requests staff provide additional information and/or explore further options and present an amended Cemeteries Bylaw to the Council meeting on 28 May 2025.**
 - b) Council notes that any significant changes may require further community consultation.**

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**
 - a) Council determines that in accordance with section 155(1) of the Local Government Act 2002, a Bylaw is the most appropriate way of addressing the perceived problems.**
 - b) Council determines that the Cemeteries Bylaw meets the requirements of section 155 of the Local Government Act 2002, in that it:**
 - i. is the most appropriate form of bylaw;**
 - ii. does not give rise to any implications under the New Zealand Bill of Rights**

Act 1990.

- c) Council adopts the Cemeteries Bylaw as consulted on with minor amendments as outlined in the attachment, to come into force 12.00am 1 July 2025.**
- d) Staff be given delegation to make minor proofing and grammatical changes prior to publishing the Cemeteries Bylaw (if required).**
- e) Council's decision on the Cemeteries Bylaw be notified to submitters and the public and the Cemeteries Bylaw be made available on Council's website.**
- f) The Public Amenities Bylaw (being part of the Consolidated Bylaw 2008) is revoked at 11:59pm on 30 June 2025 to ensure there is no gap in regulation or enforcement.**
- g) Council approves the addition of a sub-clause to clause 15 of the draft Cemeteries Bylaw and delegates staff to draft the wording. The sub-clause will require prior approval before any maintenance work is undertaken on monuments in Council-owned or controlled cemeteries. This is intended to prevent unintentional damage and allow staff to provide guidance on appropriate materials and methods and the requirement to contact family of the deceased.**

Resolution number CO/2025/00010

Moved by: Cr R Smith

Seconded by: Cr K Tappin

KUA MANA | CARRIED

11.15 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KAUNIHERA | COUNCIL
HELD ON 7 MAY 2025.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON:

Minutes prepared by:

Stephanie Hutchins

*Kaitohu Mātāmua Kāwana |
Senior Governance Advisor*