

Kaunihera | Council

Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 13 August 2025 at 9:00.

Ngā Mema | Membership

Tiamana | Chairperson: **Manuhuia | Mayor**
Adrienne Wilcock

Mema | Members: **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

An audio-visual recording of the open session of the meeting is available on Matamata-Piako District Council's website and YouTube channel.

Visit <https://www.mpd.govt.nz/live-stream> for the most recent meeting livestream.

| Recording | Document Reference# | YouTube Link |
|--------------------------|---------------------|---|
| Council - 13 August 2025 | 3079053 | https://youtu.be/KzEVvz2WiSg |

Minutes prepared by:

Stephanie Hutchins

Kaitohu Mātāmua Kāwana | Senior Governance Advisor

Ngā whakapāha | Apologies

| Title | Name | Organisation |
|--------------|--------------|---------------------------------|
| Councillor | Peter Jager | Matamata-Piako District Council |
| Deputy Mayor | James Thomas | Matamata-Piako District Council |

Kaimahi i reira | Staff Present

| Name | Title | Item No. |
|--------------------|---|-----------------|
| Manaia Te Wiata | Tumu Whakarae Chief Executive Officer | |
| Stephanie Hutchins | Kaitohu Mātāmua Kāwana Senior Governance Advisor | |
| Tamara Kingi | Kaiārahi Kāwana Governance Team Leader | |
| Susanne Kampshof | Pou Rawa me ngā Kaupapa Assets and Projects Manager | 7.1 |

I reira | In Attendance

There were no external speakers in attendance.

1 Whakatūwheratanga o te hui | Meeting Opening

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

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the apologies from Cr Peter Jager and Deputy Mayor James Thomas be accepted and leave from the meeting be granted.

Resolution number CO/2025/00001

Moved by: Cr R Smith

Seconded by: Cr S Dean

KUA MANA | CARRIED

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

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

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

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

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

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

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

4 Whākī pānga | Declaration of interest

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

5 Whakaaetanga mēneti | Confirmation of minutes

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 23 July 2025, be confirmed as a true and correct record of the meeting.

Resolution number CO/2025/00002

Moved by: Cr C Ansell

Seconded by: Cr S Whiting

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

There were no speakers scheduled to the public forum.

7 Pūrongo me whakatau | Decision Reports

7.1 Water Service Delivery Plan

CM No.: 3066988

Te Kaupapa | Purpose

The purpose of this report is to seek council consideration and approval on the Draft Water Services Delivery Plan.

Rāpopotonga Matua | Executive Summary

At the 25 June 2025 Council meeting, Council chose to proceed with a sub-regional council controlled organisation as their future water services delivery model for drinking water and wastewater, and join the limited liability company, Waikato Waters Ltd, with other Waikato Councils. Stormwater will continue to be delivered by Matamata-Piako District Council.

Councils are required to prepare a Water Services Delivery plan (WSDP) that provides an assessment of their water infrastructure (Drinking Water, Wastewater and Stormwater), how much they need to invest, and how they plan to finance and deliver it through their preferred water service delivery model. The WSDP is a one-off, transitional requirement under the Local Government (Water Services Preliminary Arrangements) Act 2024.

Councils are required to develop and submit WSDPs, either individually or jointly with other councils, by 3 September 2025 (unless an extension is requested and granted). Matamata-Piako District Council has not requested an extension and will be submitting an individual WSDP, in conjunction with the other Waikato Councils to be shareholders in Waikato Waters Ltd.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receives the report titled **Water Services Delivery Plan**,
2. Council approves Option 1: Approves the **Water Services Delivery Plan**,
3. Council adopts the **Water Services Delivery Plan** attached as **Appendix 1** to this report pursuant to section 17 of the **Local Government (Water Services Preliminary Arrangements) Act 2024**,
4. Council authorises the **Chief Executive** to make non-material amendments to the WSDP prior to submission the **Secretary of Internal Affairs** in accordance with the Act.

Resolution number CO/2025/00003

Moved by: Cr K Tappin

Seconded by: Cr D Horne

KUA MANA | CARRIED

ATTACHMENTS

A Assurance Factors

9.26 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KAUNIHERA | COUNCIL
HELD ON 13 AUGUST 2025.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: