

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 8 October 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 – 8 October 2025	3101805	https://youtu.be/HgKL_iHOnlg

Minutes prepared by:

Stephanie Hutchins

Kaitohu Mātāmua Kāwana | Senior Governance Advisor

Ngā whakapāha | Apologies

There were no apologies

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

There were no members present by audio/visual link

Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae Chief Executive Officer	
Stacey Edwards	Kaitohu Kāwana Governance Advisor	
Tamara Kingi	Kaiārahi Kāwana Governance Team Leader	
Stephanie Hutchins	Kaitohu Mātāmua Kāwana Senior Governance Advisor	
Larnia Rushbrooke	Pou Pūtea, Ratonga Pakihi Finance & Business Services Manager	7.3, 7.4
Ken Morris	Kaitohutohu Mōrearea, Kai-whakahaere ā Pakihi hoki Consultant Risk and Business Excellence Advisor	7.5
Sandra Harris	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships and Governance Manager	7.6
Niall Baker	Kaiārahi Tīma Kaupapahere Policy Team Leader	7.6
Anne Gummer	Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	7.7
Carolyn McAlley	Kaiwhakamahere Rautaki RMA Matua Senior RMA Policy Planner	7.8
Fiona Hill	Kaiwhakamahere Rautaki RMA Matua Team Leader RMA Policy	7.8
Barry Reid	Pūkenga Rawa Rori Roading Asset Engineer	7.9
Ryan Johnston	Pou Whakamaru Hapori, Tūtohu Community Protection and Compliance Manager	7.10
Rebecca Toone	Kaitautoko Whakahaere mō te Whakamatua Kararehe Animal Control Administrator	7.10
Ellie Mackintosh	Rōia Legal Counsel	8.1, 8.2, 8.3

I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Jaydene Kana	Chairperson, Risk and Assurance Committee	7.1	9.00am	9.06am

1 Whakatūwheratanga o te hui | Meeting Opening

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

There were no apologies.

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 24 September 2025, be confirmed as a true and correct record of the meeting.

Resolution number CO/2025/00001

Moved by: Cr C Ansell

Seconded by: Cr S Whiting

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

There were no speakers scheduled to the public forum.

NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

7 Pūrongo me whakatau | Decision Reports

7.1 Risk and Assurance Committee Report of 30 September 2025

CM No.: 3097059

Te Kaupapa | Purpose

The purpose of this report is to provide Council with an update from the Risk and Assurance Committee following its meeting on 30 September 2025.

Rāpopotonga Matua | Executive Summary

Risk and Assurance Committee Chairperson, Jaydene Kana, in attendance to update Council on the committee business, provide an overview of the minutes and any recommendations from the Risk and Assurance Committee meeting held on 30 September 2025.

The update will be circulated separately from the agenda.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information be received.**

Resolution number CO/2025/00002

Moved by: Cr B Dewhurst

Seconded by: Cr G Thompson

KUA MANA | CARRIED

ATTACHMENTS

A MPDC - RAC - 300925 - Chair Hui Summary

7.2 Te Mana Whenua Forum Report of 7 October 2025

CM No.: 3097071

Te Kaupapa | Purpose

The purpose of this report is to provide Council with an update from the Te Mana Whenua Forum following its meeting on 7 October 2025.

Rāpopotonga Matua | Executive Summary

Tiamana Hinerangi Vaimoso, in attendance to update Council on the forum business, provide an overview of the minutes and any recommendations from the Te Mana Whenua Forum meeting held on 7 October 2025.

The update will be circulated separately from the agenda.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00003

Moved by: Cr G Thompson

Seconded by: Cr K Tappin

KUA MANA | CARRIED

ATTACHMENTS

- A Summary of TMF 7 October

7.3 Policy Review - Liability Management Policy and Investment Policy

CM No.: 3096515

Te Kaupapa | Purpose

The purpose of this report is to present the draft Liability Management Policy and draft Investment Policy to the Council for adoption.

Rāpopotonga Matua | Executive Summary

The Liability Management policy requires an update to accommodate the impending transition of Council's Water and Wastewater services (and associated asset and liabilities) to the Waikato Waters Limited CCO entity. Both policies also require an update of responsibilities following changes to Council's structure since the last review.

