

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 26 August 2026
Wā | Time: 9:00
Wāhi | Venue: Council Chambers
35 Kenrick Street
TE AROHA

NGĀ MEMA | MEMBERSHIP

Tiamana | Chairperson: Koromatua | Mayor
Ash Tanner

Mema | Members: Koromatua Tautoko | Deputy Mayor
James Sainsbury

Kaunihera ā-Rohe | District Councillors
Vincent Andersen
Grace Bonnar
Bruce Dewhurst
Tyrel Glass
Dayne Horne
Greg Marshall
Andrew McGiven
James Thomas
Gary Thompson
Rewiti Vaimoso
Sue Whiting

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1 Whakatūwheratanga o te hui | Meeting Opening

Chairperson to open the meeting.

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

At the close of the agenda no apologies had 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 Extraordinary meeting of Matamata-Piako District Council, held on 4 August 2026

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 Debt Transfer to Waikato Waters Limited

CM No.: 3211036

Te Kaupapa | Purpose

To secure Council authority for the Chief Executive Officer and Group Manager People and Performance (Chief Financial Officer) to sign the required Initial Council Debt Notice ('debt notice') on behalf of Council; and if necessary, to provide discretion for those same officers to agree in that debt notice for a smaller residual amount of debt (at this stage up to \$15.5 million), to remain on Council's balance sheet through to maturity in October 2027 and April 2029, provided retention of that debt is supported by the expert advice of Council's Treasury advisors, PWC, and is in the interests of seeking to achieve optimal cost outcome for our water, wastewater and other ratepayers.

Rāpopotonga Matua | Executive Summary

Council is fast approaching the 1 September 2026 deadline for submitting its initial debt notice to Waikato Waters Limited (WWL), enabling WWL to honour their agreed commitment of settling (ie extinguishing) Council's water and wastewater related debt on the agreed transfer date of 1 October 2026, through either novating Council debt into WWL's name or through cash settlement.

As that date approaches significant work is still progressing on both confirming the quantum of the debt, and the means of settling it. The first of those matters is being assisted by an independent assurance engagement which will test the methodology and calculations, giving both WWL and Council assurance that an appropriate quantum of settlement is being made. The second matter is being greatly assisted by the expert advice of Council's Treasury advisors and will also need further negotiation and agreement with WWL.

This report is intended to give Council an understanding of this matter and what is still to be worked through. It seeks authority for the Chief Executive Officer and Group Manager People and Performance to sign the initial debt notice on behalf of Council, with discretion in that authority to agree a smaller amount (at this stage potentially \$15.5m) of debt to be retained on Council's balance sheet for up to two-and-a-half-years, with equivalent cash settlement from WWL that can be held in term deposits at locked in rates to repay that debt on maturity. That scenario makes sense as a means of avoiding what would otherwise be significant break costs, provided it does not have undue adverse impact on Council's ability to pursue its own prudent treasury practices over the time period that this 'economically novated' debt remains. The issues / discussions section of this report provides further information on this.

The recommended resolution requires the exercise of the discretion to be supported by the expert advice of Council's Treasury advisors and the seeking of optimal cost outcome for our water, wastewater and other ratepayers.

Tūtohunga | Recommendation

That:

1. Council provides authority for the Chief Executive Officer and Group Manager People and Performance to sign the required Initial Council Debt Notice ('debt notice') on behalf of Council, noting that this debt notice is due by 1 September 2026; and
2. In providing this authority, Council provides discretion for those same officers to agree in that debt notice for a smaller residual amount of debt (at this stage up to \$15.5 million), to remain on Council's balance sheet through to maturity in October 2027 and April 2029, provided retention of that debt is supported by the expert advice of Council's Treasury advisors, PWC, and is in the interests of seeking the achievement of optimal cost outcome for our water, wastewater and other ratepayers.
3. Officers will report back to Council in due course on the exercise of this authority.

Horopaki | Background

Councillors will recall that under the Waikato Waters Shareholders' Agreement signed in July 2025, and the Matamata-Piako District Council / Waikato Waters Limited (WWL) Transfer Agreement signed last month, when Council's assets transfer to WWL on 1 October 2026, WWL will in return settle any Council debt related to those water and wastewater assets.

The Transfer Agreement sets out the arrangements for quantifying that debt, and the means of settlement which can include legal novation of that debt from Council to WWL, cash settlement, or, if agreed, deferred settlement of that debt beyond settlement date.

A debt notice template has been developed to formally agree the quantum of the debt and the means of settlement. Council is to provide an initial debt notice by 1 September 2026, as the means of determining the settlement to be made on 1 October 2026; and a final debt notice in March 2027 will provide the basis for washing-up any variations from pre-settlement initial estimate. The wash-up is critical given that Council's June 2026 debt numbers are still to be audited, and debt to September 2026 is only a forecast with capital spending continuing until settlement date.

Council officers are currently working through determination of the debt notice and at the time of preparing this agenda some matters remain under either review or negotiation. The two principal matters are:

- An independent review of the methodology supporting the debt quantum, and the supporting calculations.
- Negotiation of the debt instruments that will be legally novated to WWL, and the means of settlement of the balance.

These are covered in more detail in the next section of this report.

Ngā Take/Kōrerorero | Issues/Discussion

Because matters are still being worked through, it is not possible to provide a completed initial debt notice to Council in time for this agenda. For this reason, we will describe here the work that

is still taking place and seek Council's authority for the Chief Executive Officer and Group Manager People and Performance to sign the initial debt notice on Council's behalf.

Independent Review of Debt Quantum

It has been agreed that the methodology for determining debt quantum will be based on, and effectively roll-forward, the 30 June 2022 debt position agreed between Council and the National Transition Unit of the Department of Affairs as part of the previous Government's three waters reform programme.

Council and WWL have jointly commissioned the independent review assurance engagement which is currently being progressed by Dave Foster and Associates Limited and will be funded by WWL as a transition cost. The report from this review is expected by 24 August 2026.

The quantum of the infrastructure debt to be settled at this stage is expected to be in the order of \$90.5 million after netting off water and wastewater reserve balances. This figure includes both external and internal debt. In addition to this, there will be compensation for borrower notes which will also transfer, and agreed transition costs.

The Dave Foster report will provide good assurance to both WWL and Council that the quantum has been determined appropriately.

Negotiation of Means of Settlement

Alongside the independent review of debt quantum, Council officers have been working with WWL officers to negotiate the means of settlement. While ideally this would be by way of legal novation of all of the waters related external debt into WWL's name there are other considerations to take into account, which include:

- The type, principal amount, interest rate and maturity date of each debt instrument;
- The Company's treasury policies, funding requirements and desired debt maturity and interest rate exposure profiles;
- The Council's funding arrangements and any costs associated with retaining, repaying or terminating a debt instrument;
- Any relevant interest rate swaps associated with the floating-rate notes and the fact that those interest rate swaps will remain with the Council; and
- The objective of achieving a fair and commercially reasonable allocation of the Council Water Infrastructure Debt between the Transferring Debt and the cash settlement.

An overarching consideration is that any costs associated with this debt settlement be minimised and fair given they fall on the ratepayer. This is of particular concern in regard to avoiding early close-out break costs.

While these negotiations with WWL are well advanced, they are still continuing, and they will remain subject to the final determination of the debt quantum.

To protect ratepayer interests in this matter Council has drawn on the advice of our Treasury advisors, PWC, who have provided the appropriate level of analysis and a considered view on the merits of the various options.

Where this appears to be settling is a position where the majority of the waters-related external debt will be legally novated to WWL. However, at this stage it appears there may be around \$15.5m of current waters-related external debt, that if novated to WWL in its current form would be problematic for them to manage given length of remaining term and its floating rate nature. The

cost of WWL cash settling and Council early closing this debt comes at significant cost that, even if passed onto WWL as a transition cost, will still fall on our water and wastewater ratepayers, an outcome that both Council and WWL want to avoid.

On this basis it appears that our best option may be for WWL to cash settle this \$15.5 million with Council, and for Council to hold this debt on our balance sheet until maturity in October next year (\$2m) and April 2029 (\$13.5m). While the debt would remain on Council's balance sheet the cash settlement proceeds could be matched with fixed rate term deposits through to the debt maturities, and the cost of the debt could be locked in with an interest rate swap with settlement made on any unmatched margin between the two sets of interest rates. On this basis, while the debt stays on Council's balance sheet till maturity to avoid break costs, effectively it has been 'in-substance' or 'economically' novated to WWL.

It is important to note that this possibility is still being better assessed and will require further negotiation with WWL. However, it is important that Council is aware of the possibility of that kind of quantum of debt remaining on Council's balance sheet and enabling of this being further explored with the appropriate expert advice and focus on achieving an optimal outcome for our ratepayers. If this was to proceed a significant consideration would be any potential consequence for Council's ability to either invest or borrow prudently or efficiently with this debt remaining on the balance sheet. It is unlikely that this retained debt would have impact on Council's borrowing headroom as this is predominantly governed by a net debt to revenue limit and with compensating term deposits funded by WWL cash settlement this metric would not be affected. The most likely impact would be on investment counterparty flexibility as any term deposits would impact the available counterparty capacity. These matters require the further expert consideration over the next few days as the other things noted in this report are advanced, and it could be that any impact could be mitigated through short-term allowance in Council's Investment and Liability Management Policies.

It should be noted that Council's internal debt of approximately \$21.9m, before netting of water and wastewater reserves, will be settled on a cash settlement basis given there is no external debt to novate, and that settlement in this way has the appropriate impact of replacing the (internal borrowing) cash that has been utilised, instead of externally borrowing.

Mōrearea | Risk

The key risks of this matter are mitigated by the independent expertise being engaged and the constraints on discretion provided in the recommended resolution.

Ngā Whiringa | Options

A status quo option is not available as this debt settlement must occur on 1 October 2026 on the basis already agreed in the Shareholders' Agreement and Transfer Agreement.

A choice exists however in regard to timing of any Council resolution as commented on below.

Option One – Provide delegated authorisation now as recommended	
Description of option	
Allows this important process to continue within the appropriate and legally agreed timeframes, with Council being confident that appropriate expert advice in the interests of ratepayers has been taken in agreeing the position.	
Advantages	Disadvantages
Able to proceed on a timely basis	Council does not see the final position before the debt notice is signed

Council can still be confident that appropriate expert advice has been factored into the decision, in the interests of ratepayers, given the constraints in the recommended resolution	
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Option Two – Delay signing until negotiations fully complete	
Description of option	
It will take a few more days for the independent assurance work on methodology and calculations to be completed and for officers to agree a well-informed settlement basis with WWL. This risks potential failure of the agreed and pressing timeframes for issue of the debt notice. This option would also likely require an extraordinary meeting of Council to be held at the conclusion of that work.	
Advantages	Disadvantages
Council sees the final position before the debt notice is signed	Risk of extraordinary meeting of Council being required
	Risk of not meeting agreed timeframes for issue of debt notice

Recommended option

Option One is recommended to enable this matter to be progressed on the timeliest basis.

Council can be confident that appropriate expert advice, with focus on optimising the position for our ratepayers, will be taken account of.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ken Morris Mōrearea, Kai-whakahaere ā Pakihi hoki Risk and Business Excellence Advisor	
Approved by	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	

7 Pūrongo me whakatau | Decision Reports

7.2 Legislative consistency review of Water Services Bylaws

CM No.: 3209749

Te Kaupapa | Purpose

To seek Council approval of the initial legislative consistency review of Council's water services bylaws (Wastewater, Water Supply and Trade Waste Bylaw) under section 263 of the Local Government (Water Services) Act 2025, and to progress the next steps required under the Memorandum of Understanding relating to Water Services Bylaws.

Rāpopotonga Matua | Executive Summary

At its meeting on 29 July 2026 Council delegated some bylaw powers and functions to Waikato Waters through the draft Memorandum of Understanding between Waikato Waters and other participating Councils. Following the transition of water and wastewater services to Waikato Waters from 1 October 2026, Council will retain its ability to make, amend or revoke a bylaw.

The Local Government (Water Services) Act 2025 requires Council to complete an initial review of each water services bylaw that applies within the district to determine whether those bylaws are consistent with the new statutory water services framework.

Under the Memorandum of Understanding, Council needs to provide a legislative consistency review of its water services bylaws to the Bylaw Coordination Group by 1 September 2026.

A desktop legislative consistency assessment has been completed for the existing Wastewater Bylaw, Water Supply Bylaw, and Trade Waste Bylaw. The assessment found that the technical and operational intent of the bylaws remains largely appropriate, but a number of administrative, legislative and governance provisions require updating. A review of the Stormwater Bylaw will be done at a later date.

The main matters identified are references to Council as the direct water services provider, outdated legislative references, enforcement and infringement provisions, charging provisions, approval and delegation powers, and definitions and terminology.

The review does not complete the full statutory review process under section 263 of the Local Government (Water Services) Act 2025. Further steps are still required, including inviting Waikato Waters to propose new or amended bylaws, considering any proposal received, determining whether bylaws should be confirmed, amended, revoked or replaced, and preparing a plan where required.

Tūtohunga | Recommendation

That:

1. The information be received.
2. Council agrees it has the following water services bylaws that must be reviewed pursuant to section 263 of the Local Government (Water Services) Act:
 - a) Wastewater Bylaw 2008
 - b) Water Supply Bylaw 2008
 - c) Trade Waste Bylaw 2020
 - d) Stormwater Bylaw 2009
3. Council agrees that the Wastewater Bylaw 2008, Water Supply Bylaw 2008 and Trade Waste Bylaw 2020 are not consistent with the requirements of the Local Government (Water Services) Act for the reasons set out in attached review.
4. Council approves submitting the consistency review to the Water Services Bylaws Coordination Group by 1 September 2026 in accordance with the Memorandum of Understanding relating to Water Services Bylaws.
5. Council authorises the Chief Executive to make minor editorial amendments to the consistency review before submission, provided those amendments do not materially alter the findings of the review.
6. Council agrees to invite Waikato Waters Limited to propose new bylaws, or an amendment to the existing Wastewater Bylaw 2008, Water Supply Bylaw 2008 and Trade Waste Bylaw 2020, pursuant to section 263(4)(a) of the Local Government (Water Services) Act;
7. Notes that following a proposal from Waikato Water Limited, staff will seek further decisions from Council in relation to all water services bylaws as part the review process in accordance with the Act;
8. Notes that the Stormwater Bylaw and Introductory Bylaw consistency review will follow this process at a later date.

Horopaki | Background

Requirement to review Water Services Bylaws

From 1 October 2026, responsibility for drinking water and wastewater services will transfer from Matamata-Piako District Council to Waikato Waters.

Councils are required to undertake an initial review of all water related bylaws by 27 August 2027 under the Local Government (Water Services) Act 2025. These reviews must consider the consistency of existing bylaws with the new legislation and conclude with a plan for any required changes.

As Council water services will now be delivered through multi-council arrangements, the review must be a joint one but resulting bylaws may differ for different councils.

Any changes or new bylaws identified as required through the initial review must be made by August 2030. Thereafter, reviews of bylaws are required every ten years.

Council has four water services bylaws that relate to the Matamata-Piako District:

- [Wastewater Bylaw](#)
- [Water Supply Bylaw](#)
- [Trade Waste Bylaw](#)
- [Stormwater Bylaw](#)

Introductory Bylaw 2020

Staff have also considered the status of the [Introductory Bylaw](#) and whether that comes under the definition of a 'water services bylaw' too. The Introductory Bylaw is essentially a general "umbrella" or administrative bylaw for Council's other bylaws. Its purpose is to provide common definitions and interpretation for Council's bylaws generally, together with provisions dealing with notices, delegations, powers of entry, licences, enforcement, fees, breaches, removal of works and penalties.

Over time, Council has created separate standalone bylaws meaning the reliance on the Introductory Bylaw has diminished over time. Matters that were historically addressed through the Introductory Bylaw are now addressed directly within the relevant standalone bylaws.

Section 256 of the Local Government (Water Services) Act 2025 defines the relevant legal terms including "water services" as services relating to water supply, wastewater and stormwater. Councils are given powers to make "water services bylaws". The Act separately recognises the power to make a water services bylaw does not limit Council's power to make a bylaw under another Act.

Clause 1.4 of the Introductory Bylaw expressly states that it "*is made pursuant to the provisions of the Local Government Act 2002.*". The Bylaw pre-dates the Local Government (Water Services) Act 2025.

Also, the scope of the Introductory Bylaw is quite general; setting out common administrative and enforcement provisions. It does not establish specific rules around the provision, management, connection, use or protection of water supply, wastewater or stormwater services. Its references to matters such as flooding, stormwater systems and wastewater overflows occur within the general definition of "Nuisance" are not considered to transform the Bylaw into a 'water services bylaw'.

Accordingly, while the Introductory Bylaw may apply administratively or procedurally to other Council bylaws, including water-related bylaws, this does not make the Introductory Bylaw itself a water services bylaw.

This distinction is important because the Local Government (Water Services) Act 2025 imposes specific requirements on 'water services bylaws.' These are specific rather than relating to every Council bylaw that contains provisions which might incidentally relate to, or be used in administering, water services.

Overall, it is considered the Introductory Bylaw is a general bylaw made under the Local Government Act 2002, rather than being a 'water services bylaw' for the purposes of the Local Government (Water Services) Act 2025. It may provide general administrative or enforcement provisions capable of applying to a separate water services bylaw, but it does not thereby become a water services bylaw itself.

However, there may be some clauses in the Introductory Bylaw that are connected to one of the water services bylaws. The legal requirement is to review a bylaw that "relates to providing water

services". The phrase "relates to" is broad. If a clause in the Introductory Bylaw is connected to a water services bylaw, it could be relevant.

Given this, it is considered Council should identify the Introductory Bylaw as an associated instrument and review every provision relevant to the water-services context.

In view of the current timeframes (to comply with the timeframe set out in the Memorandum of Understanding) the consistency review work has focused on the most material elements of water services bylaw framework (i.e. Water and Wastewater bylaws only). Further work to examine consistency with the Introductory Bylaw can be completed at a later date.

Accordingly, no consistency review against the Local Government (Water Services) Act 2025 or delegation has been undertaken for the Introductory Bylaw.

Consistency Review

Council have reviewed all the Water, Wastewater and Trade Waste Bylaws against the requirements of the Local Government (Water Services) Act 2025. While stormwater services are not transferring to Waikato Waters the Stormwater Bylaw also requires legislative consistency review because it is a water services bylaw that applies within the district. The review of the Stormwater Bylaw will be progressed at a later date.

The Act contains new requirements relating to bylaws and water services that were not in place when the bylaws were originally made. Accordingly, staff have identified that both bylaws contain inconsistencies with the Act.

A copy of the consistency review is attached to this report.

In general, the assessment found that the bylaws remain operationally functional but require updating to reflect the Local Government (Water Services) Act 2025, the transfer of drinking water and wastewater services to Waikato Waters, revised statutory review requirements, and modern enforcement, charging and delegation provisions.

Invitation to Waikato Waters and Next Steps of Review

Under the Local Government (Water Services) Act 2025, as part of the review of a water services bylaw, Council is required to invite Waikato Waters to propose a new bylaw or an amendment to the existing bylaw. Following the receipt of any proposal from Waikato Waters, Council must consider that proposal. This obligation does not apply in respect of the Stormwater Bylaw, as Waikato Waters will not be providing stormwater services in the district.

This report seeks approval from Council to invite Waikato Waters to make a proposal in relation to the Wastewater Bylaw, Water Supply Bylaw and Trade Waste Bylaw in accordance with the Act.

When a proposal from Waikato Waters is received, Council will need to consider that proposal and in accordance with the requirements of section 263 of the Act:

- decide whether to confirm the bylaws, or to amend, revoke, or revoke and replace the bylaws to ensure consistency with the provisions of the Act; and
- if Council decides whether to amend, revoke, or revoke and replace the bylaws, Council will establish a plan for doing so.

It is intended that further reports will be provided by staff to Council for consideration as part of meeting these obligations.

Ngā Take/Kōrerorero | Issues/Discussion

Key Changes Introduced by the Local Government (Water Services) Act 2025

The Act establishes a new framework for the governance and delivery of local authority water services. Key legislative changes affecting the bylaws include:

- establishment of new governance and service delivery arrangements for water services;
- transfer or sharing of operational responsibilities between councils and water services organisations;
- new statutory responsibilities for water services providers;
- updated regulatory framework for drinking water, wastewater and stormwater services;
- revised powers relating to the operation of water services infrastructure;
- changes to charging, funding and operational responsibilities; and
- consequential amendments to other legislation affecting local authority water services.

The Act enables water service providers to manage water supply and wastewater services with locally relevant bylaws, offence provisions and infringement tools, rather than the bylaws provisions in the Local Government Act 2002. For several key areas, mandatory planning documents will guide bylaw development and public understanding of necessary rules.

Council's existing Water Supply Bylaws remain in force but require some provisions to be updated for consistency with the Act.

In future, all water service bylaws must be made under section 258 of the Local Government (Water Services) Act 2025, and detailed provisions for certain aspects are found in relevant sections of the Act, as set out in the table below:

Area	Regulatory requirements (alternative or replacement of current bylaws) under the Local Government (Water Services) Act 2025
Connections approval	Council may choose to make a bylaw to establish an approvals process to regulate connections to water services networks (s 147). Bylaws for connections must include three steps: • approval of concept plans; • approval of engineering plans; and • sign-off. More than one step at the same time may be approved, and applications may be amended during the approval process or resubmitted in an amended form after an initial decision. Written approval for the purposes of the Resource Management Act 1991 may be issued after approval under step 1 or step 2 of the approval process. Applicants can seek a review of a decision not to grant a permit, beginning with an internal review and proceeding with appeals to the District Court through to the Supreme Court if necessary (ss 151 – 157). Connections approval processes, whether by bylaws or existing processes, will be supported by a requirement for water service providers to publish network maps and capacity utilisation and asset details within four years (by August 2029 – see section 158).
Managing trade waste	Council (or if delegated, water organisations) are required to manage trade waste discharges by developing and publishing trade waste plans, in consultation with interested parties, within two years (by August 2027 – see sections 185 to 188). Bylaws to improve compliance and enforcement may be recommended in

Area	Regulatory requirements (alternative or replacement of current bylaws) under the Local Government (Water Services) Act 2025
	these plans, including a system of permits, certification and registration for trade waste customers (commercial and industrial organisations). <i>Note: At its meeting on 29 July 2026, Council delegated this responsibility to Waikato Waters</i> Permits issued based on trade waste plans can set any necessary conditions on the quality, quantity and timing of discharges, as well as testing requirements. The standalone Act also provides for a regime whereby customers can seek a review of a decision not to grant a permit, beginning with an internal review and proceeding with appeals to the District Court through to the Supreme Court if necessary (ss 191 – 197).
Controlling drinking water catchments (such as reservoirs)	All suppliers of drinking water have been required to prepare source water risk management plans under section 43 of the Water Services Act 2021 (WSA), since that Act came into force in 2021. These requirements will cover all water service providers. These plans must be based on the scale, complexity, and risks to the drinking water supply, including identifying how those risks will be managed, controlled, monitored, or eliminated as part of a drinking water safety plan. The Water Services Act additionally requires water service providers to describe the land around the drinking water supply or a groundwater catchment and whether bylaws to control access to and activities in the catchment area are needed. Bylaws for these purposes can be proposed under the new legislation.

Breaches and offences

Breaches of bylaws and offences will be able to be met with a proportionate response including education and support, compliance orders, infringement fines, or prosecution – which can result in fines or imprisonment.

A wide range of offences are specified in Part 5, subpart 3 of the Act, with penalties reflecting the seriousness of the offence, including the conduct and harm caused.

Infringement fines are available if provided for in a bylaw (up to \$1,000 for individuals and \$3,000 for corporate bodies) for certain less serious offences specified in Part 5, where an immediate response is appropriate, and court action would be disproportionate.

Enforcement action can be undertaken by compliance officers, warranted either by Council or Waikato Waters, who have a wide range of powers to allow for proportionate responses for various situations (see Part 5, subpart 2) of the Act.

Council and Waikato Waters roles

At its meeting on 29 July 2026 Council delegated bylaw administration and enforcement powers and functions to Waikato Waters through a Memorandum of Understanding between Waikato Waters and shareholding Councils (except Ōtorohanga District who are not participating in the joint bylaw work).

