

# Kaunihera | Council

## Kaupapataka Wātea | Open Agenda



Notice is hereby given that an ordinary meeting of Matamata-Piako District Council will be held on:

**Ko te rā | Date:** Wednesday 23 July 2025  
**Wā | Time:** 9:00  
**Wāhi | Venue:** Council Chambers  
35 Kenrick Street  
TE AROHA

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### 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

**Waea | Phone:** 07-884-0060  
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**1 Whakatūwheratanga o te hui | Meeting Opening**

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

An apology from Councillor Kevin Tappin has been received.

**3 Pānui i Ngā Take Ohorere 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**

Minutes, as circulated, of the ordinary meeting of Matamata-Piako District Council, held on 30 June 2025

**6 Papa ā-iwi whānui | 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 Approval of Top Risks 2025/26

CM No.: 3048199

#### Te Kaupapa | Purpose

To provide the Top Risks 2025/26 document to Council for approval, as endorsed and recommended by Council's Risk and Assurance Committee.

#### Rāpopotonga Matua | Executive Summary

A Top Risks 2025/26 document has been developed, endorsed by Council's Risk and Assurance Committee, and is attached to this report for adoption by Council.

This document builds on work previously done within the organisation and by the Risk and Assurance Committee, to identify and rate the Top Risks of the organisation.

That work has now been reflected, and extended, in a register that provides fairly comprehensive detail for each of the Top Risks identified, including Inherent, Residual and Risk Appetite ratings, detail of controls already in place, Key Risk Indicators that assist in determining the effectiveness of those controls, and further controls that could be implemented to further mitigate the risks.

There are 11 Top Risks proposed. A 'Top Risk' is seen as a risk of any nature – strategic, operational, project – so significant, that it could result in the non-achievement of any or all of Council's strategic objectives. It is important that these Top Risks are contained to a manageable number, and 11 Top Risks are considered manageable.

The Risk and Assurance Committee will closely monitor these risks on an ongoing basis. A summary table of these risks including an assessment of any change in trend of that risk is proposed to feature in every Quarterly Risk Report provided to that Committee, together with a heat map visual showing where the Residual Risk sits relative to Risk Appetite. Future Quarterly Risk Reports will also include Key Risk Indicator information and indicated progress on the implementation of additional controls. In addition to this reporting the Risk and Assurance Committee will also carry out a 'deep dive' on each of these Top Risks, on a cyclical basis over the course of the year, providing the opportunity for further detailed examination of the management of the risk.

Because responsibility for Enterprise Risk should be with the governors of the organisation, staff ask that Council approve the Top Risks 2025/26 document (including the risk and appetite ratings assessed within it), knowing that the document has already been reviewed and endorsed by Council's Risk and Assurance Committee, and it is recommended to Council by that Committee.

A full review of the Top Risks document is proposed to be carried out annually.

#### Tūtohunga | Recommendation

That:

1. The information be received.
2. Council approves the Top Risks 2025/26 document.

## Horopaki | Background

The Top Risks 2025/26 document attached to this report has been developed to assist both management and the Risk and Assurance Committee in regularly monitoring the management of the key risks to achieving Council's strategic objectives.

The document is proposed to have a life of a year, before it is comprehensively reviewed and re-agreed at this time next year. During the course of that year it sets the framework for oversight of these key risks and much of the quarterly reporting to the Risk and Assurance Committee will be built around this framework.

Council's approval of the document is sought. This is important in ensuring that the governors of the organisation take ownership responsibility of risk in the organisation, as they should.

The red font in Risk #8 reflects some late changes added into the document after discussion with a key staff member who was overseas at the time the document was being developed.

## Ngā Take/Kōrerorero | Issues/Discussion

This document builds on work previously done within the organisation and by the Risk and Assurance Committee, to identify and rate the top risks of the organisation. That work has now been reflected, and extended, in a register that provides fairly comprehensive detail for each of the Top Risks identified, including:

- A Risk Owner
- A description of the risk and its consequences, noting it is crucial to properly understand the nature of a risk, in order to manage it
- An Inherent Risk Rating, the assessment of the level of risk if no controls were in place to mitigate the risk
- Detail of the Controls that are already established and in place to manage the risk
- A set of Key Risk Indicators for each of the risks which are designed to assist in determining the effectiveness of the controls already in place. It is intended that these Key Risk Indicators are reported in Quarterly Risk Reports to the Risk and Assurance Committee, to assist the Committee's ongoing monitoring of the risk mitigation
- The Residual Risk Rating which is the assessment of the level of risk with the existing controls in place
- The Risk Appetite Rating which is an assessment of the level of risk the governors of the organisation are prepared to accept, noting the cost / benefit considerations and trade-offs in implementing further controls. It is important that Council is comfortable with the assessment of Risk Appetite and it is suggested that some focus is given to this at the meeting. A table of all of the proposed Risk Appetite ratings is provided here to assist this:

	1	2	3	4	5	6	7	8	9	10	11
	Ineffective Emergency Response & Recovery	Disruption to Essential Service Delivery	Information Security	Reputation / Relationship with Community Stakeholders	Legislative Non-Compliance	Ineffective Mana Whenua Partnerships	Ineffective Response to Climate Change Impacts	Inadequate Financial Planning	Failure to Respond Appropriately to Political Change	Ensuring Workforce Capacity and Capability	Ensuring Health, Safety & Well-being
RISK APPETITE RATING	VERY HIGH	HIGH	VERY HIGH	MODERATE	LOW	MODERATE	HIGH	MODERATE	MODERATE	MODERATE	MODERATE

- A Tolerance indication which essentially shows whether the assessed Residual Risk is within Risk Appetite or not
- Detail of additional controls that could be implemented to further mitigate the risk and potentially either reach Risk Appetite or otherwise strengthen Council's risk mitigation position. It is proposed that the implementation of these controls be built into business planning throughout the organisation with implementation progress monitored where it is determined that implementation be within the year.

The risk ratings – Inherent, Residual and Appetite – are determined based on the conventional standard approach of determining likelihood and consequence, both determined on a five-point scale, and the assessed risk rating coming from the combination of those two factors as set out in a risk rating matrix.

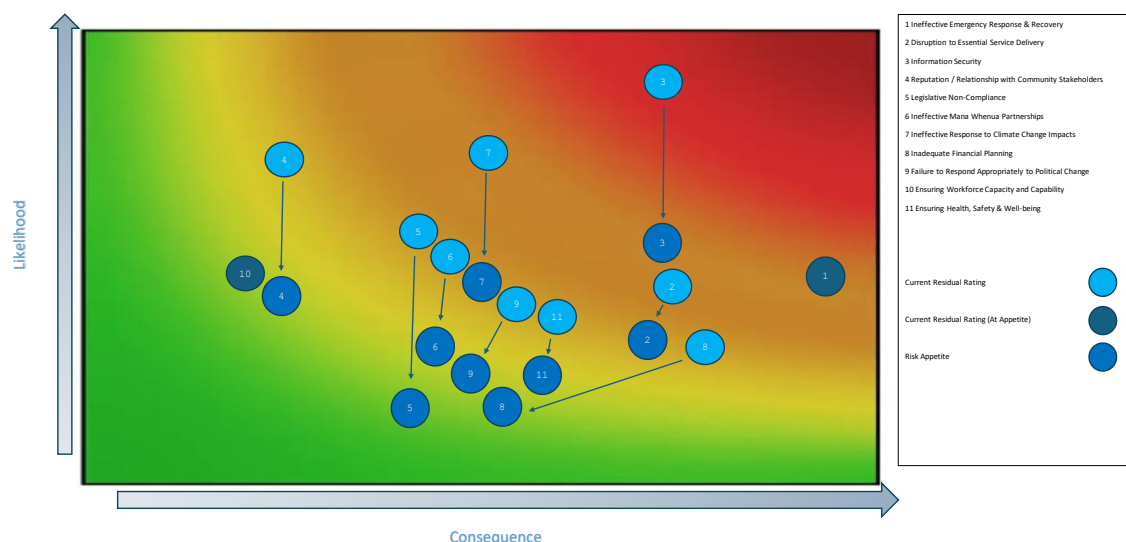
There are 11 Top Risks proposed, with the addition of two key people-related risks added as risks 10 and 11. Those risks are 'Ensuring Workforce Capacity and Capability' and 'Ensuring Health, Safety and Well-being'. Both meet the test of being so significant, that they could result in the non-achievement of any or all of Council's strategic objectives. It is important that these Top Risks are contained to a manageable number, and 11 Top Risks are considered manageable.

The Risk and Assurance Committee will closely monitor these risks on an ongoing basis. A summary table of these risks including an assessment of any change in trend of that risk is proposed to feature in each Quarterly Risk Report provided to that Committee, together with a heat map visual showing where the Residual Risk sits relative to Risk Appetite. These are both shown below:

## SUMMARY OF TOP RISKS

	1	2	3	4	5	6	7	8	9	10	11
	Ineffective Emergency Response & Recovery	Disruption to Essential Service Delivery	Information Security	Reputation / Relationship with Community Stakeholders	Legislative Non-Compliance	Ineffective Mana Whenua Partnerships	Ineffective Response to Climate Change Impacts	Inadequate Financial Planning	Failure to Respond Appropriately to Political Change	Ensuring Workforce Capacity and Capability	Ensuring Health, Safety & Well-being
<b>INHERENT RISK RATING</b>											
Consequences	Extreme	Very High	Very High	High	High	High	High	Very High	High	High	Extreme
Likelihood	Almost Certain	Almost Certain	Almost Certain	Likely	Likely	Almost Certain	Likely	Possible	Likely	Likely	Likely
<b>INHERENT RISK RATING</b>	<b>EXTREME</b>	<b>EXTREME</b>	<b>EXTREME</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>EXTREME</b>
<b>CURRENT RESIDUAL RISK RATING</b>											
Consequences	Extreme	Very High	Very High	Moderate	High	High	High	Very High	High	Moderate	High
Likelihood	Possible	Possible	Almost Certain	Likely	Possible	Possible	Likely	Unlikely	Possible	Possible	Possible
<b>CURRENT RISK RATING</b>	<b>VERY HIGH</b>	<b>VERY HIGH</b>	<b>EXTREME</b>	<b>HIGH</b>	<b>HIGH</b>	<b>HIGH</b>	<b>VERY HIGH</b>	<b>HIGH</b>	<b>HIGH</b>	<b>MODERATE</b>	<b>HIGH</b>
<b>RISK APPETITE</b>											
Consequences	Extreme	Very High	Very High	Moderate	High	High	High	High	High	Moderate	High
Likelihood	Possible	Unlikely	Possible	Possible	Rare	Unlikely	Possible	Unlikely	Unlikely	Possible	Unlikely
<b>RISK APPETITE RATING</b>	<b>VERY HIGH</b>	<b>HIGH</b>	<b>VERY HIGH</b>	<b>MODERATE</b>	<b>LOW</b>	<b>MODERATE</b>	<b>HIGH</b>	<b>MODERATE</b>	<b>MODERATE</b>	<b>MODERATE</b>	<b>MODERATE</b>
<b>TREND IN RISK STATUS</b>											
TREND	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔

## TOP RISKS HEAT MAP



The Quarterly Risk Reports will also show Key Risk Indicator information and an indication of progress on the implementation of additional controls.

The Risk and Assurance Committee will also carry out a 'deep dive' on each of these Top Risks, on a cyclical basis over the course of the year, providing the opportunity for further detailed examination of the management of the risk.

## Ngā Tāpiritanga | Attachments

[A↓.](#) Top Risk Document 2025-26 - Final



## Ngā waitohu | Signatories

Author(s)	Ken Morris <b>Kaitohutohu Mōrearea, Kai-whakahaere ā Pakihi hoki   Consultant Risk and Business Excellence Advisor</b>	
Approved by	Kelly Reith <b>Hautū Tāngata, Kāwana me ngā Hononga   Group Manager People, Governance &amp; Relationships</b>	



MATAMATA-PIAKO DISTRICT COUNCIL  
TOP RISKS 2025/26  
June 2025



RISK #1	Risk Owner and Risk Description						Status of Risk		
INEFFECTIVE EMERGENCY RESPONSE AND RECOVERY	GM Growth & Regulation	Inherent Risk Rating	What are we already doing?		Key Risk Indicators		Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
	Failure to meet our legislative responsibilities to be ready for, and to respond to, an environmental incident, disaster event, or other crisis, that could endanger lives and property, and negatively impact the district economy and its ability to recover.	Extreme	<ul style="list-style-type: none"><li>Established sub-regional CDEM arrangements, plans and strategies, noting that these are currently in process of transitioning into a new group arrangement</li><li>Active involvement in Joint Committee (JC) and Coordinating Executive Group (CEG)</li><li>Annual full activation exercise with post-exercise scoring by approved assessor</li><li>Operational Plans in place for our three most likely events, tested via annual exercises</li><li>Investment in local environmental knowledge including significant investment into flood mapping</li><li>Programmed visual testing of bridges throughout the district every year, and annual structural testing undertaken on priority bridges on a programmed cyclical basis</li><li>Active participation in sub-regional 'Lifelines' utilities planning with its focus on identifying critical infrastructure vulnerabilities and improving resilience</li><li>Loss modelling to ensure insurance cover is adequate to aid reinstatement</li></ul>	Graded score from annual activation exercise, determined by approved assessor (MPDC focus on improving score)	Findings from post-incident reviews as an opportunity to learn and improve (enhancing their knowledge and experience)	Involvement of MPDC trained staff in response and recovery efforts in other districts	Very High	Very High	<b>Council is within appetite, noting that appetite is set at 'Very High'</b>  There are difficulties setting the risk appetite at a lower level than this given our very limited control over the occurrence and severity of any event, incident or crisis. Resourcing up to cover all eventualities is arguably not achievable.  Additional mitigations have been identified to strengthen our position: <ul style="list-style-type: none"><li>Successful transition into the new sub-regional shared service arrangement with Hauraki and South Waikato districts, this should assist cross-boundary resilience</li><li>The development of Community Response Plans (including marae response plans) as per our work programme</li><li>Ensuring a full contingent of trained staff, including the full quota of people for critical Emergency Operating Centre (EOC) roles</li><li>Identification and response to any requirement for change arising from current review of CDEM legislation</li><li>Ensuring budget commitment to Group Plan and Five-Year Action Plan, with the Five-Year Action Plan reviewed annually</li></ul>
							Tolerance		
							Within Appetite		

RISK #2	Risk Owner and Risk Description						Status of Risk		
DISRUPTION TO ESSENTIAL SERVICE DELIVERY	GM Operations	Inherent Risk Rating	What are we already doing?		Key Risk Indicators		Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
	Significant or prolonged disruptions to operations through asset failure, natural catastrophes, technology and/or communication failure, power outage, or cyber-attack, which may result in financial loss or reputation damage, loss of trust and confidence in Council and possibly loss of life	Extreme	<ul style="list-style-type: none"><li>Performance and condition assessments of all assets</li><li>Regulatory oversight by Taumata Arowai, NZTA, WRCI</li><li>Strategies, operational risk assessments and registers, SOPs, compliance monitoring, emergency response plans, staff training and development</li><li>Shared service support from Co-Lab for RAMM updates (roadway data)</li><li>Technical response support (via ready response consultants) for water and wastewater operations (necessary in the absence of a 24/7 process control centre)</li><li>Technology in place - scada, telemetry, reporting etc</li><li>Business continuity plans and demand management strategy in place (but requiring review)</li></ul>	Performance and condition data held in RAMM and other asset management records	Trends in outages and failures of assets and/or technology	Trends / patterns in level of occurrence of external events that may cause or contribute to outages (Weather events etc.)	Very High	High	<b>Council is currently operating outside of assessed appetite.</b>  Appetite is considered achievable if the following mitigations are successfully introduced: <ul style="list-style-type: none"><li>Approval of Water Services Delivery Plan (WSDP) by the Minister of Local Government with Water and Wastewater ownership and management transferred to a new Waikato Waters entity</li><li>Fully developed operations maintenance strategies in place and funded</li><li>Review and re-adoption of Business Continuity Plans</li><li>Improved workforce capacity and capability via cadetship programmes and other potential joined up solutions</li></ul>
							Tolerance		
							Outside of Appetite		

RISK #3	Risk Owner and Risk Description						Status of Risk		
INFORMATION SECURITY	Chief Executive	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
	The threat to organisational digital assets and information through the potential impact of a breach. Potential for significant disruption to delivery of services, financial loss, reputation damage, and loss of trust and confidence in Council	Extreme	<ul style="list-style-type: none"><li>•Sophos cybersecurity solution in place for network security and unified threat management. Sophos offers constant detection and response, firewall, cloud and managed service solutions providing critical malware, phishing website and ransomware protection.</li><li>•Other management and maintenance of the digital environment via Access Control, including multi-factor access authentication, and Cloud Services management</li><li>• Very clear IT security protocols via policy</li></ul>	Detected presence of malware or other security incursions	Trends in occurrence of phishing emails / scams	Incidents of unusual network activity	Extreme	Very High	<b>Council is currently operating outside of assessed appetite</b>  There are difficulties setting the risk appetite at a lower level than this given the likelihood of a security breach and our limited control over the severity of consequence of any breach.  Appetite is considered achievable if the following mitigations are successfully introduced: <ul style="list-style-type: none"><li>• Improved cyber-security awareness through an education programme such as 'phriendly phishing' and testing of staff behaviour via test phishing emails, noting that staff behaviour is a key vulnerability point for cyber-security</li><li>• Continued focus on improvement of SAM score noting that external security / vendor reliance has been identified as a thing to improve</li><li>• Scheduled Org-wide introduction of Microsoft 365 in 2025 calendar year will enhance operating environment and data security</li></ul>
				SAM for Compliance score	Privacy breach incidents and follow-up findings re cause / response		Tolerance		
							Outside of Appetite		

RISK #4	Risk Owner and Risk Description						Status of Risk		
REPUTATION / RELATIONSHIP WITH COMMUNITY STAKEHOLDERS	GM Customer Experience	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
	Failure to establish and/or maintain meaningful relationships with key stakeholders and gain the trust of the wider community with potential impact on participation in local democracy, and Council's ability to be an effective connector between our community, iwi, NGOs, and government agencies	Very High	<ul style="list-style-type: none"><li>• Communications and engagement (C&amp;E) team proactively involved early and throughout development of key documents and key projects</li><li>• Comms Plans developed for significant projects and documents</li><li>• Proactive communications across multiple channels</li><li>• Use of quick polls to obtain community insights, eg removal of pedestrian crossing, urban trail surfacing</li><li>• Council is participant in 'Key Research Community Views Survey', quarterly wave polling and annual report on community perceptions of Council and Council performance</li><li>• Newly established 'Community Development Team' actively working with grassroots community</li><li>• Established partnerships with some community groups and stakeholders e.g. disability access group, Matamata Stadium project</li><li>• Prompt in Council report templates to use Significance and Engagement Policy to determine level of engagement</li><li>• Various mechanisms in place to receive complaints such as a Council website interface (with 48 complaints lodged Jan-May 2025)</li></ul>	Trends in score and other findings from Key Research Community Views Survey	Level and quality of community interaction or involvement in engagement processes, including antenno and quick polls (a measure of trust)	Participation in triennial election - numbers of candidates, voter turnout %	High	Moderate	<b>Council is currently operating outside of assessed appetite.</b>  Appetite is considered achievable if the following mitigations are successfully introduced : <ul style="list-style-type: none"><li>• Completion of planned stakeholder mapping exercise, establishing key relationship holder for all significant stakeholders</li><li>• Adoption of planned Comms and engagement strategy</li><li>• Education / Awareness campaigns around everyone's role in stakeholder relationship and the importance of appropriate behaviour</li></ul>
				Level of valid complaints about Council performance / service via the various complaint mechanisms			Tolerance		
							Outside of Appetite		

RISK #5	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk		
							Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
LEGISLATIVE NON-COMPLIANCE	GM Growth & Regulation								
	The potential for Council to fall short of meeting its legal obligations, leading to fines, penalties, damages, personal liability or even imprisonment. These risks arise from various sources, including misunderstandings of legislative clauses or regulations, inadequate internal controls, or failures in monitoring and enforcement.	Very High	<ul style="list-style-type: none"><li>• Knowledge of well qualified, professional staff</li><li>• Annual compliance attestation using a spreadsheet tool developed by Legal Counsel</li><li>• Specific delegations in place for various decision-making actions</li><li>• Workload scanning for change via Legal Counsel and via established relationships with external legal providers, professional memberships and sector knowledge forums such as Taituara</li><li>• Te Ohu Takatū Awanata (Future Ready Group) reviews impact of proposed legislative changes assists with submissions, etc</li><li>• Identified changes incorporated into SOPs, policies, strategies, plans and processes</li><li>• Legal issues arising or already actioned reported to E Team on a bi-monthly schedule</li><li>• Training and development of our staff</li><li>• Established performance measures monitor compliance with some of our key legislative requirements</li><li>• Internal and external reporting such as NMS, consent monitoring, etc</li></ul>	Annual compliance attestation outcomes	Issues identified from various compliance audits - Building Act, Waters, etc	Number of legal claims made against Council, adverse findings by the Ombudsman	High	Low	<p><b>Council is currently operating outside of assessed appetite.</b></p> <p>Achieving appetite is challenging given the wide ambit of legislation that Council is subject to and the reliance on key staff to ensure compliance. It is however considered achievable <b>over time</b> if the following mitigations are successfully introduced:</p> <ul style="list-style-type: none"><li>• Investigation into and possible introduction of a more developed, systemised tool for comprehensively identifying key legislative requirements (including new legislative changes) and running and reporting on an annual attestation of whether or not they've been complied with. One possible tool in that regard that is well-utilised in NZ local government is 'Comply With'. A tool like this would draw on a fuller and wider sector knowledge base than what could be built in-house.</li><li>• Continued education programmes on the importance of legislative compliance. These could include, for example, education on privacy requirements and the consequences of these being breached. Another example where general staff education would be valuable is in the LGOMA space and the requirements for openness and transparency that this drives.</li></ul>
				Negative media attention to specific breach/incident			Tolerance		
							Outside of Appetite		

RISK #6	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk		
							Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
INEFFECTIVE STRATEGIC PARTNERSHIPS WITH MANA WHENUA, IWI, HAPŪ AND MĀORI	GM People, Governance & Relationships								
	Negative outcomes associated with a failure to proactively develop and maintain partnership, meet legislative responsibilities, and understand and mitigate shared risks. Adverse outcomes may involve difficulty delivering key projects, lost opportunity, and compromise of the ongoing partnership for all involved.	Very High	<ul style="list-style-type: none"><li>• Some partnering on key projects, plans and strategies and ensuring of early involvement</li><li>• Dedicated Te Ohu Tūhono team in place (2 persons), with on-going commitment to relationships with 12 iwi</li><li>• Te Manawhenua Mo Matamata-Piako forum established and running to provide some means of shared information and input</li><li>• Māori Ward Councillor in place</li><li>• Recent commencement of regular Rangitira to Rangitira meetings with active iwi</li><li>• Some aligning of processes, communications and decisions to Treaty Principles</li><li>• Support of community-focused events that celebrate Te Ao Māori, either through collaborative partnership support of events like haurua days or grant funding for events like the celebration of Matariki</li></ul>	Level of appropriate representation at discussion /decisions, including TMF	Negative feedback or concerns raised by Mana Whenua, Iwi, etc	Number of Rangitira to Rangitira meetings in quarter	High	Moderate	<p><b>Council is currently operating outside of assessed appetite.</b></p> <p>Appetite is considered achievable if the following mitigations are successfully introduced:</p> <ul style="list-style-type: none"><li>• Adoption of a Tangata Whenua Engagement Policy, which will direct specific engagement action and better ensure legislative compliance</li><li>• Review of work programme and terms of reference for Te Manawhenua Mo Matamata-Piako forum, and reconstitution of this forum in the new triennium</li><li>• Development of a Partnership Agreement with the Te Manawhenua Mo Matamata-Piako forum that would commit to joint aspirations</li><li>• Review of iwi capacity and in-house resource availability at MPDC, including potential forward ability to respond to potential settlement agreement requirements</li><li>• Potential focussed education programmes for staff and elected members on Tikanga and Te Reo knowledge and competency</li><li>• Identify what the Tiriti / Treaty principles mean to Council</li></ul>
				Events being supported by grant or partnership			Tolerance		
							Outside of Appetite		

RISK #7	Risk Owner and Risk Description					Status of Risk			
INEFFECTIVE RESPONSE TO CLIMATE CHANGE IMPACTS	GM People, Governance & Relationships	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
	Council's response may not be sufficient for the district to effectively adapt to the effects of climate change, or mitigate our own climate impact. This may result in a reduction in levels of service, an increase in community vulnerability, and/or financial and reputational damage.	Very High	<b>Adaptation:</b> <ul style="list-style-type: none"><li>• Senior Policy Advisor resource committed into this area and actively involved in regional knowledge-sharing</li><li>• Climate Change Rivermap developed with clearly articulated priorities and funded strategic actions</li><li>• Focus groups on Climate Change, Energy and Carbon Management</li><li>• Investment in scientific hazard, loss and network modelling to ensure knowledge is up to date</li><li>• Plans and strategies are aligned to consider Climate Change at a high level (LTP, Infrastructure Strategy, Climate Change Rivermap, Future Proof Strategy, Operational Resilience Water Strategy, Water Master Plan, Waste Management and Minimisation Plan)</li><li>• Tonkin + Taylor engaged to develop an organisational Climate Change Risk Assessment for Council to identify key climate change risks across our assets, services and people and assess the moderating effect that adaptation can bring over various time periods</li><li>• CDEM arrangements well developed in case of severe weather event</li><li>• Ongoing programme to increase climate change knowledge of staff and elected members</li><li>• District Plan rules changed to encourage water sustainability in new developments</li></ul> <b>Mitigation:</b> <ul style="list-style-type: none"><li>• Emissions inventory undertaken in FY24</li><li>• Food scraps separation at kerbside collection</li></ul>	<b>Adaptation:</b> Progress made on Climate Change Rivermap priority actions	<b>Adaptation:</b> Identified gaps in data and in existing plans and strategies	<b>Adaptation:</b> Rising costs for infrastructure maintenance, repair and renewal (natural hazard)	Very High	High	Council is currently operating outside of assessed appetite.  Appetite is considered achievable if the following adaptation mitigations are successfully introduced : <ul style="list-style-type: none"><li>• Climate change considerations integrated into internal decision making processes for example procurement and project management</li><li>• Implementation of planned priority actions on Climate Change Rivermap – including completion of current risk assessment work, integration of risk assessment into infrastructure planning processes and development of climate resilience strategy</li><li>• Development of a programme of strategic work for inclusion in the next Long Term Plan, including budget for a community level climate change risk assessment to prioritise areas of the district in which to carry out local level community adaptation planning</li><li>• Critical gaps in hazard data identified and work commissioned to fill these gaps (wildfire, heat, wind), potentially in collaboration with others</li><li>• Developed approach for communication with our communities about flood risk</li><li>• Ongoing programme to increase climate change knowledge of staff and elected members</li></ul>
				<b>Adaptation:</b> Claims against Council in relation to climate change matters such as development in areas with identified / identifiable hazards	<b>Adaptation:</b> Customer perception of preparedness for climate change via Key Research survey	<b>Mitigation:</b> Emissions inventory showing increase in emissions			Tolerance

RISK #8	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk		
							Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
INADEQUATE FINANCIAL PLANNING	GM People, Governance & Relationships	Very High	<ul style="list-style-type: none"><li>• Plans, Strategies and Policies in place include LTP, Annual Plan, Financial Strategy, Infrastructure strategy, Revenue and Financing Policy to guide decision making, Investment and Borrowing</li><li>• Monthly financial reporting, including treasury policy metrics, for management overview and presentation to Council</li><li>• Finance team with assigned responsibilities, established relationships with debt collection agency, LGFA, credit facilities in place</li><li>• External audit of Annual Report and LTP</li><li>• Risk and Assurance Committee overview of financial policies, audit recommendations and implementation, etc</li><li>• Triaging and appropriate reporting of any potential and actual legal claims against Council to ensure councils liability is limited and insured position is maximised</li><li>• Established insurance broker, conducts annual review of insurances on renewal</li><li>• Independent, external Treasury advisory expertise engaged</li><li>• Asset data and asset management plans continually being improved</li></ul>	Monthly financial reporting indicates: <ul style="list-style-type: none"><li>• Likelihood of non-achievement of budget through either diminishment of revenue or cost increase</li><li>• Negative changes in debt metrics, including covenant provisions, or policy compliance</li></ul>	Trends in resource and building consent levels / development contribution collection levels. Achievement of key LTP or Annual Plan assumptions	Level of CAPEX delivery vs budget	High	Moderate	Council is currently operating outside of assessed appetite.  Appetite is considered achievable if the following mitigations are successfully introduced : <ul style="list-style-type: none"><li>• Approval of Water Services Delivery Plan (WSDP) by the Minister of Local Government with Water and Wastewater ownership and management transferred to a new Waikato Waters entity</li><li>• Introduction of regular monitoring of key LTP and Annual Plan assumptions and key financial metrics</li><li>• Active monitoring of Capital Delivery Programme</li><li>• Regular scan of wider economic and demographic insights data relevant to the district (via sources such as Community Compass, Infometrics)</li><li>• Strategic review of insurance arrangements</li></ul>
							Tolerance		
							Outside of Appetite		

RISK #9	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk		
							Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
FAILURE TO RESPOND APPROPRIATELY TO POLITICAL CHANGE	Chief Executive						High	Moderate	Council is currently operating outside of assessed appetite.  Appetite is considered achievable if the following mitigations are successfully introduced : • Submission of Water Services Delivery Plan to Minister by September 2025 in line with legislative requirement • Active transition planning in response to Waters, what do we want MPDC to look like post-waters transition
	Failure to anticipate or correctly identify and respond to/accommodate political changes in central government creating misalignment and lack of integration between central government agenda and legislative reforms, and council strategic plans and objectives. There is also potential adverse economic and social impact on the community.	Very High	<ul style="list-style-type: none"><li>• Active horizon scanning through external legal and technical advisors and professional memberships - LGNZ, Taihara, CEs forum, Zone 2, Rural Provincial</li><li>• Te Ohu Takatō Anamata (Future Ready Group) reviews impact of proposed legislative changes assists with submissions, etc</li><li>• Council is an active participant in the various FutureProof forums and working groups alongside Waikato Regional Council, Hamilton City and Waikato and Waipa District Councils</li><li>• Some monitoring of political climate</li><li>• Engagement with Iwi Groups and Te Manowhenua Mo Matamata-Piako forum</li><li>• Full involvement in Waikato Waters Done Well and other regional working groups to optimise wider regional collegial support, lesson learning and efficiencies in approach</li><li>• Consultation is underway on Waikato Waters Done Well</li></ul>	Te Ohu Takatō Anamata (Future Ready Group) actively operating	Active participation in regional and national working groups	Continued watching brief on central government opinion polls and any changes in focus of political parties			
				Analysis of submissions on Waikato Waters Done Well consultation			Tolerance  Outside of Appetite		

RISK #10	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk		
							Residual Risk Rating	Risk Appetite	What can we do to reach appetite / strengthen our position?
ENSURING WORKFORCE CAPACITY AND CAPABILITY	GM People, Governance & Relationships						Moderate	Moderate	Council is currently operating within assessed appetite.  The following further mitigations are proposed to strengthen this further: • Remuneration Policy review • Review of induction processes to streamline and ensure that any gaps are identified and remedied • Active transition planning in response to Waters, what do we want MPDC to look like post-waters transition, including focus on optimising staff opportunities / job security • Improved focus on Succession Planning • Potential greater focus on Staff survey response action-planning processes at group manager level, to complement the responses already in place at organisational level • Review of staff survey methodology, for example using pulse surveys • Greater focus on Exit Survey analysis and action response • Consider development of Key Risk Indicator Measure for percentage of roles not recruited in first recruitment round
	Failure to adequately recruit, retain and develop skilled and capable staff, leading to inadequate workforce capacity and capability, and compromise of ability to deliver on council's objectives and the delivery of services and projects on a timely, cost-effective basis, with flow-on adverse effect to organisational well-being, reputation and finances.	Very High	<ul style="list-style-type: none"><li>• A strong focus on organisational culture and connection through various initiatives including the weekly bulletin, staff-only facebook group, all staff meetings twice a year.</li><li>• Three meetings a year held with managers and team leaders across the organisation with focus on culture and empowering and developing leaders.</li><li>• Belonging Strategy (incorporating diversity, etc) in place</li><li>• Structured induction programme for new staff</li><li>• Job-sizing and remuneration system in place to ensure that staff are paid market rates (including MPDC premium) and employee value proposition (EVP)/benefits in place</li><li>• Well-established performance management processes (2 monthly catch-ups and annual review) to ensure regular performance assessment processes, appropriate reward, and a focus on personal development</li><li>• Learning and development programme in place with both organisational and individual focus, leadership development programme for anyone with team leadership responsibility</li><li>• Monthly People, Safety &amp; Wellness focus topics promoted throughout the organisation</li><li>• Annual staff survey (Ask your Team) results analysed and action-planning processes at organisational level in place</li><li>• Hauora Mental Health and Wellbeing Strategy</li><li>• Flexible work practices</li><li>• Provision of Hamilton - Te Aroha - Hamilton mini-van to assist with travel for people who live outside the district, and pool car share Matamata - Te Aroha - Matamata</li><li>• Career progression opportunities - established processes to ensure all vacancies are made known internally, allowing good opportunity for internal appointments and career progression. Career pathways within some teams, ie graduate, intermediate and senior roles</li><li>• Availability of employee support programme</li><li>• Reach Reps established through the organisation as a means of staff support</li><li>• Council is an active participant in Colab people and capability managers group and has HRNZ membership</li><li>• Openness to engaging consultants, contractors or shared services as alternatives where staff cannot be recruited</li><li>• P&amp;W Team includes a trained HR advisor. Legal advice is sought as required.</li></ul>	Annual Staff Survey engagement results	Staff turnover trends (quarterly)	Exit survey identification of trends and controllable matters			
							Tolerance  Within Appetite		



RISK #11	Risk Owner and Risk Description	Inherent Risk Rating	What are we already doing?	Key Risk Indicators			Status of Risk	
							Residual Risk Rating	Risk Appetite
ENSURING HEALTH, SAFETY AND WELL-BEING	GM People, Governance & Relationships	Extreme	<ul style="list-style-type: none"><li>• Dedicated resource via 3 member S&amp;W team</li><li>• S&amp;W Management system (Damstra) includes processes and systems for reporting and capturing learnings from events, assessing and managing risk, training, emergency response and injury management</li><li>• Safety and Wellness Policy in place as well as a Charter for Council</li><li>• Trained H&amp;S reps throughout organisation, active H&amp;S Committee meets quarterly</li><li>• Processes in place to identify and focus on critical risks</li><li>• Monitoring via quarterly and annual safety and wellness reports provided to Council and Eteam (include lag indicators e.g. lost time injuries, medical treatment injuries and notifiable events and lead indicators such as training completion)</li><li>• Risk reviews are scheduled (currently at least annually)</li><li>• Critical risk audits conducted by the S&amp;W Team</li><li>• H&amp;S learning team established with post-event debriefs 3 to 4 times a year), continuous improvement focus</li><li>• Due Diligence plan for Exec Team and Council</li><li>• S&amp;W Team meet weekly with Exec Team</li><li>• Induction and on-going training for staff</li><li>• Contractor S&amp;W management processes (including pre-qualification)</li></ul>	Identification of trends and significant concerns from Quarterly Safety and Wellness Reporting, including events by severity and analysis of trends	Results of H&S questions in annual staff survey	Results of Critical Risk audits	High	Moderate
							Tolerance	
				Damstra reporting of overdue investigations, actions and audits.			Outside of Appetite	

7 Pūrongo me whakatau | Decision Reports

## 7.2 Proposal to supply water for the Matamata Country Club

CM No.: 3058383

### Te Kaupapa | Purpose

This report seeks Council's consideration and decision on a request from Sanderson Group Limited to provide a bulk water supply connection from the Matamata public water network to the Matamata Country Club retirement village development. The report outlines the background, policy implications, and four potential options for water supply, with a staff recommendation to approve a temporary connection under specific conditions to support the ongoing development while maintaining alignment with Council's current water connection policy.

### Rāpopotonga Matua | Executive Summary

Sanderson Group Limited has been granted land use consent to develop a retirement village at 102 Peria Road, Matamata, named Matamata Country Club. As part of this consent, the developer is permitted to establish an internal water supply system to service the village.

Construction of the village is currently underway and will be completed in stages. The developer has obtained a resource consent from Waikato Regional Council to extract drinking water from four bores located within the development site.

The developer is now requesting that Council provide a bulk water supply connection from the Council's water system at the boundary of the property. The developer will manage the internal water supply infrastructure, including reticulation within the development.

Under the current Council Water Supply Connection Policy, new water connections are not permitted outside of urban residential zones unless special circumstances apply. The proposed development lies outside the currently zoned urban area. However, the developer argues that the retirement village presents a unique case and has offered a financial contribution (\$5,000 per villa) to support the connection. The 2021/22 Development contributions for water for a retirement unit in Matamata is \$3,318.94 as comparison.

Council has four options:

1. Decline the Request (Status Quo)
  - Aligns with current policy.
  - Does not support the developer's needs or progress.
2. Provide a Temporary Connection (Up to 3 Years)
  - Allows time for the developer to establish a permanent water treatment system.
  - Minimally deviates from policy.
  - Requires a formal agreement with strict conditions, including:
    - Developer must install and operate a compliant treatment system by the end of the term.
    - Council retains the right to disconnect the temporary supply.
  - Complies with the Local Government Act 2002, which mandates continued supply for sanitary purposes.

3. Provide a Permanent Bulk Water Connection
  - Council supplies bulk water; developer owns and manages internal infrastructure.
  - Contravenes current policy unless deemed a special circumstance.
  - Council benefits from water sales and developer contributions.
4. Provide a Permanent Connection and Assume Ownership of Internal Infrastructure
  - Council becomes responsible for maintaining water assets within the development.
  - Expands Council's water supply network beyond the current urban boundary.
  - Generates revenue but increases long-term maintenance obligations.

Staff recommend Option 2 – Temporary Connection. This approach supports the developer's immediate needs without fully breaching Council policy. It provides a transitional solution while ensuring the developer establishes a compliant water treatment system within the agreed timeframe.

If Council approves either a temporary or permanent connection, an impact assessment must be conducted to evaluate potential effects on existing customers. Any adverse impacts on service levels must be mitigated, with associated costs to be covered by the developer.

### **Tūtohunga | Recommendation**

That:

1. **The report be received;**
2. **Council accept the option 2 as the preferred option;**
3. **Council resolve to authorise the staff to negotiate with the developer and enter into a temporary supply agreement with the developer to provide water up to 3 years for the development;**
4. **Council resolve to authorise the staff to recover a reasonable cost of providing the temporary connection from the developer.**

### **Horopaki | Background**

In 2022, Sanderson Group Ltd obtained land use consent to develop a retirement village at 102 Peria Road, Matamata. The development includes 131 villas, communal facilities, and an 80-bed care facility. Initially, the consent proposed a self-sufficient water supply using on-site bores and an internal treatment plant. However, the developer now seeks a permanent connection to Council's water network for improved operational efficiency and reliability.

Currently, the developer holds a resource consent from Waikato Regional Council to operate four bores, with a maximum daily abstraction of 200 m<sup>3</sup>—sufficient for the village's needs. A temporary arrangement is in place to supply water to a small number of residents already living on-site.

The developer now requests:

- A temporary connection to Council's water supply for 12 months.
- A permanent bulk supply connection thereafter.

Developer's Justification

- Willingness to contribute approx. \$5,000 per unit (to be confirmed).
- Retirement villages have lower water demand than standard residential developments.
- Only one bulk connection is required, not individual connections.
- Water can be metered and charged, generating revenue for Council.
- The site adjoins the urban boundary of Matamata.

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

Council currently does not supply water to rural residential customers or extend infrastructure beyond existing residential, commercial, or industrial zones—unless special circumstances apply. Previous applications from rural residential zones have been declined.

### **3 Waters Infrastructure**

According to land use consent conditions, the developer is required to provide it's own 3 waters infrastructure within the development in accordance with the Regional Infrastructure Technical Standards (RITS).

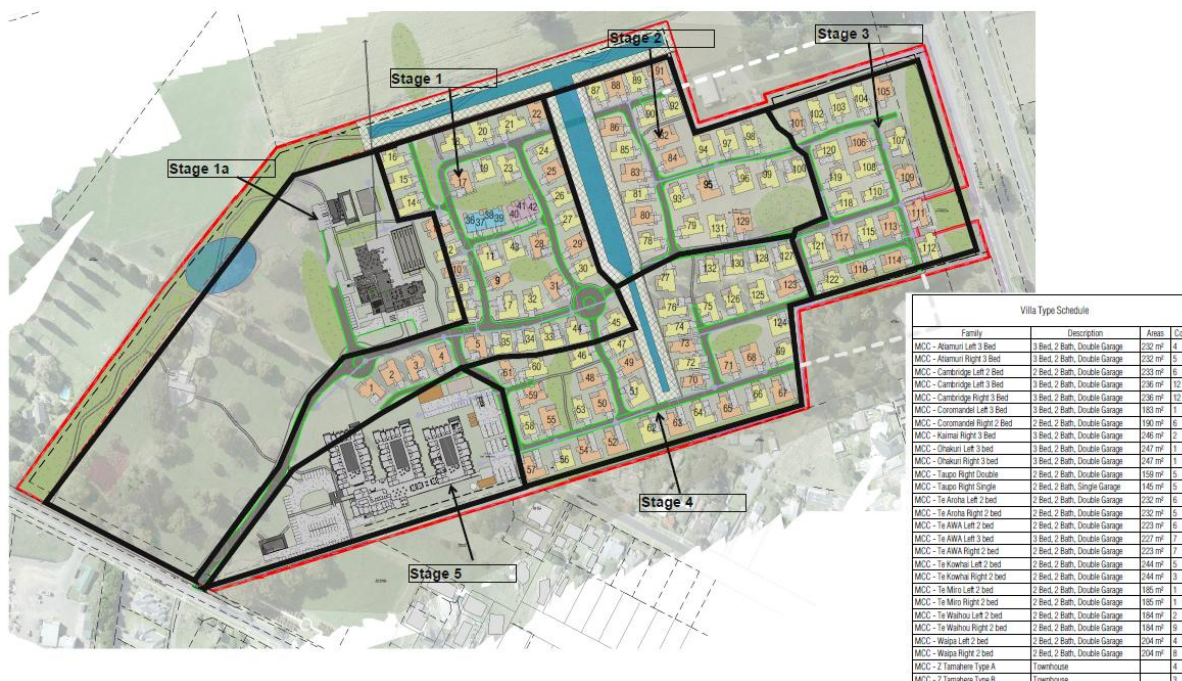
The developer has been granted engineering approval for the infrastructure within the development. The developer's Engineering Approval Plan (EPA) report has provided design plans for water infrastructure which satisfies the requirements of RITS, Drinking Water Standards for New Zealand – Regulation 2022 and the New Zealand Fire Service Firefighting Water Supplies Code of Practice.