At their meeting of 30 September 2025, the Risk and Assurance Committee will review the draft policies and additionally will review compliance with the policies and the effectiveness of the policies in meeting their objectives. The Committee may have additional feedback or queries from their review to be considered before the policies are adopted by Council.

The recommended changes to the policies are set out in the attachments to this report.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receive the report
2. Council adopt the revised Liability Management Policy and the revised Investment Policy.

Resolution number CO/2025/00004

Moved by: Cr B Dewhurst

Seconded by: Cr K Tappin

KUA MANA | CARRIED

7.4 Approval of short-term debt strategy and Liability Management Policy departure

CM No.: 3096687

Te Kaupapa | Purpose

To seek Council approval to raise \$7 million of new debt via a short-dated commercial paper instrument, and to approve a temporary departure from the Liability Management Policy's funding maturity limits to accommodate this strategy.

Rāpopotonga Matua | Executive Summary

In the 2025/26 Annual Plan, Council signalled an intention to borrow an additional \$38.9 million (net) over the year to fund capital projects. In October, approximately \$7 million of this will need to be raised to fund the capital work in progress. Normally, debt raised during the year within the scope of what was approved in the Annual Plan would be approved by the Chief Executive, in line with Council's Liability Management Policy, and not referred to Council for approval. However in this case, the proposed strategy for raising the debt falls outside of the parameters of the Liability Management Policy, so Council's approval is required to proceed.

Council is asked to approve a strategy proposed by Council's independent Treasury advisors, PwC, to raise this \$7 million of new debt via a 364-day commercial paper issuance to the New Zealand Local Government Funding Agency (LGFA). This short-term funding approach is recommended to maintain flexibility ahead of the anticipated transfer of water assets and debt to the new Waikato Waters entity. While the strategy temporarily exceeds the 0–3-year funding maturity limit set in Council's Liability Management Policy, the revised policy (intended to be adopted by Council prior to this report) allows for Council-approved departures in transitional circumstances.

The commercial paper offers cost-effective, low-risk funding without the need for refinancing, as the debt is expected to transfer to Waikato Waters. It also strengthens Council's liquidity position. Given the transitional context, expert advice, and policy provisions, this strategy is considered the most prudent and practical option. Approval is also sought to delegate authority to the Chief Executive to execute all necessary documentation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council approves the strategy to raise approximately \$7 million of new debt via a 364-day commercial paper issuance to the LGFA.
2. Council approves a temporary departure from the Liability Management Policy's 0–3 year funding maturity limit to enable this strategy.
3. Council delegates authority to the Chief Executive to execute all necessary documentation to initiate the commercial paper issuance.

Resolution number CO/2025/00005

Moved by: Deputy Mayor J Thomas

Seconded by: Cr J Sainsbury

KUA MANA | CARRIED

7.5 Adoption of Preventing Fraud and Corruption Policy and Sensitive Expenditure Policy

CM No.: 3096211

Te Kaupapa | Purpose

This report provides an updated 'Preventing Fraud and Corruption Policy' and an updated 'Sensitive Expenditure Policy' for formal adoption by Council, noting that both documents are due to be considered by Council's Risk and Assurance Committee on 30 September 2025 with intention that the Committee will recommend their adoption by Council.

Rāpopotonga Matua | Executive Summary

This report presents updated versions of two 'cornerstone' policies for adoption by Council – the Preventing Fraud and Corruption Policy and the Sensitive Expenditure Policy. These policies are fundamental to maintaining public trust and confidence in the Council by seeking to ensure the highest standards of integrity among elected members, staff, and contractors.

The Preventing Fraud and Corruption Policy adopts a zero-tolerance approach and has been developed in accordance with the Ministry of Justice fraud and corruption policy framework. The policy aims to raise awareness of fraud and corruption indicators while establishing clear requirements for prevention, detection, and response.

The Sensitive Expenditure Policy takes a principles-based approach requiring all expenditure to withstand public scrutiny through the 'front page of the newspaper' test, ensuring among other things that spending is reasonable, moderate, and serves a justifiable business purpose consistent with Council objectives. It aligns with the comprehensive good practice guidance on sensitive expenditure issued by The Office of the Auditor-General.

Both policies have undergone Executive team review and staff consultation processes, and both policies have been reviewed by Audit New Zealand ('Audit'), who have indicated their management report items on these matters are now closed. Both policies are also due to be considered by the Risk and Assurance Committee on 30 September (after this agenda closed) with intention that the Committee will recommend their adoption by Council. Any changes sought by the Committee will be advised at the Council meeting.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receives this report.
2. Having noted the recommendation of the Risk and Assurance Committee, Council adopts the updated 'Preventing Fraud and Corruption Policy' and the updated 'Sensitive Expenditure Policy'.

Resolution number CO/2025/00006

Moved by: Cr S Whiting

Seconded by: Cr S Dean

KUA MANA | CARRIED

7.6 Annual Report and Annual Report Summary 2024/25

CM No.: 3095334

Te Kaupapa | Purpose

The purpose of this report is to:

- provide an update on the Annual Report and Annual Report Summary 2024/25
- present the Annual Report and Annual Report Summary 2024/25 for review and adoption if the Audit Opinion is issued prior to the meeting OR
- present the Annual Report and Annual Report Summary 2024/25 for review and recommendation to the incoming Council following the local election on 11 October 2025.

Rāpopotonga Matua | Executive Summary

Summary of timing

Council is required under the Local Government Act 2002 (LGA) to adopt an Annual Report and Annual Report summary each year by 31 October. Staff and Audit New Zealand (Audit NZ) have been working closely to complete the Annual Report for 2024/25 prior to the local elections taking place on 11 October 2025 to allow the current Council to adopt it.

Rene Van Zyl from Audit NZ will be in attendance to present the audit opinion for the Annual Report, if the audit has concluded in time for this meeting.

Due to some delays in the process, adoption before the local election is at risk, it is possible adoption will be delayed until after the local election and possibly after the statutory deadline of 31 October 2025. At the time of writing Council staff are discussing timing with the Audit NZ team.

It is noted that while adoption after 31 October will be a technical breach of the LGA, this will have no impact on the audit opinion nor is there any legal penalty.

The following documents will be circulated separately, once/if available:

- a. Annual Report and Annual Report Summary
- b. Warrant of Fitness for the Annual Report and Annual Report Summary
- c. Audit Opinions for the Annual Report and Annual Report Summary
- d. Letter of Representation
- e. Audit Misstatement Schedule

Summary of Annual Report

This year, Council achieved 80% of its performance measures that were set in the 2024-34 Long Term Plan. This is a significant improvement from the previous Annual Report, which had an overall achievement of 58%. A number of these measures are based on a community survey, it should be noted that the survey scale changed this year to remove the 'neither/nor' option. This has resulted in some measures being significantly higher than previous years.

For the 2024/25 financial year, Council's revenue was higher than budgeted in several key areas. Additional funding and grants, including \$1.3 million in Better-off funding and \$460,000 in Waste Levy subsidies, boosted income. Development contributions also exceeded expectations with major projects in Morrinsville and Matamata, and Council received \$8.9 million invested assets from subdivision developments. Other revenue included \$1.35 million in donations towards the Matamata Open Country Stadium. Interest revenue was also higher than planned due to Council holding additional funds on term deposit from debt that was borrowed in advance.

Overall, Council's balance sheet remains healthy. Higher asset values strengthen the district's long-term position but also highlight the rising costs of maintaining and renewing critical infrastructure. Careful financial planning will be required to manage these future costs while balancing the impact on rates.

Tūtohunga | Recommendation

OPTION 1 – ADOPTION

1. Council receives the following:
 - a. Annual Report and Annual Report Summary 2024/25
 - b. Warrant of Fitness for the Annual Report and Annual Report Summary 2024/25
 - c. Audit Opinions for the Annual Report and Annual Report Summary 2024/25
 - d. Letter of Representation
 - e. Audit Misstatement Schedule
2. The Warrant of Fitness section 13 is completed by Elected Members.
3. Council authorises the Mayor and Chief Executive to sign the Statement of Compliance and Responsibility on behalf of Council.
4. Council authorises the Mayor and Chief Executive to sign the Letter of Representation to the Auditor on behalf of Council.
5. Council adopts the audited Annual Report and Annual Report Summary 2024/25.

