

Komiti o te Waharoa Papa Rereangi | Waharoa (Matamata) Aerodrome Committee

Mēneti Wātea | Open Minutes

Minutes of an ordinary meeting of Waharoa (Matamata) Aerodrome Committee held in the Te Takere Room, Matamata-Piako Civic and Memorial Centre, 11 Tainui Street, MATAMATA on Monday 1 December 2025 at 10:00am.

NGĀ MEMA | MEMBERSHIP

Ngāti Hauā

Tiamana | Chairperson: Muna Wharawhara
Rangitionga Kaukau
Deacon Paul

Te Kaunihera ā-rohe o | Matamata-Piako District Council

Tiamana | Chairperson: Koromatua | Mayor:
Ash Tanner
Koromatua Tautoko | Deputy Mayor:
James Sainsbury
Kaunihera ā-Rohe | District Councillor:
James Thomas

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.mpdcc.govt.nz/live-stream> for the most recent meeting livestream.

Recording	Document Reference #	Youtube Link
Waharoa (Matamata) Aerodrome Committee – 1 December 2025	3118454	https://youtube.com/live/8m8SNDYf1CA

Minutes prepared by: Stacey Edwards, Kaitohu Kāwana | Governance Advisor



Ngā whakapāha | Apologies

Mayor Ash Tanner

Ngā mema kua tae ā-tinana | Members Present

Name	Position/Organisation	Time In	Time Out
Tiamana Tahi Muna Wharawhara	Ngāti Hauā	10:00am	11:40am
Whaea Rangitonga Kaukau	Ngāti Hauā	10:00am	11:40am
Mātua Deacon Paul	Ngāti Hauā	10:00am	11:40am
Deputy Mayor James Sainsbury	Matamata-Piako District Council	10:00am	11:40am
Cr James Thomas	Matamata-Piako District Council	10:00am	11:40am

Kaimahi i reira | Staff Present

Name	Title	Item
Manaia Te Wiata	Tumu Whakarae Chief Executive Officer	
Fiona Vessey	Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure Assets and Operations	
Stacey Edwards	Kaitohu Kāwana Governance Advisor	
Tamara Kingi	Kaiārahi Kāwana Governance Team Leader	8.2, 8.3
Mark Naudé	Kaiārahi Mahere Paparēhia me ngā Taiwhanga Parks & Facilities Planning Team Leader	9.1
Laura Hopkins	Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	9.3, 9.4
Carolyn McAlley	Kaiwhakamahere Rautaki RMA Matua Senior RMA Policy Planner	9.5
Roger Lamberth	Pou Papanoho me ngā Kaupapa ā-Hapori Property & Community Projects Manager	9.6

I reira | In Attendance

Name	Position/Organisation	Item
Nicki Malone	Senior Consultant, Xyst	9.1

1 Whakatūwheratanga o te hui | Meeting Opening

Co-chairperson Muna Wharawhara welcomed committee members, staff and the public and declared the meeting open at 10:00am.

2 Karakia

Co-Chairperson Muna Wharawhara performed the opening Karakia.

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

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That an apology from Councillor Ash Tanner be received and accepted.

Resolution number /2025/00001

Moved by: Whaea R Kaukau

Seconded by: Deputy Mayor J Sainsbury

KUA MANA | CARRIED

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

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

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

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

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

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

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

5 Whākī panga | 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.

6 Whakaaetanga mēneti | Confirmation of Minutes

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary meeting of Waharoa (Matamata) Aerodrome Committee held on Thursday, 15 May 2025, be confirmed as a true and correct record of the meeting.

Resolution number /2025/00002

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Cr J Thomas

KUA MANA | CARRIED

7 Papa ā-iwi whānui | Public Forum

There was no public forum scheduled.

NGĀ PŪRONGO O NGĀ ĀPIHA | OFFICER REPORTS

8 Pūrongo me whakatau | Decision Reports

8.1 Welcome to new and returning members - Waharoa (Matamata) Aerodrome Committee

CM No.: 3117202

Te Kaupapa | Purpose

To welcome new and returning members to the Waharoa (Matamata) Aerodrome Committee following the local elections 2025.

Rāpopotonga Matua | Executive Summary

This report provides an overview of membership updates for the Waharoa (Matamata) Aerodrome Committee.

Mayor Ash Tanner and Councillor James Thomas will be returning to the Committee after being members in the past. Deputy Mayor James Sainsbury will join the Committee as a new member.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The new and returning members be welcomed.

iResolution number /2025/00003

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Whaea R Kaukau

KUA MANA | CARRIED

8 Pūrongo me whakatau | Decision Reports

8.2 Adoption of Standing Orders

CM No.: 3117226

Te Kaupapa | Purpose

The purpose of this report is for the Waharoa (Matamata) Aerodrome Committee to adopt Matamata-Piako District Council's Standing Orders as adopted by Council on 5 November.