The internal reticulated water network has been proposed to be interconnected network of principle and rider mains to provide adequate pressure and flow. The engineering plan also proposes a series of 4 bores within the site that will supply potable water to the development following water treatment.

EPA report also proposes a separate irrigation and firefighting supply system within the development.

### **Development Status**

Development of water infrastructure within the site is planned in 5 stages. Currently construction of the Stage 1 of the infrastructure development is complete. This stage consists approximately 38 lots. There are at least two water bores installed and a temporary water treatment system is in place to treat the water.



According to developer's consultant, in Stage 1, some houses have been constructed and occupied. These houses are provided with water.

Construction of infrastructure of Stage 2 has been just started and remaining stages will be constructed later.

### Taumata Arawai Requirements

As the water supply to the current development is not connected to Council's water supply system, this supply is a private supply and has to be registered as a private water supply in Taumata Arawai's registry of water suppliers if currently not done so. This supply has to meet all legislative requirements of Water Services Act 2021.

### Matamata Water Supply Scheme

The current Matamata water supply network adequately meets the drinking water needs of existing customers in terms of flow and pressure. However, in some areas, fire hydrants do not meet the required standards for residential firefighting flow. To address these and future challenges, Council has developed a 30-year water masterplan for Matamata. This plan outlines the necessary upgrades to resolve existing issues and accommodate projected demand. A review of the masterplan is scheduled for this year, which will also consider the introduction of universal water metering as proposed in the current Long Term Plan.

### Provision of Council Water to the Development

The estimated daily water demand for the retirement village is approximately 83.5 cubic metres. Preliminary assessments suggest that the existing Matamata water supply network can accommodate this demand without significantly impacting other users. However, before any connection is approved, a detailed assessment using Council's hydraulic water model is required to evaluate potential impacts on firefighting capacity and identify any necessary upgrades to local infrastructure.



As part of their proposal, the developer has also proposed to contribute \$5,000 per villa (for internal connections within the development) towards the provision of a public water supply.

The most practical connection point is the 100mm water main along Peria Road. However, this option may not meet required fire flow standards for some existing customers during peak demand periods. A hydraulic modelling exercise will be essential to determine the feasibility and any mitigation measures needed.

An alternative connection point is the 150mm main on Waharoa Road East, though this option presents greater complexity due to the need to cross a railway line.

If Council agrees to supply water and the internal infrastructure remains under the ownership and management of the developer or a body corporate, the development will be classified as a private supply. Under Taumata Arawai's categorisation framework, this arrangement falls under the "Downstream Supply Category."

In this scenario, Council would act as the bulk water supplier, with the point of supply typically defined as a shut-off valve located at the property boundary. The developer would be responsible for all infrastructure and water quality management beyond this point.

### **Legislative context of providing bulk water supply**

The two key legislations directly relevant to supply of drinking water and applies to Councils are Water Services Act 2021 and Local Government Act 2002.

Water Services Act 2021 – This Act requires all drinking water suppliers to ensure that the water they provide complies with the applicable drinking water standards. However, the obligation to maintain water quality applies only up to the point of supply—typically the property boundary. Beyond this point, responsibility for water quality and management lies with the recipient (e.g., the developer or body corporate).

The Act also empowers Taumata Arowai, the national water services regulator, to direct a territorial authority to undertake emergency works to ensure the availability of safe drinking water if an existing supplier is unable to do so.

Local Government Act 2002 - Under this Act, territorial authorities are required to maintain water services to properties they supply. However, they may impose restrictions in certain circumstances, provided that the minimum sanitary needs of residents are still met.

#### **Implications for Council**

If Council agrees to provide a bulk water supply to the development, it must do so under a comprehensive and legally binding agreement. This agreement should clearly define the responsibilities of both parties and include provisions to mitigate any future risks to Council.

### **RMA reforms and context around future servicing**

The Government is in the process of replacing the Resource Management Act 1991 (RMA) with two new pieces of legislation that separate land-use planning from natural resource management. This reform aims to simplify the system, reduce duplication, and provide greater clarity and efficiency in environmental and development decision-making.

The two new Acts are:

- The Planning Act, which will focus on land-use planning and regulation. It is designed to support urban and infrastructure development, align with the Government's housing and infrastructure strategies, and enable well-functioning urban and rural areas.

- The Natural Environment Act, which will focus on the protection, use, and enhancement of natural resources such as land, air, freshwater, and coastal environments.

These reforms place a stronger emphasis on private property rights and are expected to shift more policy-setting to the national level through standardised land-use zones. Each region will have a single combined plan, streamlining the planning process and reducing the number of resource consents required.

As a result, Council policies—including those related to water connections—may need to be reviewed and updated to align with the new legislative framework. These changes could significantly influence how growth and infrastructure are prioritised and managed across the district.

### Mōrearea | Risk

The risk of the decision that Council will make on this proposal will be depended on the option that Council choose to agree with the developer. These risks are discussed in the “Options” section

### Ngā Whiringa | Options

Council can consider four options as mentioned below.

Option One – Status Quo	
Description of option	
<p>Under this option, Council would not provide any water supply connection to the Matamata Country Club development. Responsibility for sourcing, treating, and distributing water to residents within the retirement village would rest entirely with the developer.</p> <p>The developer would be required to:</p> <ul style="list-style-type: none"><li>• Source water independently (e.g. via the approved bores).</li><li>• Treat the water to meet all applicable drinking water standards.</li><li>• Establish and manage the internal water distribution system.</li><li>• Ensure ongoing compliance with relevant regulations and service obligations.</li></ul> <p>This approach aligns with the original proposal submitted by the developer during the initial consent application and is consistent with Council’s current Water Supply Connection Policy, which restricts new connections outside of urban residential zones unless special circumstances apply.</p>	
Advantages	Disadvantages
Council remains fully compliant with its current water connection policy for rural and rural-residential zones.	Increased public health risk if the developer fails to maintain the private water supply to required standards.
Council has no obligation to provide safe drinking water to residents within the village.	If the private supply fails to meet legislative requirements, Taumata Arowai may direct Council to intervene and provide safe drinking water.
Council avoids any potential impact on existing customers from extending the water supply network.	Council forfeits the opportunity to generate additional revenue through bulk water supply to the development.

## Option Two – Provide a temporary connection from public water supply for a limited period of time

### Description of option

Council may choose to provide a temporary water supply connection from the Matamata water supply network to the Matamata Country Club (MCC) for a limited period—typically two to three years. This arrangement would allow the developer sufficient time to establish a compliant, self-sufficient water supply system for the village.

Under this option:

**Responsibility:** Council would act as the bulk water supplier, while MCC would manage the internal distribution network and supply water to its residents.

**Infrastructure:** Council would install a bulk water meter at the connection point, along with an appropriate backflow prevention device.

**Charging:** Water usage would be metered and charged at the same rate as other residential customers.

**Cost Recovery:** The developer would be required to cover all reasonable costs associated with establishing the connection and any necessary upgrades to the existing network to mitigate potential impacts.

**Supply Volume:** Council may agree to supply only up to 50% of the total water demand for the full development. This would incentivize the developer to complete their own treatment system before the development reaches full occupancy.

**Legal Agreement:** A formal agreement must be entered into between Council and MCC, outlining:

- The duration of the temporary supply.
- Conditions for termination.
- Developer obligations, including timelines for establishing their own system.
- Financial contributions or a bond to safeguard Council's interests and minimize risk.

This option provides a practical, time-bound solution that supports the development while maintaining alignment with Council policy and protecting existing infrastructure and service levels.

Advantages	Disadvantages
MCC will receive a reliable and safe drinking water supply from the public system during the initial development phase.	If the developer fails to establish their own water supply system as agreed, Council may face challenges in fully terminating the temporary supply to residents.
Council will generate additional revenue by supplying water in bulk during the contract period.	This option still represents a deviation from Council's current policy of not supplying water to properties outside urban residential zones. However, it may be justified as a temporary, special circumstance.
Council is not required to acquire or maintain any additional water infrastructure assets	

within the development.	
Demonstrates Council's proactive support for growth and development in the Matamata-Piako District.	
Provides flexibility to proceed with development while allowing time for clarity on future water connection policies under upcoming RMA reforms and the new Waikato water entity.	

### Option Three – Provide a permanent connection from the public water supply to a supply point at the boundary

#### Description of option

Under this option, Council would provide a permanent water supply connection from the Matamata public water network to a designated supply point at the boundary of the Matamata Country Club (MCC) development. Council would also assume ownership of the internal water infrastructure assets within the development, effectively incorporating MCC into the wider Council-managed water supply network.

Key aspects of this option include:

**Integration:** The MCC development would become part of the Council's water supply area, with residents receiving water directly from the Council network.

**Customer Charges:** Residents within MCC would be charged standard residential water rates, consistent with other residential customers in Matamata.

**Infrastructure Ownership:** Council would take over ownership and ongoing maintenance responsibilities for the internal water infrastructure within the development.

**Cost Recovery:** The developer would be required to:

- Cover all reasonable costs associated with establishing the connection and the connection fee.
- Fund any necessary upgrades to the existing water network to mitigate potential negative impacts on current and future customers.
- Ensure that the integration does not compromise the level of service provided to existing users.

This option would result in a permanent expansion of Council's water supply boundary and asset base. While it provides long-term service continuity for MCC residents, it also introduces ongoing operational and maintenance responsibilities for Council.

Advantages	Disadvantages
MCC will receive a reliable and safe drinking water supply from the public system during the development phase.	The decision may be perceived as inconsistent with Council's current water supply policy for rural residential zones, posing a reputational risk.
Council will generate additional revenue by	May set a precedent for other rural residential

acting as a bulk water supplier.	developments to request similar connections, challenging policy boundaries.
Demonstrates Council's commitment to supporting growth and development in the Matamata-Piako District.	Council would need to assume ownership and maintenance responsibilities for additional infrastructure assets, increasing operational costs.

#### Option four – Provide a permanent connection from public water supply and take over the internal water infrastructure by the Council

##### Description of option

Under this option, Council would provide a permanent water supply connection from the Matamata public water network to the Matamata Country Club (MCC) and assume ownership of the internal water infrastructure assets within the development. This would effectively expand Council's water supply network to include MCC.

Integration: MCC would be incorporated into the Council-managed water supply system.

Customer Charges: Residents within MCC would pay standard residential water rates, consistent with other customers in Matamata.

Infrastructure Ownership: Council would take over the internal water infrastructure, becoming responsible for its ongoing operation, maintenance, and renewal.

Cost Recovery: The developer would be required to:

- Cover all reasonable costs associated with establishing the connection.
- Fund any necessary upgrades to the existing network to mitigate potential impacts on current and future customers.
- Ensure that the integration does not compromise service levels or infrastructure capacity.

This option provides long-term service continuity and simplifies water management for residents, but it also increases Council's asset base and operational responsibilities.

Advantages	Disadvantages
MCC will receive a reliable and safe drinking water supply from the public system.	The decision may be perceived as inconsistent with Council's current policy on supplying water to rural residential zones, posing a reputational risk.
Council will generate ongoing revenue by supplying water as a bulk provider.	May set a precedent for other rural residential developments to request similar connections, challenging policy boundaries.
Demonstrates Council's commitment to supporting growth and development in the Matamata-Piako District.	Council must take ownership of additional infrastructure assets and bear the cost of their ongoing maintenance and renewal.

#### Recommended option

After considering all four options and their respective advantages and disadvantages, staff recommend **Option 2 – Temporary Water Supply Connection** to the Matamata Country Club (MCC) development. This recommendation is subject to obtaining a legal opinion on the potential



risks to Council if the developer fails to establish a compliant water supply system within the agreed timeframe. The legal advice should also guide how these risks can be mitigated through a well-drafted agreement with the developer.

Reasons for Recommendation:

**Uninterrupted Development:** The temporary connection will enable the development to proceed without delays due to the unavailability of a reliable water supply.

**Support for Growth:** Council demonstrates proactive support for a significant development that benefits the Matamata community and aligns with the district's growth objectives.

**Policy Compliance:** This option does not constitute a full breach of Council's current water connection policy, as it is a time-bound, transitional arrangement that can be justified under special circumstances.

**No Adverse Impact on Existing Customers:** The temporary supply can be managed to ensure there is no reduction in service levels for existing water users.

**Revenue Generation:** Council will receive additional revenue from bulk water sales during the temporary supply period.

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

Although section 30 of the Local Government Act 2002 require the Council not to discontinue supply of water to a person or persons, this temporary supply of water to the property is based on prior agreement with MCC to have their own supply before discontinue Council's supply to the property.

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

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	There are no direct affected parties with this decision.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above.  This issue is assessed as having a low level of significance.

Section 82 – this sets out principles of consultation.	Consultation not required.
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### **Policy Considerations**

1. 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 Local Government Act 2002 or any other enactment.

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





Council staff will communicate or negotiate with the developer depending on the decision made by Council.

### **Ngā take ā-lhinga | Consent issues**

If option 2 is agreed, a variation to consent will be required to ensure land use consent conditions are going to be met for the development.

### **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	
TŌ MĀTOU WHAKAKITENGA   OUR VISION			
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.			
TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

The community outcomes relevant to this report are as follows:

- A place to Thrive
- A place with people at its heart

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

Should Council choose to provide either a temporary or permanent water supply connection to the Matamata Country Club development, additional costs will be incurred for the provision of bulk water. These costs will be fully recovered from the developer.

To ensure there are no adverse financial impacts on Council, the net cost of supply will be offset through a combination of direct payments, contributions, or a financial bond from the developer. This arrangement will serve as a safeguard, ensuring that Council is not exposed to any long-term liabilities or service disruptions resulting from the connection.

### Ngā Tāpiritanga | Attachments

A  MCC Water Request to MPDC (1)



### Ngā waitohu | Signatories

Author(s)	Susanne Kampshof <b>Pou Rawa me ngā Kaupapa   Assets and Projects Manager</b>	
	Santha Agas <b>Pūkenga Rawa Wai e Toru   3 Waters Asset Engineer</b>	

Approved by	Susanne Kampshof <b>Pou Rawa me ngā Kaupapa   Assets and Projects Manager</b>	
	Fiona Vessey <b>Hautū Whakahaere   Group Manager Operations</b>	



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13 March 2025

Job No. 145570.08

Matamata Piako District Council  
Attn: Susanne Kampshof  
PO Box 266  
Te Aroha 3342

Via email: [skampshof@mpdc.govt.nz](mailto:skampshof@mpdc.govt.nz)

Dear Susanne

## Matamata Country Club – Request for Water Connection

### 1. Introduction

The Matamata Country Club (MCC) is currently designing, constructing, and commissioning a water treatment plant to serve their retirement village development at 102 Peria Road, Matamata. This correspondence formally requests a connection to the Council's water reticulation network as an alternative to building and using that water treatment plant. It outlines the consenting background, reasons for preferring a connection, and the unique aspects of the development that distinguish it from other requests for land outside of the urban water supply area.

### 2. Consenting Background

In 2022, Sanderson Group Ltd (the Applicant or Sanderson) applied for a land use consent to construct and operate a retirement village (or an accommodation facility to accommodate retired persons under the Retirement Villages Act) at 102 Peria Road, Matamata. The site is located directly on the existing urban edge of Matamata, at its northern end, is just over 20ha and is zoned Rural-Residential 2 under the Operative Matamata-Piako District Plan.

In March 2023, the Council granted the land use consent, subject to conditions (Council Reference: 102.2022.12659). That consent provides for the construction of 131 villas/townhouses and the establishment of a number of communal facilities including a club house, a pool house, a health spa, and an 80 bed car facility.

The servicing arrangements for the site, as authorised in that consent, are that it is proposed to be self-sufficient. For water supply, this means the drawing down of water from new bores that have been drilled within the site. Water from those bores will then be pumped from the new bores to an internal water treatment plant where it will feed a potable water reticulation network that services the development. A separate network has been constructed for irrigation purposes that uses water from the pond and provides water supply for fire fighting purposes. As part of this initiative, MCC has drilled four bores and obtained resource consent from Waikato Regional Council to extract 200m<sup>3</sup> of water per day, amounting to an annual volume of 48,725m<sup>3</sup> from these bores.



### 3. Current Proposal/Request

Sanderson hereby requests that the Council formally consider granting them both a temporary and permanent connection to the urban Matamata water reticulation network.

Sanderson recognises that due to the underlying zoning of the property, the site sits outside the urban water supply area and that the Council may use its discretion to grant such a request. We understand that an exemption would require a formal process. Nonetheless, we offer the following preliminary considerations in support of this request:

1. Sanderson is prepared to offer the Council a substantial contribution exceeding the Development Contribution levy for water. Although the exact figure is yet to be finalised, Sanderson would consider offering \$5,000 per villa and per communal facility, covering 131 villas/townhouses and 4 communal buildings, totalling approximately \$675,000. A private agreement between the Council and the Sanderson would need to be established to formalise this agreement and the timing for payment.
2. The development's unique nature as a retirement village, distinct from standard residential developments in rural-residential zones, warrants special consideration and provides a unique difference that would avoid precedent effects arising. The Council is providing one connection, whereas other development of this scale would require and necessitate multiple connections.
3. Despite the number of buildings serviced exceeding the volume of supply from a single connection, the entire development will be managed via one metered connection. This arrangement will enable the Council to charge MCC for ongoing water usage at the established per cubic metre rate, providing an additional revenue stream to support the Council's maintenance, renewal, and new water infrastructure.
4. The site is directly adjoining the urban water supply area and easy connections (via either Dawson Street or Peria Road) can be established. There is no additional burden on the Council in providing the connection in terms of upgrading the adjacent reticulation.
5. Sanderson's experience with the Tamahere village has established that the volume of water required to service MCC are less than the RITS standards i.e. 230 litres/person/day as opposed to 250 litres/person/day. Based on these figures, and as set out in the following Table, the MMC requires 83.5m<sup>3</sup> per day.

Facilities and no. of people	Total no. of people	Design flow <sup>2</sup> (l/person/day)	Required daily volume of water (m <sup>3</sup> )
132 villas - designed for 1.81 persons per villa	239	230	56
7 terraced two storey houses – designed for 1.81 persons per villa	13	230	3
80 care facility rooms – designed for 1 person per room	80	280	22.5
Allowance for staff – 40 people	40	50	2
Total required volume for potable water supply per day			83.5

### 4. Next Steps

We understand that a formal process is necessary to confirm the aforementioned request. Therefore, we respectfully ask for a temporary connection to be granted for a duration of 12 months. Within 12 months from now, it is anticipated that 23 villas will be completed (with an occupancy of 43 persons), and water demand is therefore likely to be in the order of 9.98m<sup>3</sup>per day. The current volume required is 1.65m<sup>3</sup> based on an occupancy of 7 persons.

TV7



Enclosed with this correspondence is a connection request form to facilitate the establishment of this connection. Furthermore, we request that our application be included in the agenda of the next Council meeting.

The proposed 12-month period for the temporary connection is intended to allow sufficient time to complete the process of establishing a permanent connection and the associated paperwork. Additionally, should the request be denied, this timeframe provides Sanderson with adequate time to construct a water treatment plant to service the needs of their clients.

## 5. Conclusion

We thank you for the consideration of this request and look forward to working with you further on this matter. Should you require any further information please do not hesitate to contact the undersigned or Nathan Sanderson.

Yours sincerely

**Bloxam Burnett & Olliver**



**Kathryn Drew**  
**Planning and Land Development Manager**  
0272510009  
kdrew@bbo.co.nz

Encl: Water Connection Request  
CC: Nathan Sanderson & Brendon Russo – via email

C:\12dsynergy\data\10.7.120.14\145570.08 - Matamata Retirement Village\_5147\02 Correspondence\MCC Water Request to MPDC.docx

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3. 



8 Ngā Pūrongo Whakamārama | Information Reports

# 8.1 Hamilton & Waikato Tourism - Annual Report 2024/2025

CM No.: 3056461

## Te Kaupapa | Purpose

The purpose of this report is to provide Hamilton & Waikato Tourism's Annual Report for the 2024/25 financial year.

## Rāpopotonga Matua | Executive Summary

Nicola Greenwell, General Manager of Hamilton & Waikato Tourism, in attendance to present the organisation's Annual Report for the 2024/25 financial year. The Annual Report is attached.

## Tūtohunga | Recommendation

That:

1. The information be received.

## Horopaki | Background

Hamilton & Waikato Tourism is a recipient of Council's Multi-Year Community Grant funding for the Long-Term Plan 2024-2034. A condition of receiving this funding is for the organisation to provide Council with its Biannual and Annual Report for the current financial year.

The Annual Report for the 2024/2025 financial year has been attached.

## Ngā Tāpiritanga | Attachments

 HWT report to Matamata Piako - year end (Jul24-Jun25)



## Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Kaitohu Mātāmua Kāwana   Senior Governance Advisor</b>	
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Approved by	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
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## Year-end report to Matamata Piako District Council

1 July 2024 – 30 June 2025

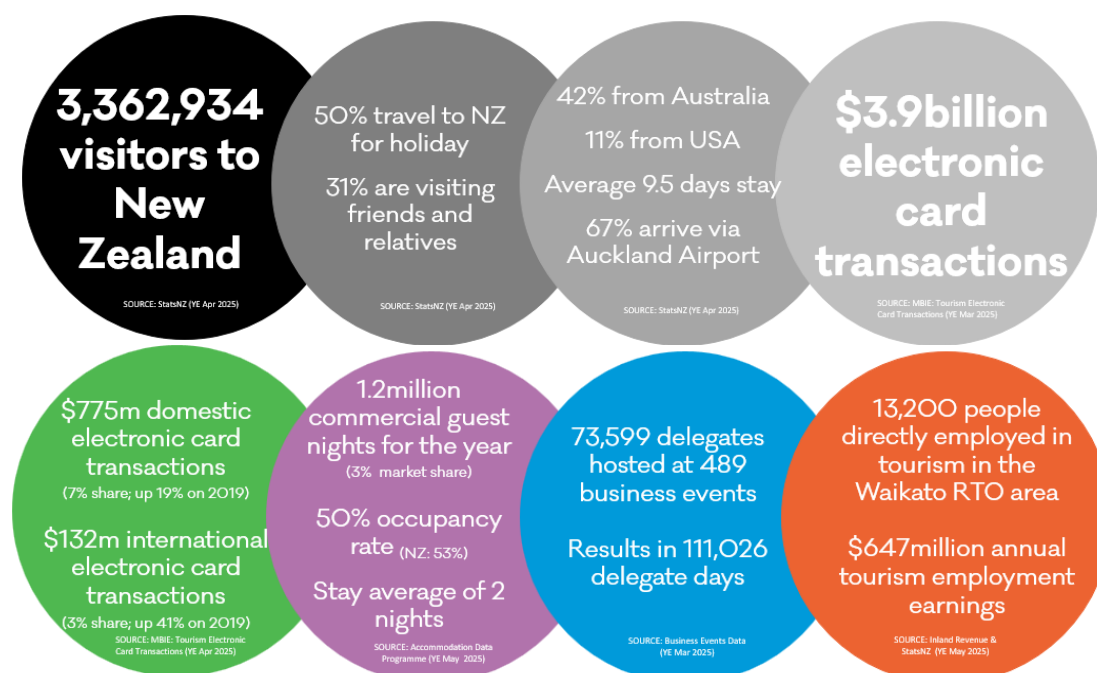
Hamilton & Waikato Tourism (HWT) your Regional Tourism Organisation (RTO). Our role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend. When visitors spend money in our region, businesses remain viable, employment is available, and we develop prosperous communities.

Hamilton & Waikato Tourism is a subsidiary of Waikato Regional Airport Limited, a Council Controlled Organisation (CCO). We have a commercial board with Richard Leggat appointed as the Chair in December 2021. Richard is joined by Gus Gilmore, as WRAL board representative; Mark Morgan, as the WRAL Chief Executive; and Steve Gow as an independent director.

HWT is funded through a public/private partnership with the region's tourism industry and **four** local authorities including Hamilton City, Matamata Piako, Waikato and Waipā. This is the year-end report covering the period from 1 July 2024 through to 30 June 2025.

### KEY HIGHLIGHTS (July 2024 to June 2025)

NOTE: with reporting timeframes, year-end data is not yet available from MBIE or StatsNZ. The stats provided are the most up to date available:



Year-end report to Matamata Piako District Council

1 July 2024–30 June 2025

## Hamilton & Waikato Tourism

### EXECUTIVE SUMMARY

This financial year began by confirming funding through the collective Long Term Plan processes with each of our partnering councils. While Hamilton retained funding at previous levels (thank you!), reductions were implemented by Waipā, Waikato and Matamata Piako. Despite best attempts and discussions, Waitomo and Ōtorohanga chose to withdraw from our activities. Overall, our budget reduced by 18%.



In order to reset within the new budget, the organisation was restructured and the team resized. The focus of our ongoing work was carefully considered, with the HWT Board determining the organisation would focus attention primarily on marketing within New Zealand, attracting business events, supporting the industry to improve visitor experiences, all delivered through digital platforms. Our team reduced from eight full-time-equivalent staff members to six.



We have settled well within the reduced budget and team; and have delivered substantial quantity and quality of activities, achieved great results and have much to be proud of and celebrate. There have been new initiatives introduced throughout the year – new approaches to marketing campaigns, new Membership structure for industry contribution, new Member portal providing tools to our Members, along with existing proven approaches within the business event sector, providing support to our industry and ensuring digital engagement continues to grow.

With the arrival of Jetstar flights from Sydney and Coolangatta, the Regional Theatre about to open and new hotels on the way, we feel particularly optimistic about the future ahead for our region.

You will notice a change in our report. As you reside within our region, you are unlikely to see our work (you are not a visitor after all), therefore we have given visual examples of our work throughout; specifically focussing on the activity and inclusion of your specific operators and visitor propositions. We hope you find this new format beneficial.

### Activity Update

<b>38,816,934</b> People reached through marketing, digital and PR activities	<b>41</b> Members signed up for FY 2024/25	<b>62</b> Industry events attended	<b>28</b> Media releases, comments & information provided	<b>17</b> Workshops, events and online resources provided
<b>46</b> Electronic newsletters sent	<b>16</b> Media hosted in region	<b>5</b> Regional conference bids	<b>7</b> Campaigns	<b>701</b> Travel Trade trained
<b>3,220,389</b> Billboard impressions per week x 6 months <b>= 77,289,336</b> impressions in Gold Coast, Brisbane and Sydney				

Year-end report to Matamata Piako District Council

1 July 2024–30 June 2025

## Hamilton & Waikato Tourism

### Domestic Marketing

#### Big Bang Domestic Marketing Campaign – “Get Lost”

The "Get Lost" domestic marketing campaign was filmed and produced during December 2024 and January 2025; with the campaign live in March/April. This initiative produced a comprehensive suite of assets, including six 30-second and six 8-second video ads, social media imagery, posters, mall entrance panels, LED screen imagery, and window decals. Hobbiton Movie Set was included in our hero creatives.

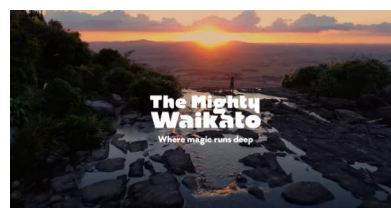
The campaign objective was to reach and inspire target audiences, encouraging domestic visitation to the Waikato region during the autumn shoulder season and foster advocacy for the region as a destination. Primary target audiences were older couples and families residing in Auckland. Our Members received a "Get Lost" Campaign Guide, which included logo lockups, example copy, key messaging, calls to action, and digital assets. These resources were provided for Members' to incorporate in their own marketing activities, thereby extending the campaign's overall reach.

The "Get Lost 2025" campaign successfully delivered on its objectives with exceptional click-through-rates, low cost per click, and strong demographic engagement.

- Reach and Efficiency: Total Impressions: 950,000 (Meta + YouTube), reach on Meta: 142,000 with a frequency of 3.38; indicating good exposure without over-saturation. CPC (Meta): \$0.05, far outperforming the travel industry average of \$0.63. CPM (Meta): \$6.51 — highly cost-effective.
- Engagement: Overall CTR: Meta: 12.85% — 14x higher than the travel industry average of 0.9%.
- Conversions and Clicks: Meta: 61,625 clicks; 153 external link clicks. YouTube: 7,031 clicks; 459 conversions. Conversion Rate (YouTube): 1.03% — a solid figure for awareness and consideration campaigns.

#### Waikato Brand Video

We were proud to launch our new [Mighty Waikato](#) brand video, celebrating the region's rich identity, diverse experiences, and natural beauty. Designed to evoke pride and inspire visitation, the video highlights iconic locations such as Hobbiton Movie Set, Hamilton Gardens, Raglan, and Sanctuary Mountain Maungatautari; while showcasing Waikato as a dynamic destination to play, relax, connect, and explore. This visual storytelling asset supports both domestic and international marketing, reinforcing Waikato's unique appeal.



During the six cricket test matches hosted at Hamilton's Seddon Park, TVNZ featured the mighty Waikato brand video, reaching over 10,500 attendees per game as well as TV audience. Whilst in region, talkSport UK Radio was hosted by Te Ahurei Māori Tourism in Hamilton Kirikiriroa.



The Mighty Waikato brand video was also featured at the Auckland All Whites game played at FMG Stadium Waikato in November 2024, reaching an attendance over 10,000 as well as the television audience.

## Hamilton & Waikato Tourism

### Marketing to Australia

We are thrilled to have HLZ as an international airport code once again! The arrival of Jetstar from Sydney and Coolangatta in June were greeted with great celebrations and is a fantastic advantage for our region, and beyond.

While our initial focus with renewed funding levels was on the domestic market, we have managed to complete a range of Australian focussed activities to support these flights. We are pleased of the activation we have been able to provide to date.

### Australian Billboards

We were proud to support the initial announcement, including digital billboard designs promoting the mighty Waikato, showcased in Brisbane Metro, Brisbane Airport and Gold Coast Airport. Imagery promoting Matamata-Piako and Hobbiton Movie Set were widely used in this marketing activity.



### AIME attendance

Attending AIME in Melbourne was a valuable opportunity to showcase the Waikato region to the Australasian incentive market. We promoted our unique combination of natural beauty, cultural depth, and high-quality venues tailored for incentive experiences. Strong interest was shown by buyers, particularly around the reintroduction of trans-Tasman flights, which significantly enhance accessibility to our region. Through pre-scheduled meetings and networking events, we generated quality leads, reinforced industry relationships, and gained fresh insights into incentive trends. AIME proved instrumental in positioning Waikato as an appealing alternative to traditional city destinations for incentive groups seeking meaningful, connected experiences.

### AU Pedestrian.TV Famil

In November 2025, Matt Galea, Managing Editor of [Pedestrian.TV](https://www.pedestrian.tv)— a leading Australian youth pop culture platform with over 834,000 unique monthly visitors and an average of 6.47 million monthly social media views—embarked on a two-day self-guided adventure through the Waikato region. His visit, aimed at producing spring travel content across articles and social media, featured a privately guided media tour at Hobbiton Movie Set.

### International Media Marketplace (IMM)

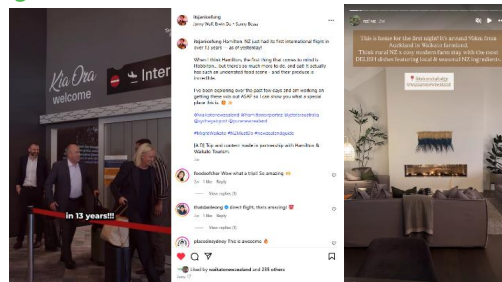
We attended the International Media Marketplace (IMM) in Sydney in February 2025. This is key global networking event for the travel media industry. This involved 25 pre-booked one-on-one meetings with influential Australian travel writers, publications, and influencers to promote the Waikato and pitch story ideas, famil opportunities, and feature articles in support of the new trans-Tasman flights to Hamilton Airport. Subsequent follow-up yielded several confirmed collaborations with Jetstar, Queensland Airports Limited, and media, with famils hosted aligning to the inaugural flights.



## Hamilton & Waikato Tourism

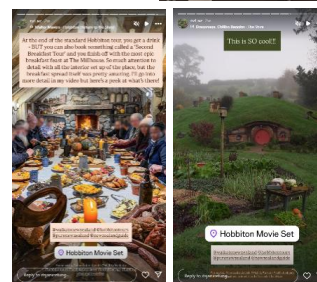
### AU Journalists arrived on Inaugural Sydney – Hamilton flight

Media on the Sydney inaugural flight included journalist from The Australian (Australia's leading national newspapers, with a substantial daily readership across print and digital platforms, reaching influential audiences in business, politics, and the arts) and a journalist from Explore (Regional Australia's leading travel platform, offering curated travel content and destination inspiration to a large audience of domestic travellers seeking authentic regional experiences). Both journalists experienced a Hobbiton Movie Set Tour – including a Evening Banquet and Second Breakfast.



### Sydney Food/Travel Influencer Janice Fung

Matamata Piako hosted Sydney-based foodie influencer Janice Fung as part of a targeted destination awareness activity. With a total estimated reach of over 149,000 across her platforms, Janice continues to share highlights from her visit including the Second Breakfast Tour at Hobbiton Movie Set. Janice arrived via Auckland and departed on the first flight out of Hamilton Airport back to Sydney, showcasing the ease of trans-Tasman travel.



### RTO/ITO event

We attended **RTO/ITO Day** in Auckland in March and held 58 twelve-minute appointments with Inbound Tour Operators across the two-day event. The regional updates were well received by industry with hype around The Clements Hotel opening, Hamilton Gardens paid product, Hobbiton's new Behind the Scenes tour, Sanctuary Mountain Maungatautari new limited Kiwi experiences, and the launch of AU flights through Hamilton Airport (with the region being popular for first or last activity in North Island itineraries).

### Sunrise TV

The Waikato was selected as one of only five NZ locations to host Australia's leading breakfast show, "Sunrise" on Channel 7, which has held the number one position for 21 years. In March 2025, presenter Sam Mac conducted seven live broadcasts from Hobbiton™ Movie Set. This provided exposure to a large Australian audience (4million monthly and 1.2million daily viewers) and was further amplified through Sunrise's extensive social media channels. The broadcasts included promotional segments highlighting the international flights into Hamilton, directly linking the Waikato with Sydney and Coolangatta.



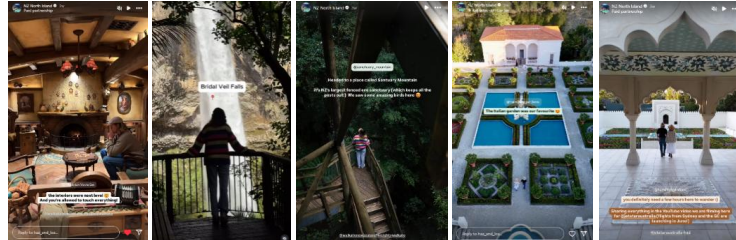
### Kidspot.com.au

In March, Waikato was selected as one of only two New Zealand regions to host Elizabeth Macri, an editor from the Australian parenting website, Kidspot.com.au, and her family. Kidspot generates over 27million monthly touchpoints and maintains a social media presence of over 1.5million followers. The media features successfully showcased the Waikato region as a premier family-friendly destination to a highly engaged Australian audience. The published coverage included two website articles, two Facebook shares of articles, two newsletter inclusions, and one Instagram mention, representing a significant equivalent advertising value (EAV) of over \$100,000.

## Hamilton & Waikato Tourism

### AU Influencers Haz & Loz

In May, we hosted Australian influencers “Haz & Loz” in partnership with Jetstar. They captured content for the Jetstar in-flight entertainment system and to promote the region on their own social channels. With a combined audience of 270,000 across Instagram and TikTok, their content engaged 25–34-year-old Australian audience through stunning visuals of local experiences, food, and stays. The collaboration amplified destination visibility and strengthened our ongoing partnership with Jetstar. Haz and Loz loved their experience so much, they aim to return!



### Tourism BOOST AU campaign

The Government announced the Tourism Boost Fund for collaborations of RTOs to market destinations to encourage international visitation over the winter months. Our collaboration with North-North Island was awarded \$600,000 to target Australian visitors (led by RotoruaNZ); and the All-NZ collaboration was awarded \$680,000 for attracting North American visitors (led by Tātaki Auckland Unlimited). We provided strong and compelling content for both activations. Both are still in market and results will not be measured until September 2025.

### Australian Travel Sellers training

Tourism New Zealand lead an online training webinar in March 2025 which had themselves, JetStar AU, Dunedin RTO and us training 75 Australian front line travel agents. We presented a regional overview concentrating on our hero products as well as accommodation offering, annual events taking place and Hamilton city as a hub for visitation. The purpose of this training was to build awareness with Australian based travel agents of the new trans-Tasman Jet Star routes to Hamilton and Dunedin.

### eXplore Trade Show

This event is comprised of an afternoon of educational workshops and a networking event followed by a full day of open appointment streams between travel trade (buyers), and operators and RTOs (sellers) within the central North Island regions. Held in April 2025 in Auckland, the event welcomed mostly Auckland based ITOs and IBOS and we exhibited alongside nine operators from the mighty Waikato. The event had 254 buyers registered attend which has surpassed 2024 event buyer numbers.

### TRENZ

TRENZ 2025 took place in Rotorua in May 2025. We attended with four regional operators: Hamilton Gardens, Hobbiton™ Movie Set, Riverside Adventures Waikato and Hidden Lake Hotel & Apartments. We requested our preferred buyers very strategically with priority on Australian buyers, followed by UK and North America. Collectively with our central North Island collaboration ECNI, we hosted a networking hour showcasing a wide variety of local food and beverages available within our wider ECNI rohe.

Our team met with 51 international buyers, many of whom were excited about the new direct flights into Hamilton and the potential for dual-destination itineraries – adding NZ to an Australian holiday via Hamilton. Following TRENZ the region hosted two post TRENZ famils, the post TRENZ ECNI famil and the TNZ Indonesian and Thailand buyer famil. Hobbiton also led a pre TRENZ Trilogy famil which included Hamilton Gardens.



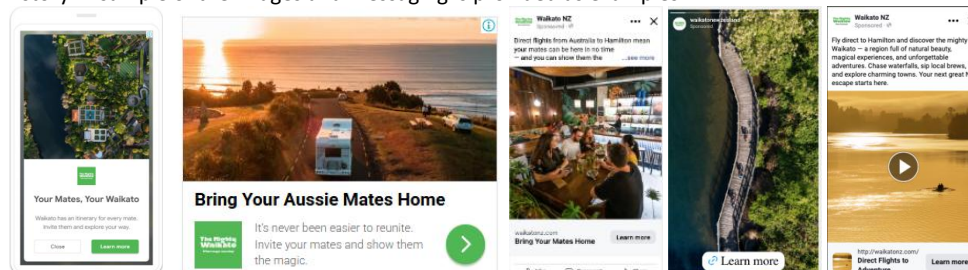
## Hamilton & Waikato Tourism

### Our own Australian campaigns

We launched two digital campaigns to support the arrival of Jetstar into Hamilton. Both campaigns featured through Meta and Google platforms:

- The first targets mighty Waikato locals with messaging to “bring your Aussie mates home” and do this, explore here etc. This aims to inform locals about the flight connections and to ensure they are great ambassadors for our region. This went live in June for four weeks.
- The second targets Sydney and Gold Coast residents with the message to “C’mon on over”. Again, this showcases the great activities and experiences our region has to offer.

Images and messaging are served to consumers to match individual demographic and interest areas according to search history. A sample of the images and messaging is provided as examples:



### Other international activities

#### Air New Zealand North America travel sellers training

This multi-pronged activation is in conjunction with our ECNI partners and comprised of a webinar series, live Q&A session and in-region famil for eight top selling agents (including pre and post video content). Commencing with the online training component, each RTO was assigned 15 minutes to educate, and additional time to present itinerary options. The Waikato and Rotorua joint webinar was in June. We presented with a prerecorded video presentation ‘out in the field’. We aimed to leave a lasting impression on the audience with this creative approach. There were 438 agents registered for our webinar and 205 joined, the remaining agents have access to watch the webinar later.

Promotion of this training, through the lens of a competition to win a famil, had an impressive reach by being promoted to Air New Zealand and ECNI collective North America databases, Tourism NZ Facebook channel, along with some paid promotion. The famil will take place later this year in September.

We welcomed a number of **travel trade famils** in region over the past year including a retail agent from North America Kiwilink (prize winner), and an ATS Agent Mega famil of 22 people. The region has hosted a group of eight Japanese trade agents through a Tourism New Zealand led famil last November and an agent from Down Under Answers in December. We supported with varying levels of coordination or direct connection.

## Hamilton & Waikato Tourism

### Digital Marketing

#### Digital reach throughout the year

Over the year, our digital reach has expanded to **9.79 million total views**, demonstrating increased engagement across multiple online channels. Website traffic has remained steady, supported by regular content updates and targeted online strategies such as search engine optimisation. Social media platforms have experienced steady follower growth and improved reach, while e-newsletters continue to achieve consistent open and click-through rates. Digital advertising efforts have also contributed to greater visibility and audience engagement. These trends highlight positive momentum and the effectiveness of our ongoing digital initiatives.

#### Photoshoots

We held two photoshoots in region during the year to capture fresh imagery of the Waikato region. Our photographer was given creative freedom and flexibility, which resulted in an incredible set of images exceeding our expectations. By remaining flexible with our schedule, we were able to capture multiple locations at different times of the day, making the most of the weather and sun positioning.

Overall, the photos highlight a wide range of visitor experiences in the Waikato region.



#### Jetstar arrival video achieves exceptional organic reach and engagement on social media

A recent video shared on Facebook to celebrate the arrival of the first Jetstar flight from Sydney to Hamilton Airport delivered outstanding results. The post received 287,912 views, reached 260,660 people, and generated 4,880 reactions, demonstrating significant public interest. Most viewers were based in New Zealand and Australia, reflecting strong engagement with the return of direct trans-Tasman flights to Hamilton. This result highlights the value of digital storytelling in promoting key milestones for the region.

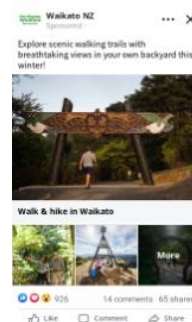


#### Always on Digital Campaigns

We continue to run a series of ads across Meta (Facebook and Instagram) and Google on an ongoing 'always on' basis. This ongoing activity has ads designed for a local Waikato audience as well as visitors from key drive markets such as Auckland. The focus of ads is based around walking, experiences, cycling, food and events and features our HWT members throughout.