OPTION 2 – DEFERRAL TO INCOMING COUNCIL

1. The information be received.
2. Council recommend the incoming Council adopt the Annual Report and Annual Report Summary 2024/25 following the local elections.
3. Council acknowledges the Annual Report 2024/25 and Annual Report Summary 2024/25 may be adopted after the statutory deadline of 31 October 2025.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.
2. Council recommend the incoming Council adopt the Annual Report and Annual Report Summary 2024/25 following the local elections.
3. Council acknowledges the Annual Report 2024/25 and Annual Report Summary 2024/25 may be adopted after the statutory deadline of 31 October 2025.

Resolution number CO/2025/00007

Moved by: Cr C Ansell

Seconded by: Cr G Thompson

KUA MANA | CARRIED

ATTACHMENTS

- A Draft Annual Report 2024-25 - current as at 26 Sept 2025

7.7 Draft Climate Resilience Strategy

CM No.: 3082884

Te Kaupapa | Purpose

The purpose of this report is to present the draft *Manaaki Whenua, Manaaki Tangata Matamata-Piako Climate Resilience Strategy 2026-2036* (Strategy) to Council for review, and to seek Council's endorsement of the Strategy to the incoming Council.

Rāpopotonga Matua | Executive Summary

A draft *Manaaki Whenua, Manaaki Tangata Matamata-Piako Climate Resilience Strategy 2026-2036* (Strategy) has been developed jointly with Council, staff and Te Manawhenua Forum members over the last few months. Staff now seek Council's endorsement of the Strategy to the incoming Council, after which the draft can be reviewed and adopted for public consultation.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receives the report.
2. Council endorses the draft *Manaaki Whenua Manaaki Tangata, Matamata-Piako Climate Resilience Strategy 2026-2036* and recommends it to the incoming Council for review and adoption for public consultation.

Resolution number CO/2025/00008

Moved by: Cr C Ansell

Seconded by: Cr S Dean

KUA MANA | CARRIED

ATTACHMENTS

- A Mihi for Climate Resilience Strategy

7.8 Decision on Plan Change 61 National Planning Standards and Other Matter and Approval for Plan Stop Exemption applications

CM No.: 3088933

Te Kaupapa | Purpose

The purpose of the report is to seek Council approval on whether to proceed with the notification of the National Planning Standards and Other Matters plan change (PC61) following the recent amendments made to the Resource Management Act 1991 (RMA). Endorsement is also sought for two exemption applications because of the moratorium on Council driven plan changes.

Rāpopotonga Matua | Executive Summary

The recent amendments to the RMA place a prohibition on council-initiated plan changes. The Government has explained the main reason for this is to not waste time and resources on plan changes when wholesale reform of the current resource management system is planned. This includes suspending the requirements to implement the National Planning Standards and undertake full plan reviews. The implications of the recent amendments are that Council cannot notify PC61 National Planning Standards and Other Matters. Additionally, under the new legislation if the Council chooses to proceed with a plan change during this time, the plan change must either be automatically exempt or approved by the Minister before it can be notified. Because of these changes, it is recommended the Council does not notify PC61. It is also recommended the Council endorse exemption applications for PC49 Waharoa and a new plan change relating to Minor Technical Matters (PC65).

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council does not notify PC 61 National Planning Standards and Other Matters.
2. Council endorses the preparation and lodgement of an exemption application to Minister responsible for Resource Management Reform for PC 49 Waharoa.
3. Council endorses the preparation and lodgement of an exemption application to Minister responsible for Resource Management Reform for PC 65 Minor Technical Matters.
4. Council delegates to the Chief Executive the approval of the final exemption applications.
5. Council endorses additional minor matters being added to the exemption application for PC65 that rectify issues with the district plan.

Resolution number CO/2025/00009

Moved by: Cr K Tappin
Seconded by: Cr S Whiting

KUA MANA | CARRIED

7.9 Road Naming for a Private Access Way at 130 Waterworks Road, Kiwitahi, Morrinsville

CM No.: 3096589

Te Kaupapa | Purpose

Council is responsible and has the power under sections 319, 319A and 319B of the Local Government Act 1974 to name formed roads, including private access ways, that are intended for the use of the public generally, and for the numbering of land and buildings.

Rāpopotonga Matua | Executive Summary

Council staff received an application from Guy McLean of Impact (Advisory) Limited to name a single new private access way as part of a new rural residential subdivision at 130 Waterworks Road, Kiwitahi, Morrinsville.