Council retains responsibility for making, amending and revoking bylaws relating to drinking water and wastewater services, while Waikato Waters will be responsible for operating and managing the said services under the Local Government (Water Services) Act 2025.

The Local Government (Water Services) Act 2025 enables Waikato Waters to manage water supply and wastewater services with locally relevant bylaws, offence provisions and infringement tools, rather than the current bylaw provisions in the Local Government Act 2002.

Under section 185 of the Act, Council must prepare and issue a trade waste discharge plan by August 2027. Under this provision, Council may delegate preparing, consulting on, and issuing the trade waste discharge plan to Waikato Waters. At its meeting on 29 July 2026 Council delegated this responsibility to Waikato Waters. The work on preparing the discharge plan will also be relevant to preparing any revised Trade Waste bylaws.

Memorandum of Understanding

Section 263 of the Local Government (Water Services) Act 2025 requires that where a joint water organisation is established with other Councils, those Councils must jointly complete reviews of the water services bylaws under which the water organisation operates.

Under a Council delegation made at its meeting on 29 July 2026, Council has agreed to enter into a Memorandum of Understanding with Waikato Waters and the other shareholding councils (except Ōtorohanga District Council who decided not to participate), which governs the arrangements around this joint review. A copy of the Memorandum of Understanding is attached.

The Memorandum of Understanding provides a practical process for coordinating the statutory review with Waikato Waters and the other shareholder councils. It requires each council to submit its consistency review output to the Bylaw Coordination Group by 1 September 2026, enabling Waikato Waters to consider whether to propose new or amended bylaws by 30 November 2026.

The consistency review will support Waikato Waters and the Bylaw Coordination Group to identify common drafting issues, determine whether a coordinated bylaw approach is appropriate, and align future consultation with the 2027-37 Long Term Plan process where practicable.

A summary of the new bylaw process is attached to this report.

Mōrearea | Risk

Staff consider the risk associated with receiving and submitting the consistency review to be **low**.

If Council does not progress the review through the co-ordinated process, there is a risk that the statutory review requirements and Memorandum of Understanding timeframes will not be met.

There is also a risk that existing bylaws will continue to rely on outdated statutory references, Council-centric operational powers and enforcement provisions that do not fully align with the Local Government (Water Services) Act 2025 or the transfer of services to Waikato Waters.

These risks are mitigated by submitting the consistency review to the Bylaw Coordination Group, inviting Waikato Waters to consider whether new or amended bylaws should be proposed, and progressing any required amendments through the statutory review and consultation process.

The Memorandum of Understanding establishes agreed governance arrangements, review processes and escalation pathways intended to mitigate these risks.

Ngā Whiringa | Options

Two options are available to Council.

Option One – to receive the consistency review and approve its submission to the Bylaw Coordination Group (recommended).

Advantages	Disadvantages
Supports Council meeting its obligations under section 263 of the Local Government (Water Services) Act 2025 by progressing the initial review through the agreed process.	Requires staff capacity to continue participating in the Bylaw Coordination Group and to review any proposal from Waikato Waters within the agreed timeframes.
Provides Waikato Water and the other shareholder councils with a clear basis for coordinated bylaw review work and reduces duplication across councils.	Does not resolve all bylaw inconsistencies immediately; further analysis, drafting, consultation and Council decisions will still be required.
Meets timeframes in the Memorandum of Understanding	

Option Two – Do not receive or submit the review at this stage.

Advantages	Disadvantages
Allows further review before the assessment is submitted to the Bylaw Coordination Group.	Does not meet the timeframes in the Memorandum of Understanding with Waikato Waters and other Councils.
Provides an opportunity to resolve any outstanding drafting or legal questions before coordinated work begins.	Delays Waikato Waters and the shareholder councils from identifying common bylaw issues and agreeing on the scope of any future amendments or replacement bylaws.
No immediate resource commitment to the coordinated review process.	

Recommended option

It is recommended that Council receive the initial legislative consistency review and approve its submission to the Bylaw Coordination Group by 1 September 2026.

This option supports compliance with the Local Government (Water Services) Act 2025, provides Waikato Waters and the shareholder councils with a clear basis for co-ordinated bylaw work, and enables any required amendments, replacement bylaws or revocations to be considered through the agreed statutory and Memorandum of Understanding processes.

The recommended option does not itself amend, revoke or replace any bylaw. Any future bylaw changes will be brought back to Council for the decisions required under the Local Government (Water Services) Act 2025 and the Local Government Act 2002 consultation requirements.

Decision-making requirements

Local Government (Water Services) Act 2025

As discussed above, Section 263 of the Local Government (Water Services) Act 2025 requires Council to undertake an initial review of each water services bylaw that applies within its district to determine whether each bylaw is consistent with the Act.

The initial consistency assessment is an input into that statutory process. It identifies matters requiring further consideration but does not complete the full section 263 review, does not adopt a new bylaw, and does not amend or revoke any existing bylaw.

Local Government Act 2002

Having regard to the decision-making provisions in the Local Government Act 2002 and Council's Significance Policy, a decision in accordance with the recommendations is assessed as having a **low level of significance**.

The decision to receive and submit the consistency review is procedural in nature and supports Council's compliance with statutory review obligations. Any subsequent decision to amend, revoke or replace a bylaw will be subject to the relevant decision-making and consultation requirements at that time.

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 Local Government Act 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 discussed above; which is to receive/approve the consistency review or to not to do so at this stage.
Section 78 – requires consideration of the views of interested/affected people	The decision sought in this report is procedural and does not amend, revoke or replace any bylaw. Community consultation is not proposed at this stage. The Memorandum of Understanding process provides for coordination of water services bylaw reviews. Any future proposal to make, amend, revoke or replace a bylaw will be subject to the consultation and decision-making requirements that apply at that time.
Section 79 – how to achieve compliance with sections 77 and 78 is in proportion to the significance of the issue	The level of compliance with sections 77 and 78 is proportionate to the low significance of the decision. The report identifies the available options and notes that wider public engagement will occur later if a bylaw amendment, replacement or revocation is proposed.
Section 82 – this sets out principles of consultation.	No public consultation is required for Council to receive and submit the consistency review. If Council later considers a proposal to make, amend, revoke or replace a water services bylaw, consultation will be undertaken in accordance with the Local Government (Water Services) Act 2025 and the applicable Local Government Act 2002 requirements.

Policy Considerations

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

Timeframes

The proposed timing of the water bylaws review, under the Memorandum of Understanding, is as below:

- **By 1 September 2026:** Council must complete its review of water services bylaws and submit the review findings to the Bylaw Coordination Group.
- **By 30 November 2026:** Waikato Waters to provide its proposed bylaw amendments, replacements, or new bylaws to Council (unless an alternative date is agreed in writing).
- **By 28 February 2027:** Councils will consider Waikato Waters's proposals and decide whether to confirm, amend, revoke, or revoke and replace the relevant bylaws to ensure consistency with the Local Government (Water Services) Act 2025.
- **By 1 September 2027:** Any bylaw amendment, replacement or revocation to be completed by this date.

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

The main costs of this piece of work are staff time to prepare and submit the review.

There will be staff time involved in participating in the Bylaw Coordination Group.

Under the Memorandum of Understanding Waikato Waters is expected to prepare and draft any proposed new or amended water services bylaws for consideration by the shareholder councils. Any future Council costs associated with reviewing those proposals and undertaking community consultation is expected to be met through existing budgets unless further approval is sought.

Ngā Tāpiritanga | Attachments

A.  New Bylaws process diagram



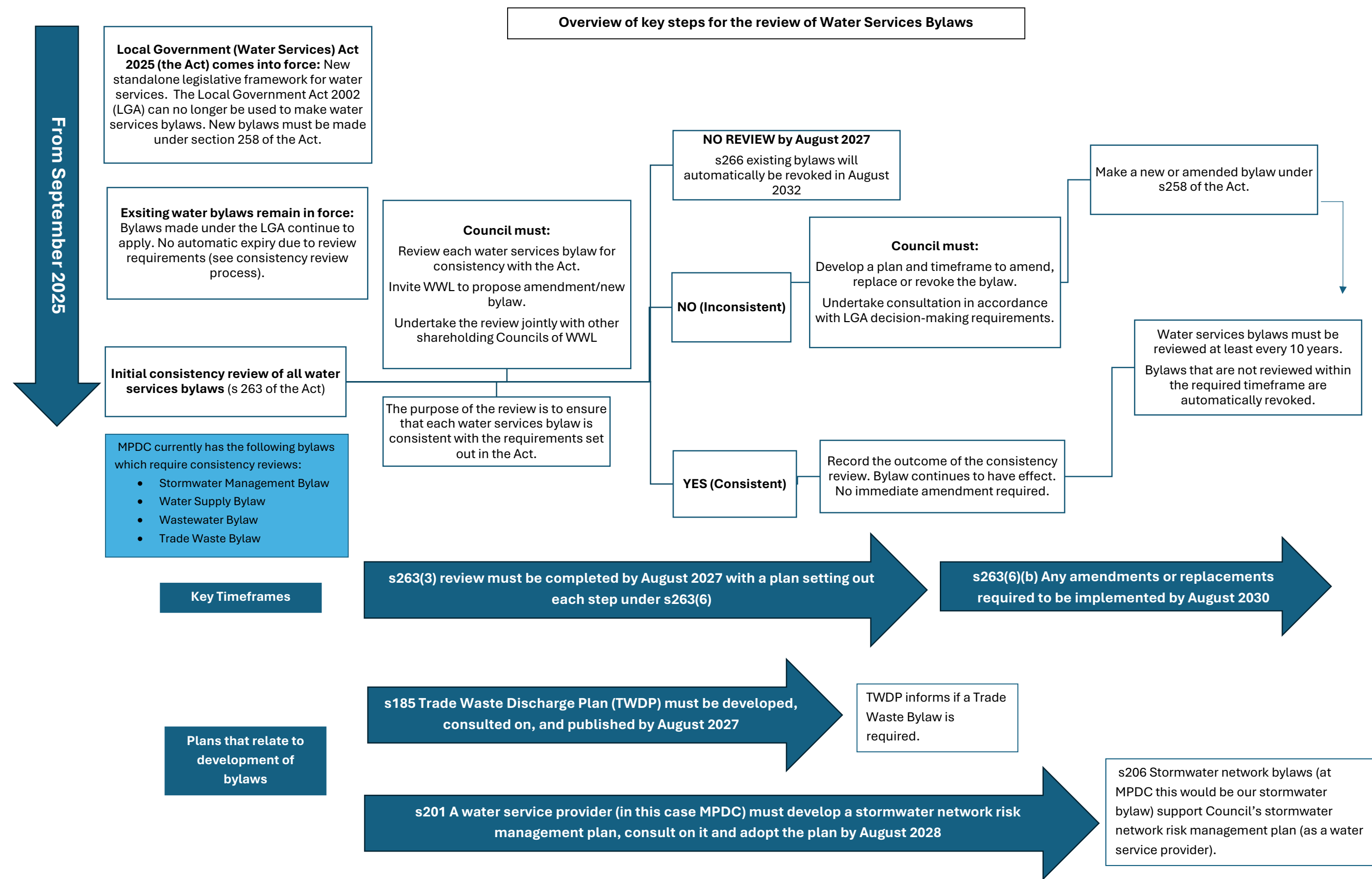
B.  Consistency assessment of Water Bylaws