Headline  
Things To See & Do Matamata

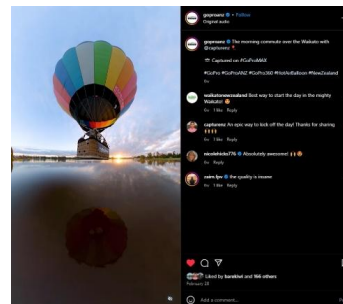
Description  
Best Things To Do In Matamata – Hop on your bike and experience the Hauraki Rail Trail. Keep an eye out for Wairere Falls. Explore the historical beginnings of Matamata and the surrounding areas. Learn more here.





### GoPro's "Post of the Day"

GoPro ANZ (255,000 followers on Instagram) re-shared an Instagram post featuring the video of Kiwi Balloon Company flight as their "Post of the Day" on their Instagram channel. The video was captured during the filming of our regional brand video with BareKiwi, who is the official GoPro ambassador in New Zealand. This highlights the importance of collaborating with social media content creators, as such partnerships can significantly enhance exposure.

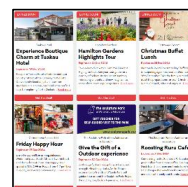


### Morrinsville Art Gallery in-person digital support

We provided Morrinsville Gallery with additional one-on-one digital marketing support. During the in-person session, we registered the gallery with newzealand.com and created a listing; we also signed up Morrinsville Gallery for our Member Portal and Hot Deals platform; we checked their Eventfinda account to ensure all events listed by the gallery reappear on our website; we discussed various strategies to promote the gallery via social media channels. Our support was highly valued by the director of the gallery, and it significantly enhanced their online presence.

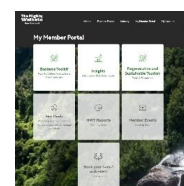
### Refreshed Hot Deals platform on waikatonz.com

The refreshed Waikato Hot Deals platform was launched in September. Fully integrated into the WaikatoNZ website, the platform now features automated account creation, simplifying the registration process for operators. Feedback has been positive, with users praising the platform's simple and clean navigation, as well as the ease of listing deals. The Hot Deals platform is free and available to businesses and tourism operators within our boundaries.



### Member Portal

Our new Member Portal was successfully launched in December. All Members received a "Welcome to our new Member Portal" newsletter introducing the portal and provided instructions. The portal includes access to additional resources, ability to book one-on-one meetings with the team, insights and updates on our KPIs, and registration for Members events. The feedback from the Members was positive: easy to use, easy to navigate, and exciting.



### Website and Social Media

**Matamata Piako was profiled through HWT's various social media channels including:** Hobbiton Movie Set, Christmas Events and Activities, Hauraki Rail Trail, Wairere Falls, Mid-Winter Feast, Discover Your Wingman, International Hobbit Day, Matamata Christmas Parade, Herd of Cows?, Morrinsville, Dianne Baker: Focus Exhibition, Madeleines International Singing Trio, Slow Fashion Op Shop Tour to Morrinsville, Opposites Attract at Morrinsville Gallery, The Addams Family at Morrinsville Theatre, MBS Advisors Fireworks Extravaganza, Christmas Light Show - During the Day!, Morrinsville Christmas Parade, Howarth Memorial Wetlands, Waiorongomai Valley, Merchant of Matamata, Mokena Geyser, Te Aroha, Aroha Cruise In, Behind the Scene Hobbiton Movie Set Tour, Middle-earth Halfling Marathon, Vintage Tractor Day, Art On Thames Street, A Day at the Domain Te Aroha, Mount Te Aroha.

## Hamilton & Waikato Tourism

**Representation on waikatonz.com:** Matamata Piako is well represented on the WaikatoNZ website, showcasing a diverse range of experiences, activities, accommodation options, events, and dining choices.

Jul-Dec 2024



↑ Facebook post



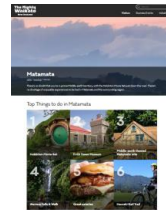
↑ Instagram post



↑ TikTok post



↑ Story on Meta



↑ waikatonz.com

Jan-Jun 2025



↑ Facebook post



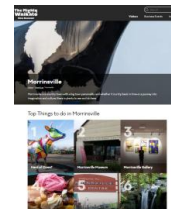
↑ Instagram post



↑ Story on Instagram



↑ Story on Facebook



↑ waikatonz.com

### E-newsletters

**Quarterly e-newsletters were distributed to our consumer, business events and media databases featuring:** Hobbiton Movie Set Beer Festival, Christmas Light Show During the day at Morrinsville Art Gallery, Go Behind the Scenes with the New Hobbiton Movie Set Tour, Wairere Falls, Middle-Earth Halfling Marathon, Hobbiton™ Movie Set, Aroha Cruise In, Te Aroha Domain, Hobbiton Mid-Winter Feast, International Hobbit Day.



## Hamilton & Waikato Tourism

### Media

#### US TV series filmed in region

We're excited to share the phenomenal success of the Huckberry DIRT episode showcasing Raglan and the mighty Waikato. The episode has amassed over 841,000 views, demonstrating the strong appeal of our unique experiences to a US audience. From iconic surf spots to local culinary delights and adventure activities, the episode captured the essence of our region. Tourism New Zealand has highlighted the mighty Waikato's exceptional exposure, with Huckberry's DIRT reaching an average of 1,105,000 viewers.

#### Kidspot Magazine partnership - spring travel campaign

In partnership with Kidspot, we ran a Spring Family Travel campaign for 12 weeks (Aug-Nov 2024) which successfully reached over 279,000 viewers and significantly exceeded Kidspot benchmarks. Leveraging Kidspot content partnerships to engage this large audience, the campaign achieved a media click through rate (CTR) of 0.41%, more than double the 0.17% benchmark.



#### Kia Ora Magazine

The region featured prominently three separate articles in the November and December 2024 editions of Kia Ora Magazine. The November edition included a five-page feature showcasing the region as an ideal weekend getaway. This was followed by two exclusive features in December, with Ellese Andrews' two-page "Travel My Place" column, and Te Karaka Lodge "Lodge Review" column. This consistent presence in Kia Ora Magazine offers fantastic visibility, reaching over one million passengers monthly.



#### Hardest Geezer Waikato Experience

In May 2025, we helped make UK endurance runner Russ Cook's (aka the Hardest Geezer) dream a reality with an unforgettable visit to Hobbiton Movie Set. As part of a high-impact UK advocacy campaign with over 1.8million social followers and a media reach exceeding 587million, this activation showcased Waikato's iconic experiences to a global audience, reinforcing the region's relevance within a widely celebrated national campaign.



#### German Media Famil – Abenteuer Leben (Kabel Eins) – Tourism NZ partnership

In April, we hosted a German media *Abenteuer Leben* producer Daniel Mohr and crew, for a Waikato experience featuring Hobbiton Movie Set's Banquet Tour, Cambridge township, and Hidden Lake Hotel. *Abenteuer Leben* is a leading lifestyle programme broadcast on Kabel Eins (Germany's major private TV network), reaching up to 500,000 viewers across Germany, Austria, and Switzerland per episode, with additional reach via YouTube (199,000 followers) and Joyn. Coverage from the visit is expected to generate at least five TV episodes, positioning Waikato as an appealing off-peak destination for the German-speaking market. They managed to capture great footage in the Waikato and their episodes will be released later this year, spanning across 2025/2026.

Year-end report to Matamata Piako District Council

1 July 2024–30 June 2025

## Hamilton & Waikato Tourism

### Support for Tourism NZs global “Find Your 100%” campaign

We supported Tourism NZ in the development and rollout of their refreshed *100% Pure New Zealand* brand campaign, “**Find Your 100%**”, which launched globally in June. The campaign is live across digital platforms and broadcast channels worldwide, showcasing Aotearoa through authentic and emotionally resonant storytelling. Waikato’s participation helped reinforce the region’s place within New Zealand’s national tourism narrative and ensured visibility as part of this powerful international brand push.



### King’s Birthday feature in NZ Herald/Waikato Herald

Waikato was proudly featured in the NZ Herald’s King’s Birthday long weekend travel round-up, spotlighted as a top destination for winter escapes. The article, published across NZ Herald’s national platform and regional Waikato Herald, highlighted Waikato’s diverse attractions – from Hobbiton Movie Set and Hamilton Gardens to coastal gems like Raglan – positioning the region as a must-visit for domestic travellers seeking a short break.



### Our New Zealand magazine winter feature

Waikato received premium exposure in the Winter 2025 edition of *Our New Zealand* magazine, with a dedicated editorial, full-page advertisement, and complimentary front cover placement. With a seasonal readership exceeding 100,000 and national distribution across major airports, ferry terminals, and holiday parks, this coverage significantly boosted destination visibility during the peak winter travel season.



### Content creation with Bare Kiwi – regional video and campaign assets

While filming for our new mighty Waikato brand video (previously mentioned), we took advantage of this opportunity with Kyle “Bare Kiwi” Mulinder to capture a suite of versatile content for future marketing use. This proactive approach allowed us to gather high-quality footage across a range of Waikato experiences – from iconic sites like Wairere Falls and Lake Karāpiro to immersive activities such as hot air ballooning, cave exploration, and Riverside Adventures. These assets will support upcoming campaigns across digital and social channels, extending the ROI of Kyle’s visit and strengthening our regional storytelling toolkit.



Year-end report to Matamata Piako District Council

1 July 2024–30 June 2025

## Hamilton & Waikato Tourism

### Uno magazine

Waikato was also featured in The Winter 2025 edition of UNO Magazine, which delivers premium lifestyle content to an engaged audience of over 75,500 readers across the Bay of Plenty and Waikato, with extended reach via 34,000+ social followers and 17,000 monthly website visitors. The dedicated editorial showcased key visitor destinations including Hamilton Gardens, Hamilton Zoo, MADE Hamilton, and Te Whare Taonga o Waikato Museum & Gallery. These stories highlight the city's rich cultural assets, family-friendly attractions, and thriving food scene, positioning Hamilton as a top-tier short-stay destination for domestic travellers.



### Expedia Unpacked '25 Travel Trends

Waikato featured in the [Expedia Unpacked '25](#) travel trends – the only New Zealand destination to EVER feature in this research! This story gathered momentum with media coverage including Seven Sharp, NZ Herald, Waikato Times, two Radio NZ interviews, etc!



### Waikato Business News column

We continue to contribute a monthly tourism-based column to Waikato Business News.

Collective audience reach across marketing, online/digital and media activity over the year is **38,816,934 people**.

In addition to **77,289,336** impressions of billboards in Australia.





## Business Events

### Unleashing the Potential of Business Events

This was a fantastic opportunity to gain valuable insights from both domestic and international business events professionals, including our global advisors on sector development. The forum centred on how business events align with Auckland's economic development priorities, featuring inspiring presentations, panel discussions, conference sessions and networking opportunities.

### Wellington Soiree

An annual event which consistently succeeds, attracting a high calibre of around 30 buyers from the Wellington region. This is in collaboration with some of our key partners, Claudelands Events Centre, Hobbiton Movie Set, and Jet Park Hotel. It provides an excellent opportunity to share industry updates with our guests and strengthen our key relationships within the region.

### Auckland Buyers Lunch

Hamilton & Waikato Tourism, Hobbiton Movie Set, and Claudelands Event Centre hosted a fantastic group of buyers from the Auckland Region. The small, intimate setting provided an excellent opportunity for meaningful conversations and deeper insights into the needs of our carefully selected guests.

### Business Events Expo

This is our third time attending this expo, a major event focused on conference and meeting organisers, incentives, corporate travel, and group and special interest travel and trade shows. Alongside Claudelands Event Centre, Hobbiton Movie Set, and SkyCity Hamilton, we showcased the mighty Waikato, securing excellent appointments and generating positive leads.

**BEIA Conference and AGM 2024** in Taranaki was a fantastic experience. A two-day programme of knowledge, industry collaboration and networking opportunities. The key focus areas of this year's program were around the National Business Events Strategic Direction – Pīata Mai.

### Waikato Summer Famil

In February, we had the pleasure of hosting the Waikato Summer Famil, a fantastic showcase of the mighty Waikato and its hidden gems. From exploring the magic of Hobbiton™ Movie Set to a site tour at SkyCity Hamilton, dining at Reggies Rooftop at MADE, and enjoying the sounds of Late 80's Mercedes at the Hamilton Arts Festival, it was a memorable experience for our 28 Association executives and corporate guests.

Throughout the event, we engaged in many positive and insightful conversations, sparking genuine interest in our region. We're excited about the momentum this has created and hopeful it will lead to valuable business opportunities for Waikato in the future.

### Business Events Industry Aotearoa (BEIA)

Establishing and maintaining strong networks within the Business Events (BE) industry, including BEIA and its member organisations, is consistently valuable. It not only keeps us informed of the latest developments and opportunities within the sector but also allows us to establish connections with key industry leaders and engage in meaningful conversations with fellow professionals and colleagues.

We hosted BEIA leaders in the mighty Waikato for lunch and an insightful update on the latest developments in Business Events in the Waikato region. It was a wonderful opportunity for our local operators and Members to gain valuable insights into current trends and to have the opportunity to reconnect.

## Hamilton & Waikato Tourism

### Tourism NZ & Business Events Waikato “Conference Assistance Programme” Luncheon

Tourism NZ and our own Events Lead, co-hosted a CAP Luncheon at The University of Waikato. TNZ shared key insights into funding and support for international conferences to come to New Zealand. The strong turnout of academics highlighted the growing interest in this area.

We continue to progress this with another meeting planned, along with a site visit to Hobbiton, proposed for early 2026.

### NZSAE membership and conferences

Earlier this year we attended the NZSAE Auckland and Wellington Launches, and more recently the NZSAE Membership & Conferences Symposium, representing the Waikato region within the association events space. NZSAE (New Zealand Society of Association Events) plays a vital role in connecting decision-makers behind conferences and association gatherings. These events provide valuable platforms to position the Waikato as a vibrant, accessible, and logical choice for hosting association events. We shared key updates on regional developments, including new infrastructure, venue enhancements, and delegate experiences. The outcomes included strengthened relationships with association planners, heightened awareness of the region’s offering, and new business conversations that will support future conference bids.

### MEETINGS 2025

MEETINGS is the main business event exhibition of the year. We represent the region alongside eight regional operators. The exhibition includes 30 pre-scheduled appointments over two days, as well as countless ad hoc discussions with other industry leaders.

We coordinate the regional stand, which this year included an activation of designing and building a market stand providing a taste of the mighty Waikato to attract interest from day buyers.

This year, in collaboration with Rotorua NZ, we hosted a ‘buyers dinner’, an impactful evening, creating a unique platform to foster connections, showcase our regional strengths, and explore future opportunities. This joint effort was designed to maximize engagement and enhance the overall value of the dinner experience for all attendees.

With MEETINGS held at the same time as Fieldays, hosting a post-famil event in region was challenging. Therefore, we participated in a post-famil dinner in collaboration with RotoruaNZ. This provided an excellent opportunity to showcase our region to 14 Australian buyers following MEETINGS 25. We were able to connect with this influential group over dinner, a vital step in developing relationships.

### Sales Calls

Sales calls take place in Auckland, Wellington, and Christchurch throughout the year, often dovetailing with attendance at key industry events or meetings in these centres. Combining these activities allows for efficient use of time and resources while strengthening personal connections across the sector. Meeting clients and partners face-to-face while already in-market provides a natural opportunity to reinforce relationships, share timely regional updates, and stay front-of-mind for upcoming business opportunities. These touchpoints often lead to valuable market insights, the uncovering of new leads, and the ability to maintain consistent engagement with key decision-makers.



## Industry support and development

We continue to join **national advocacy** opportunities to ensure we are across national activations, and the mighty Waikato remains top of mind. We attended the TIA Summit in Auckland and the online webinar with Visit Scotland regarding their approach to introducing a bed-tax/at-place-levy. When Minister Upston announced Tourism Boost Funding to RTOs in Auckland, we were present and acknowledged. We've attended national sector events aligned with TRENZ and MEETINGS.

Through the year we have supplied written **letters of support** for Te Awa River Ride, The Waitakaruru Sculpture Park, Sports Hall of Fame and Whāingaroa Raglan Destination Management Organisation. We advocated to Ministry of Primary Industries regarding cost recovery for new/restarting international airports. We continue to provide support across the region for **large developments** such as Tata Valley, Kimihia Lake, Rangiriri Paa, Sports Hall of Fame, Te Awa Lakes, The Clements Hotel, The Pullman Hotel and a new venture at Te Miro.

We hosted two **industry symposium** this year. The first was hosted at Zealong Tea Estate in October. Speakers included Hamilton Airport, Expedia, Enlighten Designs; with new-product updates from Tieke Golf Estate and Hobbiton Movie Set; and of course, our own update. The 80 attendees enjoyed the content and then enjoyed networking component afterwards.



Our second symposium '**Elevate 25**' took place at Hamilton Gardens Pavilion in April 2025. The speaker line up consisted of Miles Partnership - how AI impacts destinations and visitor experiences; King St Advertising – how to use data for business success; JetStar Airways – airline performance, culture and long-haul connectivity; Live Nation – Waikato Regional Theatre update; and HWT – our own activity update. We had 95 people registered to attend, which is a result we are very happy with. There were 16 attendees attending the event for the first time which was great to see. From feedback collated the event and content was very well received, particularly the session held around AI.

We continue to provide individualised **support to existing and new tourism operators** across the rohe – this year holding individual discussions and providing support to 29 operators. We also connected groups of operators to foster creation of packages.

We delivered presentations to **showcase the value of visitor sector** to Smarter Futures Leadership Summit and NZ Chartered Accountants. We have provided data and regional insights to support US investor visits and prospectuses with Zealong, HCC and Waikato Regional Council. And provided content for Mayor Paula Southgate's visit to Korea and China in May 2025.



We continue to coordinate the **Crowded Places Forum**, specifically designed for venues and places where compliance with the NZ Police Crowded Spaces strategy is imperative. The event this year took place at Mystery Creek Events Centre in October which saw 20 industry people gather to connect, share regional updates and hear a presentation from Closed Loop, around how they are pioneering the circular economy.

Year-end report to Matamata Piako District Council

1 July 2024–30 June 2025

## Hamilton & Waikato Tourism

### Thermal Explorer Regional Events Fund

This fund was established by the Government to activate domestic visitation at events as part of the COVID recovery programme. We have been the lead entity for the Thermal Explorer regions of Waikato, Taupō, Rotorua and Ruapehu. \$3.75million was allocated to our four regions – which was largely utilised as a contestable fund, providing funds directly to events; and providing a wide range capability building opportunities.

The final Roadshow series took place in October with the four workshops presented by BareKiwi and centred around social media content creation. After each event we offered a local event experience for attendees ie, Equifest set up preview in Taupō and taking a behind the scenes tour of FMG Waikato Stadium in Hamilton. In November, the ThermEX REF panel delivered the final workshop in Taupō with Volunteering NZ presenting and educating the sector on the 7 practice areas for new Best Practice Guidelines.

We have distributed industry e-DMs and created four event case studies over the last year. The Waikato event showcased, Sika Show, also being profiled through NZ Event Association (NZE) e-newsletter.

The fund has now come to a completion. The **\$3.75million funding** provided to **48 events** resulted in **attendance of 532,468 people** and **\$220million of economic benefit** across the four regions – we are very proud of this achievement.

### Regional Event Promotion Fund

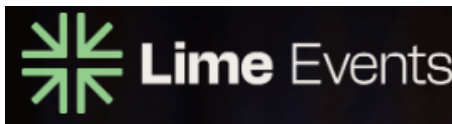
You will recall the mighty Waikato was excluded from the Regional Event Promotion Fund when announced last year. We advocated and lobbied HARD to have our region included. Round two was announced and this time included Matamata Piako, Waikato and Waipa events. Unfortunately, Hamilton was classed as “urban” and continued to be excluded.

We ensured each team at the councils knew of this opportunity and assisted their applications. We were very pleased to see \$180,000 secured by Waipa based events, and \$71,664 secured by Waikato district hosted events.

### Members

We introduced a new Membership model this financial year, replacing the older Partnership approach implemented when the RTO was re-established in 2011. We secured 41 Members, which enabled us to meet our Industry Contribution KPI. We have clear Membership benefits, and each has access to the newly developed Member Portal through our website.

#### Matamata Piako members



## Hamilton & Waikato Tourism

### KEY PERFORMANCE INDICATORS

Hamilton & Waikato Tourism have seven Key Performance Indicators (KPIs) for 2024-2025 as part of its Statement of Intent with WRAL. Following are the latest monthly results.

KPI	Result
<b>Industry contribution</b>	
\$120,000 <b>industry investment</b> (excluding Visitor Guide)	● Achieved \$139,671 plus In-kind \$42,100
\$65,000 <b>additional council investment</b> - Waitomo/Ōtorohanga	● Withdrawn
<b>Commercial accommodation</b>	
<b>Maintain</b> market share of <b>total</b> guest nights at 3%	● 3% - YE May 2025
<b>Grow</b> market share of <b>domestic</b> guest nights from 3.6% to 4.2%	● 3.6% - YE May 2025
<b>Encourage</b> commercial operators to contribute to the Accommodation Data Plan	● Ongoing
<b>Visitor spend</b>	
<b>Maintain</b> market share of <b>domestic</b> spend at 7%	● 7% - YE Apr 2025
<b>Media activity</b>	
10 media outlets hosted	● 16 hosted
<b>Business events</b>	
<b>Maintain</b> market share of total business events at 6%	● 8.6% - YE Mar 2025
<b>Maintain</b> market share of total delegate days at 7%	● 7.2% - YE Mar 2025
<b>Encourage</b> venues to contribute to the BE Data Programme	● Ongoing
<b>Capability building</b>	
Provide <b>one-on-one support</b> to at least 20 individual operators	● 29 operators supported individually
Deliver one <b>industry symposium</b> in the year, with target of 100 attendees	● 170 attendees hosted across two Symposium
<b>People engagement</b>	
Conduct an <b>Industry Sentiment Survey</b>	● Complete
Conduct a <b>Staff Engagement Survey</b>	● Complete
● complete or on target    ● underway    ● at risk of non-completion	

## Hamilton & Waikato Tourism

### Insights overview for the Region

#### Visitor expenditure in Waikato Region

*NOTE: MBIE has temporarily suspended the release of the Monthly Regional Tourism Estimates (MRTE). MBIE will be in contact once they have more information on future options for the MRTE data.*

Visitor spend contributing to Waikato's economy YE April 2025

- **Domestic** visitors contributed \$775m to Waikato's economy for year ending April 2025. This is only slightly down on last year (1%) which is in line with the direction of the national downward trend year on year of -4%.
- **International** visitors contributed \$132m to Waikato's economy for year-end of April 2025. Despite the decrease in domestic spend, International spend saw an increase up 12% in the last 12 months. This increase is slightly higher than the national spend increase of 7%.

#### Business Events in Waikato Region

Over the **year** period ending March 2025, Waikato hosted 489 business events resulting in 9% market share and placing Waikato fourth in NZ behind Auckland, Wellington and Christchurch. These events hosted a total of 73,600 delegates which equated to 8% market share and placed the region 4<sup>th</sup> in country for delegates also, behind Auckland, Wellington and Christchurch.

#### Commercial accommodation in Waikato

Based on the Accommodation Data Programme (commercial accommodation), Waikato achieved 50% occupancy rate year end May 2025, this was down -3% from May 2024 and in line with the national drop of -2%. Domestic guest nights declined 4% (national average 1%) year end May 2025 with 914,000 guest nights spend in region, while the 281,000 international visitor's guest nights increased by 6% (national average 1%).

### Insights overview for Matamata Piako district

Please note, not all data sources are available by District. Therefore, we provide the below as/when district specific data is available:

#### Visitor expenditure in Matamata Piako District

*NOTE: MBIE has suspended the release of the Monthly Regional Tourism Estimates (MRTE). MBIE will be in contact once they have more information on future options for the MRTE data.*

Visitor spend contributing to MPDC's economy YE April 2025

- **Domestic** visitors contributed \$74m to MPDC's economy for year ending April 2025. This is down slightly on last year, 4% lower.
- **International** visitors contributed \$8.1m to MPDC's economy for year-end April 2025. This is a 18% decrease on last year.

#### Commercial accommodation in Hamilton

Based on the Accommodation Data Programme (commercial accommodation), MPDC achieved 46% occupancy rate year end May 2025. The district hosted a total of 80,700 guest nights, 72% of which were domestic visitors. Guests stay an average of 1.9 nights per stay in the district.

## Hamilton & Waikato Tourism

### NATIONAL CONTEXT

#### Tourism Growth Road Map

Taupō MP Louise Upston was appointed the Tourism & Hospitality portfolio earlier in 2025. She has announced a range of tourism funding initiatives since – Tourism Boost Fund was mentioned above in the Australian portion of our report.

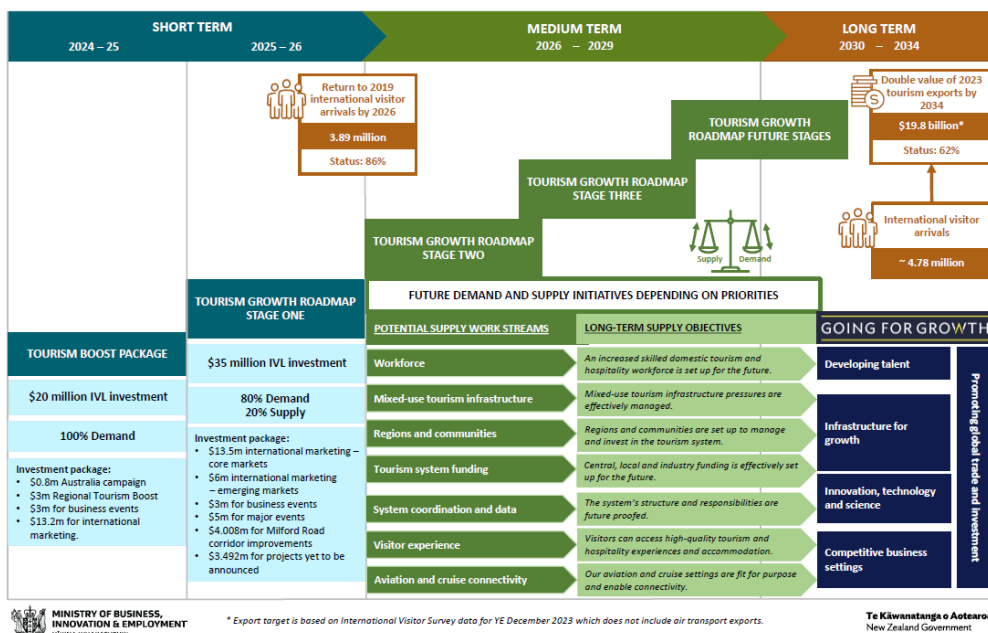
The [Tourism Growth Road Map](#) was recently announced by Minister Upston. The Medium-Term initiatives feature several work streams that are more likely impact on RTOs – two in particular – tourism system funding; and regions and communities. Work on these work streams are anticipated later in 2025. The existing [TIA 2050 Plan](#), [Tourism NZ Blueprint](#) and [RTNZ Tōnui](#) papers are being utilised to inform these workstreams.

### Tourism Growth Roadmap

MAY 2025

#### Objectives

- Increase the number of international visitors to New Zealand to at least 2019 levels by 2026 (3.89 million)
- Double the value of 2023 tourism exports (\$9.9 billion\*) by 2034 (\$19.8 billion)
- Grow the number of Kiwis in tourism and hospitality jobs



#### North Island Collaboration

We recently signed a Memorandum of Understanding with the other North Island RTOs; with the three international airports to join the collaboration – focussing on elevating North Island's profile globally. The initiative will unify marketing efforts across key markets including Australia, North America, and China. Our focus in joining this group is based on the Australian activities.





## CONCLUSION

Our team remain passionate advocates of our wonderful region. We continue to be entirely focussed on striving to ensure the visitor sector is vibrant and continues to enrich our communities.

Our focus and activity for the next financial year includes:

- continued destination marketing with key focus on Australian and domestic visitors
- focus on Jetstar flights into Hamilton Airport, with specific focus ensuring visitors spend time in our region
- partner with Hamilton Airport on passenger attraction strategies
- assisting our operators to improve their visitor experiences and to become 'trade ready'
- proactively work to ensure our region is highly regarded with event organisers; attracting events and business events to our region
- proactively support the announced hotel developments in Kirikiriroa Hamilton and Cambridge, which will benefit the wider Waikato region
- continuing to work with our industry to develop capability
- continuing to lobby and advocate for sustainable funding for the visitor sector with central Government
- continue to partner with neighbouring regions on collaborative activities

On behalf of the board and management of Hamilton & Waikato Tourism, we thank Matamata Piako District Council, our local government partners and the industry for their continued partnership. Your proactive support is greatly appreciated by the tourism sector and our communities.

**Nicola Greenwell**

General Manager  
Hamilton & Waikato Tourism  
9 July 2025

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.2 Local Government New Zealand Four-Monthly Report (March - June 2025)

CM No.: 3060695

### Te Kaupapa | Purpose

The purpose of this report is to present the Local Government New Zealand (LGNZ) Four-Monthly Report (March – June 2025).

### Rāpopotonga Matua | Executive Summary

From March to June 2025, Local Government New Zealand (LGNZ) focused on strengthening relationships with government, advocating for reforms, and launching initiatives to support councils. Highlights include the release of the Local Government Quarterly Economic Insights, progress on the Ratepayers Assistance Scheme (RAS), continued advocacy on rates capping, electoral reform, and infrastructure funding. LGNZ engaged actively with media and ministers and hosted an all-of-local-government meeting. Membership retention remained a focus, and new learning tools were launched to support prospective elected members. The period reflected LGNZ's strategic emphasis on championing, connecting, and supporting local councils

The full report is attached.

### Tūtohunga | Recommendation

That:

1. The Local Government New Zealand (LGNZ) Four-Monthly Report (March – June 2025) be received.
2. Council provide any feedback *[feedback to be specified]*.

### Ngā Tāpiritanga | Attachments

[A↓](#). LGNZ Four-Monthly Report for Members June 2025



### Ngā waitohu | Signatories

Author(s)	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager	
Approved by	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager	





# LGNZ four-monthly report for member councils

// March - June 2025





## Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It’s structured around LGNZ’s purpose: to serve local government by **championing**, **connecting** and **supporting** members.

Please consider putting this report on the agenda for your next council meeting so that all councillors can review it and provide feedback. Sam, Susan or other National Council members are very happy to join council meetings online to discuss the report or any aspect of it – just let us know.

This report complements our regular communication channels, including *Keeping it Local* (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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## Introduction

March to June has been intensely busy for LGNZ, as we advocated around reform and other issues like council metrics/profiles, engaged with the Government, and launched new products and services for members.

In early April, LGNZ launched our new *Local Government Quarterly Economic Insights*. This report is exclusive to member councils. It's designed to ensure elected members are the best-informed people on local government economic data. Developed in partnership with Infometrics, *Insights* will be released quarterly, with the second issue published in early July.

Our Ratepayers Assistance Scheme is advancing in leaps and bounds. The RAS would allow ratepayers to borrow cheaply for ratepayer charges like development contributions/levies and rates postponement, and could be used for specific property improvements (like solar panels). It leverages the high credit quality of local government rates to access capital market financing. Minister Watts has written to LGNZ expressing his support and confirming DIA will begin policy work on RAS in August. As well as successfully securing capital commitments from councils and third parties, we are seeing growing media interest in RAS.

Membership was top of mind during this period. Before Easter we sent out invoices alongside our [value of LGNZ membership report](#). This report provided a comprehensive summary of our advocacy wins over the last year, a specific list of how we save councils money, and a summary of all the other work we do for members. While Western Bay of Plenty voted to leave before invoicing started, all other members have since renewed, with the exception of Waikato Regional Council, which is voting again on membership in July.

Other highlights of these four months included:

- We launched pre-elected learning for anyone considering standing for council. This interactive course steps potential candidates through what it means to be an elected member. It's freely available without an Ākōna log-in and has proved very popular.
- Our well-attended 1 May All-of-local-government meeting, focused on delivering infrastructure for growth, featuring an engaging q+a with Minister Watts. Other speakers included Minister for Building and Construction Chris Penk and Simplicity's Sam Stubbs, as well as the Infrastructure Commission, S&P Global Ratings and the Treasury.
- In June we secured funding from councils to sustain Policy.nz, which otherwise would have ceased to exist. This platform allows candidates to upload their profiles and policies so that voters have easy access to this information.
- We have had strong media engagement on issues of the day – from electoral reform to rates capping and benchmarking and the safety of elected members, as well as facilitating the Candidates Corner pre-election series with the Sunday Star-Times.

We always welcome your comments and feedback.

Ngā mihi  
Sam and Susan

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## Champion

### Government relations

Because our relationships with individual Ministers are now stronger and more mature, we're increasingly able to have robust and constructive discussions with them. For example, on resource management reform and potential implications for local government's functions/structure, rates capping, and ensuring that funding and financing tools announced as part of Pillar 2 of the Going for Housing Growth programme actually deliver the desired outcomes for councils and communities.

We've been staying closely in touch with Minister Watts on benchmarking (including DIA's metrics release) and rates capping through informal discussion and formal meetings, including in late June.

LGNZ met with the Prime Minister in early April and discussed our approach to the rates capping conversation. We all agree that no one wants high rates increases. We all agree that rates rises need to come down. However, we also set out rates capping's potential unintended consequences for councils and ratepayers (see more on rates capping below). We also note that recent rates increases have been driven by the need to fund essential infrastructure and services – and because of the increasing volume of unfunded mandates from central government.

We met again with the Prime Minister for another of regular meetings in early June. We raised cross-portfolio issues such as pressures on growth councils and low voter turnout in local elections.

Voter authorisation of major projects has been floated by several politicians. This refers to running public referenda to make key decisions, like large infrastructure purposes. We will explore with Ministers whether there is any real commitment to this approach from the Government. We'll also have conversations about this idea with members.

We've also begun quarterly meetings with other political parties, which currently in the policy development phase. We met with Labour's local government spokesperson Tangi Utikere and sought cross-party support for our electoral reform work. We also briefed him on LGNZ's funding and financing tools project, and received an update on Labour's "no unfunded mandates" policy work. We had a meeting with the Green Party in June and we are working to lock in dates with NZ First and ACT. We have a date secured with ACT's local government spokesperson for after SuperLocal.

We have requested to meet with the Justice Select Committee to brief them on our electoral reform work after it is launched at SuperLocal

### Media

We have had significant engagement with the media on a range of topics – and are proactive or reactive in our approach depending on the issue at hand.

Late February saw Housing Minister Chris Bishop announce some of the new funding and financing tools we've been calling for, at our Metro and Rural & Provincial sector meetings. This resulted

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in stories appearing on [1News](#), [ThreeNews](#), [RNZ](#), [Stuff](#), [NZ Herald](#), [Gisborne Herald](#), [The Press](#), [The Post](#) and the [Waikato Times](#).

The All-of-local-government meeting also saw media cover topics LGNZ has been championing, from talking about alternatives to rates capping and four-year terms to a new stalking bill and housing growth. Local Government Minister Simon Watt's speech and [rates capping](#) took centre stage, with stories on [Newsroom](#), [NBR](#), [BusinessDesk](#), [RNZ](#), [The Press](#) and [The Post](#).

[Four-year terms](#) for local government has been a popular discussion point. Sam appeared on [Mike Hosking breakfast](#) on [Newstalk ZB](#) to discuss the issue, with his comments included in [The Post](#) and [Waikato Times](#). Mayors Alex Walker and Hon Dr Nick Smith also publicly addressed the issue via the [NZ Herald](#), [1News](#) and [95bFM](#).

Then in March the release of LGNZ's Electoral Reform Working Group's (ERWG) [draft position paper](#) swiftly become one of local government's biggest stories this year. Media were intrigued by the proposed move to booth voting, with stories appearing in the [Post](#), the [Press](#), [Waikato Times](#), [ODT](#) and [NZ Herald](#), and Mayor Nick speaking with [RNZ](#), [Newstalk ZB](#) (also [here](#)) and on [95bFM](#). The announcement continued to spark debate across [Newstalk ZB](#), the [Post](#) and the [Press](#).

[Rates capping](#) continued to be a topic of discussion, with LGNZ President Sam Broughton speaking to [RNZ](#) and [Newstalk ZB](#) on the recent S&P downgrading decision for 18 councils. Rates capping articles also appeared in the [Press](#), the [Post](#) and [Waikato Times](#), with Mayor Neil Holdom appearing on the [Platform](#).

The stalking and harassment of elected members remains in the spotlight. In February LGNZ Chief Executive Susan Freeman-Greene and Invercargill councillor Alex Crackett spoke with [Stuff/ThreeNews](#) and [Newstalk ZB](#) about the Government's proposed [stalking legislation](#), with [RNZ](#) also running a story on this issue. In recent weeks LGNZ's position has carried in stories on [1News](#) and [Stuff](#). LGNZ CE Susan Freeman-Greene spoke alongside multiple councillors and Mayors on [TVNZ Breakfast](#) about the impact this has on members. There have been a large number of follow-up stories in April, driven by [a University of Otago study](#), setting out disturbing behaviour experienced by elected members.

LGNZ also weighed in on the [RMA reforms](#), expressing cautious support while signalling to the Government it needs to ensure that communities have a voice and regional councils play a key role in the changes going forward.

In other funding and financing coverage, LGNZ President Sam Broughton spoke with [the Press](#) about LGNZ's position on a bed tax, while also covering how [GST sharing on new builds](#) could help bring rates down.

[Stuff news](#) and [RNZ](#) covered the Te Maruata hui in April.

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We sent out a media toolkit to Mayors, Chairs and CEs when we released our new Infometrics' quarterly economic insights, with ideas on how councils can use this data to encourage local discussion.

Electoral reform has been a hot topic, with Wellington City Council calling for a [lowering of the voting age](#), Invercargill City Council supporting the report's call for improved [civics education](#), and Ashburton District Council [supporting a shift to four-year terms](#) for local and central government. LGNZ partnered with Infrastructure New Zealand to [urge the Government](#) to include a move to four-year terms for local and central government in the referendum.

Susan's announcement about [moving on from LGNZ](#) in August was covered by [the Post](#), [the Press](#) and [NBR](#).

Ex-Grey Power Vice-President Peter Matcham wrote an [opinion piece](#) in April on why a rates cap should be opposed at all costs. Elected member abuse and harassment also continued to dominate the headlines, with stories appearing on [TVNZ](#), [RNZ](#), the [Press](#) and [ODT](#).

LGNZ waded into the truancy debate, with LGNZ President Sam Broughton saying that the Government asking mayors to help lift school attendance doesn't align with its "back to basics" direction for councils. This was a lead story in the [Post](#), [Press](#) and the [Waikato Times](#). Sam also spoke to [ThreeNews](#) about the Government's new scheme to allow self-assessment for some trade work.

[Elected member safety was in the spotlight](#) following our All-of-local-government meeting in May, where we shared [a new guide for members on how to stay safe](#). This media advocacy led to the Remuneration Authority asking us for the guide, to aid their work towards considering an allowance to support elected members' home safety.

LGNZ's oral submission on congestion charging, led by Transport Forum Chair Mayor Neil Holdom, also resulted in a number of stories across various outlets [calling for more local input](#).

Following the Budget, LGNZ spoke out in support of the Government's [Rates Rebate Scheme](#) expansion to cover all SuperGold card holders, and how increased support for [local journalism](#) will positively impact elections later this year.

We've been working closely with the Sunday Star Times on a "Candidates Corner" series detailing key issues ahead of elections. Recent articles covered [rates capping](#) along with the case for and against [council mergers](#), with Mayor Neil Holdom and Mayor Nick Smith sharing their thoughts.

Rates – and the lack of other revenue-raising options for local government – were the focus of [an article by LGNZ Vice President Campbell Barry](#).

LGNZ's [How to stay safe' guide](#) continued to receive positive press in the [Otago Daily Times](#), [Stuff](#), [The Press](#) and [1News](#), while our submission on congestion charging appeared in the [Herald](#) and [RNZ](#). Mayor's Taskforce for Jobs was also in the spotlight, thanks to an article in the [Otago Daily Times](#).

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## Local government funding and financing

### Ratepayer Assistance Scheme (RAS)

On 21 March, Minister Watts wrote to LGNZ expressing his support for the RAS and confirming DIA will begin policy work on the initiative in August. The Minister has asked LGNZ to update the RAS business case to help the work progress quickly. We are working on this with project partners as well as seeking the necessary council capital commitments. With RM reform meaning a move away from development contributions (more on this below), the RAS could support financing of development levies as an alternative to other structures for this purpose (such as the IFFA). The RAS would be cheaper, more efficient and more flexible than the IFFA.

Since then significant progress has been made towards making a decision to establish the RAS. The RAS Steering group has been meeting with local authorities to affirm support for the RAS and secure establishment funding for the scheme. At the request of the Minister for Local Government, the group has also been meeting with developers to test the scheme's design with them. We have secured preliminary equity pledges from councils, and developers are supportive of the scheme.

We have secured a \$400k repayable grant from the Energy Efficiency & Conservation Authority. We have raised the \$2.5 million to progress to a stop/go decision – and with several councils taking decisions in the next few weeks, we may be a little oversubscribed. This demonstrates the high level of support for the RAS.

DIA continues to engage on the scheme: their substantive policy work is set to begin in August.

### Infrastructure funding and financing

The Infrastructure Minister announced changes to New Zealand's infrastructure funding and financing settings at our late February All-of-local-government meeting. The Government will replace development contributions with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs. There will be regulatory oversight of these development levies to ensure charges are fair and appropriate. Councils will also have more flexibility to set targeted rates based on the date of subdivision, allowing them to apply to new developments. Finally, the Infrastructure Funding and Financing (IFF) Act will be improved for developer-led projects and expanded to support major transport projects like those led by NZTA.

LGNZ welcomed these changes, which were in our funding and financing toolkit. We will work with officials to ensure these reforms make sense on the ground for councils.

This legislation likely to be introduced in September. DIA is unlikely to issue a substantive consultation on the changes, although they have engaged with technical experts from high-growth councils, and an early draft may be circulated to some individuals for feedback. While DIA is open to input from councils, given the Government's direction there may be limited scope for changes.

We will continue to engage on the development levy regulation when introduced, and with the regulatory regime. We understand this is likely to be in two stages: initial information disclosure requirements, followed by the creation of a regulator (or empowering an existing regulator with oversight of development levies).

We have raised with Under-secretary Simon Court the importance of balancing local democracy and the needs of communities with changes to the Infrastructure Funding and Financing Act. Potential

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changes include limiting councils' ability to withhold endorsements of developer-led special purpose vehicles. We also discussed the need to disentangle the proposed new functions of the IFFA with the RAS, thresholds and legal frameworks for regulatory takings under the forthcoming RMA, and our support for ACT's proposed GST-sharing policy.