Guy McLean is representing his client the landowners/developers Paul and Jo Bodle trading as Enex Limited. The rural residential development consists of six lots. The Bodle's farm about 300 Ha of dairy and beef which is currently split over 6 land titles.

Whenever rural or urban subdivisions of six or more lots are created, decisions on road naming are made in Council consistent with the attached policy - *Numbering of Properties, Naming of Roads, Access Ways and Open Spaces* - 02 October 2019.

It is recommended that Council accept the preferred private access way name **Whakapai Lane** that corresponds to the access (shown as lot 8 of the plan below), under Background.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council approves the preferred private access way **Whakapai Lane** for this 6-lot rural development, located at 130 Waterworks Road, Kiwitahi, Morrinsville.

Resolution number CO/2025/00010

Moved by: Deputy Mayor J Thomas

Seconded by: Cr R Smith

KUA MANA | CARRIED

The meeting adjourned for a break at 9.48am and reconvened at 10.23am.

7.10 Dog Control Annual Report 2024/25

CM No.: 3096839

Te Kaupapa | Purpose

The purpose of this report is to adopt the 2024/25 Annual Dog Control Report.

Rāpopotonga Matua | Executive Summary

The Dog Control Act 1996 requires a territorial authority to report annually on its dog control operations.

The attached report includes all the information required under section 10A(2) of the Act for the 2024/25 financial year.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The Annual Dog Control Report 2024/25 be adopted and publicly notified.

Resolution number CO/2025/00011

Moved by: Cr J Sainsbury

Seconded by: Cr D Horne

KUA MANA | CARRIED

7.11 End of Triennium Arrangements

CM No.: 3081056

Te Kaupapa | Purpose

The purpose of this report is to confirm the arrangements related to the transition between the outgoing Council and the incoming Council at the end of the triennium.

Rāpopotonga Matua | Executive Summary

The Local Elections will be held on Saturday 11 October 2025. The outgoing Council exits office on the day the declaration of results is publicly notified on our website, which is expected no later than Thursday 16 October 2025.

Before the incoming Council can make any decisions as elected members, they are required to be sworn into office and sign a declaration. This is scheduled for Tuesday 28 October 2025.

This means that there is a period of approximately 12 days when neither the outgoing nor the incoming Council is authorised to make any decisions as elected members.

Tūtohunga | Recommendation

That:

1. The information is received.
2. From the day following the Electoral Officer's declaration being 16 October 2025, until the new Council is sworn in 28 October 2025, the Chief Executive is authorised to make decisions in respect of urgent matters, in consultation with the Mayor elect. All decisions made under this delegation will be reported to the first ordinary meeting of the new Council, currently scheduled for 5 November 2025.
3. Council considers whether to appoint Mrs Adrienne Wilcock, Mr Kevin Tappin, Ms Sarah-Jane Bourne and Ms Sue Whiting as independent commissioners and delegate powers accordingly for the purposes of the Dog Control Act 1996, Building Act 2004, and Gambling Act 2003, for the period 16 October to 5 November 2025.
4. Council considers whether to recommend to the Tumu Whakahaere | Chief Executive to appoint Ms Sue Whiting as an independent Commissioner and Mr Russell Smith as an independent deputy Commissioner for the District Licensing Committee for the period 16 October to 5 November 2025.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

- 1. The information is received.**
- 2. From the day following the Electoral Officer's declaration being 16 October 2025, until the new Council is sworn in 28 October 2025, the Chief Executive is authorised to make decisions in respect of urgent matters, in consultation with the Mayor elect. All decisions made under this delegation will be reported to the first ordinary meeting of the new Council, currently scheduled for 5 November 2025.**
- 3. Council appoints Mrs Adrienne Wilcock, Mr Kevin Tappin, Ms Sarah-Jane Bourne and Ms Sue Whiting as independent commissioners and delegate powers accordingly for the purposes of the Dog Control Act 1996, Building Act 2004, and Gambling Act 2003, for the period 16 October to 5 November 2025.**
- 4. Council recommends to the Tumu Whakahaere | Chief Executive to appoint Ms Sue Whiting as an independent Commissioner and Mr Russell Smith as an independent deputy Commissioner for the District Licensing Committee for the period 16 October to 5 November 2025.**

Resolution number CO/2025/00012

Moved by: Cr K Tappin
Seconded by: Cr S Whiting

KUA MANA | CARRIED

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 LGOIMA Request Summary 2024/25

CM No.: 3094985

Te Kaupapa | Purpose

The purpose of this report is to outline Council's obligation in regards to the LGOIMA Act and how Council is meeting these obligations.