Rāpopotonga Matua | Executive Summary

Under the Local Government Act 2002, Council is required to adopt standing orders. Council is required to operate in accordance with standing orders for the conduct of its meetings and the meetings of its committees and subcommittees. Standing orders must not contravene any Act.

The adoption of standing orders and any amendment to standing orders must be made by Council and by a vote of not less than 75% of the members present. Standing orders apply to all meetings of the local authority, its committees, subcommittees and subordinate decision-making bodies.

Following the election on 11 October 2025, the newly elected Council reviewed and adopted the Standing Orders at their meeting Wednesday, 5 November 2025. The standing orders are available on the Matamata-Piako District Council website and attached to this report.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Waharoa (Matamata) Aerodrome Committee adopt Matamata-Piako District Council Standing Orders (adopted by Council 5 November 2025), noting that Standing Orders cannot contravene any Act, specifically the Ngāti Hauā Claims Settlement Act 2014.

Resolution number /2025/00004

Moved by: Cr J Thomas

Seconded by: Mātua D Paul

KUA MANA | CARRIED

8 Pūrongo me whakatau | Decision Reports

8.3 Schedule of Meetings and Draft Work Programme 2026

CM No.: 3116919

Te Kaupapa | Purpose

The purpose of this report is to provide the committee with proposed meeting dates for 2026 and a draft work programme of reports.

Rāpopotonga Matua | Executive Summary

Annually, Council and Committees determine proposed meeting dates for the next year and a draft work programme of reports.

Note, Council and other Committees are yet to determine their meeting dates but a full draft is attached for information but is subject to change.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Committee confirms the schedule of meetings and draft work programme of reports for 2026.

Resolution number /2025/00005

Moved by: Deputy Mayor J Sainsbury

Seconded by: Tiamana Tahi MW Wharawhara

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.1 Reserve Management Plan Review Update

CM No.: 3116307

Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (WMAC) with an update on the reserve management plan review process.

Rāpopotonga Matua | Executive Summary

The review aims to update the reserve management plan (RMP) to reflect the Ngāti Hauā Deed of Settlement and the Ngāti Hauā Claims Settlement Act 2014, ensuring alignment with legislative obligations and community aspirations.

In 2024, Council engaged independent facilitators to support inclusive dialogue among mana whenua, aerodrome users, and other stakeholders. A key outcome was the formation of two representative groups:

- Waharoa Aerodrome Representative Group (WARG) – representing Ngāti Hauā hapū.
- United Waharoa Aviators (UWA) – representing aerodrome users.

Draft agreements were developed to formalize engagement protocols with WARG and UWA. UWA is ready to sign an agreement. Discussions on the draft MoU with WARG are ongoing, with WARG needing to seek agreement from the groups it represents, before confirming its position regarding an MoU.

WARG is compiling material on the historical, spiritual, and cultural significance of the aerodrome land, to be included in the draft RMP.

Drafting the revised RMP is expected to start in 2026 following further engagement with the representative groups and a workshop with the Waharoa (Matamata) Aerodrome Committee.

Once the draft is approved by the Committee it may be consulted on as prescribed by the Reserves Act 1977.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report is received.

Resolution number /2025/00006

Moved by: Whaea R Kaukau

Seconded by: Tiamana Tahi MW Wharawhara

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.2 Parks and Facilities Planning Team Update

CM No.: 3116130

Te Kaupapa | Purpose

The purpose of this report is to provide an update on the Parks & Facilities Planning Team's work programme, in particular, any projects or programmes affecting the aerodrome.

Rāpopotonga Matua | Executive Summary

The Parks & Facilities Planning Team is responsible for developing, implementing, and reviewing strategies, policies, and plans related to parks and community facilities. Recently, the team has worked on several initiatives, including the Tree Policy, Park & Street Furniture Policy, Signage Manual, Sponsorship & Naming Rights Policy, and the Aerodrome Reserve Management Plan. The Team has also contributed to corporate projects such as district plan changes, bylaw reviews, and assessments of subdivisions and development proposals affecting parks and reserves. Over the next 12–18 months, the team plans to develop reserve management plans for nature parks which may be of particular interest to WMAC due to the proximity of Harold Catlin Reserve and Hawes Bush to the aerodrome.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report is received.

Resolution number /2025/00007

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Deputy Mayor J Sainsbury

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.3 Review of Policy on Dogs and Dog Control Bylaw

CM No.: 3085157

Te Kaupapa | Purpose

The purpose of this report is to provide information on the review of Council's Policy on Dogs and Dog Control Bylaw. The Waharoa (Matamata) Aerodrome Committee (Committee) are invited to provide feedback on local issues to contribute to the review.

Rāpopotonga Matua | Executive Summary

Council has commenced a review of its [Policy on Dogs](#) (Policy) and [Dog Control Bylaw](#) (Bylaw) pursuant to the Dog Control Act 1996 and the Local Government Act 2002 (LGA). The review will ensure that Council's approach to dog management aligns with legislative requirements, community expectations, and operational needs.