#### Budget 2025

LGNZ was in the Budget lock up so we could [analyse the impact of the Budget on local government](#). There were no significant new local government funding initiatives launched or changes to funding and financing tools. Points of note included the Government:

- Raising the threshold for the rates rebate scheme and increasing the maximum rebate.
- Introducing regionally specific transport funding boosts.
- Announcing new funding for the 2023 North Island weather events recovery.
- Cutting public transport and transport resilience funds.

The Government's accelerated depreciation policy and increases to employer contribution for KiwiSaver will also have impacts for councils.

#### Local Government Quarterly Economic Insights

On 7 April, LGNZ launched our new Local Government Quarterly Economic Insights report. This report, developed in partnership with Infometrics, will be produced quarterly and provides insights into the economy with specific relevance to local government. The report is exclusive to LGNZ members and is intended to make sure they are the best-informed people on local government economic data. It will also support LGNZ's policy and advocacy work.

The first edition was well received. There were high levels of engagement in the associated zoom, and we received positive and constructive feedback from members. We then worked with Infometrics on the briefing schedule and the next issue, which was released in early July. We are keen to respond to member feedback, and have identified rates capping, contextualising rates against utilities and other charges, and regional sector specific topics as areas to explore in future editions.

#### DIA metrics release ("council profiles")

These profiles, based on a range of metrics taken from LTPs and annual reports, were originally scheduled to be released on 30 June, although this was later delayed. National Council discussed the profiles and associated issues at a special meeting on 30 May.

In May, LGNZ proactively sought changes from DIA based on a range of concerns. As a result of this advocacy:

- DIA shared group medians and the data of other councils within that council's group.
- Each council profile will now link to that council's website (for example, a page with LTP or other plan data) and councils will be able to specify what page.
- The government metrics website and guide will provide specific context about why some councils might be different from the median; for example, being high growth, high tourism, or recovering from a natural disaster.

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While we are pleased that DIA agreed to these changes as a result of our advocacy, we recognise members will remain concerned that there's not enough information about their specific context, including the specific pressures on your council and how you are dealing with them, or what your community gets for this investment.

On 11 June, we released a guide to support councils' communication planning for the launch, which is now expected to be in mid July. We've received positive feedback on the guide from members.

### Regional deals

Cabinet announced that the first Regional Deal Memorandum of Understanding will be decided before July (and announcements of the regions selected were subsequently made in early July). These regions will negotiate a final deal, which may require enabling actions to take place. The end of 2025 is the target for signing the deal.

### Rates capping

In March, we submitted on a petition before Parliament seeking to limit local authority rates increases to a maximum of the annual inflation rate. We do not expect this petition to progress through Parliament due to its overlap with the Government's local government work programme. However, submitting on the petition was a good opportunity to set out the clear evidence against rates capping and highlight the pressures facing councils to Parliament.

We understand that rates capping was discussed at the Cabinet Economic Policy Committee in the week of 31 March. To support these discussions, LGNZ sent letters to Ministers on this committee highlighting the likely impacts of rates capping on their portfolios and objectives. LGNZ also reiterated concerns about rates capping to the Prime Minister and Minister of Local Government during our regular meetings as discussed above.

In line with direction from the May National Council meeting, we developed a paper on our approach to rates capping, including that a stronger public campaign may be needed, and shared that with members for discussion at this year's AGM. We also held a zoom to help members prepare for the AGM discussion. If the AGM agrees the direction of travel, then we will develop a plan for this campaign and hold an AGM in 2026 to gain a member mandate before launching that campaign.

We have also supported member advocacy against rates capping by developing and distributing a set of messages and a letter template that can be used by elected members.

As part of our advocacy, there needs to be an acknowledgement of the public mood around rates. We also need to clearly set out other approaches to achieving the Government's aims. To take the next step in our advocacy, we want to engage with members on exactly what this response could look like.

### Water services reform

During this period, councils were consulting on aspects of their Water Service Delivery Plans with communities. This has included decision making about the future water services delivery model. For many, this has put these reforms (and their implications for councils) in the spotlight. Plans need to be finalised and submitted to the Secretary for Local Government by 3 September 2025. The

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Minister has called for councils to consider including other councils in their delivery model – and has made it clear that extensions of time are unlikely to be granted.

LGNZ made its oral submission to the Finance and Expenditure Committee in March on the Local Government (Water Services) Bill. This submission sought a range of improvements to the legislation to provide greater clarity and certainty for councils. The committee reported back to Parliament on 3 July 2025 and adopted several of our suggested changes. These include: adding supporting growth as an objective for water service providers; clarifying the development contribution provisions to ensure a smoother transition of these for councils who set up water organisations; and clarifying the accountability framework to give water organisations greater separation from shareholding councils (as is the case for other CCOs).

### Resource management reform

#### RMA replacement

The Government announced further details of its plan to replace the Resource Management Act, following the reporting back of the Expert Advisory Group tasked with designing a “blueprint” for replacement legislation. This has significant implications for local government in a variety of areas. The current RMA will be replaced with a Planning Act and a Natural Environment Act. Both will be enabling of development.

While there is plenty to support in the reforms, there is a significant move towards standardisation and narrowing of the scope of the resource management, which could mean limiting local input into planning and environmental management decisions.

We developed and shared [an explainer](#) identifying key issues for councils, and held an Ako Hour webinar with Buddle Finlay on 16 May. We’ve recently shared an analysis of [what we think councils need from the new system](#) and are seeking member feedback.

Another particular area of note is the implications for regional councils if the proposal to remove compliance, monitoring, and enforcement functions and shift them to a centralised body goes ahead. The Government has noted that this raises questions about the structure and functions of the local government system as a whole, and it will consider this and what should be done to address it later this year.

We have raised the issues flagged above in our regular meetings with Under Secretary Simon Court and Minister Chris Bishop, and are approaching the Ministry for the Environment on how we can work more closely with them as further policy decisions are made.

We’re also working closely with Taituarā, Te Uru Kahika, and the New Zealand Planning Institute on our response to the reforms, particularly on how we can collaborate together to input constructively into the new spatial planning system.

#### National direction changes

The Ministry for the Environment has opened consultation on [16 new or changed pieces](#) of National Direction under the RMA. These are in three packages:

- [Package one](#) – infrastructure and development changes (covering electricity generation and network changes, housing changes, and natural hazards)

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- [Package two](#) – primary sector changes (covering marine aquaculture, highly productive land, commercial forestry, stock exclusion, and mining and quarrying)
- [Package three](#) – proposals to amend the National Policy Statement for Freshwater Management 2020 and the Resource Management (National Environmental Standards for Freshwater) Regulations 2020. Further consultation will be undertaken later this year through an exposure draft process, which will have more detail.

Consultation for the first three packages is open until 11.59pm, Sunday 27 July. We expect a fourth package looking at how the first pillar of the Going for Housing Growth programme could fit into the new resource management system to be consulted on in early June. We're currently reviewing what all this means for councils and will submit on aspects of these proposals.

### Transport

We submitted on the Government's legislation to enable time of use (congestion) charging. While we are highly supportive of time of use charging, we have concerns about the highly centralised model that the Government is proposing, which would see councils having little control of the design or operation of the schemes, and how any revenue from them is spent.

Our Transport Forum met virtually on 12 May. They covered a range of topics: potentially proposing alternatives now that NZTA has halted its proposed emergency works changes; transport perspectives on resource management reform; and an update from the Road Efficiency Group.

Looking ahead, the Government has indicated it will be taking Cabinet decisions on transitioning to Road User Charges for all vehicles this quarter, and we'll be looking closely at the details given the implications it will have for asset management and funding and financing in the transport space.

In April, NZTA announced it would no longer be going ahead with changes to its emergency works funding. These changes would have seen a significant reduction in the additional funding made available to councils to repair transport networks following a natural disaster.

The proposed cuts would have significantly affected local transport networks, particularly in rural areas and other isolated communities, and came at a time where many councils were grappling with the cost of repairing damage caused by the severe weather events of early 2023.

LGNZ advocated strongly on this issue, including through speaking directly with the Minister of Transport and NZTA, submitting on the consultation document, and raising our concerns in the media. NZTA has signalled they will now work on alternative reform options, and we will engage constructively to ensure they land on an option that works for councils.

### Climate change

We engaged with the Climate Change Commission on the second National Climate Change Risk Assessment (NCCRA). The assessment will look at all the climate risks the country faces and identify priorities to focus on. This risk assessment is due to be delivered to the Minister of Climate Change by August 2026 and will inform the Government's National Adaptation Plan.

With the Government's climate adaptation framework set to be released later this year, we are planning member engagement to inform our submission. This legislation is expected to have

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significant impacts for local government and the topic is politically sensitive. Collating and mediating divergent member views will require care.

#### Other policy issues

##### Seismic strengthening

With the work of the Government's review into the seismic strengthening regime progressing at pace, our reference group chaired by Manawātū District deputy mayor Michael Ford met to get an update from the local government representatives on the MBIE steering group, and to start considering LGNZ's submission on the eventual legislation.

##### Electoral Reform Working Group

We consulted on the Electoral Reform Working Group's draft position paper, with this closing on Monday 28 April. Engagement included all zone meetings, the Local Government Business Forum, and with members of Auckland Council's local boards.

The Electoral Reform Working Group presented its final recommendations for endorsement by National Council at its May meeting. After National Council agreed to the working group's recommendations, we finalised the position paper. This will be launched at SuperLocal by working group chair Mayor Nick Smith. As well as this plenary session, the working group will host a breakout that explores the final recommendations in depth.

We are now planning post-launch actions, in terms of government relations and concepts like a local government week.

In June we secured funding from councils to sustain Policy.nz, which otherwise would have ceased to exist. The Electoral Reform Working Group's recommendations reinforce the importance of voters being able to access information about candidates and their policies.



## Connect

### Member visits and zone engagement

We continued our member visits, visiting, Waipa District, Waikato Regional, Waitomo District, Tauranga City, Whanganui District, and Manawatu District during this period as well as connecting with a range of Mayors and CEs.

Sam or Campbell and at least one LT member attended in-person all zone meetings between March and June.

### Women in Local Government

In late February we emailed all women elected members with an update on our work, including a link to a Whatsapp group where they can chat with each other, our advocacy on the anti-stalking legislation and a link to Australian research. More recently we have facilitated media around the threats some women are experiencing, with Susan also providing comment as discussed in the media section above. Minister for Women Nicola Grigg launched a toolkit targeted at women leaders at our 1 May All-of-local-government meeting, which has been positively received.

We are planning a breakfast event ahead of SuperLocal, which has strong registrations. The keynote speaker will be former Minister Tracey Martin.

### All-of-local-government meetings

The 1 May All-of-local-government meeting was the last before the elections. Before the main programme, we held a session on abuse and harassment that elected members are facing. Minister Nicola Grigg will launch her toolkit, and a guest speaker from Reliance Risk covered practical tools and strategies any elected member can use when you're faced with this behaviour in the community. We also launched a toolkit that pulled together all the work we have done on elected member safety and security in the past 18 months, so that it's easy for members to access and use.

The main programme for that meeting focused on delivering infrastructure for growth. Highlights included Minister Watts participating in an engaging q+a with attendees, speakers including Minister for Building and Construction Chris Penk, industry thought leaders such as Infrastructure Commission and Simplicity's Sam Stubbs, as well as speakers from S&P Global Ratings, the Treasury, and the Opposition – alongside a number of high-quality case studies.

We are having early conversations with current sector chairs to plan for the November sector meetings. These sector meetings will be an opportunity to connect as a sector for the first time in the new triennium and vote on sector chairs. There will be time set aside for priority setting, which will feed into subsequent National Council strategy sessions.

The theme for the first All-of-local-government meeting of the new triennium in February will be "Making an impact in our communities – the role of data, collaboration and innovation". We are currently working to secure Sir Brian Roche as our keynote speaker.

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### SuperLocal25

We launched promotion and registration for SuperLocal 2025 on 10 April. We have a stellar line up of speakers One NZ's Chief Executive Jason Paris, who will provide his reflections on the value of a strong local government sector to the business community; Google Cloud New Zealand's Natalie de Boursac who heads the local government team and will focus on technology's role in driving efficiencies and high performance; and our final key note speaker Mark Di Somma – a strategist behind LGNZ's first localism campaign. Key political speakers include Deputy Prime Minister David Seymour, Minister Chris Bishop, Minister Simon Watts and Minister James Meager (with Minister Louise Upston speaking to MTFJ), along with the Leader of the Opposition. The Prime Minister will be providing a video.

The programme was finalised in June, with speaker briefings and panel meetings underway. We have a comprehensive breakout programme this year to complement a tightened plenary, with a wide range of topics covering current issues and reforms, driving change, tools for success and benchmarking.

Our three key pieces of LGNZ work launching at Superlocal are an economic data piece which quantifies the contribution of local government's investment to the country's economy; the final recommendations from the Electoral Reform Working Group Chaired by Mayor Nick Smith; and a guide spearheaded by CBEC on improving relationships between councils and community boards.

Sponsorship has been strong despite a difficult economic environment. Similarly, exhibitors have been strong, with booths sold out. We have successfully used all our channels to promote attendance and we are also keeping a close eye on conference costs.

Finalists for the SuperLocal Awards have been announced. We saw an excellent quantity and calibre of entries this year, with the largest category receiving over 20 entries. Winners will be announced at the Awards Night, again sponsored this year by Fulton Hogan. Our judges have been very generous with their time – it has not been a small task to review, score and comment on every entry.

### 2026 events calendar and forward planning

We have developed a draft events calendar for 2026 that has received National Council feedback and will be circulated to members in July.

### Vote25

We updated the Candidates Guide and other material on the Taituarā-hosted VoteLocal website – this has launched with the Ākona pre-elected learning for candidates (discussed further below).

We are rolling out a social media campaign designed to support people to register, stand and vote. This includes a focus on what councils do and why this matters to communities.

We have been engaging with policy.nz, which has struggled to secure funding for its web platform for candidates. We are pleased to report that in June LGNZ coordinated between councils to raise the funding needed to keep the platform in place for the 2025 elections. Policy.nz is the only comprehensive, nationwide source of candidate information that's hosted by a neutral third party. Being able to easily find out information about candidates is an important part of the local

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democratic process and policy.nz was identified as a useful tool for voters by our Electoral Reform Working Group.

### Regional Sector

The President briefed Chairs, Mayors, and CEs of the Regional Sector in April on his conversation with the PM around potential impacts on local government of RM reform. There was a discussion on the best approach to this issue at the regular LGNZ meeting with Minister Bishop.

The May Regional Sector Meeting focused on the future resource management system, with Secretary for the Environment James Palmer speaking. The meeting also included engagement with the Minister of Conservation, Māori Crown Relations and Māori Development Tama Potaka.

LGNZ has supported planning for Te Uru Kahika's plenary session, which brings together CEs, Chairs and Mayors, and the leaders of the Te Uru Kahika's special interest groups. This will be held on 11 September 2025.

We have been working with the new Chair and co-deputy Chair to help establish them in their new roles. The next Regional Sector meeting will be online on the morning of 8 August. This is likely to focus on the wide range of reforms currently affecting the Regional Sector, including resource management and water.

LGNZ Acting Policy Director Simon Randall will accompany the Regional Sector on their annual pre-conference tour, which will visit the West Coast.

### Te Maruata

Te Maruata whānui held an in-person hui in Taupō from 3-4 April with the theme Ngā Maunga Koutuutu. This acknowledges the three tipuna maunga in the rohe and the role they hold in terms of kaitiakitanga. It also references bringing people together to wānanga and share kōrero and insights to support each other. Over 60 Te Maruata members from across the motu attended the event. Speakers included Tina Porou (Poipoia), Sharon Te Rangi (Tainui Live) and Lauren Fletcher (Tūrangitukua Chair) covering kaupapa such as Taiao, Partnership and Elections. Members visited key locations in Taupō including He Whare Hono o Tūwharetoa – a building owned by Tūwharetoa that brings together the Iwi, council and other key agencies under one roof; and Pūkawa Marae, a significant landmark in the connection between Tūwharetoa and the Kiingitanga. The final evening was a celebration of all the great mahi the network has seen over the last triennium, with Trevor Maxwell and Peter Moeahu being inducted into the Te Maruata Hall of Fame.

Te Maruata Rōpū Whakahaere met in April and are working on several key kaupapa, including supporting the development of a plan that spans Vote25, elections and induction, to support Te Maruata members and councils holding referendum. Also top of mind is Te Maruata involvement in the development and delivery of SuperLocal.

Te Maruata Rōpū Whakahaere met again at the end of May for an in-person hui. Several key kaupapa were discussed, including preparations for SuperLocal 25. The Te Maruata pre-conference hui will be held on 15 July at the Christchurch Town Hall, with the theme being Te ngana o Tū te pou o Rongo – which speaks to the balance of all things and how this intersects the roles and responsibilities of Māori elected members.

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Te Maruata rōpū whakahaere will be supporting several aspects of the SuperLocal programme including the whakatau, poroporoaki, awards and breakout sessions.

Also discussed at the hui were opportunities to guide RM reform submissions, the ongoing workplan and the mahi around support heading into elections (specifically around Māori wards referenda), and induction.

#### **Young Elected Members Network**

We are producing an induction document for YEM that includes its history, the purpose of the committee, the programme of events and key achievements so far. We are working with the YEM Committee on a plan to release it.

The Young Elected Member Network committee met in early June to sign off the programme for their pre-Conference hui. Former National Minister Paula Bennett and Former Labour Minister Kelvin Davis will be guest speakers.

The committee agreed a fee would apply for all in-person events in the next triennium, apart from the pre-conference hui for member councils. The committee noted that, to stay true to the network's roots, YEM events need to strike the right balance between a structured agenda with time to network and leveraging the safe space YEM has created over the years.

#### **Community Boards**

CBEC met in May to discuss a range of issues including their forthcoming guide launch at SuperLocal. CBEC will have a booth in the exhibition space so that this work has maximum visibility and we are working with them on what that will look like.



## Support

### Ākona and Induction 2025

The pre-election learning was launched on 14 April. This interactive course steps potential candidates through what it means to be an elected member. It offers three videos, two e-modules and a range of downloadable resources designed to educate potential candidates and offer insight to the general public on the reality of being an elected member. The three animated videos look at: 'Structure of Local Government', 'Roles within a council' and 'How councils are funded'. The two e-modules cover: 'Stepping into Local Leadership: The role of an elected member' and 'Stepping into Local Leadership: The life of an elected member'.

As of mid-June, since the launch of the pre-election learning, the site had received 1,028 views, with 453 people actively accessing the learning. These are very good numbers, especially given registration to run for office did not open until 1 July and interest in elections is only just ramping up. Feedback from councils has been all positive, with those spoken to confirming that they are sharing the links and promoting the learning on their websites.

We have decided to allow non-members to attend Mayors' and Chairs' Schools and elected members induction at a premium rate. We believe this is appropriate from the principle of supporting councils setting themselves up for success at the start of the triennium. Attending helps non-members understand the full breadth of LGNZ's work and makes rejoining more likely. The price differential will be sufficient to avoid disincentivising membership.

Logistics for the Mayor Induction, Chair Induction and EM Induction hui are almost in place with agenda construction nearly finalised.

In other work, development of the Team Builder Toolkit is going well and it's on track for release in August. Development of the 2026 workshop schedule and Ako Hour Academy schedule is also going well, with both due for release in July. Construction of the updated Ākona site and conversion of the Emodules is nearing completion. The Ākona team continues to work with councils to ascertain what local content they want added to the Ākona site.

### Te Korowai – CouncilMARK

In April, we launched the new Te Korowai webpage and digital prospectus, making it easier than ever for councils to explore what the new programme offers and how it can support their improvement journey.

We have already completed three assessments under the new programme,:

- Waikato Regional Council
- Otago Regional Council
- Ōtorohanga District Council

In May, we were on the ground with Central Hawke's Bay District Council for their on-site assessment. Next up, we're excited to launch the Integrity Survey with Marlborough District Council

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ahead of their July assessment. This will be our first unitary authority to participate under the refreshed Te Korowai banner. Central Otago District Council is also preparing for its assessment in August.

Undertaking an assessment during an election year provides multiple benefits: it supports operational continuity, offers valuable insights for incoming elected members, and gives councils a clear, independent view of how they're tracking—like a 'warrant of fitness' for local government.

For councils not ready to commit to a full assessment, Te Korowai also offers staged entry options. A great starting point is the Integrity Survey. This tool goes beyond traditional engagement surveys by assessing how well strategy and values are aligned across the organisation, including with elected members. It's also an effective early intervention tool for identifying issues before they escalate.

Other staged options allow councils to focus on specific areas—for example, a targeted assessment of financial health.

Te Korowai is presenting at SuperLocal as part of two breakout sessions.

#### **Roading Efficiency Group**

The Road Efficiency Group (REG) programme is now in its 10th year of LGNZ involvement, and is coming to the end of this financial year's work plan. We are proud to be a Roothing Efficiency Group (REG) partner and will continue to support the 2024-2027 programme.

We have worked hard to further develop the REG relationship and ensure alignment with our Transport Forum and add value where we can.

Our involvement provides increased support for the sector, and over the past five months we have seen significant increased activity in the REG programme. We are planning to develop an online platform for REG, which involves developing an online learning solution for REG and migrating all the historical content over the course of the next two years to Ākona.

REG is presenting at Conference as part of two breakout sessions.

#### **Governance support**

We are currently supporting several councils to navigate sensitive issues, albeit on the sidelines given we have not formally been asked by the council to intervene. Alongside this work are the numerous calls we receive for general advice and support.

Work continues on updating LGNZ's suite of governance guides. The first products of the shelf were the Standing Orders' templates and the Standing Orders' Guide. The templates and Guide were updated to reflect legislative changes made over the last three years and to incorporate additional guidance where this has been requested, for example, information on workshops following advice from the Ombudsman and clarity on the new quorum rules.

Other guides to be updated include:

- Guidance for new mayors and chairs;



- The community boards' governance guide (this will also include the council/community board relationship guide when complete);
- The tax guide for elected members; and
- The CE Recruiting Guide.

LGNZ has received a number of queries from councils about whether our Code of Conduct template will be updated. We have plans to streamline the Code of Conduct template, based on feedback from users. However, the Local Government Commission has been charged with developing a model Code of Conduct, and there may be further changes as a result of the LGA amendment bill due to be introduced in the middle of the year. So our template update is on hold until the picture is clearer.

Work is also underway on a Guide to help councils determine governance and decision-making structures. This Guide is intended to assist councils to look at the pros and cons of different governing arrangements, such as the pros and cons of establishing committees, whether committees should have delegated responsibilities, or simply be advisory, and whether they should be committees of the whole, or not.

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8 Ngā Pūrongo Whakamārama | Information Reports

## 8.3 May 2025 Financial Report

CM No.: 3059497

### Te Kaupapa | Purpose

To provide an overview and information on the financial performance of the Matamata-Piako District Council for the period ending 31 May 2025.

### Rāpopotonga Matua | Executive Summary

The May 2025 financial report is attached and presented for Council's information.

### Tūtohunga | Recommendation

That:

1. The May 2025 financial report be received.

### Ngā Tāpiritanga | Attachments

[A↓.](#) May 2025 Financial Report



### Ngā waitohu | Signatories

Author(s)	Ajay Kumar Kaitiaki Whakahaere Pūtea   Management Accountant	
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Approved by	Larnia Rushbrooke Pou Pūtea, Ratonga Pakihi   Finance & Business Services Manager	
	Kelly Reith Hautū Tāngata, Kāwana me ngā Hononga   Group Manager People, Governance & Relationships	

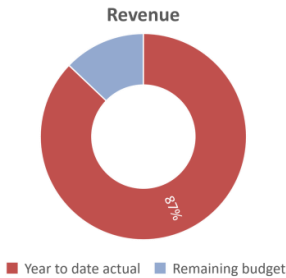
Monthly Report - May 2025

SUMMARY FINANCIALS BY ACTIVITY

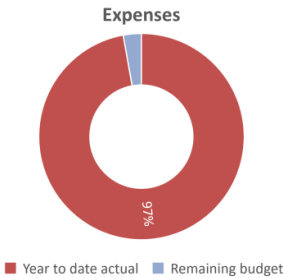
At the end of May we are 92% of the way through the 2024-25 financial year. The graphs below show how our operating and capital budgets are tracking at this point per activity. The operating graphs in blue, and capital graphs in green, indicate that the activity is tracking largely in line or favourably to budget. Graphs in red show areas of concern. The Funding Impact Statement follows these graphs, showing how we are performing against budget in funding our operating expenditure and our capital expenditure on an overall basis.

Community Facilities

OPERATING

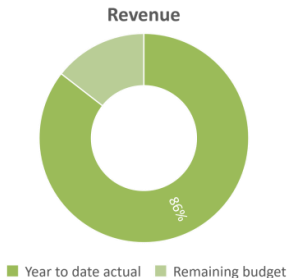


**Actual \$16.3m      Budget \$17.1m**  
Revenue from fees and charges is below budget by \$902k, mainly in the Spas and Pools areas. In hindsight, these budgets were set optimistically high, particularly given the difficult economic environment. Te Aroha Mineral Spas income is \$593k behind budget. The addition of two new baths last year and increased prices was expected to generate significantly more income this year, but that has not been the case. Compared to the same period last year, income is actually 2% higher, despite a 2% drop in visitor numbers and other issues affecting capacity including issues with water and the geyser, but still well behind budget. Similarly, Domain House Beauty sales are \$105k below budget, with an 8% reduction in admission numbers and one less therapist operating since November 2024. However the income is 3% higher than the same period last year. Pools income across all three centres are 14% higher than the same period last year, yet still behind budget by \$56k. Revenue expectations have been updated in the 2025-26 annual plan to reflect these trends.

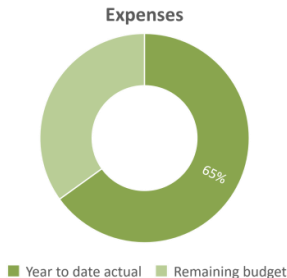


**Actual \$15.7m      Budget \$14.8m**  
Overall payments to staff and suppliers are \$886k higher than budget. Morrinsville Swim Zone pool painting costs was \$182k. Te Aroha Office building seismic assessment costs was \$71k unbudgeted. Building maintenance works undertaken higher than budget \$149k at the Pensioner Housing (EPH), Own Your Own (OYO) and Staff Housing facilities across the district. Matamata Civic Centre operating costs are \$48k and Matamata parks & reserves maintenance cost are \$91k higher than budget. Furthermore, finance costs are \$387k higher than budget.

CAPITAL



**Actual \$2.2m      Budget \$2.4m**  
Financial contributions received (parks & reserves) from developments in Matamata and Morrinsville are \$394k higher than budgeted. At the same time however, a surplus from operations of \$552k had been budgeted that would have been a source of cash to fund capital work, however this surplus has not been achieved.

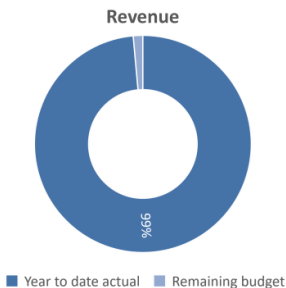


**Actual \$4.2m      Budget \$5.9m**  
Capital works include \$2.8m spent on Matamata Indoor Stadium (\$3m budgeted) and \$87k on land purchase for Matamata Inner walkway project. Renewal works undertaken include \$230k on Matamata Domain toilets, \$125k Te Aroha Mineral Spas Room, \$148k for Matamata swim zone covers and changing rooms, \$95k for Tui Domain pedestrian bridge, \$178k at Te Aroha EPH, \$176k at Matamata EPH, \$70k on Te Aroha Library roof replacements. It is anticipated \$3m will be spent by 30 June for the Matamata indoor stadium and \$1.5m budget for destination playgrounds will be carried forward to 2025-26.



Rubbish and Recycling

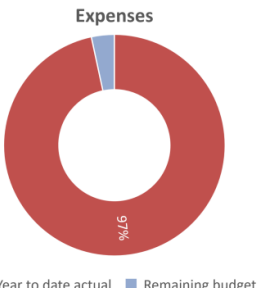
OPERATING



Actual \$5.7m

Budget \$5.2m

The waste minimisation subsidy received to date is \$301k more than budget with the MFE subsidy being \$72k higher than budget.

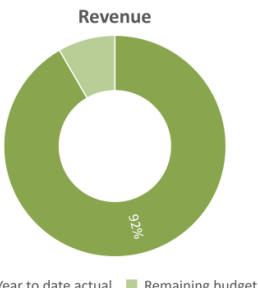


Actual \$5.4m

Budget \$5.1m

Refuse Transfer Station (RTS) and kerbside contracts are tracking higher than budget. CPI adjustments on the RTS contract for April to June 2025 quarter are yet to be received, and CPI adjustments for the January to June 2025 quarter are yet to be received for the kerbside contract.

CAPITAL



Actual \$191,000

Budget \$78,000

The cashflow surplus from operations of \$147k are available funds for capital spending hence reducing the need for external borrowing.



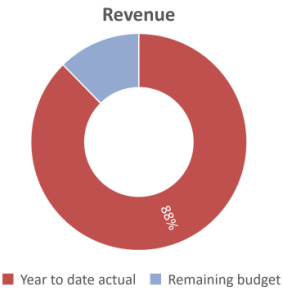
Actual \$507,000

Budget \$458,000

\$346k has been spent to date on Morrinsville Leachate and Waihou Leachate Pump Station Upgrade works carried forward from the 2023-24 budget. \$161k has been spent on Waihou RTS roading upgrade.

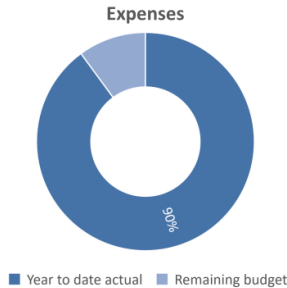
Roading

OPERATING



**Actual \$12.2m      Budget \$12.8m**

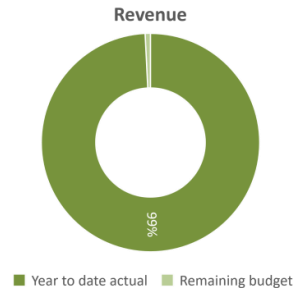
NZTA subsidies received are lower than budget as a result of seasonal variation and also due to the NZTA funding being approved after Council's budget was set, at approx. \$430k lower than budgeted. This shortfall in budget will be reflected in our year end results.



**Actual \$8.6m      Budget \$8.8m**

Subsidised roading works are \$43k higher than budget offset by unsubsidised roading works are \$101k lower than budget. It is anticipated the June final claim would address the overs and unders between the work categories. Furthermore, interest costs are \$109k higher than budget.

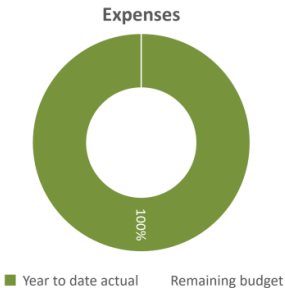
CAPITAL



**Actual \$14.6m      Budget \$13.5m**

Development contributions are \$686k more than budget in Matamata and Morrinsville districts, NZTA subsidy income for capital work is \$428k higher than budget mainly due to more works carried out during the summer season.

Subsequently, Better off Funding of \$1.3m is anticipated to be received across the financial years, and applied to the Matamata and Morrinsville accessibility improvement projects for completion by the end of 2024-25 financial year with the Te Aroha accessibility improvements scheduled in the 2025-26 financial year.



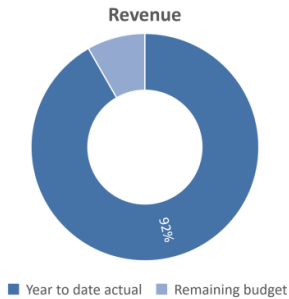
**Actual \$8.3m      Budget \$7.5m**

Capital expenditure is tracking ahead of budget, partially due to seasonal nature of the work and timing.

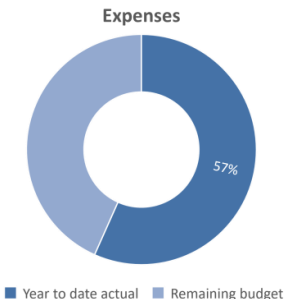
Note; NZTA has cut funding for the Low Cost Low Risk projects where budget of \$893k was applied for but only \$112k was approved for the 2024-25 financial year.

Stormwater

OPERATING

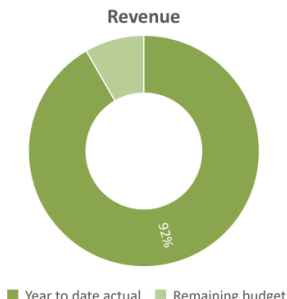


Actual \$1.1m      Budget \$1.1m  
Tracking to budget.

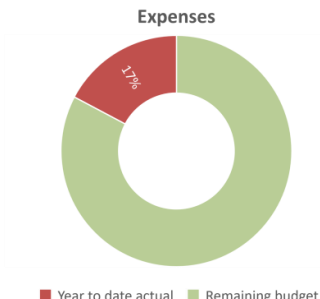


Actual \$535,000      Budget \$865,000  
Stormwater operating costs are tracking under budget \$201k, with savings in interest expenses of \$168k.

CAPITAL



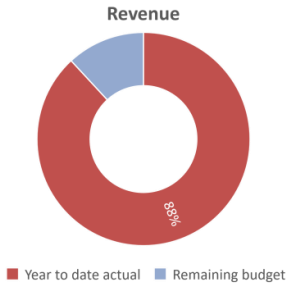
Actual \$941,000      Budget \$941,000  
Tracking to budget.



Actual \$285,000      Budget \$1.5m  
It is anticipated \$300k would be spent this financial year for the Morrinsville CBD stormwater upgrades, with other projects worth \$500k carried forward into the 2025-26 financial year and a further \$500k to future years.

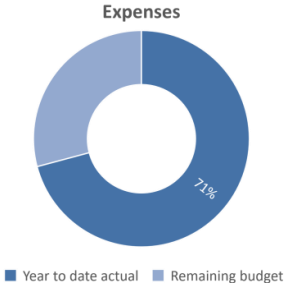
Wastewater

OPERATING



Actual \$9.1m      Budget \$9.5m

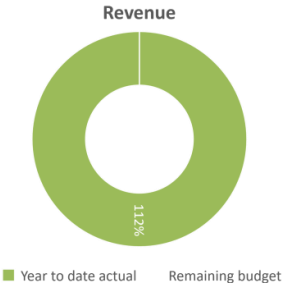
Trade waste charges are \$351k lower than budget. The budget allowed for some increase in trade waste agreement charges that remains to be addressed.



Actual \$5.4m      Budget \$7m

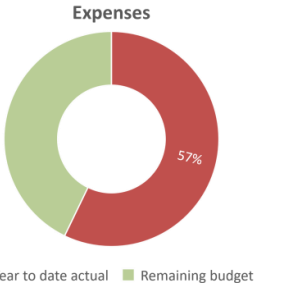
\$1.375m (over 11 months) were budgeted to be spent on desludging the Te Aroha and Morrinsville Wastewater Treatment Plants - this work has yet to begin as Council awaits an options report to determine the best way forward. Ignoring the impact of the desludging, there are a number of other areas that are both over and underspent, with an overall underspend of \$218k. Finance costs are also \$725k lower than budget as a result of capital works tracking behind budget.

CAPITAL



Actual \$5.7m      Budget \$4.6m

Development contributions at Morrinsville is \$694k higher than budget, offset by contributions at Matamata and Te Aroha are \$296k and \$13k lower than budget respectively and \$648k cashflow surplus from operations are available funds for capital spending, therefore reducing the need for external borrowing.

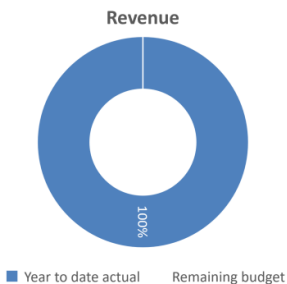


Actual \$18.6m      Budget \$29.8m

Wastewater capital works is tracking behind budget. The largest capital spend is at the Matamata wastewater treatment plant upgrade project \$13m YTD against 2024-25 annual budget of \$26.5m. Other capital projects total spent is \$5.5m against a total budget of \$9.7m, tracking \$4.2m behind schedule. These projects include \$2m spent on budget for reticulation renewals works, \$1.4m spent against \$2.5m budget at the Waihou wastewater treatment works, \$673k spent for installing rams & wiper seals, DBP liner and flow meter at Morrinsville WWTP against \$499k budget, \$353k spent at Te Aroha inlet screening and grit system against \$1.2m budget, \$303k for wastewater re-consenting project against \$2.7m budget, \$261k spent at Piako Park for sewer trunk main renewals against \$315k budget, \$217k spent on budget for Matamata WWTP rotational aerator renewals, \$129k at Te Aroha wastewater pond bunding renewal against \$145k budget, and \$101k spent on budget for Raungaiti sewer main renewal.

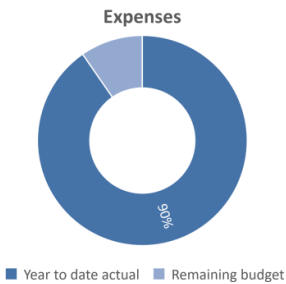
Water

OPERATING



Actual \$11m      Budget \$10.1m

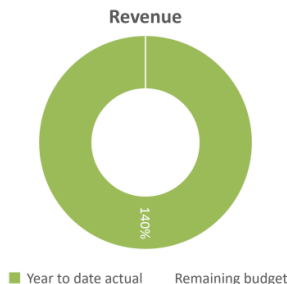
Metered water income is \$121k higher than budget. \$800k Better-off funding was budgeted to cover an operational funding shortfall in the 2023-24 year but was received and recognised as income in the 2024-25 financial year.



Actual \$6.8m      Budget \$6.9m

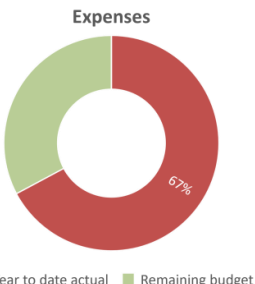
Payments to staff and suppliers are tracking \$509k below budget. There are areas where the budget are both under and over. The main areas of overspend include; contractor costs \$352k mainly in respect of the Morrinsville and Te Aroha water treatment plants and Materials purchased is over by \$62k. These areas of overspend are offset by savings against budget in the following areas; reticulation works subcontractors \$50k, external lab analysis \$242k, KVS internal charging is \$375k under budget particularly in respect of reticulation works. Waters unit internal charging is \$84k below budget. Furthermore, finance costs are \$295k higher than budget.

CAPITAL



Actual \$5.1m      Budget \$3.4m

Development contributions in Matamata and Morrinsville are \$56k and \$689k higher than budget respectively. Furthermore, \$1.1m cashflow surplus from operations are available funds for capital spending, therefore reducing the need for external borrowing.



Actual \$6.2m      Budget \$8.4m

Water capital works are tracking behind budget mainly due to the \$2m Te Aroha resource consent and intake upgrade works which is currently being scoped - this budget will be carried forward into the 2025-26 year. Other capital project spending includes \$2.5m on construction of Lockerbie water treatment plant and bore carried forward from the 2023-24 budget, \$1.3m spent on Studholme Street Morrinsville watermain upgrade renewals, \$360k on Tahuna bore, in Te Aroha \$524k on water main renewals, \$140k on river intake renewal, \$150k on water treatment plant renewals, \$160k on water retic renewal program, and in Matamata \$617k on water retic renewal program.

Strategy and Engagement

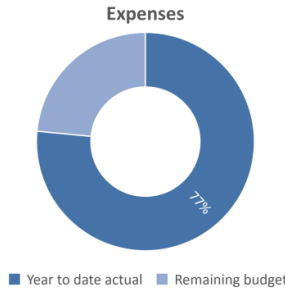
OPERATING



Actual \$9m

Budget \$8m

\$432k Better off Funding for the Matamata connectivity project and \$113k for the 3 Waters transition funding have been received. In addition the interest and investment income is \$760k higher than budget.

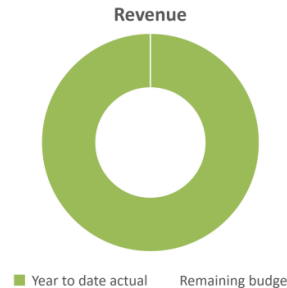


Actual \$7.3m

Budget \$8.8m

There are budget underspends mainly on digital enablement \$252k, district plan review \$119k, election costs \$53k but these are anticipated to be spent between June to October 2025. Staff salaries are \$261k under due to vacancies and staff secondment and leave covered internally. Spending from reserve funds of \$333k to date are associated with the Freedom Camping Bylaw development and implementation (\$29k) which is funded by MBIE, works on restoration of the Te Aroha headstones that were affected by the earthquakes in 2023 (\$17k), 3 Waters business review relating to workforce, AMP and other support services (\$219k), drinking water treatment training (\$23k), Community led initiative grants and materials (\$30k) which are funded by Better Off Funding, and other support and overhead expenses (\$13k).

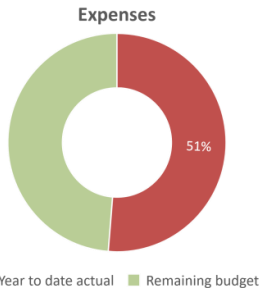
CAPITAL



Actual \$1.6m

Budget \$2,000

The cashflow surplus from operations \$1.634m are available funds for capital spending, therefore reducing the need for external borrowing.



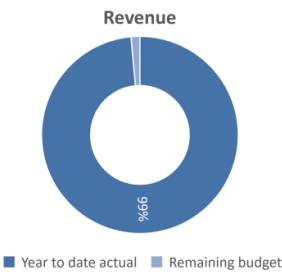
Actual \$1.2m

Budget \$2.1m

\$550k spent on Plant (motor vehicle & machinery), \$574k on IT equipment, \$38k on furniture and fittings with further plant expenditure to occur before the end of the financial year.

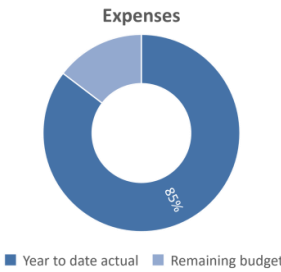
Consents and Licencing

OPERATING



Actual \$8m      Budget \$7.4m

Revenue from fees and charges is \$789k ahead of budget as at May 2025. The main variances are in Resource Consent income \$305k higher than budget, Building Consent income \$273k higher than budget and Dog registrations are \$79k higher than budget. Animal infringements and fines are \$69k higher than budget due to the teams' proactive approach in dealing with infringement issues.



Actual \$6.7m      Budget \$7.1m

Overall, payments to staff and suppliers is tracking below budget, offset slightly by higher overhead allocations.



## COUNCIL-WIDE FUNDING IMPACT STATEMENT

Overall Council Funding Impact Statement - May 2025

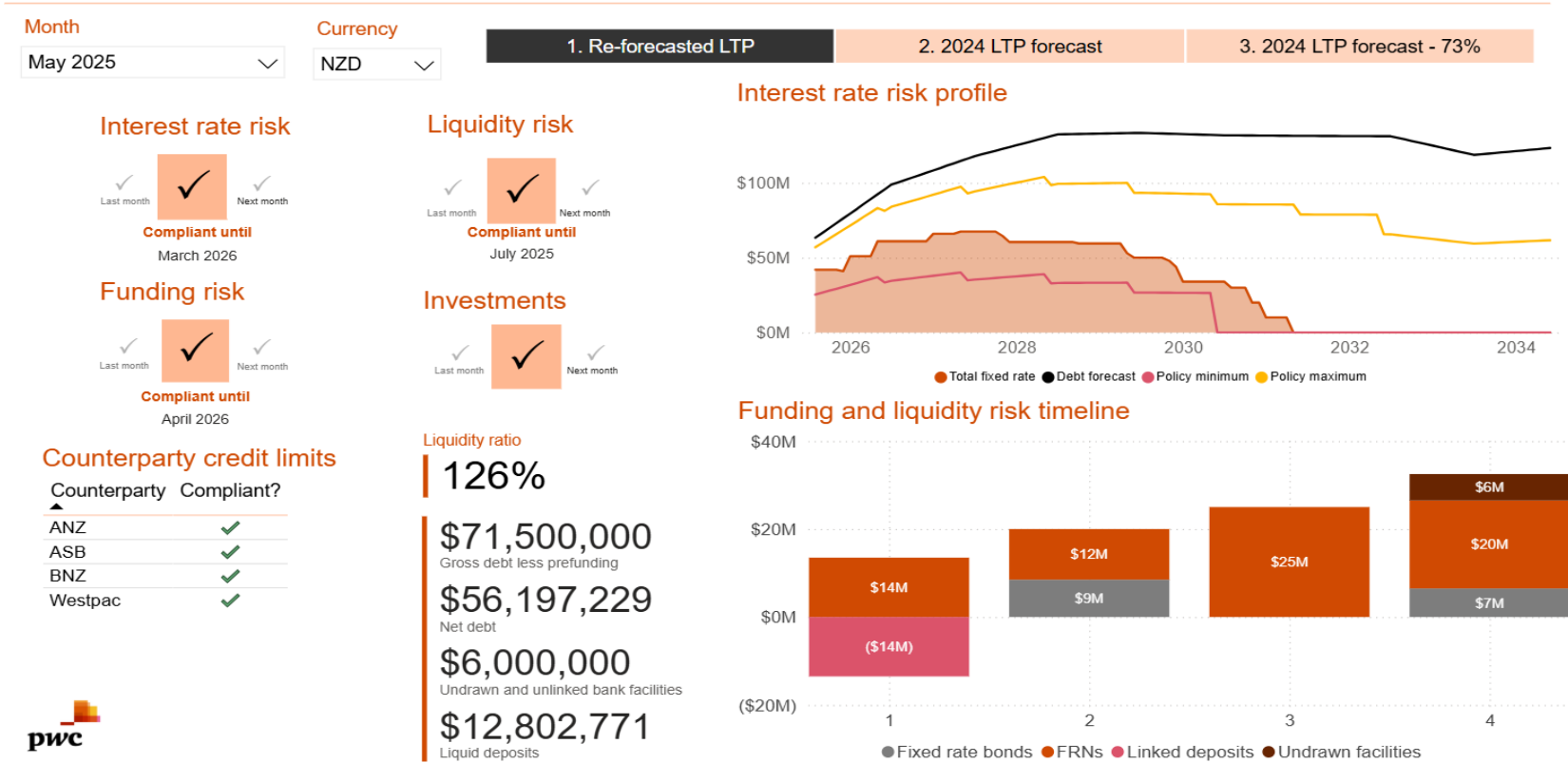
	YTD Budget \$000	YTD Actual \$000	Variance \$000	Notes
<b>Sources of operating funding</b>				
General rates, uniform annual general charges, rates penalties	32,789	33,032	243 Favourable	1
Targeted rates (includes metered water)	21,162	21,274	112 Favourable	1
Subsidies and grants for operating purposes	3,933	5,022	1,089 Favourable	2
Fees and charges	10,493	9,981	(512) Unfavourable	3
Interest and dividends from investments	550	937	387 Favourable	4
Local authorities fuel tax, fines, infringement fees, and other receipts	237	203	(34) Unfavourable	
<b>Total operating funding</b>	<b>69,165</b>	<b>70,449</b>	<b>1,284 Favourable</b>	
<i>Less budgeted depreciation that is funded from rates and used to fund capital</i>	<i>(20,015)</i>	<i>(20,015)</i>	<i>-</i>	
<i>Less reserve funding that comes from rates</i>	<i>-</i>	<i>-</i>	<i>-</i>	
<b>Cash available to fund operating</b>	<b>49,151</b>	<b>50,435</b>	<b>1,284 Favourable</b>	
<b>Applications of operating funding</b>				
Payments to staff and suppliers	54,026	51,741	2,285 Favourable	5
Finance costs	3,379	2,862	517 Favourable	6
Other operating funding applications	-	-	-	
<b>Total applications of operating funding</b>	<b>57,404</b>	<b>54,603</b>	<b>2,801 Favourable</b>	
<i>Less operating expenditure funded from reserves</i>	<i>-</i>	<i>-</i>	<i>-</i>	
<b>Cash used to fund operating</b>	<b>57,404</b>	<b>54,603</b>	<b>2,801 Favourable</b>	
<b>Cash surplus/(deficit) from operating (A)</b>	<b>(8,254)</b>	<b>(4,168)</b>	<b>4,085 Favourable</b>	<b>7</b>
<b>Sources of capital funding</b>				
Subsidies and grants for capital expenditure	3,328	3,756	428 Favourable	8
Development and financial contributions	1,980	4,192	2,212 Favourable	9
<i>Add budgeted depreciation that is funded from rates and used to fund capital</i>	<i>20,015</i>	<i>20,015</i>	<i>-</i>	
<i>Add any operating cash surplus available to fund capital (A)</i>	<i>-</i>	<i>-</i>	<i>-</i>	
<b>Cash available to fund assets</b>	<b>25,323</b>	<b>27,963</b>	<b>2,640 Favourable</b>	
<b>Applications of capital funding</b>				
<b>Capital expenditure</b>				
—to meet additional demand	10,378	-	10,378 Underspend	10
—to improve the level of service	24,668	14,568	10,100 Underspend	10
—to replace existing assets	20,652	24,600	(3,948) Overspend	10
<b>Cash used to fund assets</b>	<b>55,698</b>	<b>39,168</b>	<b>16,530 Underspend</b>	
<i>Remaining cash from capital available to reduce debt OR (debt funding of capital required)</i>	<i>(30,375)</i>	<i>(11,205)</i>	<i>19,170 Favourable</i>	<i>11</i>
<i>Add any operating cash deficit that needs to be funded from debt (A)</i>	<i>(8,254)</i>	<i>(4,168)</i>	<i>4,085 Favourable</i>	
<b>Total (increase)/decrease in internal/external debt</b>	<b>(38,628)</b>	<b>(15,373)</b>	<b>23,255 Favourable</b>	<b>12</b>

#### Notes

- 1 Income from penalties on rates were \$387k higher than budgeted. Metered water income is \$121k higher than budget.
- 2 \$800k Better-off funding was budgeted to cover an operational funding shortfall for the Water activity in the 2023-24 year but was received and recognised as income in the current financial year, \$432k Better-off funding was received for the Matamata Connectivity project, \$113k was received for the 3 Waters transition funding but not budgeted for in this financial year and waste minimisation subsidy received to date is \$301k more than budget. These are offset by NZTA subsidies received are \$424k lower than budget as a result of seasonal variation and also the NZTA funding approved after Council's budget was set, at approx. \$430k lower than budgeted.
- 3 Te Aroha pools and spas and Domain house beauty fees and charges income is \$695k behind budget due to the budgets being set optimistically high compared to the previous year, particularly given the difficult economic environment and also as a result of decreased visitor numbers due to hot summer, periods of limited capacity, lack of water availability which is offset by operational decision not to employ additional beauty therapist that has been vacant since November 2024. Trade waste charges are also \$351k lower than budget which had provision for some increase in trade waste agreement charges that remains to be progressed. These are offset by resource consent income being \$305k higher than budget, dog registrations are \$79k higher than budget which is due to an increase in the registration fee, animal infringements and fines income are \$69k higher than budget.
- 4 Interest & investment income is \$387k higher than budget, as Council pre-funded debt of \$6.5m and held it on deposit until maturity of the debt in April.
- 5 Payments to staff and suppliers are lower than budget overall as at end of May 2025, mainly due to a significant underspend of \$1.375m operational budget for desludging work at the Te Aroha and Morrinsville wastewater plants now awaiting options report. The other underspend are mainly on digital enablement, district plan review, elections costs which is anticipated to be spent between June to October 2025, and staff salaries. However, expenditure is higher than budget on electrical & mechanical maintenance costs at the wastewater treatment plants and contractor costs mainly at the Morrinsville and Te Aroha water treatment plants.
- 6 Overall interest costs are lower than budget mainly due to the Matamata wastewater treatment plant upgrade works are behind schedule therefore reducing the requirement for drawdown.
- 7 The planned deficit of funds from operations is not as high as budgeted. This results in less external debt needing to be raised compared to budget.
- 8 NZTA subsidies are \$428k higher than budget as at the end of May 2025 reporting period mainly due to the seasonal nature of the roading work and timing, with more work undertaken during the summer period. NZTA moderated and reduced the funding for Low Cost Low Risk projects in the 2024-25 year by \$781k, where budget applied was \$893k but \$112k was approved.
- 9 Development and financial contributions from Morrinsville and Matamata are significantly ahead of budget for parks & reserves, roading, water and wastewater activities.
- 10 The Matamata wastewater treatment plant upgrade project is tracking behind schedule with \$13m spent as at May 2025 against the 2024-25 annual budget of \$26.5m. Capital projects in Water activity is tracking behind budget mainly due to the Te Aroha resource consent and intake upgrade works \$2m will carryover into the 2025-26 year. \$2.5m has been spent as at end of May 2025 at the Lockerbie Water Treatment Plant works carried forward from the 2023-24 budget. Roading capital works are tracking \$713k ahead of budget, partially due to seasonal nature and the timing of work.
- 11 Higher capital funding from development and financial contributions against budget offset by lower capital spending, resulted in less requirement to borrow funds compared to the level budgeted.
- 12 Overall cashflow surplus variance from both operating and capital activities resulted in less requirement to borrow funds as planned.

TREASURY MANAGEMENT - REVIEW OF COMPLIANCE WITH TREASURY POLICIES  
Treasury summary - positions and compliance

Matamata Piako District Council



## Loans and deposits by reporting date

## Matamata Piako District Council

Reporting date		Instrument		Counterparty				
May 2025		All		All				
Instrument type	CounterParty	Start date	Maturity date	Drawn amount	Limit	InterestRate	Margin_Float	CommitmentFee
Term Deposit	ANZ	30 May 25	19 Jun 25	\$7,500,000	\$7,500,000	3.54%		
Call Account	BNZ	29 Feb 24	01 Jul 25	\$5,302,771	\$5,302,771			
Term Deposit	ANZ	30 May 25	18 Jul 25	\$2,500,000	\$2,500,000	3.68%		
Linked Deposit (pre-funding)	ASB	28 May 25	14 Apr 26	\$13,500,000	\$13,500,000	4.04%		
Floating Rate Note	LGFA	30 Apr 19	15 Apr 26	\$3,000,000	\$3,000,000		0.80%	
Floating Rate Note	LGFA	15 Aug 20	15 Apr 26	\$3,500,000	\$3,500,000		0.92%	
Floating Rate Note	LGFA	14 Aug 23	15 Apr 26	\$7,000,000	\$7,000,000		0.54%	
Floating Rate Note	LGFA	16 May 22	15 Oct 26	\$4,000,000	\$4,000,000		0.61%	
Floating Rate Note	LGFA	30 Apr 19	15 Apr 27	\$2,500,000	\$2,500,000		0.90%	
Floating Rate Note	LGFA	12 Jul 21	15 Apr 27	\$3,500,000	\$3,500,000		0.57%	
Floating Rate Note	LGFA	17 Oct 22	15 Apr 27	\$1,500,000	\$1,500,000		0.84%	
Fixed Rate Bond	LGFA	30 Jan 24	15 Apr 27	\$8,500,000	\$8,500,000	5.32%		
Floating Rate Note	LGFA	14 Dec 22	15 Oct 27	\$2,000,000	\$2,000,000		0.76%	
Floating Rate Note	LGFA	14 Mar 22	15 May 28	\$4,000,000	\$4,000,000		0.72%	
Floating Rate Note	LGFA	14 Dec 22	15 May 28	\$2,000,000	\$2,000,000		0.78%	
Floating Rate Note	LGFA	15 Apr 24	15 May 28	\$5,500,000	\$5,500,000			
Floating Rate Note	LGFA	07 Oct 24	15 May 28	\$3,500,000	\$3,500,000		0.94%	
Floating Rate Note	LGFA	16 Dec 24	15 May 28	\$8,000,000	\$8,000,000		0.93%	
Fixed Rate Bond	LGFA	04 Jun 24	20 Apr 29	\$6,500,000	\$6,500,000	5.55%		
Floating Rate Note	LGFA	15 Apr 25	20 Apr 29	\$6,500,000	\$6,500,000		1.05%	
Floating Rate Note	LGFA	12 May 25	20 Apr 29	\$13,500,000	\$13,500,000		1.03%	
Standby Facility	Westpac	01 May 25	30 Apr 29	\$0	\$6,000,000		1.15%	0.30%



8 Ngā Pūrongo Whakamārama | Information Reports

## 8.4 Successful grant recipients 2024/25 and amendments to Pride of Place - Community-Led Initiatives Grant Policy

CM No.: 3057569

### Te Kaupapa | Purpose

The purpose of this report is to

- provide an update on successful grant recipients for the 2024/25 financial year.
- approve amendments to the Pride of Place – Community-Led Initiatives Grant Policy.

### Rāpopotonga Matua | Executive Summary

Matamata-Piako District Council provides and/or administers various grants to support individuals, community groups and organisations within the district.

This report provides an update on successful grant recipients for the 2024/25 financial year and includes some suggested amendments to the Pride of Place – Community-Led Initiatives Grant Policy for clarity.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. The attached amendments to the Pride of Place – Community-led Initiatives Grant Policy be approved.

### Horopaki | Background

Matamata-Piako District Council provides and/or administers various grants to support individuals, community groups and organisations within the district. Those grants include:

#### Multi-year grants

Multi-year grants are determined through the Long Term Plan (LTP) process, which occurs every three years and are determined by the full Council. These grants support the operational management of community infrastructure and community gathering spaces to deliver services, programmes and activities that benefit the social, cultural and environmental wellbeing of communities in Matamata-Piako.

In 2024/25, Council allocated over \$640,000 in multi-year grants. The LTP 2024-2034 can be viewed on Council's website [here](#).

#### Single-year grants

Council allocated \$30,000 over two funding rounds for 2024/25 to support not-for-profit community organisations that deliver services, programmes and activities that benefit the social, cultural and

environmental wellbeing of communities in Matamata-Piako. Note additional funding of \$12,900 (approx.) was also carried forward from the previous year.

Single year grant decisions are made by a committee, consisting of one ward Councillor from each ward (i.e. Matamata, Morrinsville, Te Aroha and Māori wards), individual members are rotated each round.

In 2024/25, Council administered single year grants for the following initiatives:

#### **Funding Round 1**

<b>Group/Name</b>	<b>Description</b>	<b>Amount approved</b>
Brian Maginness	Zion Motorhome Golf Tournament	\$500.00
Brian Gibson	A Christmas Display at the Morrinsville Gallery	\$1695.77
Morrinsville Chamber of Commerce	Fireworks and traffic management	\$5000.00
Kiwanis	One day fun day event	\$2000.00
Te Aroha Riding for the Disabled	Operating costs	\$2000.00
Te Aroha Little Theatre	Materials to install an access ramp at the theatre	\$1000.00
Matamata Geriatric Day Centre	Annual end of year event Christmas function	\$350.00
Matamata Men's Shed	Men's Health Expo	\$400.00
Aroha Cruise In Society Inc.	Funding for road closure, to accommodate the display of vehicles in Te Aroha	\$2500.00
Morrinsville Association Football Club Inc.	Part funding of equipment needed to establish the walking football and summer family leagues	\$2564.32
Matamata Scout Group	First aid training costs for staff	\$585.00
Matamata College Interact	Build a study or quiet productive garden within Matamata College grounds	\$2000.00
Positively Morrinsville Community Radio	Funding to purchase a new laptop	\$1299.00

	<b>Total funding allocated</b>	<b>\$21894.09</b>
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## Funding Round 2

<b>Group / Name</b>	<b>Description</b>	<b>Amount Approved</b>
Brian Maginness	Gift vouchers for Annual Zion Motorhome Golf Event - December 2025	\$500.00
Te Aroha Group NZ Riding for the Disabled Association Inc	Operational costs and training for coaches	\$2000.00
Matamata Geriatric Day Care Centre	Travel vouchers	\$500.00
Te Aroha Community Support	First aid training for drivers and volunteers	\$2000.00
Morrinsville Croquet Club	50% coring and 50% seed/fertiliser/spray costs for lawns	\$1000.00
Keep Morrinsville Beautiful	Hanging baskets	\$2000.00
Transition Matamata	Sustainability Sunday Fun Day	\$2000.00
Te Tamawai Trust (Taku Wairua)	Taku Wairua Kura Programme delivery, operation and administrative expenses	\$3850.00
Morrinsville Camera Club	Requesting funding for club laptop	\$900.00
Te Ahurei a Rangatahi Trust	Operational costs	\$4000.00
Raungaiti Marae Trust	Van maintenance costs	\$500.00
Matamata Playcentre	Equipment and resources - reading books for tamariki (children)	\$808.70
Te Ōhākī Marae	Whakapapa wānanga	\$500.00
Te Aroha College – Ball Committee	Te Aroha College Ball	\$450.00



	<b>Total funding allocated</b>	<b>\$21008.70</b>
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### Creative Community Scheme

Council administers the Creative Community Scheme (CCS), which is funded by Creative New Zealand. The grant supports initiatives that have an arts focus and meets the conditions of:

- Access and participation
- Diversity
- Young people

Nine committee members deliberate over the applications, two of whom are Councillors, the remainder are community members representing different arts specialties.

Council receive a base allocation of funding of \$15,000 per year plus \$0.60 per head of population (based on the most recent census information), the total amount received for 2024/25 was \$37258.80. Some funding was spent on advertising the funding rounds, the rest of the funds are granted over two funding rounds for the year.

In 2024/25, the Committee allocated grants for the following initiatives:

#### Funding Round 1

Group/Name	Description	Amount approved
Te Aroha Community Choir	Collab 25 project - Te Aroha Community Choir and Matamata Community Choir Join Together	\$1000.00
Adrian Cook	Local Heroes	\$800.00
Pihere Levi	Moko Papa Revitalization	\$2000.00
Matamata Dramatic Society Inc	Ten Minute Play Festival - Best of the Best	\$1500.00
Future Te Aroha	Once Upon a Christmas	\$1000.00
Future Te Aroha	Easter Treat	\$500.00
Bernadette Ballantyne	"Stories of Time and Land" art exhibition proposal	\$500.00
Future Te Aroha	A Dystopian Adventure	\$500.00
Fiona Andersen	Floristry & Styling Workshop for Young Adults	\$1200.00
Francisca Edwards	Fragments of Aotearoa	\$500.00
Pepa Torre	23, 24, 25, LIFE U-TURNS... Fate? My 360° Journey as a conversation starter	\$500.00
Volunteers of Morrinsville Gallery	Volunteers Collective Group Exhibition. 'Many Hands Make Light Work'	\$800.00
Larry Abreno	Sustainable Art: A Coffee Painting Exhibition	\$800.00
Morrinsville Little Theatre	The Addams family	\$1000.00

Group/Name	Description	Amount approved
Matamata Futures Inc	Papakauri Mural at Matamata Domain	\$2000.00
Morrinsville Little Theatre	Once on Chunuk Bair	\$2000.00
Claudia Latisnere	Hang On! A hanging mobile workshop	\$400.00
Creative Fibre Morrinsville	Learn to spin Wool & Craft Yarn	\$382.50
The Gordonton Art & Design Trail	Gordonton Art & Design Trail Exhibition	\$800.00
	<b>Total funding allocated</b>	<b>\$18182.50</b>

## Funding Round 2

Group/Name	Description	Amount approved
James Gillies Brodie	BRODIE/ and Figjamin Live Events 2025	\$650.00
Tangata Marae Trust	Te Whiri a Whaanau	\$500.00
Waikato Embroiderers' Guild	Waikato Embroiderers' Guild Exhibition	\$500.00
Charlotte Waugh	The gears of life	\$250.00
Matamata Dramatic Society Inc.	Kindly Leave the Stage	\$250.00
Matamata Dramatic Society Inc.	Short and Sweet - 10 Minute Play Festival 2025	\$250.00
Matamata Brass	Tutoring programme	\$1,000.00
Morrinsville Community Choir	Morrinsville Community Choir Concerts	\$983.00
Future Te Aroha	The Littlest Princess	\$500.00
Morrinsville Gallery	Exhibitions and workshops that embody celebrations of Matariki	\$650.00
Future Te Aroha	Arts in Action - Mural Project	\$350.00
Future Te Aroha	Final Curtain	\$925.00
Te Aroha Community Choir	A Repertoire For All Occasions-10 New Songs	\$935.00
Tui Pā Marae	Matariki weaving workshop	\$1,000.00
Morrinsville Little Theatre	Mary Poppins Junior	\$1,000.00
Matamata Country	Matamata Country Music Awards	\$1,500.00

Group/Name	Description	Amount approved
Music Club		
Scholars Baroque Aotearoa	Vivaldi's Gloria & Bach 'Mass in A'	\$500.00
Te Puawaitanga o Ngati Hinerangi Iwi Trust	Wairere Falls – the Ngati Hinerangi story	\$1,500.00
Julia Fausett & Brian Torrey	Opposites Attract II	\$250.00
Matamata Musical Theatre Incorporated	Disney's Alice in Wonderland Junior	\$1,400.00
Te Aroha College	ShowQuest 2025	\$775.00
	<b>Total funding allocated</b>	<b>\$15668.00</b>

### Pride of Place Community-led Initiatives grant

Using external funding from the Department of Internal Affairs, Council has \$30,000 per year for three years (2024 – 2027) to allocate to support the community to deliver small-scale initiatives that contribute to an even better district to live, work and learn in.

Council's Community Development and Partnerships team worked with communities to create Pride of Place goals for the Matamata-Piako District.

The maximum grant allowance per application is \$2,000, and while there is no deciding committee, applicants must demonstrate alignment to the Pride of Place goals or present a case for initiatives that will result in general positive social good in the district.

A key requirement of this grant is that events are open to the community. Funding decisions are made by Council staff with delegated authority following an assessment of applications.

In 2024/25, Council allocated grants for the following initiatives:

Group/Name	Description	Amount approved
Aroha Pop-up Pickleball	Aroha Pickle Ball	\$1725.00
Tanya Austin	Te Aroha Bridge Club Character Upgrade	\$1984.65
Te Aroha Rotary	CBD Pot Plant Project	\$1235.96
Morrinsville Extreme Sports	Morrinsville Skate Bowl Design Open Day	\$2000.00
Flurette Powell	Eat the Street – edible plants in pots in the CBS of Morrinsville	\$1480.00
Tangata Marae Trust	Tangata Marae Hauora Day – a wellness family event	\$1600.00

Group/Name	Description	Amount approved
Girl Guiding Association – Brownies Group	Brownies Fairy Garden installation in Centennial Park, Matamata	\$332.97
Starfish Health and Wellbeing Centre	Community Colour Burst event	\$815.22
Te Hauora o Ngāti Hauā	Te Hauora Whānau Hauora Day – a wellness family event in Waharoa	\$2000.00
Carol MacLeod	Matamata Pickle Ball pop-up	\$1953.54
Matamata Futures Project Play Volunteer Committee	Super heroes and princesses day – a free community event	\$1848.50
Manaaki Kaimai Mamaku Trust	Get into the Ngahere – interactive app including cultural stories/histories	\$2000.00
John Howlett / Bernadette Ballantyne	Art on Thames Street – a public art event	\$437.89
Raungaiti Marae	Raungaiti Underpass Art Project	\$1849.00
Tautoru Ngāti Hinerangi	Alternative ED – Tautoru Official Open Day	\$891.50
Waikato Disc Golf Association	Morrinsville Disc Golf Course	\$1892.00
	<b>Total funding allocated</b>	<b>\$24,046.23</b>

With a remaining balance of \$5,953.77, a total of \$35,953.77 will be available for allocation in the 2025/26 funding year.

### Natural, Cultural and Built Heritage grant

The Natural, Cultural and Built Heritage grant provides funding for plans, reports and one-off projects that protect, conserve and promote New Zealand's natural, cultural and physical heritage and support community organisations with resource consent costs. This grant remains open year round and is allocated to eligible applicants on a first in basis.

In 2024/25, Council administered grants for the following initiatives:

Group/Name	Description	Amount approved
Steve Southall and Jim Stuckey	Waitoa Riverbank Restoration	\$5000.00
Matamata Futures	Resource consent funding assistance – encroachment of height relative to boundary rule, buildings on a public reserve, working within drip line of scheduled tree and structures under a scheduled tree	\$5000.00

Group/Name	Description	Amount approved
Morrinsville Chamber of Commerce	Resource consent funding assistance - Morrinsville Community Christmas tree	\$4712.50
	<b>Total funding allocated</b>	<b>\$14712.50</b>

### Dr Lawrence and Elsie Mackie Memorial Trusts

Dr Lawrence and Elsie Mackie Memorial Trust grants are available to people from Te Aroha and the surrounding country areas (Elstow, Manawarū, Mangaiti, Ngarua, Springdale, Te Aroha West, Wairākau, Waihou and Waitoa). This funding is provided for 'charitable purposes', for both groups and individuals.

This grant opens once every two years and is managed by a Board of Trustees of five members. There was no funding round for the 2024/25 period.

### Iwi initiatives grant

A grant was established to support initiatives relating to Matariki or Waitangi Day events / initiatives / series.

Previously, Council accessed external funding to lead such events. In an effort to work more cohesively with iwi, Council staff sought feedback from the Te Manawhenua Forum mō Matamata-Piako (TMF) and it was agreed a grant was favourable to allow iwi organisations or members of the community with support from the TMF, to lead their own events. A key requirement of this grant is that events are open to the community. Funding decisions are made by Council staff following an assessment of applications.

Council had \$5,000 to administer. Additionally, as a one-off, the Mayor contributed \$1,000 from her discretionary fund to support initiatives.

In 2024/25, Council administered grants for the following initiatives:

Group/Name	Description	Amount approved
Ngāti Hauā	Matariki – Mātaai Whetū ki Ngāti Hauā and breakfast (Morrinsville and Matamata)	\$2000.00
Ngāti Tumutumu	Series of Matariki Community Workshops inclusive of community access to the sound baths (Te Aroha)	\$2500.00
Kaitiaki Track n Trap	Community event sharing artwork, vegetable names, karakia, waiata and kai (Waharoa / Matamata)	\$1000.00
Ngāti Hinerangi	Official community opening of nursery in celebration of Matariki (Matamata)	\$500.00
	<b>Total funding allocated</b>	<b>\$6000.00</b>





## Ngā Take/Kōrerorero | Issues/Discussion

The Pride of Place – Community-led Initiatives Grant Policy has been in operation for a year. The Community Development and Partnerships team have proposed some changes to this Policy to address situations or issues that came up during the year. These changes are highlighted in red for Councils' consideration.

In addition some minor amendments have been made to improve clarity, update administrative processes and reflect a departmental name change, these changes have not been highlighted in the attached policy. A tracked changes version is available on request.

## 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	
TŌ MĀTOU WHAKAKITENGA   OUR VISION			
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.			
TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

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

## Ngā Tāpiritanga | Attachments

[A↓](#). 2025 amendment Pride of Place - Community-led Initiatives Grant Policy



## Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
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	Jennifer Mahon <b>Kaiārahi Whakawhanake Hapori, Rāngaimahi   Community Development and Partnerships Team Leader</b>	
Approved by	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>	



## Pride of Place – Community-led Initiatives Grant Policy 2024 (amended 2025)



**Ngā Wāhanga:**

**Department**

Policy, Partnerships and Governance

**Te Tūmomo Kaupapahere:**  
Mō Āwaho

**Policy Type:**

External Policy

**Te Rā o te Whakataunga e te  
Kaunihera:**

**Council Resolution Date: 24 January  
2024**

### Ko te pūtake o tēnei kaupapahere | Policy Purpose

This Policy sets out the criteria and allocation process for the Pride of Place - Community-Led Initiatives Grant which supports community to deliver their own small-scale initiatives that contribute to a district that's better to live, work, play and learn in.

### Kaupapahere | Policy

The Pride of Place – Community-Led Initiatives grant is available to not-for-profit groups, organisations and individuals that would like to deliver small-scale events, programmes, temporary installations or activities that benefit the wider wellbeing of those in the Matamata-Piako district and increase its vibrancy.

Council's [Pride of Place project](#) works with communities to create goals for Matamata-Piako district towns and supports community-led initiatives that achieve those goals. Where possible, eligible grant proposals should demonstrate alignment to the Pride of Place goals or present a case for initiatives that will results in general positive social good in the district.

When evaluating a grant proposal, the following criteria will also be considered:

- **Locality:** The initiative must be located within the Matamata-Piako District.
- **Scale:** The initiative should be small-scale, **and ideally planned and delivered within 1–3 months.**
- **Community Involvement:** The proposal should demonstrate collaboration, partnership, and support from other local funding sources.
- **Inclusivity:** The initiative must be open to the public and not limited to private or closed events.
- **Innovation:** The initiative should be new or unique to the area. **Repeat funding for the same initiative will generally not be granted.**
- **Positive Impact:** The application should clearly outline the anticipated benefits to the community.
- **Viability:** The initiative must have a realistic scope, budget, and delivery plan.



### Ngā Hua | Outcomes

Organisations and individuals receiving grants are expected to demonstrate how their small-scale initiative achieves the Pride of Place goals and/or benefits the wider wellbeing of those in the Matamata-Piako District.

### Ngā kaupapa ka tautokona ā-pūtea | What we fund

The Pride of Place – Community-Led Initiatives Grant will consider funding all costs not listed on the 'What we don't fund' list that follows next.

### Ngā kaupapa kāore e tautokona ā-pūtea | What we don't fund

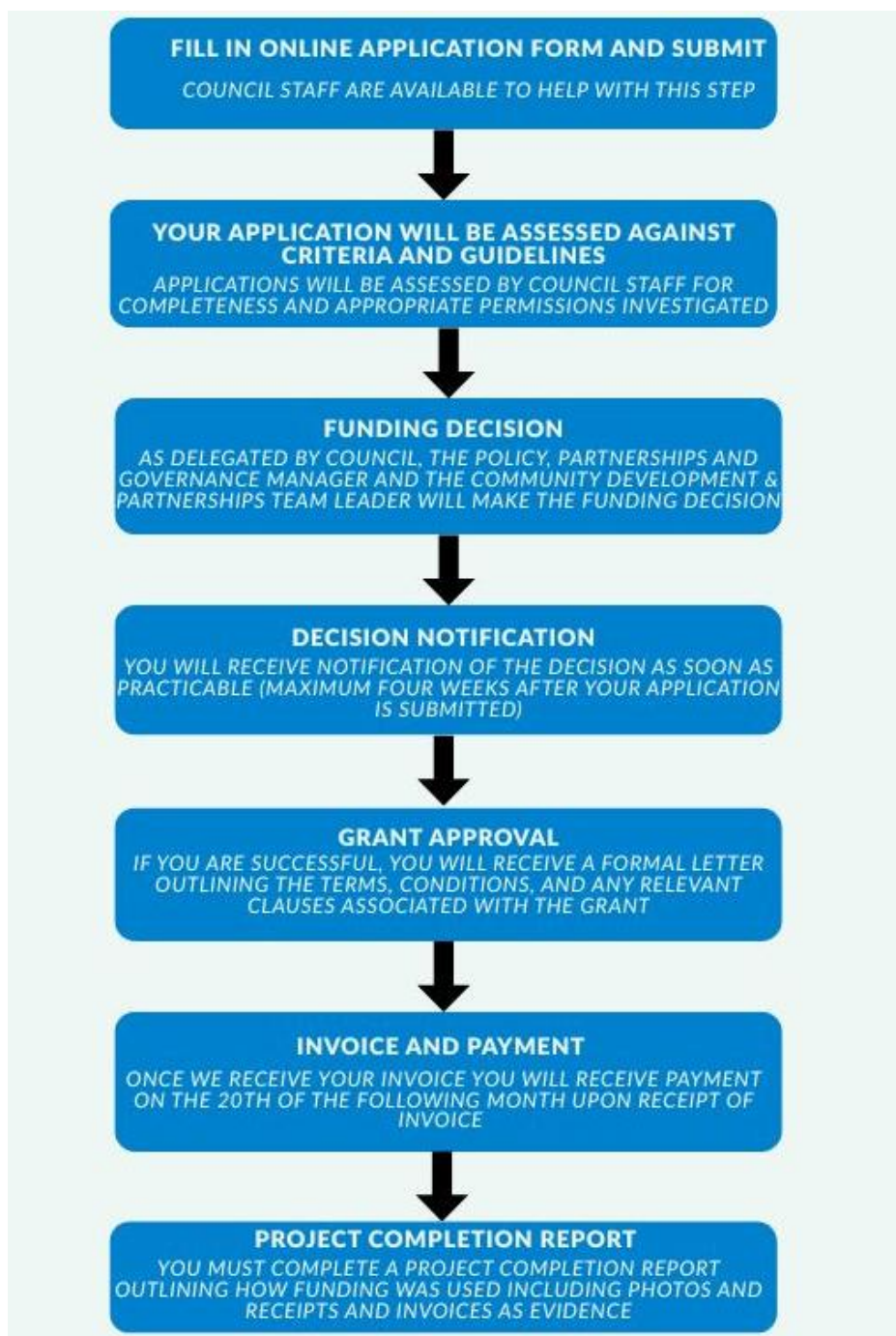
- Initiatives requiring entry fees or donations from attendees
- Assets or equipment that may become privately individually owned
- Initiatives that seek profit/fundraising
- Projects occurring outside the district
- Applications for purposes that do not directly relate to the grant
- Ongoing subscriptions, memberships, or overheads
- Expenses incurred before grant approval
- Any costs involved in preparing the application
- Fundraising, catering, legal, investments or debt-related expenses
- Projects already substantially funded by Council

### Kaupapahere Te Mātaītanga, me te Arotakenga | Policy monitoring and review

The Policy, Partnerships and Governance team is responsible for providing Council with a summary of expenditure and an evaluation of the Policy on a bi-annual/annual basis (depending on volume of applications). This policy shall be reviewed at least twice over the full length of its three year term.



## Funding Process



## Schedule 1 – Guidelines and additional information

### How to apply?

All application forms are available through Council's online grant application system [mpdc.nz/grants](https://mpdc.nz/grants).

### What are the requirements that have to be met by successful applicants?

Successful applicants may be required to complete a grant agreement prior to payment of the grant but in most instances, all requirements will be listed in the approval letter.

Successful applicants must adhere to the completion reporting requirements.

Recipients who fail to submit a completion report along with supporting receipts and invoices, or who have not utilised the grant funds in accordance with the conditions set out in the approval letter, will be deemed ineligible for further Council funding until:

- All outstanding documentation has been submitted and reviewed;
- Any use of funds not approved in the grant letter have been identified and resolved to the satisfaction of Council;
- Compliance with all grant conditions have been met/or grant monies returned.

Completion reports are due within one month of the finish date of the initiative.

Successful applicants must acknowledge Matamata-Piako District Council - Pride of Place project in all marketing materials, where other sponsors are being noted and where it is practical.

### How will I know if funding has been approved?

Applicants will be notified of the decision as soon as practicable (maximum of four weeks after the application has been submitted).

Upon receipt of invoice, payment will be made on the 20th of the following month.

### Application Process:

How much is available?	Total fund pool available is \$30,000 per annum for 3 years (2024-2027).
How much can be applied for?	<p>The maximum grant amount is \$2,000 per application.</p> <p>As this fund is intended for small initiatives most applications are expected to be less than the maximum amount.</p> <p>If applicants are looking for higher levels of funding, they will be directed to other funding schemes.</p>

Who can apply?	<p>Groups and individuals can submit requests for funding.</p> <p>Please contact Council's Community Development and Partnerships team in the first instance to talk through ideas and get full eligibility requirements.</p> <p>Call Council on 07 884 0060 and ask for the Community Development and Partnerships team or email <a href="mailto:prideofplace@mpdc.govt.nz">prideofplace@mpdc.govt.nz</a></p>
When to apply?	<p>Applications are open throughout the year until the fund is fully allocated.</p> <p>Applications are required at least two months before the proposed initiative is due to commence.</p>
Utilising Funds	<p>Funds must be utilised within 6 months after the approval letter has been sent and prior to the delivery of the initiative.</p>
Timeframe	<p>The initiative for which the grant is allocated must take place within 6 months of approval.</p>
Ready to apply?	<p>Reach out to Council's Community Development and Partnerships team or click below:</p> <p><a href="https://www.mpdc.govt.nz/grants-and-funding">https://www.mpdc.govt.nz/grants-and-funding</a></p>



8 Ngā Pūrongo Whakamārama | Information Reports

## 8.5 CCO Performance Monitoring - Final Statement of Intent 2025/26 Waikato Regional Airport Limited (WRAL) Group

CM No.: 3054368

### Te Kaupapa | Purpose

The purpose of this report is for Council to receive the Waikato Regional Airport Limited (WRAL) Group Final Statement of Intent 2025/26.

### Rāpopotonga Matua | Executive Summary

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

A Statement of Intent must include:

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

Waikato Regional Airport Limited (WRAL) is a Council Controlled Organisation (CCO) owned by five Waikato councils, with Matamata-Piako's shareholding at 15.6%.

Council received WRAL's draft Statement of Intent on 26 March 2025 and were invited to provide feedback on the document prior to its finalisation. Council resolved to approve the document without feedback.

Council has now been provided with the final Statement of Intent 2025/26 for information.

### Tūtohunga | Recommendation

That:

1. The Waikato Regional Airport Limited Group Final Statement of Intent 2025/26 be received.

### Horopaki | Background

#### Council Controlled Organisations (CCO) Reporting Requirements

CCO's are required by the Local Government Act 2002 (LGA) (subject to certain exemptions) to prepare and publish an annual Statement of Intent, and produce a Half-Yearly Report for shareholders on the entity's operations during the half year.

### Waikato Regional Airport Limited (WRAL)

WRAL is a CCO owned by five Waikato councils, with Matamata-Piako's shareholding at 15.6%. The Group is comprised of the following entities:

- Waikato Regional Airport Limited (trading as Hamilton Airport) is the Group's parent company, and the owner and operator of Hamilton Airport.
- Titanium Park Limited - has a goal to develop and optimise land holdings to generate long-term income streams from a diversified property portfolio.
- Waikato Regional Airport Hotel Limited (Trading as Jet Park Hamilton Airport Hotel & Conference Centre). – has an intent to provide non-aeronautical earnings to the Group through the operation of a Qualmark 4 Star Plus hotel and conference centre facility at Hamilton Airport.
- Hamilton & Waikato Tourism Limited – the Regional Tourism Organisation markets the Hamilton and Waikato region as a visitor and business events destination, and to assist in growing the visitor economy through tourism development and destination management.

WRAL has identified the following core purposes under its current ten-year strategic plan:

1. An enabler of air services to the region.
2. A supporter and developer of aviation through investment in, and provision of, airport infrastructure and support services for both general aviation and commercial airline activities.
3. The operator of a first class, safe, sustainable and compliant airport that connects the Mighty Waikato to New Zealand and beyond.

To strategically position the Group to enhance capital value and be financially self-sustaining through an income diversification strategy.

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

Council received WRAL Group's draft Statement of Intent on March 26 2025 and were invited to provide feedback on the document prior to its finalisation. Council resolved to approve the document without feedback.

Council has now been provided with the final Statement of Intent 2025/26 for information.

There were no substantial changes made to the statement of intent following the feedback period.

### **Mōrearea | Risk**

No risks have been identified.

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

The LGA requires CCOs to prepare and publish an annual Statement of Intent. The purpose of a Statement of Intent is to:

- a) State publicly the activities and intentions of the CCO for the year and the objectives to which those activities will contribute; and
- b) Provide an opportunity for shareholders to influence the direction of the organisation; and



- c) Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

CCOs are required to present a draft Statement of Intent to each local authority for feedback on or before 1 March in the year preceding the financial year to which the draft Statement of Intent relates. The local authority then has two months from receiving the draft Statement of Intent, to respond to the CCO with feedback. A final Statement of Intent is to be provided to the shareholders before the commencement of the financial year to which it relates.

WRAL provided its draft and final Statement of Intent within these timeframes.

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

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	This report addresses a statutory requirement and the final statement of intent is to be received by Council.
Section 78 – requires consideration of the views of Interested/affected people	No engagement is required, however the final statement of intent will be published on Council's website as per the LGA requirement.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a low level of significance.
Section 82 – this sets out principles of consultation.	Public consultation is not required.

### **Policy Considerations**




1. 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 Local Government Act 2002 or any other enactment.

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

The LGA requires Council to publish the final Statement of Intent on its website within one month of adoption and maintain the document on the website for a period of no less than 7 years.

## 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	
TŌ MĀTOU WHAKAKITENGA   OUR VISION			
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.'			
TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

The activities of the WRAL Group supports the achievement of all Council's community outcomes.

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

The current and proposed activities of WRAL are fully funded by the participating local authorities, within existing budgets.

## Ngā Tāpiritanga | Attachments

[A↓](#). FINAL WRAL 2025/26 Statement of Intent



## Ngā waitohu | Signatories

Author(s)	Charlotte Walker <b>Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor</b>	
Approved by	Niall Baker <b>Kaiārahi Tima Kaupapahere   Policy Team Leader</b>	

	<p>Sandra Harris</p> <p><b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b></p>	
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WAIKATO REGIONAL AIRPORT LIMITED

# Group Statement of Intent

For the year ended 30 June 2026



Hamilton  
Airport





# INTRODUCTION

This statement is presented by the Directors in accordance with s.64(1) of the Local Government Act 2002 and sets out the Board’s intentions for the Company and Group for the year ending 30 June 2026 and the succeeding two financial years.

# STRATEGIC INTENT

The Group has identified its core purposes under its current ten-year strategic plan to be:

## CORE PURPOSES


- 1. An enabler of air services to the region.
- 2. A supporter and developer of aviation through investment in, and provision of, airport infrastructure and support services for both general aviation and commercial airline activities.
- 3. The operator of a first class, safe, sustainable and compliant airport that connects the Mighty Waikato to New Zealand and beyond.
- 4. To strategically position the Group to enhance capital value and be financially self-sustaining through an income diversification strategy.






# About the WRAL Group


The Group comprises the following entities:

- 


Hamilton Airport

Waikato Regional Airport Limited (trading as Hamilton Airport) - is the Group's parent company, and the owner and operator of Hamilton Airport.
- 

Titanium Park

Titanium Park Limited - has a goal to develop and optimise land holdings to generate long-term income streams from a diversified property portfolio.
- 

JETPARK  
HAMILTON AIRPORT HOTEL  
& CONFERENCE CENTRE

Waikato Regional Airport Hotel Limited - has an intent to provide non-aeronautical earnings to the Group through the operation of a Qualmark 4 Star Plus hotel and conference centre facility at Hamilton Airport.
- 

Hamilton & Waikato  
Tourism

Hamilton & Waikato Tourism Limited - the Regional Tourism Organisation markets the Hamilton and Waikato region as a visitor and business events destination, and to assist in growing the visitor economy through tourism development and destination management.

## Key objectives of the WRAL Group

The Group's key objectives and activities that will be undertaken to deliver on these include the following:

### Operate an efficient and compliant airport

- Operate a first class, safe and compliant airport by providing for essential projects, together with any compliance expenditure warranted.

### Enhance the traveller experience

- Maximise traveller satisfaction and airport experience through continued investment in passenger facilities and technologies that also assist to drive sustainable outcomes.

### Maintain a viable aeronautical business

- Assist airlines to identify opportunities to increase flight schedules and passenger numbers.
- Identify and activate new development opportunities within the general aviation sector.
- Promote the airport as an efficient, cost-effective international port for both commercial and private operations.
- Continue active engagement with prospective international airlines and pair city airports to grow air connectivity.
- Promote and secure additional tenants for the former flight training academy facilities to further enhance a vibrant general aviation community.

### Future-proof the airport

- Ensure the airport retains sufficient future protections for growth to meet future demands of international air connectivity, tourism, economic development and resilience.
- Remain collaborative with local authorities, and central government agencies for joint infrastructure and transport initiatives

### Maximise long-term income from diverse non-aeronautical business opportunities stemming from optimisation of land and property holdings.

- Titanium Park will continue marketing for sale, development and optimised investment, all available non-aeronautically strategic land in a planned and coordinated approach.
- Support the development of land within the bounds of a sound, strategic approach to long-term planning as defined in the 2022 updated aeronautical master plan.

### People

- Invest in an organisation-wide strategy that takes a holistic view of employee wellbeing, recognising wellbeing as a measure of our organisation's success.

Waikato Regional Airport Ltd - Group Statement of Intent - 2025/26 - 2



- Provide training and development to personnel to ensure individually and collectively, our personnel remain leaders of best practice in their respective fields.
- Retain a high performing team to build resilience, capability and responsiveness to growth and change opportunities.

### Sustainability

- Maintain JetPark Hotel's Qualmark Silver Enviro rating.
- Continue to align initiatives in the HLZERO50 sustainability framework, and to the global Airport Carbon Accreditation program and re-accreditation of our current Level 4 status.
- Plan and design infrastructure to facilitate energy reduction, sustainable energy use and alternative fuels in new developments around the airport.

### Assist in the development and marketing of the Hamilton and Waikato region as a destination to domestic and international visitors.

- Maintain and strengthen support for regional tourism through partnerships with local government, the tourism industry and the wider community to promote the region as a gateway to the North Island in concert with promotion of relaunched international services.

### Te Tiriti and Te Ao Maaori

- Create a cultural legacy that authentically embraces and values Maaori tikanga (customs) and te reo (the language) meaningfully that respects the kaitiakitanga (guardianship) of mana whenua and principles of te tiriti o Waitangi.



Waikato Regional Airport Ltd - Group Statement of Intent - 2025/26 - 3



## Key Performance Targets

The following annual performance targets are proposed for the Waikato Regional Airport Limited Group in relation to its core purpose and key objectives.

	2026	2027	2028
EBITDA excl Land Sales	\$6.0m	\$8.0m	\$9.0m
EBITDA incl Land Sales	\$6.0m	\$13.0m	\$14.0m
NPBT no less than	\$3.0m	\$8.5m	\$9.0m
Net Operating Cash Flow	\$4.5m	\$6.0m	\$10.0m
Percentage of Non-Landing Charge Revenue	60%	60%	60%
Interest Coverage	2.0x	3.0x	3.0x
Total Debt	\$70.0m	\$70.0m	\$70.0m
Shareholder value	\$254.0m	\$275.0m	\$289.0m



## Non-Financial Performance Targets

The following non-financial key performance targets are proposed for the Waikato Regional Airport Limited Group in relation to its core purpose and key objectives for the year ending 30 June 2026.

### Health, safety and wellbeing

- Zero Work Safe notifiable accidents/injuries.
- Operate a workplace that fosters employee wellbeing and improving organisational culture, as measured by the Employee Engagement Survey.

### Aeronautical compliance

- To maintain the Airport Certification Standards as required by the Civil Aviation Authority.
- Ensure airport is operationally available for all scheduled passenger services (except for uncontrollable events).

### Maintain a viable aeronautical business

- Promote the airport as an international port for private and commercial airline activities.
- Assist airlines to identify opportunities to increase flight schedules and passenger numbers.
- As the base airport, facilitate the first operational trials of Air New Zealand's Next Generation Technical Demonstrator aircraft.
- Finalise a business case to support the Airport's final position in respect of the lapse period of the current runway designation, taking into account recent developments in international air services, national resilience and emerging regional growth opportunities since 2022.

### Property

- Complete enabling infrastructure and site development of the first stage of Precinct North.
- Complete construction of the first design-build property for Precinct North's first tenant.

- Commence the first stage of development of the Precinct North ecological compensation site in accordance with the Precinct's ecological management plan.
- Remain collaborative with local authorities and central government agencies for joint infrastructure and transport initiatives.

### Climate Change Response

- Maintain Level 4 accreditation to the Airport Council International's Airport Carbon Accreditation Programme.
- Maintain the JetPark Hotel's Qualmark Silver Enviro rating.
- Complete a feasibility study for additional on-site generation and storage capabilities of renewable energy sources.



## Governance

### Governance

At all times the Group will behave in a professional and ethical manner in all its business dealings with its customers and stakeholders and strive to be an employer of choice in fostering a high performing organisation.

The Group is committed to its obligations under the Local Government Act 2002 to its employees, shareholders, the community including climate change response and Te Tiriti o Waitangi. The Board and Management will ensure that all requirements of the Health & Safety at Work Act 2015 are maintained, including through the engagement of an independent consultant and audit processes to ensure the organisation and its subsidiary companies are maintaining compliant and best practice processes.

For commercial reasons, Titanium Park Limited operates as a subsidiary company, more recently with the WRAL directors as a transitional board. During 2026 we expect to finalise the property and funding strategy for Precinct North, and address future Titanium Park board composition.

### Shareholder value

While no commercial valuation of shares has been completed, the audited balance sheet of the WRAL Group as at 30 June 2024 shows shareholder equity of \$230 million based on independent valuations of the Group's property, plant and equipment and investment properties.

### Dividends

The Directors recognise the importance of dividend payments to shareholders. The Directors will review the performance and outlook for the Group annually in accordance with the Group's dividend policy before declaring any dividends.

### Future investment proposals

If the Group wishes to subscribe for, purchase, or otherwise acquire shares in any other company or any other organisation, it can do so only after first obtaining approval from the majority of shareholders at either a General Meeting or at a Special Meeting convened for that purpose.

Major transactions in the WRAL Group are those that would result in 10% of the company's assets (by book value) being acquired or disposed by the Group annually before declaring any dividends. There are no additional major transactions presently contemplated for which shareholders have not already been consulted over.









8 Ngā Pūrongo Whakamārama | Information Reports

## 8.6 CCO Performance Monitoring - Final Statement of Intent 2025/26 Waikato Local Authority Shared Services Limited (Trading as Co-Lab)

CM No.: 3057191

### Te Kaupapa | Purpose

The purpose of this report is for Council to receive the Waikato Local Authority Shared Services Limited (Trading as Co-Lab) final Statement of Intent 2025/26.

### Rāpopotonga Matua | Executive Summary

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

A Statement of Intent must include:

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

Waikato Local Authority Shared Services Limited (Trading as Co-Lab) (Co-Lab) is a CCO owned by 12 local authorities in the Waikato region. Council received Co-Lab's draft Statement of Intent 2025/26 on 26 March 2025 and were invited to provide feedback on the document prior to its finalisation. Council resolved to receive the document.

Council has now been provided with the final Statement of Intent 2025/26 for information.

### Tūtohunga | Recommendation

That:

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

### Horopaki | Background

#### Council Controlled Organisation Reporting Requirements

Council Controlled Organisations (CCO's) are required by the Local Government Act 2002 (LGA) (subject to certain exemptions) to prepare and publish an annual Statement of Intent, and produce a bi-annual report for shareholders on the entity's operations during the half year.

Council received the draft Waikato Local Authority Shared Services Limited (Trading as Co-Lab) (Co-Lab) Statement of Intent 2025/26 and the interim half-yearly report to 31 December 2024 at its meeting on 26 March 2025.

### Waikato Local Authority Shared Services (trading as Co-Lab)

Co-Lab was established in 2005 as a vehicle through which member councils could collaborate and identify opportunities for undertaking activities on a shared basis.

Co-Lab is a CCO owned by 12 local authorities in the Waikato region. In 2022, Taupō District Council sold its ordinary share in Co-Lab to Western Bay of Plenty District Council. Council approved the resolution to appoint Western Bay of Plenty District Council as a shareholder at its Corporate and Operations Committee meeting on 23 February 2022. On 8 February 2023, Council approved subsequent amendments to the company constitution to reflect this.

Co-Lab's key purpose is to drive collaboration between councils, to improve customer service and performance, and to reduce costs. They aim to introduce efficiency and effectiveness gains and champion the benefits that collaboration can bring, including a reduction of duplication and waste and the promotion of best practice across councils.

Co-Lab's vision is that council collaboration through Co-Lab maximises community wellbeing. The company aims to achieve this vision by helping councils identify and realise shared opportunities. It achieves these outcomes by:

- Acting as an ideas laboratory for developing opportunities that create value to councils;
- Providing shared services to councils; and
- Entering joint procurement arrangements for the benefit of councils.

Co-Lab's three year strategy is below:



To ensure that Co-Lab deliver against their three year strategy, they will be using the following annual Key Performance Indicators:

Strategic goal	3-year Objective	Annual KPI
Shareholding councils understand we provide them value	<ul style="list-style-type: none"> <li>We know the value we provide shareholders has improved by 15%, by 30 June 2027* (baseline y/e 30 June 24).</li> <li>By 30 June 2027, 80% of shareholders agree they get value from Co-Lab.</li> <li>All shareholders take up at least one additional shared service.</li> </ul> <p><i>*Based on the regional benefits of collaboration (not an individual councils' benefits from collaboration).</i></p>	<ul style="list-style-type: none"> <li>Year-on-year increase in the value we provide to councils.</li> <li>80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey).</li> <li>Year-on-year increase in the utilisation of services we provide to councils.</li> </ul>
Deliver value by growing the scale of our shared service function	<ul style="list-style-type: none"> <li>24 new instances of Co-Lab shared services being utilised, by June 2027 (baseline y/e 30 June 24)</li> </ul>	<ul style="list-style-type: none"> <li>Year-on-year increase in the utilisation of services we provide to councils.</li> <li>Year on Year increase in the number of services available to councils.</li> </ul>
Diverse, talented and motivated people work for us	<ul style="list-style-type: none"> <li>Maintain staff engagement above 85%</li> <li>Staff turnover is less than 15%.</li> <li>Our vacancies are filled by suitable candidates within 3 months.</li> </ul> <p><i>All baselined y/e 30 June 24)</i></p>	<ul style="list-style-type: none"> <li>Maintain staff engagement above 85%</li> <li>Staff turnover is less than 15%.</li> <li>Vacancies are filled by suitable candidates within 3 months.</li> </ul>

## Ngā Take/Kōrerorero | Issues/Discussion

Council received Co-Lab's draft Statement of Intent on 26 March 2025 and were invited to provide feedback on the document prior to its finalisation. Council resolved to receive the document.

Council has now been provided with the final Statement of Intent 2025/26 for information. Minor updates have been made and reflected in the final Statement of Intent which include:

- Page 6: Inclusion of the establishment of Co-Lab Building Services in the Shared Services section.
- Page 7: Inclusion of Co-Lab Building Services and participating Council's under the Co-Lab Delivery Service table.
- Page 9: Adjusted financials to account for establishment of Co-Lab Building Services.
- Page 10: Confirmed Budgets for 2025/26 financial year have been adjusted slightly.
- Page 11: Update of Current Directors of Co-lab to replace Gavin Ion and John Holyoake (MPDC), replaced by Steph O'Sullivan and David Speirs (MPDC).

## Mōrearea | Risk

No risks have been identified.

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

The LGA requires CCOs to prepare and publish an annual Statement of Intent. The purpose of a Statement of Intent is to:

- State publicly the activities and intentions of the CCO for the year and the objectives to which those activities will contribute; and
- Provide an opportunity for shareholders to influence the direction of the organisation; and
- Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

CCOs are required to present a draft Statement of Intent to each local authority for feedback on or before 1 March in the year preceding the financial year to which the draft Statement of Intent relates. The local authority then has two months from receiving the draft Statement of Intent, to respond to the CCO with feedback. A final Statement of Intent is to be provided to the shareholders before the commencement of the financial year to which it relates.

Co-Lab provided its draft and final Statement of Intent within these timeframes, it is being formally received now due to agenda timeframes.

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

Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

Local Government Act 2002 decision making requirements	Staff/officer comment
Section 77 – Council needs to give consideration to the reasonable practicable options available.	This report addresses a statutory requirement and the final Statement of Intent is to be received by Council.
Section 78 – requires consideration of the views of Interested/affected people	No engagement is required, however the final Statement of Intent is to be published on Council's website as per the LGA requirement.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The Significance and Engagement Policy is considered above. This issue is assessed as having a low level of significance.
Section 82 – this sets out principles of consultation.	Public consultation is not required.

## Policy Considerations





1. 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 Local Government Act 2002 or any other enactment.

## Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

The LGA requires Council to publish the final Statement of Intent on its website within one month of adoption and maintain the document on the website for a period of no less than 7 years.

## 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	
TŌ MĀTOU WHAKAKITENGA   OUR VISION			
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.			
TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

The activities of the Co-Lab supports the achievement of all Council's community outcomes.

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

The current and proposed activities of Co-Lab are fully funded by the participating local authorities, within existing budgets.

## Ngā Tāpiritanga | Attachments

[A↓](#). FINAL Co-Lab 2025/26 Statement of Intent



### Ngā waitohu | Signatories

Author(s)	Charlotte Walker <b>Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor</b>	
Approved by	Niall Baker <b>Kaiārahi Tima Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	



## 2025 Statement of intent

For the year ended 30 June 2026

**Council collaboration through Co-Lab  
maximises community wellbeing.**



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This SOI is a public declaration of the activities and intentions of the Council Controlled Organisation, Waikato Local Authority Shared Services Ltd trading as Co-Lab (Co-Lab). It outlines the nature and scope of the work it will undertake, the Directors' accountabilities to the shareholders for corporate performance and financial forecasts, as required by Schedule 8 of the Local Government Act 2002. This information is provided in relation to the financial years ended 30 June 2026 to 30 June 2028.

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## Message from the Chair



As we continue to navigate the dynamic impact this government is having on local government, we remain focused on our three-year strategy underpinned by our three-pronged approach: delivering shared services well, leveraging international research into shared services to identify and help establish the case for new opportunities, and collaborating with smaller willing coalitions of shareholders.

Our role in supporting the Waikato Water Done Well initiative is a testament to shareholding councils' foresight to have a vehicle for working together. While we have played an important role in getting this long-term project off the ground, we also recognise there will be a need for greater shared service arrangements covering activities

councils undertake in areas other than water service delivery. We will enable you to explore these to their fullest potential.

A significant change this year is that our forecasts now reflect the disestablishment of Co-Lab Learning by 30 June 2025. This is a really disappointing outcome. With the exception of Waikato Regional Council, you all undertake the same activities and operate under the same legal and regulatory framework. Given that, the opportunity to reduce duplication of effort in upskilling your staff must be significant. The fact that councils have not seen the value in doing so is perplexing. It is understandable that, in at least one instance, the service was a victim of broader cost-cutting by Council. We have previously said that shared services will succeed where councils lean in to make it happen. The case of Co-Lab Learning has highlighted the cost of when they do not, despite significant time and effort invested to get it up and running.

By contrast, Co-Lab Building Services was made possible by seven councils leaning in and leading the way. Their proactive collaboration has enabled a shared service that smooths building consent volumes and proves that committed local leadership can deliver fast, effective solutions.

Central government has made it clear that regional collaboration is essential, with shared services cited as a prime example. We are excited by the opportunities that regional deals might bring and believe that shareholding councils are well placed to mobilise by having a collaboration CCO already in place.

Last financial year, we supported you by reducing council member charges from what they otherwise would have been, by ~\$900k across our various workstreams. We were able to do this by using cash-on-hand. We signalled at the time that this reduction was a 'one-off' measure. To remain in a sustainable financial position longer term, charges are returning to 'normal' levels and we are pleased to reflect only a small increase of 2.6% in expenditure which is slightly above CPI at 2.2%<sup>1</sup>. Due to the one-off use of cash-on-hand that substantially lowered member charges last year, we recognise that the member charges may seem significantly higher by comparison. To address this, we are planning additional communications with Councils to ensure this context is clearly understood.

We will continue to identify opportunities that will reduce Councils costs in the long term by councils working together to make a dollar, save a dollar, or improve the deliverables to Councils and their communities.

<sup>1</sup> CPI as at December 2024, Statistics NZ.

Yours Sincerely,

Peter Stubbs  
Chair

## Statement of Intent at a glance - our 3-year strategy



## Commentary

Co-Lab will continue to operate under its 3-year strategy which was adopted from the 2024 Statement of Intent.

## Performance measures

To ensure we deliver against our 3-year strategy, consistent with last year, we are using the following annual Key Performance Indicators (KPI).

Strategic goal	3-year Objective	Annual KPI
Shareholding councils understand we provide them value	<ul style="list-style-type: none"> <li>We know the value we provide shareholders has improved by 15%, by 30 June 2027* (baseline y/e 30 June 24).</li> <li>By 30 June 2027, 80% of shareholders agree they get value from Co-Lab.</li> <li>All shareholders take up at least one additional shared service.</li> </ul> <p><i>*Based on the regional benefits of collaboration (not an individual councils' benefits from collaboration).</i></p>	<ul style="list-style-type: none"> <li>Year-on-year increase in the value we provide to councils.</li> <li>80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey).</li> <li>Year-on-year increase in the utilisation of services we provide to councils.</li> </ul>
Deliver value by growing the scale of our shared service function	<ul style="list-style-type: none"> <li>24 new instances of Co-Lab shared services being utilised, by June 2027 (baseline y/e 30 June 24)</li> </ul>	<ul style="list-style-type: none"> <li>Year-on-year increase in the utilisation of services we provide to councils.</li> <li>Year on Year increase in the number of services available to councils.</li> </ul>
Diverse, talented and motivated people work for us	<ul style="list-style-type: none"> <li>Maintain staff engagement above 85%</li> <li>Staff turnover is less than 15%.</li> <li>Our vacancies are filled by suitable candidates within 3 months.</li> </ul> <p><i>All baselined y/e 30 June 24)</i></p>	<ul style="list-style-type: none"> <li>Maintain staff engagement above 85%</li> <li>Staff turnover is less than 15%.</li> <li>Vacancies are filled by suitable candidates within 3 months.</li> </ul>

## Nature & scope of services

Co-Lab has three main functions. It:

1. Acts as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together;
2. Delivers shared services to councils; and
3. Enters joint procurement arrangements.

### Opportunity Development

Co-Lab seeks to develop opportunities that will reduce costs, create value for councils, and/or enable innovation.

If you’d like more information on the Opportunity Development Projects we are currently investigating, please get in touch.

### Shared Services

A list of our shared services follows below. We also facilitate other shared initiatives but do not actively manage them as a shared service. This includes the Shared Valuation Data Scheme and the Health and Safety Pre-Qualification Scheme.

Some services have evolved but for the most part, they remain largely unchanged from prior years.

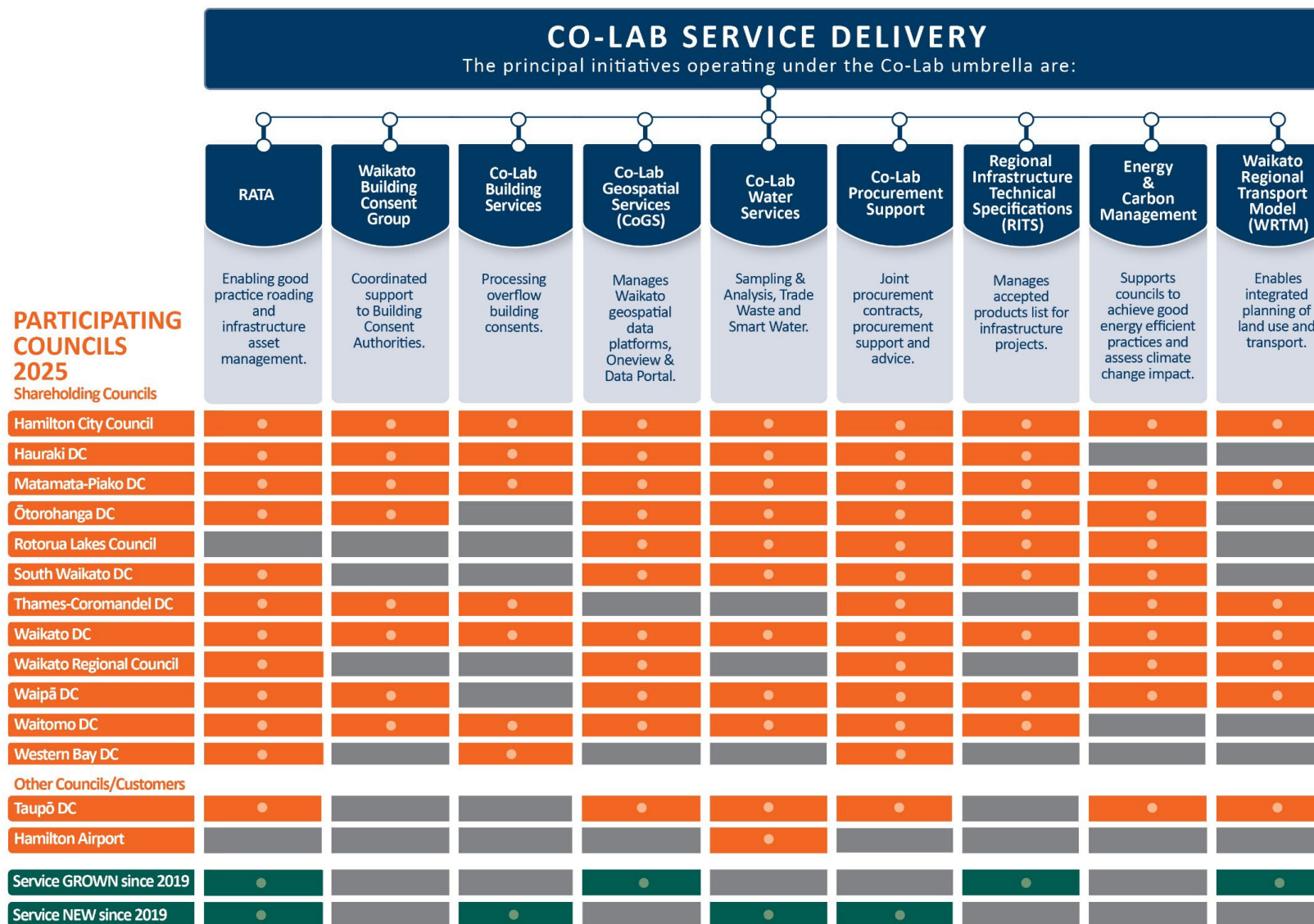
Two changes to the services from past years to highlight is the disestablishment of Co-Lab Learning by 30 June 2025 and the establishment of Co-Lab Building Services.

Co-Lab Water Services has been forecast to remain with Co-Lab for the period. This may be impacted by the outcome of the water reforms. Certainly, over time there will be some consolidation of the customer base. But with at least two water services CCOs being established in the Waikato during the forecast period we think it makes sense that Co-Lab continues to provide these services to the CCOs and the councils who are not part of them. We will be discussing this with participating councils in the near future but want to assure them that there will be continuity of service.

For more information on our services, please visit our website [www.colabsolutions.govt.nz](http://www.colabsolutions.govt.nz)

### Joint procurement

Co-Lab enters joint procurement arrangements for the benefit of councils, with a focus on value for money and supply certainty. As part of this Co-Lab operates two panels - a professional services panel and a legal services panel - to provide easy and compliant access to these services. It also manages a number of joint contracts with suppliers that councils can be part of.



## Financials

### Overview

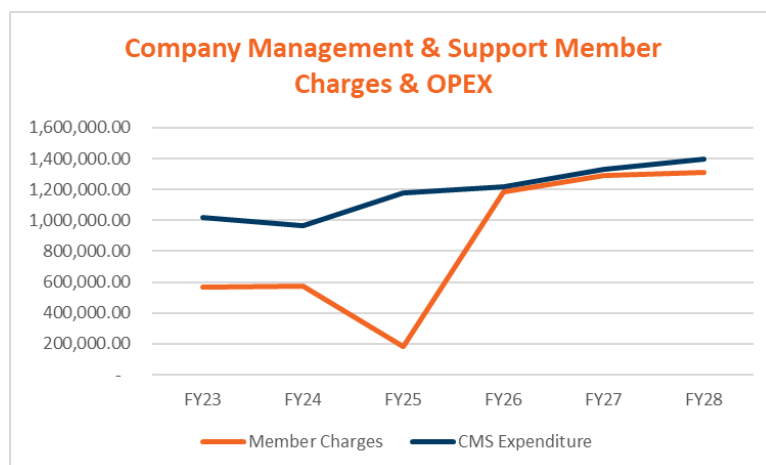
#### Services

Revenue from services increases in the 2025/26 financial year (FY), as historically we have utilised cash surpluses across the workstreams wherever possible to minimise the cost to councils.

#### Member charges

In FY2025, while we utilised cash reserves and surplus revenue from some services to significantly lower member charges as a “one-off” measure for that year, we did indicate that member charges would return to “normal levels” for FY2026 and beyond. For some councils that does result in a significant increase in member charges when compared to last year. However, we are pleased to reflect only a 2.6% increase in expenditure which is only slightly above CPI at 2.2%.

Having utilised cash reserves in part for the last four years and then fully utilising cash reserves in FY25, we now need to at least break even within Company Management & Support to remain financially sustainable. The utilisation of cash reserves is reflected in the historical gap between expenditure and member charges in the below chart. However, we are still operating as a very lean organisation as reflected by expenditure in the chart.



A large part of the expenditure increase in FY2025 is attributed to the way we fund cross-council infrastructure procurement. We brought this resource under Company Management & Support and accordingly funded through member charges. We committed to an 18-month trial and are now in the process of conducting a review of its success or otherwise.

There are opportunities to reduce member charges in the future:

1. Where possible, we are incorporating the cost of Co-Lab’s company management and administration into Shared Services charges to better reflect the true cost of delivery.
2. If more Shared Services are taken up, our scale of operation increases, allowing us to share operational costs across a broader base, without necessarily increasing overhead costs. For reference, over the last six years, nine opportunities have been declined.
3. Our financial forecasts do not assume any new revenue from growing the services with councils outside the shareholding base as this cannot be accurately predicted. However, as you will

know from our 3-year strategy, we are actively pursuing such opportunities provided they don't undermine our ability to deliver value to you.

Our goal remains to minimise member charges.

## Statement of Financial Performance

Co-Lab Company Summary for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecast 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
<b>Income</b>					
Company Management / Support <sup>(1)</sup>	589,962	590,125	1,575,153	1,700,149	1,736,413
Working parties   projects	628,741	1,087,069	687,214	712,797	748,436
RITS	-	-	27,244	28,606.62	30,037
Energy Management	94,421	152,190	118,116	176,522	185,348
Shared Valuation Data Service (SVDS)	392,892	344,423	409,638	425,251	425,251
Regional Asset Technical Accord (RATA)	2,082,874	2,279,118	2,500,000	2,320,000	2,500,000
Waikato Regional Transport Model (WRTM)	1,163,990	1,128,592	1,952,610	642,530	676,362
Waikato Building Consent Group	160,194	281,103	353,263	414,127	435,396
Waikato Mayoral Forum	10,130	10,130	10,960	11,508	12,083
Co-Lab Water Services	4,260,948	3,841,862	4,092,428	4,297,049	4,511,902
Procurement Support	193,442	194,370	200,748	210,785	221,324
Geospatial	31,677	92,539	87,006	91,356	95,924
Communications Resource	62,484	61,869	65,603	68,883	72,327
Co-Lab Building Services	-	-	1,682,930	1,767,077	1,855,430
<b>Total Income</b>	<b>9,671,754</b>	<b>10,063,390</b>	<b>13,762,912</b>	<b>12,866,639</b>	<b>13,506,233</b>
<b>Operating Expenditure</b>					
Company Management / Support <sup>(1)</sup>	1,480,105	1,444,826	1,468,937	1,643,898	1,729,459
Working parties   projects	628,741	1,119,497	687,214	712,797	748,436
RITS	24,469	40,650	27,244	28,607	30,037
Energy Management	144,421	136,547	168,116	176,522	185,348
Shared Valuation Data Service (SVDS)	302,063	289,755	310,618	320,407	330,512
Regional Asset Technical Accord (RATA)	2,078,443	2,555,685	2,500,447	2,321,200	2,503,376
Waikato Regional Transport Model (WRTM)	1,163,990	1,128,593	1,952,610	642,530	676,362
Waikato Building Consent Group	360,194	372,577	393,248	414,127	435,396
Waikato Mayoral Forum	10,130	10,130	10,960	11,508	12,083
Co-Lab Water Services	4,021,258	3,634,293	3,983,494	4,161,669	4,369,752
Procurement Support	193,442	189,988	198,876	208,820	219,561
Geospatial	82,863	92,175	86,992	91,342	95,909
Communications Resource	64,001	60,710	64,756	68,293	71,393
Co-Lab Building Services	-	-	1,679,699	1,764,074	1,852,453
<b>Total operating expenditure</b>	<b>10,554,119</b>	<b>11,075,425</b>	<b>13,533,212</b>	<b>12,565,792</b>	<b>13,260,078</b>
<b>Earnings before interest, tax and depreciation/ amortisation (EBITDA)</b>	<b>(882,365)</b>	<b>(1,012,035)</b>	<b>229,700</b>	<b>300,847</b>	<b>246,156</b>
<b>Depreciation / amortisation</b>					
Company Management / Support	44,087	18,623	43,847	46,040	48,342
WBCG	3,072	2,559	3,072	3,072	3,072
Procurement Support	1,872	2,793	1,872	1,872	1,872
Communications	840	840	840	840	840
Co-Lab Building Services	0	-	2,340	2,340	2,340
WRTM	0	1,105	1,104	1,104	1,104
<b>Total Depreciation / amortisation</b>	<b>49,871</b>	<b>25,920</b>	<b>53,075</b>	<b>55,268</b>	<b>57,570</b>
<b>Earnings before interest and tax (EBIT)</b>	<b>(932,236)</b>	<b>- 1,037,955</b>	<b>176,625</b>	<b>245,580</b>	<b>188,586</b>
<b>Net Surplus (Deficit) before tax</b>	<b>(932,236)</b>	<b>(1,037,955)</b>	<b>176,625</b>	<b>245,580</b>	<b>188,586</b>

We are budgeting in all the forecasted years to utilise cash surplus on hand and future surplus from SVDS and Co-Lab Waters.



## Statement of Financial Position

Co-Lab Financial Position for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecasted 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
<b>CAPITAL</b>					
Shares - SVDS	1,607,001	1,607,001	1,607,001	1,607,001	1,607,001
Shares - WRTM	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
Retained Earnings	(759,319)	(1,180,419)	(2,218,374)	(2,041,748)	(1,796,169)
Plus Current Year Operating Surplus/(Deficit)	(1,004,542)	(1,037,955)	176,625	245,580	188,586
<b>TOTAL CAPITAL FUNDS</b>	<b>1,193,140</b>	<b>738,627</b>	<b>915,253</b>	<b>1,160,832</b>	<b>1,349,418</b>
<b>ASSETS</b>					
<b>CURRENT ASSETS</b>					
Prepayments	3,300	0	6,350	6,668	7,001
Accounts Receivable	505,883	503,170	688,146	643,332	675,312
Bank	1,845,494	1,416,051	1,027,595	1,269,185	1,534,812
GST Receivable / (Payable)	(30,554)	(75,700)	57,092	61,929	66,239
<b>TOTAL CURRENT ASSETS</b>	<b>2,324,124</b>	<b>1,843,521</b>	<b>1,779,183</b>	<b>1,981,113</b>	<b>2,283,364</b>
<b>NON-CURRENT ASSETS</b>					
WRTM - Intangible Asset	2,296,855	2,296,855	2,296,855	2,296,855	2,296,855
MoneyWorks Software	1,195	1,195	1,195	1,195	1,195
Accumulated Depreciation	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)
IT Equipment & Office Furniture	197,500	185,000	197,500	197,500	197,500
Accumulated Depreciation - IT equipment & Office Furniture	(92,281)	(116,455)	(145,356)	(192,276)	(241,387)
<b>TOTAL NON-CURRENT ASSETS</b>	<b>105,219</b>	<b>68,545</b>	<b>52,144</b>	<b>5,224</b>	<b>(43,887)</b>
<b>TOTAL ASSETS</b>	<b>2,429,343</b>	<b>1,912,067</b>	<b>1,831,326</b>	<b>1,986,337</b>	<b>2,239,477</b>
<b>LESS CURRENT LIABILITIES</b>					
Accounts Payable	1,084,708	1,007,836	737,951	633,624	673,993
Accounts Payable Accrual	37,244	37,426	39,106	41,062	43,115
Employee Benefits	114,251	128,177	139,016	150,820	172,951
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,236,202</b>	<b>1,173,439</b>	<b>916,074</b>	<b>825,505</b>	<b>890,058</b>
<b>NET ASSETS</b>	<b>1,193,141</b>	<b>738,628</b>	<b>915,253</b>	<b>1,160,832</b>	<b>1,349,418</b>

## Statement of Cashflows

Co-Lab Statement of Cashflows for the forecast financial years ended 30 June 2026-2028					
	Budget 2024/25	Forecasted 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
<b>Cashflows from Operating Activities</b>					
Interest Received / (Paid)	80,625	70,442	59,484	62,736	65,760
Receipts from Other Revenue	11,868,628	10,765,872	13,515,578	12,848,453	13,408,104
Payments to Suppliers	(11,879,652)	(12,538,792)	(13,796,410)	(12,656,415)	(13,195,468)
Taxes Paid	0	0	0	0	0
Goods & Services tax (net)	30,937	(75,623)	(132,792)	(4,836)	(4,311)
<b>Net cash from operating activities</b>	<b>100,538</b>	<b>(1,778,102)</b>	<b>(354,141)</b>	<b>249,939</b>	<b>274,085</b>
<b>Cashflows from Investing Activities</b>					
Capital enhancements	0	0	0	0	0
Purchase of PPE	(30,334)	(8,148)	(36,674)	(8,348)	(8,458)
Purchase of investments	0	0	2,358	0	0
<b>Net cash from investing activities</b>	<b>(30,334)</b>	<b>(8,148)</b>	<b>(34,316)</b>	<b>(8,348)</b>	<b>(8,458)</b>
<b>Net increase in cash, cash equivalents and bank accounts</b>	<b>70,205</b>	<b>(1,786,250)</b>	<b>(388,457)</b>	<b>241,590</b>	<b>265,627</b>
Opening cash and cash equivalents and bank overdrafts	2,164,346	3,202,301	1,416,051	1,027,595	1,269,185
<b>Closing cash, cash equivalents and bank accounts</b>	<b>2,234,551</b>	<b>1,416,051</b>	<b>1,027,595</b>	<b>1,269,185</b>	<b>1,534,812</b>
<b>Summary of Bank Accounts</b>					
BNZ - Call a/c	2,234,551	1,416,051	1,027,595	1,269,185	1,534,812
<b>Closing Balance of Bank</b>	<b>2,234,551</b>	<b>1,416,051</b>	<b>1,027,595</b>	<b>1,269,185</b>	<b>1,534,812</b>

1. Cross-council infrastructure procurement was brought under Company Management & Support in the 2024 Sol. We committed to an 18-month trial and are now in the process of conducting a review.

## Appendix I: Governance

Co-Lab is owned in equal portion by the 12 Local Authorities:

- Hamilton City
- Hauraki District
- Matamata Piako District
- Ōtorohanga District
- Rotorua Lakes District
- South Waikato District
- Thames-Coromandel District
- Waikato District
- Waikato Regional
- Waipa District
- Waitomo District
- Western Bay of Plenty District

Co-Lab's vision is that council collaboration through Co-Lab maximises community wellbeing. The company's purpose is to achieve this vision by helping councils identify and realise shared opportunities. It achieves these outcomes by:

- Acting as an ideas laboratory for developing opportunities that create value to councils;
- Providing shared services to councils; and
- Entering joint procurement arrangements for the benefit of councils.

Co-Lab conducts itself in accordance with its constitution, its annual Statement of Intent, the provisions of the LGA and Co-Lab policies.

The Board is made up five council representative directors and an independent Chair. There is also a standing Audit & Risk Committee.

The current Directors of Co-Lab are:

Director	Representing
Peter Stubbs	Independent Chair
Chris McLay	Waikato Regional Council
Lance Vervoort	Hamilton City Council
Ben Smit	Ōtorohanga, Rotorua, South Waikato and Waitomo District Councils
Steph O'Sullivan	Waikato and Waipā District Councils
David Speirs	Hauraki, Matamata-Piako, Thames-Coromandel District and Western Bay of Plenty District Council

The independent Chair of Co-Lab receives director fees and reimbursed expenses. Directors representing the councils will not receive any fees or reimbursed expenses for work undertaken on behalf of the company.

## Appendix II: Policy Statements

### Statement of accounting policies

#### Reporting entity

Waikato Local Authority Shared Services Limited ("the Company") is a Company incorporated in New Zealand under the Companies Act 1993 and is domiciled in New Zealand. The company is a Council Controlled Organisation as defined under section 6 of the Local Government Act 2002 (LGA), by virtue of the shareholding councils' right to appoint the Board of Directors.

The primary objectives of the Company are to:

- Develop opportunities that benefit the Waikato region's local authorities; and
- Act as a vehicle to deliver value-added services to those local authorities.

The Company has designated itself as a public benefit entity (PBE) for financial reporting purposes.

### Summary of significant accounting policies

#### Basis of preparation

Financial statements are prepared on the going concern basis, and the accounting policies are applied consistently throughout the period.

#### Statement of Compliance

Financial statements are prepared in accordance with the requirements of the LGA, which include the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

Financial statements are prepared in accordance with and comply with Tier 2 PBE Standards reduced disclosure regime (RDR). WLASS is eligible to report under the RDR as it:

- is not publicly accountable; and
- has expenses more than \$2 million, but less than \$30 million.

The accounting policies set out below are consistent with the prior year, other than the inclusion of policy:

- on operating leases, related to the lease of commercial premises;
- employees; and
- property, plant and equipment.

#### Measurement base

The financial statements are prepared on a historical cost basis.

#### Presentation currency and rounding

The financial statements are presented in New Zealand dollars, and all values are rounded to the nearest dollar unless otherwise stated. The functional currency of the Company is New Zealand dollars.

#### Goods and services tax

All items in the financial statements are stated exclusive of goods and services tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue (IR) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the cash flow statement.

Commitments and contingencies are disclosed exclusive of GST.

### Critical accounting estimates and assumptions

In preparing the financial statements the Company makes estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no areas requiring estimate or assumptions made that are considered to carry a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

#### Intangible assets

##### Useful lives and residual values

At each balance date the Company reviews the useful lives and residual values of its intangible assets. Assessing the appropriateness of useful life and residual value estimates of intangible assets requires the Company to consider a number of factors such as the expected period of use of the asset by the Company and expected disposal proceeds from the future sale of the future sale of the asset.

An incorrect estimate of the useful life of residual value will impact the amortisation expense recognised in the income statement and carrying amount of the asset in the balance sheet. The Company minimises the risk of this estimation uncertainty by reviewing that the asset technology is still relevant and there is no alternative options to recreate the asset at a lower price.

##### Impairment of intangible assets

Intangible assets measure at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the assets carrying amount exceeds its recoverable amount. The recoverable amount is higher of an assets fair value less costs to sell and value in use.

If an asset's carrying amount exceeds its recoverable amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss is recognised in the surplus deficit.

### Revenue

#### Revenue

Revenue comprises the fair value of the considerations received or receivable for the sale of goods and services, excluding GST, rebates and discounts and after eliminating sales within the Company. No provisions have been recorded as all revenue and trade receivables are expected to be received.

#### Other Revenue

Member charges for all activities are recognised when invoiced to the user (i.e. councils). The recorded revenue is the net amount of the member charges payable for the transaction.

Contributions received for projects that were not completed in a financial year are recognised when the Company provides, or is able to provide, the service for which the contribution was charged. Until such time, contributions are recognised as liabilities.

### Operating expenses

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

### Personnel costs

Defined contribution schemes

Employer contributions to KiwiSaver, the Government Superannuation Fund, and other defined contribution superannuation schemes are accounted for as defined contribution schemes and are recognised as an expense in the surplus or deficit when incurred.

### Receivables

Short-term receivables are recorded at the amount due, less any provision for amounts not considered collectable.

Receivables are initially measured at nominal or face value. Receivables are subsequently adjusted for penalties and interest as they are charged and impairment losses. Non-current receivables are measured at the present value of the expected future cash inflows.

Debtors are amounts due from customers. If collection is expected in one year or less, they are classified as current assets. If not, they are presented as non-current assets.

### Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, with original maturities of three months or less, and bank overdrafts.

### Income tax

Income tax expense includes components relating to both current tax and deferred tax.

Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the statement of financial position and the corresponding tax bases used in the computation of taxable profit.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the entity expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable surpluses will be available against

which the deductible temporary differences or tax losses can be utilised.

Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset or liability in a transaction that is not a business combination, and at the time of the transaction, affects neither accounting profit nor taxable profit.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination, or to transactions recognised in other comprehensive income or directly in equity.