Rāpopotonga Matua | Executive Summary

The Local Government Official Information and Meetings Act 1987 (LGOIMA) is the relevant legislation for requests for information. Council are required to respond to LGOIMA requests as soon as reasonably practicable and (except in some specific instances) within 20 working days.

This report sets out Council's compliance with these requirements. The comments from the Risk and Assurance Committee will be provided in person.

Tūtohunga | Recommendation

That:

1. The information be received, and
2. The Council provide feedback on how LGOIMAs are to be presented going forward.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received, and
2. Council provided feedback that clarification is to be made advising that charging from Matamata-Piako District Council is in accordance with the Ombudsman's guidelines.

Resolution number CO/2025/00013

Moved by: Cr C Ansell

Seconded by: Cr D Horne

KUA MANA | CARRIED

8.2 Legislative Compliance Register

CM No.: 3095053

Te Kaupapa | Purpose

The purpose of this report is to seek feedback from Council and pass on feedback from the Risk and Assurance Committee on the Legislative Compliance Register. This Legislative Compliance Register is one way of ensuring that Council is undertaking its activities in accordance with legislation.

Rāpopotonga Matua | Executive Summary

The Legislative Compliance Register is completed annually by staff alongside the Annual Report, to ensure that Council is meeting its legal obligations. A copy of this register has been attached for review. Feedback from the Risk and Assurance Committee will be provided in person.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00014

Moved by: Cr B Dewhurst

Seconded by: Cr R Smith

KUA MANA | CARRIED

8.3 Delegation Policy and Delegation Register Amendments

CM No.: 3096566

Te Kaupapa | Purpose

The purpose of this report is to provide Council feedback on the amendments made to the Delegation Policy and Delegation Register 2025 and receive any Council suggestions. Through this report we would also like to highlight that we are currently implementing a new dedicated system for delegations, and intend to workshop this with Council and Risk and Assurance in the new year prior to implementation.

Rāpopotonga Matua | Executive Summary

Under the Local Government Act 2002, Council may delegate its statutory powers and functions to Council officers and Committees. The Delegation Policy and Delegation Register provides the framework for this and illustrate all the delegations made to staff across multiple legislations. This report is to highlight all the changes that have been made over the past 12 months.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00015

Moved by: Cr D Horne

Seconded by: Cr G Thompson

KUA MANA | CARRIED

8.4 Mayoral Diary for September 2025

CM No.: 2991713

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 month of September 2025.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information is received.

Resolution number CO/2025/00016

Moved by: Mayor A Wilcock

Seconded by: Cr K Tappin

KUA MANA | CARRIED

8.5 Recognition of Service for Outgoing Councillors

CM No.: 3081060

Te Kaupapa | Purpose

The purpose of this report is to acknowledge and formally farewell outgoing Councillors for their service and contributions.

Rāpopotonga Matua | Executive Summary

Ms Sarah-Jane Bourne, Mr Peter Jager and Mr Russell Smith are not re-standing as Elected Members of the Matamata-Piako District Council in the 2025 Election.

Ms Sarah-Jane Bourne has been an Elected Member for three years (2022-2025). Mr Peter Jager has been an Elected Member for three years (2022-2025) and was an Elected Member for twelve years prior to that (2007-2019). Mr Russell Smith has been an Elected Member for six years (2019-2025).

A presentation will be held in recognition of their dedication and outstanding service to the Matamata-Piako District.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The report be received.
2. Ms Sarah-Jane Bourne, Mr Peter Jager and Mr Russell Smith, be formally recognised for their outstanding service as Elected Members to the Matamata-Piako District.

Resolution number CO/2025/00017

Moved by: Cr C Ansell

Seconded by: Cr D Horne

KUA MANA | CARRIED

11.12 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 8 OCTOBER 2025.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON:
Mayor Adrienne Wilcock