The Policy sets the strategic direction for dog management in Matamata-Piako, with objectives that include minimising nuisance and danger, promoting responsible ownership, providing recreation opportunities, and recognising the significance of kurī to Māori.

The Bylaw gives legal effect to these objectives by setting enforceable rules covering: the control of dogs in public places, areas prohibited to dogs, on-leash areas (this includes Waharoa (Matamata) Aerodrome), dog exercise areas (where dogs can be off-leash), minimum standards for accommodation, dog limits in urban areas, fouling, nuisance, impounding, and penalties.

The Forum is invited to provide feedback on:

- Experiences and concerns relating to dog management, particularly within the local community and Waharoa (Matamata) Aerodrome area;
- Effective ways to involve the Committee and local community in this review;
- Feedback on the current dog rules at Waharoa (Matamata) Aerodrome (currently an on-leash area), how this is working in practice, whether it should continue as an on-leash area, and any suggestions for change.

Feedback from this workshop will inform the development of a revised Policy and Bylaw.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- 1. The information be received.**
- 2. Waharoa (Matamata) Aerodrome Committee provide feedback on local dog management issues to support the review of Council's Policy on Dogs and Dog Control Bylaw.**
- 3. Waharoa (Matamata) Aerodrome Committee provide feedback on the designation of the Waharoa (Matamata) Aerodrome as a leash control area and any suggestions for changes to the current dog rules for that area.**
- 4. Waharoa (Matamata) Aerodrome Committee provide feedback on effective ways to engage with the local community to support the review of Council's Policy on Dogs and Dog Control Bylaw.**

.Resolution number /2025/00008

Moved by: Cr J Thomas

Seconded by: Whaea R Kaukau

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.4 Plans, Policies and Bylaws Update

CM No.: 3116404

Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee (the Committee) with an update on Matamata-Piako District Council's policy work programme for 2025/26.

Rāpopotonga Matua | Executive Summary

This report outlines the topics scheduled for consultation from February to April 2026. Council seeks input from the Waharoa (Matamata) Aerodrome Committee on key issues for consideration in the review of these documents, as well as suggestions for effective ways to engage with the local community and encourage feedback.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Waharoa (Matamata) Aerodrome Committee provide feedback to staff to inform the review of topics included in the 2025/26 review cycle.
3. The Waharoa (Matamata) Aerodrome Committee provide feedback to staff on effective ways to engage with the local community during the upcoming consultation.

Resolution number /2025/00009

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Mātua D Paul

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.5 District Plan and RMA Update

CM No.: 3088300

Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa Aerodrome Committee members with an update on the rolling review of the Matamata-Piako District Plan (MPDP). This also includes an update on the RMA reform including exemption applications and the Fast Track Approvals Amendment Bill, Private Plan Change 62 Calcutta, MPDC Website update work and the progress on the receipt of six Mana Whakahono ā Rohe invitations.

Rāpopotonga Matua | Executive Summary

A District Plan and Resource Management Reform summary is provided below. The update specifically refers to Plan Change Exemption Applications, Calcutta (PPC62), the proposed MPDC Growth Strategy, Resource Management Act Reform (RMA Reform), Future Proof, and the progress on the receipt of six Mana Whakahono ā Rohe invitations. Jayshree Kanji and Fiona Hill are available to deliver the update and answer any questions.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.

Resolution number /2025/00010

Moved by: Whaea R Kaukau

Seconded by: Cr J Thomas

KUA MANA | CARRIED

9 Ngā Pūrongo Whakamārama | Information Reports

9.6 Property Operational update

CM No.: 3117245

Te Kaupapa | Purpose

The purpose of this report is to provide the Waharoa (Matamata) Aerodrome Committee with an update on the operational activities of the Aerodrome.

Rāpopotonga Matua | Executive Summary

Staff will be in attendance to provide the Waharoa (Matamata) Aerodrome Committee with an operational update on the Aerodrome.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.

Resolution number /2025/00011

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Mātua D Paul

KUA MANA | CARRIED

ATTACHMENTS

A Aerodrome Operation Summary Paper - 01.12.2025

9 Ngā Pūrongo Whakamārama | Information Reports

9.7 Waharoa (Matamata) Aerodrome Committee Work Programme - Update December 2025

CM No.: 3103668

Te Kaupapa | Purpose

The purpose of this report is to provide the committee with an update of the work programme.

Rāpopotonga Matua | Executive Summary

The work programme for the Committee is attached. It is intended this is a standing item for each Committee meeting.

Tūtohunga | Recommendation

That:

1. The information be received.

Moved by: Tiamana Tahi MW Wharawhara

Seconded by: Whaea R Kaukau

11.40am

Matua Deacon Paul performed the closing Karakia. 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 WAHAROA (MATAMATA)
AERODROME COMMITTEE KOMITI O TE
WAHAROA PAPA REREANGI | WAHAROA
(MATAMATA) AERODROME COMMITTEE HELD ON
1 DECEMBER 2025

DATE:.....

CHAIRPERSON:.....