### **Intangible assets Other financial assets**

Investments in bank deposits are measured at fair value plus transaction costs.

At each balance date the Company assesses whether there is any objective evidence that an investment is impaired. Any impairment losses are recognised in the income statement.

### **Payables and deferred revenue**

Short-term creditors and other payables are recorded at their face value.

Trade and other payables are non-interest bearing and are normally settled on 30-day terms, therefore the carrying value of trade and other payable approximates their fair value.

Contributions received for projects that were not completed in a financial year are recognised as deferred revenue until the Company provides, or is able to provide, the service for which the contribution was charged.

### **Employee benefits liabilities**

#### **Short-term employee entitlements**

Employee benefits expected to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These includes salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, and sick leave.

A liability for sick leave is recognised to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent it will be used by staff to cover those future absences.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

#### **Presentation of employee entitlements**

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date, are classified as a current liability. All other employee entitlements are classified as a non-current liability.

### Reconciliation of equity

Equity is the shareholders interest in WLASS and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components:

#### Contributed equity

Contributed equity is the net asset and liability position at the time the company was formed. The allocation of capital amongst shareholders is explained in this note.

#### Retained earnings

Retained earnings is the company's accumulated surplus or deficit since formation.

## 8 Ngā Pūrongo Whakamārama | Information Reports

# 8.7 Chief Executive Officer Report

CM No.: 3060456

### Te Kaupapa | Purpose

The report provides an update on matters or issues that the Chief Executive Officer considers are relevant to Council.

### Rāpopotonga Matua | Executive Summary

The monthly report focuses on non-standard matters (beyond business-as-usual activities) and issues that I believe will be of particular interest or relevance to Council decision-making.

This month's report covers the following topics:

- Building Consent Authority Accreditation
- Shared Services
- Refuse Transfer Stations Transition to Council Operations
- Revocation of the Health (Hairdressers) Regulations 1980
- Emergency Management Roadmap
- Mana Whakahono ā Rohe requests
- Water Regulator Drinking Water Report 2024
- Waikato Waters Council Controlled Organisation

### Tūtohunga | Recommendation

That:

1. The information be received.

### Horopaki | Background

The report provides information and updates on non-standard matters that are considered of interest to Council.

### Ngā Take/Kōrerorero | Issues/Discussion

#### Building Consent Authority - Accreditation achieved

IANZ has confirmed Council's accreditation as a Building Consents Authority, noting as follows:



Council continues to pose a low risk. The main reasons for determining this risk category were:

- Council only had a small number of findings raised during the assessment, with many of these being minor issues resolved within the assessment period.
- Council demonstrated a strong commitment to continuous improvement and ensured that comprehensive records were maintained of any changes made.
- Council had made good progress in addressing their issues with Compliance Schedules, which had been the subject of repeated non-compliances over the last few assessments. Although a issues remained, these were now seen to meet a much higher standard.

IANZ has also confirmed that Council will now move to reassessment every two years after a number of years of annual assessments.

The result is a direct reflection of the efforts of Daniel Kruger and his team to improve systems and processes.

### **Shared Services**

Two shared services commenced on 1 JULY 2025:

- Emergency management functions with South Waikato and Hauraki District Councils. This replaces the agreement that these Councils have with Waikato Regional Council. Our Council is the lead agency, employing all Emergency Management Officers and the Emergency Management Manager across the three councils.
- Colab Building Consent Processing to handle all overflow building consents, previously allocated to private businesses. Waikato, Waitomo, Western Bays, Hauraki District Councils are all participants with Matamata-Piako.

### **Refuse Transfer Stations**

Council took over the operation of the refuse transfer stations from Smart Environmental Limited (SEL) on 1 July 2025. The staff and facilities are part of Kaimai Valley Services. The successful transfer was a team effort involving KVS Management and a number of Council teams. SEL was very helpful and cooperative in the transition.

### **Revocation of the Health (Hairdressers) Regulations 1980**

The regulations are scheduled to be revoked by the end of July. A review by the Ministry for Regulation found *...that the current rules were outdated, inconsistently applied, and did not contribute meaningfully to public health or safety outcomes. The review concluded that general health and safety, building, and public health regulations already provide sufficient oversight*

### **Emergency Management Roadmap**

The Minister for Emergency Management and Recovery announced a roadmap to strengthen New Zealand's emergency management system, implementing the Government's response to the North Island Severe Weather Events inquiry. Cabinet agreed in principle to the five-year plan, pending further policy work, legislation, and future budget approvals.

The roadmap addresses the inquiry's 14 recommendations by strengthening community preparedness, clarifying roles and accountability, building a trained workforce, and modernising warning systems and technology.

Key initiatives include regional support teams across New Zealand, an expanded Resilience Fund, partnerships with businesses and community organisations, professional development pathways, proactive equipment procurement, and a Common Operating Picture system for shared situational awareness.

### Mana Whakahono ā Rohe requests

Council has received requests to develop Mana Whakahono ā Rohe agreements from the following:

- Hako Tūpuna Trust
- Raukawa
- Ngāti Pāoa Iwi Trust
- Ngāti Tamaterā
- Ngāti Tara Tokanui
- Ngāti Tumutumu

The agreements are provided for by Sections 58L to 58U of the Resource Management Act (RMA).

The intention of the legislation is:

- to provide a mechanism for iwi authorities and local authorities to discuss, agree, and record ways in which tangata whenua may participate in resource management and decision-making processes under the RMA
- to assist local authorities to comply with their statutory duties under the RMA

Under sections 58O and 58P of the RMA, when an iwi authority formally invites a council to develop a Mana Whakahono ā Rohe agreement, Council **must convene a hui** for discussions. Following a hui for initiating MWR, negotiations must be concluded within 18 months unless all parties agree otherwise

### Water Regulator Drinking Water Report 2024

The Regulator has published the Drinking Water Report 2024, which provides an overview of the country's drinking water supplier performance. MPDC is mentioned twice within the report, in regard to:

- The lead exceedance within the distribution zone in Te Aroha, March/April 2024
- The consumer advisory notice on the Pohomihi raw water affecting 9 properties

Council Staff have met with Water Regulator to discuss these issues and other matters relating to Council water supplies.

### Waikato Waters Council Controlled Organisation (CCO)

There are two Councils scheduled to finalise decisions in relation to the establishment of the CCO. The entity is expected to be formally established by the end of the month. Staff are preparing for the completion of the Water Services Deliver Plan and the transfer process to the CCO.

### **Mōrearea | Risk**

The one new risk that arises is the challenge of completing all Mana Whakahono ā Rohe agreements with existing resources. Staff are reviewing options to manage the processes.

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

There are no new legal or policy issues identified at this stage.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Manaia Te Wiata <b>Tumu Whakarae   Chief Executive Officer</b>	
Approved by	Manaia Te Wiata <b>Tumu Whakarae   Chief Executive Officer</b>	

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.8 Mayoral Diary for May/June 2025

CM No.: 2991595

### Te Kaupapa | Purpose

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

### Rāpopotonga Matua | Executive Summary

A summary of the Mayoral diary is attached for the months of May and June 2025.

### Tūtohunga | Recommendation

That:

1. The information is received.

### Ngā Tāpiritanga | Attachments

[A↓.](#) Mayoral Diary for May and June 2025



### Ngā waitohu | Signatories

Author(s)	Debbie Burge <b>Kaiārahi Tautoko i te Koromatua me te Tumu Whakarae   Executive Assistant to the Mayor &amp; CEO</b>	
Approved by	Adrienne Wilcock <b>Manuhuia   Mayor</b>	


## Mayoral Diary May and June 2025


<p><b>Thursday 1 and Friday 2 May</b></p>	<p><b>All of Government meeting</b> Held in Wellington, we discussed a number of topics including how infrastructure drives economic growth in our communities. Fiscal returns on investment, perspectives on infrastructure for growth, and shared case studies, both on successes and lessons learned.</p> <p>We heard from Government and Opposition representatives, with Minister Chris Penk outlining key policy changes to enable growth and pace, and the Opposition sharing its infrastructure priorities in a Q&amp;A session.</p> <p>As it is an election year, we discussed the growing problem of abuse and harassment of elected members, followed by a government minister launching a toolkit centered around tackling abuse.</p> <p>The meeting was a good chance to connect with Mayors, Chairs, Chief Executives, elected members and senior council staff to gain insights, share experiences, and find solution.</p> <p><b>Rural and Provincial meeting</b> At his meeting we tackled key issues shaping our councils including exploring local government system improvements and wastewater standards, heard from a demographer on post-Covid community changes, and discuss strategies to address homelessness and rough sleeping.</p> <p><b>Discussion with NZTA</b> I had a discussion with Andrew Corkill, the Director, Regional Relationships – Waikato/Bay of Plenty. We talked about a conversation I had had down at the sector meeting about an opportunity in the advocacy for a new rail crossing and pedestrian crossing at the southern end of Matamata.</p>
<p><b>Monday 5 May</b></p>	<p><b>Audit NZ webinar</b> Ron Warmington led this webinar. He is a Certified Fraud Examiner and a member of the ACi (Association of Corporate investigators).</p> <p>He talked to us about an unfortunate event in the UK where technology had a major glitch and systems did not pick this up, instead laying the blame at the managers. It highlighted how risk is managed and the need to look dig deeper. The toll on those managers was horrendous as they were innocent yet treated like thieves. We need to look deeper into investigations with an open mind rather than a pre-determined view.</p> <p><b>Future Proof workshop</b> This workshop was for the Public Transport Subcommittee of Future Proof and was about Bus services in the Future Proof sub-region through to the 2030s.</p> <p><b>Te Aroha Business Assn meeting</b> I liaised with the committee to arrange for East Waikato District Commander Mike Henwood to speak. A very informative and positive meeting.</p>
<p><b>Tuesday 6 May</b></p>	<p><b>Te Manawhenua Forum</b></p> <p><b>Anzac Day Debriefs</b> We hold debrief meetings with our RSA's to talk about the civic services and how things went. I met with our Te Aroha and Morrinsville RSA's with council's event staff who oversee the services.</p>

<b>Wednesday 7 May</b>	<b>Council hearing</b>  <b>Waikato Waters Done Well (WWDW) meeting</b> This hui was held at Karapiro and was open to all Chairs, Mayors and Elected Members in the region to have an update on where this piece of work is at.
<b>Thursday 8 May</b>	<b>Meeting with Matamata business</b> Our CEO Manaia and I had an onsite meeting with a business who is in the process of commencing operations.  <b>MPDC Local Water Done Well consultation</b> We held two online events, one at midday and one at 7pm. These gave the community an opportunity to better understand the preferred water services delivery option before the consultation period closes. These sessions were recorded and put on the MPDC website for further reference.
<b>Friday 9 May</b>	<b>Future Proof Collaboration Workshop</b> This meeting was to discuss prioritisation of the work programme.  <b>MPDC/Kiwirail/NZTA/College meeting</b> I met with representatives to talk about what actions have been taken and planned around the Matamata College area. We observed the traffic outside the school at 3pm- a very busy stretch of road during that time.
<b>Monday 12 May</b>	<b>Meeting with council staff</b> With the Governance staff to talk about the upcoming council meeting agenda.  <b>Citizenship Ceremony</b> Held at the Matamata-Piako Civic and Memorial Centre, we officially welcomed our newest citizens to the district.
<b>Tuesday 13 May</b>	<b>Airports day</b> As a shareholder of Hamilton Airport I attended Airports Day at Parliament, Wellington. This is a key advocacy event for New Zealand's airport sector.  We were able to engage directly with MPs and Ministers, highlighting critical political issues affecting the airport system and ensuring the sector's voice is heard. It was an excellent opportunity to learn about the airport businesses across the country. Good discussion from James Meager, associate minister for Transport.   <p>Panel discussion about airports by executive and Minister James Meager</p>
<b>Wednesday 14 May</b>	<b>Council workshop</b>  <b>MPDC Local Water Done Well consultation</b> This in person event was held at the Matamata-Piako Civic and Memorial Centre. There was a small attendance but good questions asked.






<b>Thursday 15 May</b>	<p><b>Waharoa Aerodrome Committee meeting</b></p> <p><b>MPDC Local Water Done Well consultation</b> This event was held in Morrinsville. This also had small attendance, but produced some good questions about the process.</p>
<b>Friday 16 May</b>	<p><b>Future Proof Public Transport Subcommittee meeting and MP meeting</b> This was a good opportunity to touch base with local MPs about the Future Proof Implementation Committee.</p>
<b>Saturday 17 May</b>	<p><b>Morrinsville Fire Brigade event</b> I attended the honours afternoon held at the brigade station where members were recognised for long service and I was able to acknowledge their service to community.</p>
<b>Monday 19 May</b>	<p><b>MPDC Local Water Done Well consultation</b> The final in person consultation event was held in Te Aroha where there was good turnout.</p> <p><b>Waikato Waters Done Well (WWDW) meeting</b> This was a governance group meeting to discuss the potential work programme.</p>
<b>Wednesday 21 May</b>	<p><b>Site tour</b> Elected members had a walkthrough of the Matamata Wastewater Treatment Plant (WWTP) plant to see how the upgrades are progressing. It was great to do this site visit with all of council to understand the scale of the new WWTP.</p> <p><b>Waikato Waters Done Well (WWDW) discussion</b> I joined Mayor Toby Adams for an online discussion with a working group from Thames Coromandel District Council about WWDW.</p>
<b>Thursday 22 May</b>	<p><b>Civil Defence exercise.</b> As part of councils commitment to Civil Defence, once a year council staff take part in an exercise. Exercises are activities that consider or simulate a real-life situation. They ensure we can review or test procedures. And they ensure participants can practice in defined roles. Real-life events do not happen that often. Exercising is a good way to measure the effectiveness of plans. They let staff practice their skills in a simulated emergency environment.</p> <p>Staff set up an Emergency Operating Centre (EOC) in the Matamata-Piako Memorial and Civic Centre and I took part in my Mayoral Capacity. This included making a declaration, having a mock interview and meeting with the EOC staff.</p> <p>A lot of time goes into preparedness for Civil Defence so that if the need arises, we are equipped to respond.</p>
<b>Friday 23 May</b>	<p><b>Zone 2 Meeting</b> We hosted this meeting at the Silver Fern Farms Event centre, where Elected Members and Council staff from around the region came together.</p>
<b>Monday 26 May</b>	<p><b>Morrinsville Rotary Club dinner</b> I was invited to attend and talk at the monthly meeting held at the rotary clubrooms. I spoke about the infrastructure projects underway, WWDW proposal and answered questions.</p>

<b>Tuesday 27 May</b>	<p><b>Meeting with Te Aroha residents</b> I met with residents to discuss some planning questions on a nearby project.</p> <p><b>Meeting with staff</b> Discussion with our Governance staff to talk about the upcoming council meeting and agenda.</p> <p>Meeting with Communication staff to discuss planning for an upcoming engagement with one of our rural communities.</p> <p><b>LGNZ online meeting</b> In late June, DIA will publish a set of metrics for all councils. These will be key financial measures like council debt, balanced budget, operating expenditure, capital expenditure, and staffing budget and numbers. These reports will be produced annually and expanded over time to cover other metrics. Metrics are drawn from publicly available data – and each council will be compared against the average of their group of councils. DIA is undertaking this work at the direction of Cabinet, with the aim of giving communities more visibility over the performance of their council.</p> <p>This LGNZ zoom gives elected members from the Metro, Rural and Provincial sectors a chance to hear directly from DIA – and to ask questions. It's designed to help prepare for the public release of data and understand any implications for our council.</p>
<b>Wednesday 28 May</b>	<p><b>Council meeting</b></p> <p><b>Hamilton Airport site meeting</b> A number of elected members joined me to see the new upgrades to the International Terminal.</p>
<b>Thursday 29 May</b>	<p><b>Meeting with Matamata resident</b> To discuss some concerns around trees</p> <p><b>Morrinsville Gallery exhibition</b> I attended the opening of the Unsung Heroes exhibition.</p>
<b>Friday 30 May</b>	<p><b>Matamata library event</b> I took my granddaughter, Abbie along to support library staff with bee theme week. There was an activity about how pollination works, and Councillor James Sainsbury, who is a bee scientist, read a book to the children seen here in the photo</p> 


<b>Tuesday</b> <b>3 June</b>	<b>Meeting with staff</b> With our Governance team to go over the agenda for upcoming meetings.  <b>Te Manawhenua Forum</b>
<b>Wednesday</b> <b>4 June</b>	<b>Webinar</b> This online meeting was about Empowering NZ Councils to Deliver Safe, Reliable and Sustainable Water Services.  <b>Futureproof online briefing</b> In preparation of meeting with ministers on Thursday, the Futureproof members came together to talk about how the meeting will run.
<b>Thursday</b> <b>5 June</b>	<b>Futureproof meetings</b> The day started with an online meeting with Minister Bishop, which was following by a debrief before going into the Futureproof Implementation Committee meeting.
<b>Friday</b> <b>6 June</b>	<b>Fast track meeting</b> I had a meeting with a group of Matamata residents to discuss the governments Fast Track consenting programme.
<b>Saturday</b> <b>7 June</b>	<b>Te Aroha Historical Society AGM</b> I attended the AGM held in the Cadman building in the Domain and thanked the Historical society for their efforts in preserving the history of the town and surrounding districts   Historical society members
<b>Monday</b> <b>9 June</b>	<b>Regional Transport Committee meeting and workshop</b> Following the meeting, there was an online workshop to highlight the Safe System approach to road safety and how it differs from historic road safety approaches.  <b>Fast track meeting</b> I had a meeting with another group of Matamata residents to discuss the governments Fast Track consenting programme.
<b>Tuesday</b> <b>10 June</b>	<b>Morrinsville Senior Citizens meeting</b> I attended the meeting and lunch for the group where John Willis, Esma Meehan and Sonia Johnson received life membership.

	 <p>Life membership recipients</p>	
<b>Wednesday 11 June</b>	<p><b>NZ Fieldays opening and breakfast</b> I attended the opening function of the national Fieldays held at Mystery Creek. I caught up with Prime Minister Luxon with my fellow mayors and chair.</p> <div>   </div> <p>Mayors and PM Chris Luxon</p> <p>Flag raising for the opening</p>  <p>Waikato Mayors and some of the Fieldays staff</p> <p><b>Meeting with Te Aroha resident</b> My CEO and I had a meeting to discuss council matters and roading.</p> <p><b>Matamata Domain Playground project update</b> This was a project update and coordination session for the Matamata Domain Playground project. The purpose was to review progress, address key matters, and plan next steps.</p>	
<b>Thursday 12 June</b>	<p><b>Webinar</b> This was about Smart support for Councillors: AI tools for local leaders.</p> <p><b>Meeting with MP's</b> I went along to Tim van de Molen's event which was a good opportunity to</p>	

	network with other MPs including Sam Uffindell and James Meager.
<b>Friday 13 June</b>	<p><b>Fast track meeting</b> I had another meeting with a group of Matamata residents to discuss the governments Fast Track consenting programme.</p> <p><b>Meeting with CEO</b> A catch up meeting with our CEO to discuss a number of topics.</p>
<b>Monday 16 June</b>	<p><b>Hamilton Airport event</b> The first international flight from Australia arrived in Hamilton with Jetstar resuming services.</p>  <p>The flight arrived on time from Sydney on a gloriously clear Waikato winter's day</p> <p><b>Volunteer week</b> As part of volunteer week we hosted an afternoon in Te Aroha to recognise those in our community for their time and effort.</p>
<b>Tuesday 17 June</b>	<p><b>Risk and Assurance committee meeting</b></p> <p><b>Volunteer week</b> The second event we hosted for our volunteers was in Morrinsville to recognise those in our community for their time and effort.</p>
<b>Wednesday 18 June</b>	<p><b>Council workshop</b></p> <p><b>Waikato Waters Done Well Mayoral (WWDW) Governance meeting</b></p> <p><b>Volunteer week</b> Our final event was held in the evening in Matamata.</p>
<b>Thursday 19 June</b>	<p><b>Te Aroha Rotary meeting</b> I met with two members of Te Aroha Rotary about a project they're spearheading.</p>
<b>Monday 23 June</b>	<b>WWDW governance meeting and meeting with iwi chairs</b>
<b>Tuesday 24 June</b>	<p><b>Morrinsville Intermediate production</b> I was invited to the opening of the school production, entitled '1841'. It was written by two staff members and is based on the year following the signing of</p>

	<p><b>Te Tiriti o Waitangi.</b> It was a tale of two families and the merging of two cultures, including conflicts and connections that arise during migration.</p> <p>The students did very well with over 100 students involved in the production.</p>  <p>Tumuaki, Hone and Te Ao Marama with cast behind us</p> <p><b>LGNZ online meeting</b> Regarding items on the upcoming AGM agenda next month.</p> <p><b>Matamata Rotary change over night</b> This annual event was held at Hobbiton.</p> 
<b>Wednesday 25 June</b>	<p><b>Council meeting</b></p> <p><b>Meeting with council staff</b> With regard to some community projects in Matamata.</p>
<b>Thursday 26 June</b>	<p><b>Meeting with Matamata resident</b> Councillor James Sainsbury and I met with a resident about some concerns.</p>
<b>Friday 27 June</b>	<p><b>Tom Grant Drive</b> I attended their meeting and came away with questions for staff. Unfortunately wet weather prevented a walk through of the Drive.</p> <p><b>Everybody's Shop opening</b> The new shop opened in its premise opposite the Morrinsville Event Centre.. In my speech I congratulated the collaboration of several community groups to make the new shop inviting and fit for purpose. Highlighted not only the valuable funds raised for community groups but also the sale of affordable second hand goods for the community.</p>
<b>Saturday</b>	<b>RSA National Bowls tournament</b>



<p><b>28 June</b></p>	<p>I welcomed the 38 teams entered to Te Aroha, which was held at the Silver Fern Farms Event Centre. A busy morning in Te Aroha with the Thames Valley Junior Rugby finals being held on Boyd Park. Stanley Ave was very busy with cars everywhere.</p> 
<p><b>Monday 30 June</b></p>	<p><b>Council meeting</b> This special meeting was held to adopt the Annual Plan and strike the rates. Noting the delay in receiving sign off from the valuer general of the revaluations.</p>

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.9 Hauraki Rail Trail Board Minutes - 21 February 2025

CM No.: 3059381

### Te Kaupapa | Purpose

The purpose of this report is to provide Council with the minutes from the February meeting of the Hauraki Rail Trail Charitable Trust.

### Rāpopotonga Matua | Executive Summary

Council is a stakeholder and funder for the Hauraki Rail Trail (HRT) alongside the Hauraki District and Thames-Coromandel District Councils. The Trust consists of a maximum of six trustees, one appointed by each of the Matamata-Piako, Hauraki and Thames Coromandel District Councils and three by local iwi.

As Council is a stakeholder in the Trust, and has interest in the HRT, minutes are circulated from the board's meetings.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Horopaki | Background

The Hauraki Rail Trail (HRT) follows the path of two historic railway lines, running from Kaiaua to Matamata; crossing the Hauraki, Thames-Coromandel and Matamata-Piako districts. The HRT is part of the New Zealand wide network of cycleways branded as Ngā Haerenga. In March 2012, Thames-Coromandel, Hauraki and Matamata-Piako District Councils formally agreed to establish a charitable trust to be known as the Hauraki Rail Trail Charitable Trust (the Trust). The Trust's purpose under the Trust Deed (dated 26 February 2019) includes the following:

Leasing and/or licensing land from any of the Settlers or any other party for the use of the cycleway;

- Developing and constructing extensions and additions to the cycleway;
- Maintaining all of the cycleway;
- Raising funds to carry out and complete any of the above charitable purposes.

The Trust holds primary responsibility for managing and maintaining the HRT and for completing any future development. Council is a stakeholder and funder for the HRT alongside the Hauraki District and Thames-Coromandel District Councils. The Trust consists of a maximum of six trustees, one appointed by each of the Matamata-Piako, Hauraki and Thames Coromandel District Councils and three by local iwi. The council appointees do not have to be elected members. A person can only be appointed as a Trustee if they have one or more of the following attributes:

- a) An understanding of governance issues
- b) Business experience relevant to the development of tourism and/or the operation of a public cycleway
- c) Sound judgement

- d) Intellectual ability
- e) A high standard of personal integrity
- f) The ability to work as a member of a team; and/or
- g) An understanding of tikanga Māori and the significance to the iwi of the land to be used for the Cycleway.

Council's current trustee is Shaun O'Neill and Dianne Drummond is the Chief Executive Officer.

## Ngā Tāpiritanga | Attachments

[A↓.](#) 2025FEB21 Hauraki Rail Trail Board Minutes SIGNED



## Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Kaitohu Mātāmua Kāwana   Senior Governance Advisor</b>	
Approved by	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	



## Hauraki Rail Trail Charitable Trust Quarterly Meeting Minutes

**Date** Friday, 21 February 2025  
**Time** 9.00am - 1.00pm  
**Venue** Hauraki Rail Trail Charitable Trust, 138 Normanby Road Paeroa

### Attendees

#### Trustees

Wati Ngamane (Chair and Iwi Trustee appointee for the Kaiaua to Hikutaia trail)  
Basil Morrison (Deputy Chair and HDC Appointee)  
Martin Rodley (TCDC Appointee)  
Shaun O'Neill (MPDC Appointee)

Vacant (Iwi Trustee Appointee between Hikutaia and Tirohia and between Paeroa and Waihi trail)

### Apologies

Jill Taylor (Iwi Trustee Appointee between Tirohia and Te Aroha trail)

### In Attendance

**Chief Executive Officer**  
Diane Drummond

**Sales and Marketing Support Officer**  
Olivia Robinson

### Minute Taker

Lisa Toon

### Council Staff

Lisa Moore – Hauraki District Council (item 8)

**Item 1. Whakatūwheratanga o te hui – Meeting Opening****1.a Karakia**

The Chair opened the Quarterly Meeting of the Hauraki Rail Trail Charitable Trust (the Trust) with a karakia at 9.17am and welcomed the attendees to the meeting.

**1.b Ngā whakapāha - Apologies**

The Trust received apologies from:

- Martin Rodley for lateness.
- Jill Taylor.

**Mo1: Resolved: That the Apologies were received and accepted.**

**Moved/Seconded by: Shaun O'Neill / Basil Morrison**

**Motion Carried**

**Item 2. Confirmation of Agenda****2.a Other Items of Business**

- Update from the hui with TCDC on Tuesday 18 February 2025 (item 15b).

**2.b Confirmation of Agenda**

**Mo2: Resolved: That the Agenda of Business for the Quarterly Meeting dated 21 February 2025 be accepted and confirmed.**

**Moved/Seconded by: Basil Morrison / Shaun O'Neill**

**Motion Carried**

**Item 3. Declaration of Conflicts of Interest**

There were no new interests declared or changes requested to be made to the Conflicts of Interest Register.

**Item 4. Whakaaetanga meneti - Confirmation of Minutes 2 December 2024**

The Trust received the minutes of the Hauraki Rail Trail Charitable Trust Quarterly meeting held on 2 December 2024 to confirm they are a true and correct record.

**Mo3: Resolved: That the Trustees received and confirmed that the minutes of the Hauraki Rail Trail Charitable Trust Quarterly Meeting held on 2 December 2024 represented a true and correct record.**

**Moved/Seconded by: Basil Morrison / Shaun O'Neill**

**Motion Carried**

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**Item 5. Actions Arising from Last Meeting**

The Trust discussed the actions arising as follows:

- The Chair asked if the Trust had received the Bylaw to prohibit Motorbikes on the Trail from the Settlor Councils. The Chief Executive said the Trust is still waiting for feedback from the Councils on the Bylaw.
- Carvings – the Chair said the Carver has been engaged and the carvings are work in progress.
- Council's funding support of \$81,083 for FY2019-FY2023 has been paid in full by the Settlor Councils. A letter thanking the Councils has been sent from the Trust. The Chief Executive and the Chair met with Thames-Coromandel District Council (TCDC) on 18 February 2025. TCDC expressed some discomfort regarding the request to pay \$27,000 (which has been paid) and will be discussed further at item 15b.
- Economic Impact Assessment

The Trust received the assessment of the impact of the closure of Pipiroa stop - bank from Angus and Associates (Appendix 16C, page 53). The Chief Executive said the impact assessment is lower than the initial figures indicated. The figures are based on a portion of the people who visit and ride the Trail. The financial impact is under \$1million.

A Trustee said Waikato Regional Council (WRC) needs to incorporate the financial impact of \$1 million into their stop bank work plan so that they provide options to ensure the Trail remains open to minimise the financial impact to the local economy.

The Trust raised concerns that the relationship with WRC needs to improve to ensure the Trust is aware of the works planned and WRC are aware of the financial impact to the local economy. **Action:** The Chief Executive to reconnect with WRC and request someone attends operational Trail meetings to engage with the Trust and establish an open relationship.

The Trust discussed opportunities to connect with the Hauraki-Coromandel WRC Councillors (Warren Maher, TCDC and Ben Dunbar-Smith, HDC) but acknowledged that it is an election year so it would be best to invite the WRC elected representatives to the Annual General Meeting after the elections.





**Mo4: Resolved: That the Trust asked the Chief Executive to:**

- **Engage with WRC Council staff members and invite them to Operational Trail meetings.**
- **Invite the new elected WRC representatives (post-election in October) to attend the 2025 Trust Annual General Meeting.**

**The Trust wishes to build the relationship with WRC to have open dialogue to lessen the impact on the local economy when WRC undertake future stop-bank works.**

**Moved/Seconded by: Shaun O'Neill / Basil Morrison**

**Motion Carried**

- **Tikanga Māori Policy for Signage**  
The Trust received the draft Tikanga Māori Policy for Signage.

The Chief Executive suggested the proposed Tikanga Māori Policy is extended to include the Koha Policy. She said the Chair has suggested that it might be better named a Cultural Awareness Strategy. **Action:** The Chair and Iwi Trustee Jill Taylor will come back to the Trust on what the Cultural Awareness Strategy may include.

The Chief Executive also suggested the Policy should have Te Reo in the name of the Policy. **Action:** The Chair to confirm the name of the Policy in writing to encompass the Cultural Awareness Strategy.

The Chair said the principles need to be separate, and not part of the Policy. The Policy is the values and Koha is the administrative process.

- **Promotion of Stem Caps** - the Trust has started selling stem caps and had its first sales this week.
- **Graffiti Removal Contact** - Martin Rodley provided the contact details of a graffiti contractor to help with removing the graffiti at Kōpū.
- **Hunting Cameras.** The Karangahake Hall has installed a surveillance system which will capture movements at the Crown Hill Bridge. A discussion is being held with the Ministry of Business, Innovation and Employment regarding what the \$11,000 funding received could be used for instead given that the Trust does no longer needs to invest in Hunting Cameras.
- **Vacant Trustee Position** – there has been no change to the position. The Chair said he had an email from Alice Anderson suggesting to call a zoom meeting



with interested parties. The Chair agreed with the suggestion and said the decision still sits with Iwi. He has not heard anything further.

Martin Rodley joined the meeting at 9.45am.

## **Item 6. Trustee Retirements**

### **6.a Trustee Retirements**

The Trust received the Schedule of Retirements / Appointments and noted that the Iwi Trustee Appointee for the Kaiaua to Hikutaia Trail (the Chair) and the HDC Appointee (the Deputy Chair) are due for retirement at the AGM in 2025.

The Trust has approached HDC for their appointment consideration and decision. Basil has indicated he is happy to continue in his role with the Trust.

The Chair will manage his reappointment with Iwi and provide an Iwi Trustee Appointment letter.

The Trust acknowledged its desire to continue with its stable governance and staffing. The Chief Executive raised concerns regarding the Chair and Deputy Chair coming up for retirement in the same year being a risk to the Trust.

## **Item 7. Financial Reports**

### **7.a Journal Entries 13 September 2024 to 14 February 2025**

The Trust received and noted the transactions journalled on 13 September 2024 to 14 February 2025 which relates to the Trustee honorarium and expense claims. The journal is required to move the payments from staff salaries to the honorarium codes.

### **7.b Accounts Receivable as at 14 February 2025**

The Trust received the Accounts Receivable as at 14 February 2025 and noted that Hauraki District Council (HDC) and Matamata-Piako District Council (MPDC) both paid the Trust on Thursday, 20 February 2025. The Chief Executive will follow up Xterra Events.

The Chair sought clarification whether the Trust is now managing the Te Aroha to Matamata leg of the Trail. The Chief Executive said the Trust vicariously manages the Te Aroha to Matamata Trail. Currently the maintenance contract sits with HDC and the Trust manages the financials. The Trust is awaiting the sign off to manage the Te Aroha to Matamata Trail from the Minister of Tourism.

### **7.c Accounts Payable as at 14 February 2025**

The Trust received the Accounts Payable as at 14 February 2025 and noted that large payments were transacted on 20 February 2025. Cash-flow has not been compromised.



### Profit and Loss Report YTD 14 February 2025

The Trust received the Profit and Loss Report as at 14 February 2025.

#### 7.d Profit and Loss YTD14FEB2025

		Actual	Budget	Variance \$
	<b>Income</b>			
4-001	Donations	1,020	1,500	-480
4-002	General Grants	1,624	0	1,624
4-003	Government Contracts <sup>1</sup>	1,702,197	1,476,450	225,747
4-004	Interest and Dividends	7,871	5,390	2,481
4-005	Membership Fees and Subscriptions	26,363	30,000	-3,638
4-006	Other Revenue	1,944	5,700	-3,756
4-007	Revenue from Commercial Activities	32,620	43,095	-10,475
	<b>Total Income</b>	<b>1,773,638</b>	<b>1,562,135</b>	<b>211,503</b>
	<b>Cost of Sales</b>			
5-001	Advertising Production Costs	31,072	25,000	6,072
5-005	Retail Stock - Cost of Goods Sold	0	2,046	-2,046
	<b>Total Cost of Sales</b>	<b>31,072</b>	<b>27,046</b>	<b>4,026</b>
	<b>Gross Surplus</b>	<b>1,742,566</b>	<b>1,535,089</b>	<b>207,477</b>
	<b>Expense</b>			
6-001	Administration	47,832	87,752	-39,920
6-0014	Trustee Expenses	11,004	19,000	-7,996
6-002	Audit Fees	0	24,226	-24,226
6-003	Depreciation	0	5,000	-5,000
6-004	Employee Related Costs	144,445	236,803	-92,358
6-005	Fees	469	720	-252
6-006	Grant Expenditure	372,760	500,000	-127,240
6-007	Marketing and Website <sup>2</sup>	70,701	82,500	-11,799
6-008	Other	1,944	5,700	-3,756
6-009	Other Trail Operations	40,697	148,660	-107,963
6-010	Professional Services <sup>3</sup>	0	6,500	-6,500
6-011	Proportional Expenses	173,415	392,450	-219,035
6-012	Stakeholder Engagement	3,765	4,500	-735
6-013	Travel Expenses	18,623	20,500	-1,877
	<b>Total Expense</b>	<b>885,655</b>	<b>1,534,311</b>	<b>-648,656</b>
	<b>Operating Surplus</b>	<b>856,911</b>	<b>778</b>	<b>856,133</b>

The Chief Executive said the accruals are done at the end of the financial year rather than quarterly as it involves a considerable amount of work. The Trust's financials are well managed throughout the year and the current variance is quite considerable



compared to the budget but this will change once the accruals are processed. It was noted that the Ford Ranger has a high depreciation value of \$20,000 but there is a contingency in place.

#### 7.d Notes to Profit and Loss

The Trustees received the notes to Profit and Loss as follows:

- Government contracts have exceeded budget \$500,000 totals for category.
- Marketing will be on target to break even when combining total category expenditure. The website redevelopment work is underway.
- Professional Services (legal) are due to the review of the Trust Deed obligations and commentary on Trustee vacancy. The Trust got some legal opinions leading up to the Annual General Meeting.

#### 7.e Balance Sheet YTD 14 February 2025

The Trust received the Balance Sheet as at year to date 14 February 2025.

	Asset	
<b>1-001</b>	<b>Banking</b>	
1-001.01	Westpac - Current - 00	1,122,136.68
1-001.02	Westpac - Current - 01	1,935.33
1-001.03	Westpac Credit Card - DD	-6,908.60
1-1001.01P	Petty Cash	17.00
	<b>Total Banking</b>	<b>1,117,180.41</b>
<b>1-002</b>	<b>Current Assets</b>	
1-002.01	Inventory	2,599.18
1-002.02	Consignment Stock	0.00
1-002.03	Accounts Receivable	137,582.56
1-002.04	Prepayments	0.00
	<b>Total Current Assets</b>	<b>140,181.74</b>
<b>1-003</b>	<b>Fixed Assets</b>	
1-003.01	Furniture & Fittings	10,675.65
1-003.02	Acc Dep - Furniture and Fitting	-6,041.28
1-003.03	Office Equipment & Computers	17,210.78
1-003.04	Acc Dep - Office Equipment and Computers	-8,680.22
1-003.05	Plant & Equipment	3,805.00
1-003.06	Motor Vehicles	74,903.37
1-003.07	Acc Dep - Motor Vehicles <sup>1</sup>	-11,177.31
1-003.08	Trail Signage	54,554.50
1-003.09	Acc Dep - Trail Signage	-33,529.90
1-1004.01	Lease Fitout <sup>2</sup>	26,506.15
	<b>Total Fixed Assets</b>	<b>128,226.74</b>
	<b>Total Asset</b>	<b>1,385,588.89</b>



	<b>Liability</b>	
<b>2001</b>	<b>Credit Card</b>	
2001.01	Westpac Credit Card - OR	341.48
	<b>Total Credit Card</b>	<b>341.48</b>
<b>2002</b>	<b>Current Liabilities</b>	
2002.01	GST Inputs	-528,089.28
2002.02	GST Input Tax Adjustment	0.00
2002.03	GST Outputs	517,627.23
2002.04	GST Output Tax Adjustment	0.00
2002.05	Accounts Payable	440,083.43
2002.06	Annual Leave Payable	5,463.17
2002.07	Income in Advance	0.00
2002.08	KiwiSaver Payable	0.00
2002.09	PAYE & Withholdings Payable	8,743.38
2002.10	Salary Liability	-8,927.99
2002.11	Payroll Deductions	0.00
	<b>Total Current Liabilities</b>	<b>434,899.94</b>
<b>2003</b>	<b>Long Term Liabilities</b>	
2003.1	Bank Loan	0.00
	<b>Total Long Term Liabilities</b>	<b>0.00</b>
	<b>Total Liability</b>	<b>435,241.42</b>
	<b>Net Assets</b>	<b>950,347.47</b>
	<b>Equity</b>	
3001.01	Owner Contribution	0.00
3001.02	IRD Penalties	-157.98
3001.03	Income Tax	0.00
<b>3002</b>	<b>Retained Earnings</b>	
3002.01	Retained Earnings	93,594.77
	<b>Total Retained Earnings</b>	<b>93,594.77</b>
<b>3003</b>	<b>Current Earnings</b>	
3003.01	Current Year Earnings	856,910.68
	<b>Total Current Earnings</b>	<b>856,910.68</b>
9999	Historical Balancing	0.00
	<b>Total Equity</b>	<b>950,347.47</b>

The Chief Executive said the Balance Sheet is looking healthy. The majority of funds in the Trust's Bank account are tagged to projects. The Trust currently has a surplus of approximately \$40,000.

#### 7.f.i Notes to Balance Sheet

The Trustees received the notes to the Balance Sheet as follows::

- Includes the purchase of the Ranger and the existing Ford Barina.
- Lease fit out will be depreciated over the life of the office lease (9 years).

**Mo5: Resolved: That the Profit & Loss and Balance Sheet Reports for the Year to Date 14 February 2025 for the Hauraki Rail Trail Charitable Trust be received and adopted.**

**Moved/Seconded by: Shaun O'Neill / Martin Rodley**

**Motion Carried**

## Item 8. Project Management Work

Lisa Moore, HDC Project Manager joined the meeting at 9.54am. The meeting convened for morning tea. The Chief Executive presented the Trust's promotional videos during the morning tea break. The meeting reconvened at 10.15am.

The Trust received the Project Manager's work programme update for November 2024 to January 2025 (refer to Appendix 16D in the meeting pack).

The Project Manager provided an update as follows:

### 8.a Maintenance

- All Sections – Shelters

With all shelters now in place, the responsibility for their maintenance has been handed over to HDC Maintenance Team. There are sixteen story board panels to be installed in the shelters. The Chief Executive said the Sales and Marketing Assistant is also working on the development of panel stories.

The Sales and Marketing Assistant provided a progress update on the shelter story boards. She is working with Sonia Frimmel and Pauline Clarkin of Ngāti Hako to get the story boards produced which will include history relative to the area plus other important information e.g. the Karangahake story-board will include information on Kauri dieback and the importance of washing bikes down. Iwi will be engaged with to share the cultural stories and shelter panels can be swapped out with the Iwi stories once they are ready.

- Section A – slips on the beach at Kaiaua

There have been slips on the beach due to erosion and the big issue is the protection of the road. HDC needs to protect the road. The residents think the spraying is causing the erosion.

- Section A - kilometre markers have been put in place between Pipiroa and Kaiaua.

- Section A – the maintenance team have fixed the toilet vents at the new Buchanan Road toilets.

- Section B - Kōpū graffiti – there is always graffiti in the road underpass and vandalism with the bollards getting destroyed.





- Section B - Kōpū Shelter – there has been minor vandalism to the shelter done. Rotary has cleaned up the graffiti and the maintenance of the Kōpū shelter will move to the Trust. There is \$16,000 funding for shelter maintenance. TCDC could install a camera there but there needs to be resource to monitor the surveillance.
- Section C – Queen’s Head slip site – work on repairing the Trail from the last slip has been completed.
- Section C – the remains of the pine that fell near the Weir has had its winding load and height reduced. The maintenance team will continue to monitor.

#### Incidents

The Trust received the Incidents Report. The following incidents were discussed:

- Section B – there is a lot of Trail damage from Hikutaia through to Elliott Road by farm bikes and motorbikes. The Project Manager said she has tried to work with the landowners. She said the farmer uses unauthorised vehicles on the Trail. The maintenance team are looking at installing gates which cannot be damaged. The cattlestop has been damaged by motorbikes. The maintenance team will put some more wood on top of the cattlestops. A quality camera could be installed but then it requires a lot of resource to monitor the surveillance and people damage and steal the cameras. The maintenance team will use a GoPro on the maintenance vehicle.

The Project Manager said farmers staff have been abusive to riders and there was a near miss with a farm vehicle. The Chief Executive said the Project Manager needs to submit an incident report for the near miss injury. The Trust agreed it is unacceptable. The Deputy Chair and the MPDC Trustee both said the issues needs to be elevated up to the Police and trespass them. The Trust agreed that Lisa Moore should not be visiting the landowners on her own. The Chief Executive will go out in March with the Project Manager.

- Section C – trees overhanging the Trail have been trimmed.
- HDC have installed ‘dogs on leash’ signs around Victoria Battery. Users have raised concerns with dogs not on leashes. Some of the HDC signs have been vandalised.
- Section C - signage will be installed to alert riders there may be bulls and cows on the Trail at the stock crossing point.
- Section D – Cattlestop CSD07 has been tagged with graffiti.
- Section E – some plants have been stolen (again).

#### Other Projects

- Section A – Pūkorokoro-Miranda to Kaiaua – there is now a fence at the Kaiaua Road (Hunua Traverse connection point). The Trail opposite the Pink shop will



be sealed in March.

- Waitakaruru to Kōpū

ACO have resealed the section between Pipiroa and the Apple Tree Pumphouse. The maintenance team will do a bit of resurfacing at each end of the section where WRC are working on between Waitakaruru and Pipiroa. The Kōpū end is getting boggy from WRC works. The flood gate in the middle will be removed. Brown rock has been laid to try and make the section rideable as much as possible at the Kōpū end for the next twelve months. WRC will be damaging it with vehicle when floodgates are installed.

The Project Manager said new gates installed by WRC are narrow and need to be widened. There is signage to warn people. The gate is not accessible for accessibility bikes. It needs to be resolved. Even skilled riders need to get off their bikes to navigate the gate. The Project Manager wants to move the gate to the top of the road. It would work better for bird-hide users.

Shaun O'Neill said the Project Manager needs to get WRC's Project Managers involved so they understand the significance of the Trail before these things happen. The Trust needs someone dedicated from WRC who is focussed on the Trail rather than the stop-bank. The Chief Executive will liaise with WRC.

The Project Manager said she has asked for a meeting with WRC and will review the Memorandum of Understanding between WRC and HDC.

The Deputy Chairmain agreed there needs to be a serious discussion with WRC and the Trust regarding roles and responsibilities. WRC needs to recognise the role of the Trail and the \$35million economic return to the region.

Signage has been installed along the Goats Track so people know how far they have got to go on the temporary Trail.

Section C is getting a lot of good feedback. It would be good to get the Chair and the Deputy Chair out on the mule to see the change that has happened on the Trail.

#### Budget Overview

- The Project Manager said work will continue with its project management and maintenance programme which will spend the budget remaining for the financial year.
- Contract management has been fed into the Council's long term planning.

The Chair thanked the Project Manager who left the meeting at 10.55am.

**Action:** The Chief Executive to update the agenda to include the full Project Manager's report and General Business item 14b.

**Mo6: Resolved: That the Project Managers Report be accepted as read and presented.**



*Moved/Seconded by: Basil Morrison / Shaun O'Neill*

*Motion Carried*

## Item 9. Funding Update

The Trust received the Funding Update Report.

### 9.a Project Funding Overview

The Chief Executive said:

- There is \$541,542 to drawdown from the Ministry of Business, Innovation and Employment with most of the funding relating to Cyclone Gabrielle works.
- The Chair and the Treasurer to sign off the EOY financial accounts when they are available.

### 9.b Managing the Great Ride Fund

- The MGR15/MGR12 grants have nearly been expended with purchase orders raised but not paid for yet.
- The Chief Executive said she will see if she can apply for one more round of funding for carvings or artwork along the Trail.
- Shelter story panels will be installed for a period of time and panels can be swapped out as stories evolve. The Chief Executive presented the proposed shelter story panels and identified which ones were temporary and will be replaced with Iwi stories when available.

**Action:** The Chief Executive to print out the proposed story panels for the Chair to review.

The Chair suggested that a panorama of the Coromandel Ranges could be located at the Taramaire shelter, to line up with the view.

- The Sales and Marketing Assistant has made great progress with the shelter panels and has been liaising with Pauline Clarkin from Ngāti Hako.

Iwi stories are needed by 31 March 2025.

The Sales and Marketing Assistant said the Trust are looking at using QR codes on signage to connect people to the audio files with recorded stories. There is the opportunity to have the storyboards and audio files available on the Trust's website and brochures which will be stage two.

- The Chief Executive said she regularly meets with the Project Management Team who incorporates the grants into the work programme and factors in the health and safety work.

- The available Annual Maintenance Fund will reduce as the Trust has \$66,098 to spend and raise purchase orders against it.

#### 9.c Funding Projects – Other

Funding being sought is currently focussed on:

- Completion of Rotary Shelters and Carvings
- Completion of Trail head development.

**Mo7: Resolved: That the Funding Update be received and accepted.**

**Moved/Seconded by: Shaun O'Neill / Basil Morrison**

**Motion Carried**

### Item 10. Chief Executive Officer Report

#### 10.a Strategic Objectives for FY2025

The Chief Executive provided an update on the Strategic Objectives for FY2025 as follows:

- *The future financial sustainability of the Trust*, has been completed in conjunction with the Settlor Councils. The Trust appreciates the Settlor Councils continued support of the Trust.
- *Completion of the upgrade and implementation of the Trust's Health and Safety policies and procedures* are required to meet statutory requirements. This is still work in progress. As the Person Conducting a Business or Undertaking (PCBU), the Trust needs to be advised of any incidences that occur on the Trail.
- *Remediation of storm damages*. This is well underway and will be completed in the timeframes allocated.
- *Transition of Pūkoro-Miranda to Kaiaua and Te Aroha to Matamata extensions into the Trust's management*. This still awaits Ministerial sign off.
- *Progress on linking to Auckland via Hunua and via Waikato*. The grade 4 Hunua Traverse ride (43km) from Clevedon to Hunua is open. The Deputy Chair said there is an opportunity for Auckland Trails to link with the Hauraki Rail Trail via Hunua and link to Waikato Trails which will involve three or four entities when it occurs. He said the Chief Executive is a Board member of New Zealand Cycle Trails and will be key to progressing the strategic thinking.
- *Continue to raise funds to upgrade the Trail surface north of Te Aroha*. This is still to be done once the Cyclone Gabrielle repairs are complete.
- *Review the Trust's core activities and staff profiles to assess human resources meeting current and future needs of the Trust*. This is completed.

**10.b NZCT**

The Chief Executive provided an update from the first New Zealand Cycle Trails meeting of the year.

**10.c Department of Conservation**

The Trust's key contact, Scott Denham has taken a twelve month secondment role. The Chief Executive will connect with Scott's replacement and work with them to grow a relationship.

**10.d Consultation to modernise the Conservation System**

The Trust noted the Government released two discussion documents which included proposals to:

- Explore charging for access to some public conservation land.
- Streamline concessions and planning processes and enable more flexibility around land exchange and disposals.

The Chief Executive said the consultation is underway and closes on 28 February 2025. She asked the Trust if it wanted to submit on the proposal for the user to pay to access conservation land? She said the International Visitor Levy has increased from \$35 to \$100 and DoC is a beneficiary.

The Trust agreed to make a submission that the Trust does not agree with the user to pay to access conservation land proposal in line with the Trust's policy to provide ratepayers and riders free access to the Trail.

The Chief Executive clarified that the section through Karangahake Gorge does not require a concession to ride it but it does require a concession to undertake maintenance.

**Action:** the Chief Executive to prepare a submission on behalf of the Trust to the user to pay to access conservation land consultation process.

**10.e FY2026-2028 Business Plan Review**

The Trust received the draft three year Business Plan 2026 – 2028 financial years. The Trust noted:

- The focus is on the first year of the Business Plan.
- It includes the provision of \$35million return to regional and district economies.
- The work programmes for the next three years are set out on page 2 of the Business Plan and page 65 of the Board pack.
- The Business plan includes:
  - The Objective of the Trust.
  - The approach to Governance.

- The nature and scope of the activities to be undertaken by the Trust in each financial year.
- The performance targets and other measures.
- The information to be provided to the Settlor Councils by the Trust.
- Any expected funding contribution from the Settlor Council in accordance with the Underwriting Agreement.
- The reference to Tikanga Māori Policy will be changed to the name provided by the Chair (as discussed earlier).

The Business Plan needs to be signed off at the first Board meeting after the Annual General Meeting.

**Mo8: Resolved: That the Hauraki Rail Trail Charitable Trust Business Plan be received and adopted subject to any changes being sent to the Chief Executive on or before 28 February 2025.**

**Moved/Seconded by: Basil Morrison / Shaun O'Neill**

**Motion Carried**

The Chief Executive said the approved Business Plan will be sent to the Settlor Council's for feedback and records. A Trustee said it would be good for all elected members to receive a copy of the Business Plan.

The meeting convened for lunch at 12:12pm and reconvened at 12.20pm.

The Chief Executive said:

- The Trust has a three year budget to match the Business Plan.
- Brochure - the Trust will produce another brochure but it needs to break even.
- Audit fees - the requirement to have an audit fee is in the Constitution and the Office of the Auditor-General appoints the Auditor. The Trust Deed is coming up for review with new legislative changes and this may have provided an opportunity for the Trust to remove the audit requirement from the Trust Deed (as queried at the meeting with TCDC). However, the new legislation is based on the size of an organisation's income, and the need to do an audit will likely continue given the Trust's revenue streams. The Chief Executive said she has asked for the Office of the Auditor-General and the Auditor to comment on the legislative requirements and she will then report back to TCDC.
- The CEO requested authority to send the Sales and Marketing Officer to Sydney as part of a large tourism contingency which Tourism Auckland will promote the North Island Regional Tourism Operators. Destination Hauraki Coromandel does not have the resources to attend. It is an opportunity for the Trust to attend under the umbrella of Hamilton Waikato Tourism. The Chief Executive said she has discussed this with the Chair and Deputy Chair and the Trust would be required to pay \$5,000 to attend (includes attendance fees of \$2,500 and



travel costs) or the Trust could go with CNI Trails Group reducing the cost to \$3,000 - \$4,000.

- The Sales and Marketing Assistant will attend the 'Xplore event in Auckland which is focused on promoting product to inbound tourism operators.
- If the Trust is attracting international markets, it needs to have higher visibility at trade shows and both events will be a great opportunity to promote the Trail. A Trustee said he has been to 'Xplore and has had products to sell and said he did not think it was the best trade show for the Trust to attend.

The Chair and Deputy Chair supported the Sales and Marketing Officer to attend the Trade Show in Sydney with Tourism Auckland and attend the 'Xplore' event to promote the Trail and business operators on the Trail. It was also considered important networking and relationship building opportunities.

- The TRC Sustainable Trails Conference in Perth - the Chief Executive will consider attending this conference, but cannot confirm yet, as it requires more strategic thinking.

She said she has allowed for \$10,000 in the budgets and an additional \$2,500 additional travel to attend these trade shows and conferences. **Action:** The Chief Executive to come back with the actual costings for the three trade shows.

**Mo9: Resolved: That the Hauraki Rail Trail Charitable Trust Business Plan Budget and approved the travel budget for Trust staff to attend the Sydney Trade Show with Tourism Auckland, Explore and TRC Sustainable Trails Conference in Perth.**

**Moved/Seconded by: Basil Morrison / Martin Rodley**

**Motion Carried**

**10.f Minister of Tourism – Louise Upston**

The Trust noted that Louise Upston is now the Minister of Tourism. The New Zealand Cycle Trails Chair will meet with the Minister of Tourism next week.

**10.g ACT MP Laura McClure**

The Thames Business Association have invited ACT MP Laura McClure to meet with businesses. The Chief Executive will accept the invitation to attend.

**10.h Track Counters YTD 31 Jan 2025**

The Trust received the Track Counters information as at 31 January 2025. The Chief Executive said the economic return was \$35 million in 2024 and exceeds previous years. 2025 is off to a strong start as a result of good weather this summer.

**10.i Stakeholder Engagement**

The Trust received the Stakeholder Engagement Report and the Chief Executive said:

- Trail audit repository training – nothing has progressed.
- Website development is being done by Ben Jepson.

- The Colorado vehicle accident – it has taken three months to get the Holden part to fix it.
- Waihi 50+ fixed the seat at the eastern portal of the Karangahake tunnel that was hit by a falling tree.

**Mo10: Resolved: That the Chief Executive Officer's Report be received and accepted.**

**Moved/Seconded by: Shaun O'Neill / Martin Rodley**

**Motion Carried**

## **Item 11. Sales and Marketing Report**

### **11.a General**

The Trust received and noted the Sales and Marketing Support Officer's Report.

### **11.b Events / Projects**

The Trust noted the events held and shelter story board projects underway.

### **11.c Branded Merchandise**

The Trust noted:

- Twenty stem caps were engraved with the Trust logo to sell. So far, there have been six sales, one in person and five orders.
- Thirteen Trust t-shirts sold in the last month. The Trust are selling off old stock.

### **11.d 2025 Guidebook / Brochure**

The 2025 Guidebook has been well received and the Trail is getting good feedback from Partners.

### **11.e 2026 Guidebook / Brochure**

The Sales and Marketing Assistant said the project plan is underway on the 2026 Guidebook / Brochure to spread the mahi across the year. The Trust will look to offer payment plans for partners who struggle financially during the winter to enable them to advertise in the Brochure.

### **11.f Current Official Partner Membership**

A completely new website layout is currently being built, and the Trust is working on advertisement options for Official Partners to purchase annually. The Trust has a new Official Partner, Tintype Photography based in Te Aroha.

### **11.g Stakeholder Engagement**

The Trust plans to hold a stakeholder engagement workshop in April 2025.

### **11.h 2024 Paeroa Santa Parade**

It was a lot of work to pull the float together but it was fun.

**Mo11: Resolved: That the Sales and Marketing Report be received and accepted.**

**Moved/Seconded by: Basil Morrison / Shaun O'Neill**

**Motion Carried**

## Item 12. Promotions Update

The Trust received the Promotions update.

The Chief Executive said:

- The Facebook following is currently 10,566.
- The Digital Marketing Manager is pulling together the Autumn newsletter with new stories.
- The Trust does not pay a lot for Facebook advertising.
- Cass Esposito is leading the website project and has been very proactive working closely with Ben Jepson from Flaxx Technologies Ltd. The Chief Executive will share the website prototype with the Board soon. The new website will provide a better platform and opportunity for the Trust to sell advertising space to Official Partners.

**Mo12: Resolved: That the Promotions Update Report be received and accepted.**

**Moved/Seconded by: Shaun O'Neill / Basil Morrison**

**Motion Carried**

## Item 13. Health and Safety

### 13.a Incident Reports from 15 November 2024 to 14 February 2025

The Trust received and discussed the Incidents Report which occurred on the Trail from 15 November 2024 to 14 February 2025. The Chief Executive said:

- There were two moderate incidents:
  - The Colorado vehicle accident on the Criterion Bridge.
  - The two dog attacks in Kōpū. The incident was investigated but the Trust could not find evidence of where the dogs were housed. There are issues also at Pah Road with dogs.
- A maintenance staff member also had to take two days off work from spraying thorns.

**Mo13: Resolved: That the Health and Safety Report be received and accepted.**

**Moved/Seconded by: Shaun O'Neill / Basil Morrison**

**Motion Carried**

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**Item 14. Policy and Procedure Review Schedule****14.a Policy and Procedure Review**

The Trust received the Policy and Procedure Review Schedule.

The draft Tikanga Māori Policy is included in the Board pack. The Iwi Trustees will undertake some more work on the policy to flesh it out to include a Cultural Awareness strategy. It will also be renamed as discussed earlier.

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**Item 15. General Business****15.a Next Meeting Dates**

The next Board meeting dates for 2025 are:

- Monday, 16 June 2025.
- Friday, 29 August 2025.
- Friday, 28 November 2025 – Annual General Meeting.

**15.b TCDC Hui**

The Chief Executive said a positive meeting was held with TCDC on Tuesday, 18 February 2025 which was initially around the Trust's request for \$27,000 funding to support the Trust's deficit from 2019-2023 financial years. As a result of the meeting, it became clear that TCDC had not been receiving the same reporting from the Trust as the other Settlor Councils which results in the query from TCDC. **Action:** the Chief Executive will send to TCDC the Trust minutes for the last financial year.

Council has asked for a workshop with the Trust regarding the Trust Deed and funding arrangements. The Chief Executive will send all documentation that TCDC should have previously received and need to be aware of. A Councillor has brought up that there is no cap in the Trust Deed relating to Section 10 requests from the Trust to meet shortfalls. The Funding Agreement is in place to 2031 and any changes would need to be workshopped with all Settlor Councils.

A Trustee said he was not in favour of capping the funding as it comes back to Trustees then and not Councils. He said it needs to stay with Councils. It is a risk for the Trust. The Council appoints the Trustees and needs to protect the Trustees.

The Chief Executive said TCDC have identified that it is a risk from their perspective but she will get the regular reporting back on task which should address the issue.



The Deputy Chair said Settlor Councils own the assets and with assets come liabilities e.g. Cyclone Gabrielle. Without the support of the Councils and funding from the Ministry of Business, Innovation and Employment, the Trail may not have recovered from the cyclone.

Basil Morrison left the meeting at 1.06pm.

The Chief Executive said the Trust does have Directors and Officers Indemnity Insurance which covers the Trustees unless there has been negligence on our part.

The Chief Executive asked the Trust if it wanted the accruals to be done every three months. It will come at an extra cost. The Chair said to accrue annually but if there was a query from a Trustee or Settlor Council, then the Trust can take on that body of work. The Chief Executive agreed and said the Trust have good controls in place.

#### Item 16. Meeting Close

There being no further business, the Chair thanked the Trustees and the Trust Chief Executive and staff and closed the Hauraki Rail Trail Charitable Trust Board of Trustees meeting at 1.11pm.

Minutes approved by:

Wati Ngamane  
Chairman  
Hauraki Rail Trail Charitable Trust

Signature 

Date: 16/6/2025

## 8 Ngā Pūrongo Whakamārama | Information Reports

### 8.10 External Committee Minutes - June 2025

CM No.: 3047610

#### Te Kaupapa | Purpose

The purpose of this report is to provide Council with the minutes of recent external committees meetings that Matamata-Piako District Council have representation on.

The minutes attached to this report are from:

- Future Proof Implementation Committee
  - 5 June 2025
- Regional Transport Committee
  - 9 June 2025
- Waikato CDEM Joint Committee
  - 16 June 2025 – *not available at time of agenda close, to be circulated separately or considered at the next meeting.*

#### Rāpopotonga Matua | Executive Summary

At the Council meeting on 9 November 2022, Council resolved to have representation on the following external committees:

Committee	Representative	Alternate Representative
Waikato Civil Defence Emergency Management Group Joint Committee	Cr Russell Smith	
Waikato Regional Transport Committee	Mayor Adrienne Wilcock	Deputy Mayor James Thomas
Regional Triennial Agreement Forum	Mayor Adrienne Wilcock	Deputy Mayor James Thomas
Hauraki Gulf Forum	Cr James Sainsbury	
Hauraki Scheme Subcommittee	Cr Sarah-Jane Bourne	Cr Caleb Ansell
Local Government New Zealand: Zone 2	Mayor Adrienne Wilcock	Deputy Mayor James Thomas
Future Proof Implementation Committee	Mayor Adrienne Wilcock	Deputy Mayor James Thomas
Pare Hauraki Collective Working Group	Mayor Adrienne Wilcock	Deputy Mayor James Thomas


#### Tūtohunga | Recommendation

That:

1. The information be received.



## Ngā Tāpiritanga | Attachments

 Minutes of Future Proof Implementation Committee Meeting - Thursday, 5 June 2025



 Minutes of Regional Transport Committee Meeting - Monday, 9 June 2025



## Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins <b>Kaitohu Mātāmua Kāwana   Senior Governance Advisor</b>	
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Approved by	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
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# MINUTES

## Future Proof Implementation Committee Meeting

Thursday, 5 June 2025

## Order Of Business

<b>1</b>	<b>Karakia Timatanga</b> .....	<b>5</b>
<b>5</b>	<b>Preliminary Items</b> .....	<b>5</b>
5.1	Health and Safety Statement .....	5
<b>2</b>	<b>Apologies</b> .....	<b>5</b>
<b>3</b>	<b>Confirmation of Agenda</b> .....	<b>5</b>
<b>4</b>	<b>Disclosures of Interest</b> .....	<b>5</b>
<b>6</b>	<b>Minutes for Confirmation or Receipt</b> .....	<b>6</b>
	Future Proof Implementation Committee Meeting – 11 April 2025 .....	6
6.1	Minutes of the Future Proof Public Transport Subcommittee meeting held on 16 May 2025 .....	6
<b>7</b>	<b>General Items</b> .....	<b>6</b>
7.1	Inwards Investment Presentation .....	6
7.2	Implementation Advisors Quarterly Report.....	7
7.3	Priority Development Areas Update Report .....	7
7.4	Independent Chair Report.....	7
<b>8</b>	<b>Public Excluded Items</b> .....	<b>7</b>
8.1	Hamilton Southern Links Update .....	8
8.2	Fast Track Update .....	8
<b>9</b>	<b>Karakia Whakamutunga</b> .....	<b>8</b>
	<b>APPENDIX ONE: DECISIONS MADE IN PUBLIC EXCLUDED SESSION REPORTED INTO OPEN</b> .....	<b>9</b>

**Waikato Regional Council**  
**Future Proof Implementation Committee Meeting**  
**OPEN MINUTES**

**Date:** Thursday 5 June 2025, 1.04pm  
**Location:** Council Chambers  
Waikato Regional Council  
Level 1, 160 Ward Street, Hamilton

**Members Present:** Bill Wasley – Independent Chair  
Deputy-Mayor Liz Stolwyk – Deputy Chair – Waipā District Council  
Mayor Paula Southgate – Hamilton City Council (from 1.16pm)  
Mayor Adrienne Wilcock – Matamata Piako District Council  
Deputy-Mayor James Thomas – Matamata Piako District Council  
Mayor Jacqui Church – Waikato District Council  
Deputy-Mayor Carolyn Eyre – Waikato District Council  
Cr Pamela Storey – Waikato Regional Council  
Cr Bruce Clarkson – Waikato Regional Council  
Mayor Susan O'Regan – Waipā District Council  
Nanaia Rawiri – Ngā Karu Atua o Te Waka (virtually via Teams from 1.08pm)  
Andrew Corkill – Waka Kotahi NZ Transport Agency (non-voting)

**In Attendance:** Cr Angela Strange – Waikato Regional Council

**Staff Present:** Robert Brodnax – Independent Advisor, Future Proof Implementation Committee  
Phil King – Director, Regional Transport Connections, Waikato Regional Council  
Rebecca Maplesden – Partnership Director, Ministry of Housing and Urban Development (virtually via Teams)  
Vanessa Blakelock – Partnerships Director, Department of Internal Affairs Te Tari Taiwhenua  
Kirsty Downey – Group Manager, Strategy, Waipā District Council  
Blair Bowcott – General Manager, Strategy, Growth and Planning  
Will Gauntlett – General Manager, Strategy and Growth, Waikato District Council  
Karen Saunders – Director, Sustainable Communities  
Vishal Ramduny – Strategic Initiatives and Partnerships Manager, Waikato District Council  
Mark Davey – Director Urban and Spatial Planning Unit  
Lyndal Bartley – Future Proof Project Coordinator  
Brooke Roebeck – Democracy Advisor

*The contents of these minutes meet all legal requirements and include a full set of decisions.*

*An audio-visual recording of the open session of the meeting is available on Waikato Regional Council's public website.*

Recording	Document ID #	YouTube Link
Open recording 1	#32306328	<a href="https://youtu.be/pOw3Zdm7nek">https://youtu.be/pOw3Zdm7nek</a>
Public Excluded recording	#32306234	–
Open recording 2	#32306122	<a href="https://youtu.be/tA2HSt9yUHg">https://youtu.be/tA2HSt9yUHg</a>

**1 KARAKIA TIMATANGA**

Item commenced in open recording 1, at 13 seconds.

The Future Proof Project Coordinator (Lyndal Bartley) opened the meeting with a karakia.

**5 PRELIMINARY ITEMS**

**5.1 HEALTH AND SAFETY STATEMENT**

Item commenced in open recording 1, at 41 seconds.

*The Health and Safety Statement was taken as read.*

**2 APOLOGIES**

ITEM COMMENCED IN OPEN RECORDING 1, AT 55 SECONDS.

**COMMITTEE RESOLUTION FP25/11**

**MOVED: MAYOR ADRIENNE WILCOCK**

**SECONDED: CR PAMELA STOREY**

**THAT THE APOLOGIES OF PAREKAWHIA MCLEAN AND NANAIA RAWIRI FOR LATENESS, MAYOR PAULA SOUTHGATE FOR ABSENCE AND CR PAMELA STOREY FOR EARLY DEPARTURE BE ACCEPTED.**

**CARRIED**

**3 CONFIRMATION OF AGENDA**

Item commenced in open recording 1, at 1 minute 30 seconds.

**COMMITTEE RESOLUTION FP25/12**

**Moved: Bill Wasley**

**Seconded: Deputy-Mayor Liz Stolwyk**

- 1. That the agenda of the Future Proof Implementation Committee Meeting of 5 June 2025, as circulated, be confirmed as the business of the meeting.**
- 2. That the order of items follows the order set out in the minutes.**
- 3. That the meeting may sit longer than two hours continuously and continue longer than six hours including adjournments.**

**CARRIED**

**4 DISCLOSURES OF INTEREST**

Item commenced in open recording 1, at 1 minute 55 seconds.



No interests were disclosed pertaining to items on the agenda or interests not already recorded on a relevant register.

## 6 MINUTES FOR CONFIRMATION OR RECEIPT

### FUTURE PROOF IMPLEMENTATION COMMITTEE MEETING – 11 APRIL 2025

Item commenced in recording open recording 1 at 2 minutes 5 seconds.

#### COMMITTEE RESOLUTION FP25/13

Moved: Bill Wasley

Seconded: Mayor Susan O'Regan

That the minutes of the Future Proof Implementation Committee Meeting held on 11 April 2025 be confirmed as a correct record.

CARRIED

### 6.1 MINUTES OF THE FUTURE PROOF PUBLIC TRANSPORT SUBCOMMITTEE MEETING HELD ON 16 MAY 2025

Item commenced in recording open recording 1 at 2 minutes 35 seconds.

#### COMMITTEE RESOLUTION FP25/14

Moved: Bill Wasley

Seconded: Cr Pamela Storey

That the minutes of the Future Proof Public Transport Subcommittee meeting held on 16 May 2025 be received.

CARRIED

## 7 GENERAL ITEMS

### 7.1 INWARDS INVESTMENT PRESENTATION

Item commenced in recording open recording 1, at 3 minutes 13 seconds.

Presented by the Technical Director, Economic Development Advisory, Beca (Patrick McVeigh). Refer Document #32297063 for the PowerPoint presentation or on the public website.

#### COMMITTEE RESOLUTION FP25/15

Moved: Mayor Adrienne Wilcock

Seconded: Mayor Jacqui Church

That the report *Inwards Investment Presentation* (Future Proof Implementation Committee, 5 June 2025) be received.

CARRIED

## 7.2 IMPLEMENTATION ADVISORS QUARTERLY REPORT

Item commenced in recording open recording 1, at 49 minutes 20 seconds.

Presented by the Independent Advisor, Future Proof Implementation Committee (Robert Brodnax). The report was taken as read.

### COMMITTEE RESOLUTION FP25/16

Moved: Deputy-Mayor James Thomas

Seconded: Mayor Waipā Susan O'Regan

That the *Implementation Advisors Quarterly Report* (Future Proof Implementation Committee, 5 June 2025) be received.

CARRIED

## 7.3 PRIORITY DEVELOPMENT AREAS UPDATE REPORT

Item commenced in recording open recording 1, at 1 hour 14 minutes and 10 seconds.

Presented by the Director, Sustainable Communities (Karen Saunders).

### COMMITTEE RESOLUTION FP25/17

Moved: Deputy-Mayor Carolyn Eyre

Seconded: Deputy-Mayor Liz Stolwyk

That the *Priority Development Areas Update Report* (Future Proof Implementation Committee, 5 June 2025) be received.

CARRIED

## 7.4 INDEPENDENT CHAIR REPORT

Item commenced in recording open recording 1, at 1 hour 22 minutes and 54 seconds.

Presented by the Independent Chair (Bill Wasley). The report was taken as read.

### COMMITTEE RESOLUTION FP25/18

Moved: Bill Wasley

Seconded: Mayor Adrienne Wilcock

That the *Independent Chair Report* (Future Proof Implementation Committee, 5 June 2025) be received.

CARRIED

## 8 PUBLIC EXCLUDED ITEMS

Item commenced in recording open recording 1, at 1 hour 24 minutes and 25 seconds.

**RESOLUTION TO EXCLUDE THE PUBLIC**

**COMMITTEE RESOLUTION FP25/19**

Moved: Cr Pamela Storey

Seconded: Mayor Adrienne Wilcock

That in accordance with section 48(1) of the *Local Government Official Information and Meetings Act 1987* (Act) and the interests protected by section 6 or 7 of that Act, the public is excluded from the following parts of this meeting. The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds for excluding the public are set out below:

Meeting item no. and subject	Grounds for excluding the public	Reason for excluding the public
8.1 - Hamilton Southern Links Update	s7(2)(h) of the Act - To enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) of the Act - To enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	section 48(1)(a)(i) of the Act - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Fast Track Update	s7(2)(h) of the Act - To enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) of the Act - To enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	section 48(1)(a)(i) of the Act - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

2.29pm – The meeting moved into public excluded session.

3.12pm – The meeting moved back to open session.

**9 KARAKIA WHAKAMUTUNGA**

Item commenced in open recording 2, at 12 seconds.

The Future Proof Project Coordinator (Lyndal Bartley) closed the meeting with a karakia.

3.13pm – The meeting closed.

**APPENDIX ONE: DECISIONS MADE IN PUBLIC EXCLUDED SESSION REPORTED INTO OPEN**

**8.1 HAMILTON SOUTHERN LINKS UPDATE**

COMMITTEE RESOLUTION FP25/09

Moved: Mayor Paula Southgate

Seconded: Cr Pamela Storey

1. That the report Hamilton Southern Links Update (Future Proof Implementation Committee, 5 June 2025) be received.
2. [Redacted s7(2)(i)/ s7(2)(h)]
3. [Redacted s7(2)(i)/ s7(2)(h)]
4. That the Committee requests the Future Proof Implementation Advisor to develop a project plan for a Hamilton Southern Links Network Plan, addressing identified issues and opportunities, to commence once Waka Kotahi NZ Transport Agency has completed their Investment Case process.
5. That item four of this resolution be reported into the open session of this meeting.

CARRIED

**8.2 FAST TRACK UPDATE**

COMMITTEE RESOLUTION FP25/21

Moved: Mayor Jacqui Church

Seconded: Mayor Susan O'Regan

1. That the Fast Track Applications Update (Future Proof Implementation Committee – 5 June 2025) report be received.
2. [Redacted s7(2)(h)/ s7(2)(i)]
3. [Redacted s7(2)(h)/ s7(2)(i)]
4. [Redacted s7(2)(h)/ s7(2)(i)]
5. That the receipt of the report Fast Track Applications Update (Future Proof Implementation Committee, 5 June 2025) is reported into the open session of this meeting.

CARRIED



# MINUTES

## Regional Transport Committee Meeting

Monday, 9 June 2025

## Order Of Business

<b>1</b>	<b>Karakia Timatanga</b>	<b>4</b>
<b>2</b>	<b>Apologies</b>	<b>4</b>
<b>3</b>	<b>Confirmation of Agenda</b>	<b>4</b>
<b>4</b>	<b>Disclosures of Interest</b>	<b>4</b>
<b>5</b>	<b>Minutes for Confirmation or Receipt</b>	<b>4</b>
	Regional Transport Committee Meeting - 10 March 2025	5
5.1	Minutes of the Future Proof Public Transport Subcommittee meeting held on 21 February 2025	5
<b>6</b>	<b>General Items</b>	<b>5</b>
6.1	Directors Report	5
6.2	Proposed Future Bus Provisions for Hamilton, Raglan, North Waikato, Eastern Waikato, Thames from 2027-2037	5
6.3	Variation to Regional Land Transport Plan – Te Huia Future Services and Infrastructure Business Case	6
6.4	Connect-2-Taupo Bus Network Review	6
6.5	Travel Time Reliability Measures	7
6.6	Speed Limit Reversals	7
6.7	Operations Update Report	7
6.8	Road Safety Report	8
6.9	Regional New Zealand Transport Agency Waka Kotahi Update	8
6.10	Update from KiwiRail	8
<b>7</b>	<b>Karakia Whakamutunga</b>	<b>9</b>



**Waikato Regional Council  
Regional Transport Committee Meeting**

**OPEN MINUTES**

**Date:** Monday 9 June 2025, 9.30am  
**Location:** Council Chambers  
Waikato Regional Council  
Level 1, 160 Ward Street, Hamilton

**Members Present:** Cr Mich'eal Downard - Chair  
Cr Angela Strange - Deputy Chair  
Cr Phillip Buckthought – Hauraki District Council  
Cr Janette Osborne – Waitomo District Council  
Mayor Len Salt – Thames-Coromandel District Council (virtually via Teams from 10.02am)  
Cr Clare St Pierre – Waipā District Council  
Deputy-Mayor Kevin Taylor – Taupō District Council  
Mayor Adrienne Wilcock – Matamata-Piako District Council  
Cr Maxine van Oosten – Hamilton City Council  
Cr David Whyte – Waikato District Council  
Andrew Corkill - Waka Kotahi New Zealand Transport Agency  
Lisa De Coek – Kiwirail (non voting)

**In Attendance:** Cr Mike Pettit – Waipā District Council  
Cr Pamela Storey – Waikato Regional Council (from 11.45am)

**Staff Present:** Phil King – Director, Regional Transport Connections  
Jess Hood – Democracy Advisor

*The contents of these minutes meet all legal requirements and include a full set of decisions.*

*An audio-visual recording of the open session of the meeting is available on Waikato Regional Council's public website.*

Recording	Document ID #	YouTube Link
Open Recording #1	#32330515	<a href="https://youtu.be/blgXBFX7VNQ">https://youtu.be/blgXBFX7VNQ</a>
Open Recording #2	#32329926	<a href="https://youtu.be/mJROY7bOJtg">https://youtu.be/mJROY7bOJtg</a>

**1 KARAKIA TIMATANGA**

Item commenced in open recording 1, at 16 seconds.

The Director, Regional Transport Connections (Phil King) opened the meeting with a karakia.

**2 APOLOGIES**

Item commenced in open recording 1, at 44 seconds.

APOLOGY
<b>COMMITTEE RESOLUTION RTC25/15</b> <b>Moved: Cr Maxine van Oosten</b> <b>Seconded: Deputy Chair Angela Strange</b> <b>That the apologies received from Cr Angela O’Leary be accepted and leave of absence granted.</b> <b>CARRIED</b>

**3 CONFIRMATION OF AGENDA**

Item commenced in open recording 1, at 1 minute 9 seconds.

<b>COMMITTEE RESOLUTION RTC25/16</b>
<b>Moved: Cr Angela Strange</b> <b>Seconded: Cr Maxine van Oosten</b> <b>1. That the agenda of the Regional Transport Committee Meeting of 9 June 2025, as circulated, be confirmed as the business of the meeting.</b> <b>2. That the order of items follows the order set out in the minutes.</b> <b>3. That the meeting may sit longer than two hours continuously.</b> <b>CARRIED</b>

**4 DISCLOSURES OF INTEREST**

Item commenced in open recording 1, at 1 minute 21 seconds.

No interests were disclosed pertaining to items on the agenda or interests not already recorded on a relevant register.

**5 MINUTES FOR CONFIRMATION OR RECEIPT**

Item commenced in open recording 1, at 1 minute 29 seconds.

**REGIONAL TRANSPORT COMMITTEE MEETING - 10 MARCH 2025**

**COMMITTEE RESOLUTION RTC25/17**

Moved: Cr Claire St Pierre

Seconded: Mayor Adrienne Wilcock

That the minutes of the Regional Transport Committee Meeting held on 10 March 2025 be received.

**CARRIED**

**5.1 MINUTES OF THE FUTURE PROOF PUBLIC TRANSPORT SUBCOMMITTEE MEETING HELD ON 21 FEBRUARY 2025**

**COMMITTEE RESOLUTION RTC25/18**

Moved: Cr Clare St Pierre

Seconded: Mayor Adrienne Wilcock

That the minutes of the Future Proof Public Transport Subcommittee meeting held on 21 February 2025 be received.

**CARRIED**

**6 GENERAL ITEMS**

**6.1 DIRECTORS REPORT**

Item commenced in open recording 1, at 1 minute 51 seconds.

Presented by the Manager, Transport Policy and Programmes (Bryan Sherritt).

**COMMITTEE RESOLUTION RTC25/19**

Moved: Mayor Adrienne Wilcock

Seconded: Cr Janette Osborne

That the report *Directors Report* (Regional Transport Committee, 9 June 2025) be received.

**CARRIED**

**6.2 PROPOSED FUTURE BUS PROVISIONS FOR HAMILTON, RAGLAN, NORTH WAIKATO, EASTERN WAIKATO, THAMES FROM 2027-2037**

Item commenced in open recording 1, at 16 minutes 2 seconds.

Presented by the Manager, Transport Policy and Programmes (Bryan Sherritt) and Senior Transport Planner (Katherine Simpson).

**COMMITTEE RESOLUTION RTC25/20**

Moved: Cr Angela Strange

Seconded: Cr Maxine van Oosten

1. That the report *Proposed Future Bus Provisions for Hamilton, Raglan, North Waikato, Eastern Waikato, Thames from 2027-2037* (Regional Transport Committee, 9 June 2025) be received.
2. That support is provided for the public transport service network options identified in this report to be developed for public engagement and put out for consultation to refine the preferred network options.

CARRIED

### 6.3 VARIATION TO REGIONAL LAND TRANSPORT PLAN – TE HUIA FUTURE SERVICES AND INFRASTRUCTURE BUSINESS CASE

Item commenced in open recording 1, at 29 minutes 40 seconds.

Presented by the Manager, Transport Policy and Programmes (Bryan Sherritt).

10.02am – Mayor Len Salt entered the meeting.

#### COMMITTEE RESOLUTION RTC25/21

Moved: Cr Angela Strange

Seconded: Chair Mich'eal Downard

1. That the report *Variation to Regional Land Transport Plan – Te Huia Future Services and Infrastructure Business Case* (Regional Transport Committee, 9 June 2025) be received.
2. That a new activity 'Te Huia future services and infrastructure business case' is included in the operative Waikato RLTP by way of variation to the Plan.

CARRIED

### 6.4 CONNECT-2-TAUPO BUS NETWORK REVIEW

Item commenced in open recording 1, at 39 minutes 42 seconds.

Presented by the Senior Transport Planner (Katherine Simpson).

#### COMMITTEE RESOLUTION RTC25/22

Moved: Cr Mich'eal Downard

Seconded: Deputy-Mayor Kevin Taylor

1. That the report *Connect-2-Taupo Bus Network Review* (Regional Transport Committee, 9 June 2025) be received.
2. That the Regional Transport Committee (RTC) endorses the proposed public consultation plan for changes to the Connect-2-Taupo trial service.

CARRIED

#### 6.5 TRAVEL TIME RELIABILITY MEASURES

Item commenced in open recording 1, at 45 minutes 59 seconds.

Presented by the Network Monitoring Analyst (Melissa Smith) and Manager, Public Transport Operations (Trudi Knight).

##### COMMITTEE RESOLUTION RTC25/23

Moved: Cr David Whyte

Seconded: Mayor Adrienne Wilcock

That the report *Travel Time Reliability Measures* (Regional Transport Committee, 9 June 2025) be received.

CARRIED

#### 6.6 SPEED LIMIT REVERSALS

Item commenced in open recording 1, at 1 hour 15 seconds.

Presented by the Senior Policy Planner, Transport and Infrastructure (Julie Hansen) and Manager, Transport Policy and Programmes (Bryan Sherritt).

##### COMMITTEE RESOLUTION RTC25/24

Moved: Cr Phillip Buckthought

Seconded: Cr Claire St Pierre

That the report *Speed Limit Reversals* (Regional Transport Committee, 9 June 2025) be received.

CARRIED

10.47am – the meeting adjourned.

11.03am – the meeting reconvened.

#### 6.7 OPERATIONS UPDATE REPORT

Item commenced in open recording 2, at start.

Presented by the Senior Transport Analyst (Kana Sakai) and Manager, Public Transport Operations (Trudi Knight).

##### COMMITTEE RESOLUTION RTC25/25

Moved: Cr Claire St Pierre

Seconded: Cr Maxine van Oosten

That the report *Operations Update Report* (Regional Transport Committee, 9 June 2025) be received.

CARRIED

#### 6.8 ROAD SAFETY REPORT

Item commenced in open recording two, at 13 minutes 5 seconds.

Presented by the Manager, Transport Policy and Programmes (Bryan Sherritt).

##### COMMITTEE RESOLUTION RTC25/26

Moved: Cr Janette Osborne

Seconded: Mayor Adrienne Wilcock

That the *Road Safety Report* (Regional Transport Committee, 9 June 2025) be received.

CARRIED

#### 6.9 REGIONAL NEW ZEALAND TRANSPORT AGENCY WAKA KOTAHI UPDATE

Item commenced in open recording 2, at 38 minutes 38 seconds.

Presented by the Director Regional Relationships (Waikato and Bay of Plenty), New Zealand Transport Agency Waka Kotahi (Andrew Corkill). Refer Document #32358356 for the PowerPoint presentation or on the public website.

11.45am – Cr Pamela Storey entered the meeting.

**Action:** That New Zealand Transport Agency Waka Kotahi report back to the committee explaining why speed camera revenue is directed to the government's consolidated fund, as opposed to funding additional resources - such as additional cameras, and driver distraction programmes.

##### COMMITTEE RESOLUTION RTC25/27

Moved: Cr Claire St Pierre

Seconded: Cr Maxine van Oosten

1. That the report *Regional New Zealand Transport Agency Waka Kotahi Update* (Regional Transport Committee, 9 June 2025) be received.
2. That staff prepare a report that considers a Variation to the Waikato Regional Land Transport Plan for the Hamilton Southern Links Network Plan, and for this to be presented to the September 2025 meeting of the Committee for consideration.

CARRIED

#### 6.10 UPDATE FROM KIWIRAIL

Item commenced in open recording 2, at 1 hour, 1 minute 55 seconds.

Presented by the Group Manager, Government Engagement, KiwiRail (Lisa De Coek).

##### COMMITTEE RESOLUTION RTC25/28

Moved: Mayor Adrienne Wilcock

Seconded: Alternate Cr David Whyte

That the report *Update from KiwiRail* (Regional Transport Committee, 9 June 2025) be received.

CARRIED

**7 KARAKIA WHAKAMUTUNGA**

Item commenced in open recording 2, at 1 hour, 24 minutes 25 seconds.

The Democracy Advisor (Jess Hood) closed the meeting with a karakia.

12.27pm – The meeting closed.

UNCONFIRMED