Ngā waitohu | Signatories

Author(s)	Olivia Picard Kaitohu Kaupapahere Policy Advisor	
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	Kelly Reith	

	Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	
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Consistency review of waters bylaws (Wastewater, Water Supply and Trade Waste)

Methodology

Council have undertaken a desktop review of these water services bylaws for consistency with the Local Government (Water Services) Act 2025, to support the requirements under the Memorandum of Understanding (MOU) between Waikato Waters Limited and the participating shareholder Councils.

The scope of the work was limited to a key deliverable of completing a check of the work which examines the bylaws subject to the MOU with Waikato Waters, to support Council's delivery of their responsibilities under the MOU. The MOU requires delivery of this review to the Bylaw Coordination Group by 1 September 2026.

Unlike the former review process under the Local Government Act 2002, the section 263 review is not a review of the desirability or appropriateness of the bylaws. Rather, it is a legislative consistency review that ensures existing water services bylaws align with the new statutory framework and continue to operate effectively under the Local Government (Water Services) Act 2025.

Section 263 of the Act treats this legislative consistency assessment as part of a wider process. In addition to assessing the bylaws for consistency with the Act, it includes inviting Waikato Waters to make a proposal, considering any proposal, making the required Council decisions and, where necessary, preparing a plan. There is also the joint review requirement (with other Waikato Waters Councils)

This paper is a preliminary desktop assessment that supports the section 263 review, rather than being "the review" itself. This is important because section 266 ultimately provides for a bylaw to be revoked if it has not been reviewed in accordance with section 263.

This initial assessment is not intended to record that the whole statutory review has been completed. The assessment is one input into, and does not complete, Council's statutory review under section 263. While we have some added specific comments, the substantive work of the full s 263 review remains to be done, under the guidance of the Bylaw Co-ordination Group.

This work has not included an invitation to Waikato Waters Limited, consideration of any resulting proposal, the Council's determination under section 263(4)(c), preparation or implementation of a plan, the joint-review process required by section 263(7), bylaw drafting, public consultation or adoption.

Each bylaw has been assessed on a clause-by-clause basis against the requirements of the Local Government (Water Services) Act 2025.

Each provision has been categorised as:

- **Consistent** – the provision remains consistent with the new legislative framework and requires no substantive amendment.
- **Partially Consistent** – the provision remains generally appropriate but requires some degree of updating to reflect changes in legislation, terminology or governance arrangements.
- **Inconsistent** – the provision is inconsistent with the Act requiring full amendment or replacement.

The assessment was guided by four key elements of the new Act which apply specifically to waters bylaws. While these elements note connection to the stormwater network, a review the stormwater bylaw was not within the scope of this work. The four elements are as follows:

Connections to water supply, wastewater and stormwater networks

Principal provisions: sections 147–157

Primary application: water supply, wastewater and stormwater; potentially trade waste where it regulates physical connections

- Any bylaw regulating connections must provide for the three-stage approval process prescribed by s 147:
 - approval of concept plans;
 - approval of engineering plans; and
 - final approval and sign-off.
- The bylaw must also allow combined applications and approvals, permit amendments, apply to structural changes that affect flow through an existing connection, and comply with any National Engineering Design Standards. Sections 151–157 provide a statutory internal-review and appeal regime for declined connection applications.

Note: National Engineering Standards appear to be still under development by the Water Services Authority | Taumata Arowai. More details and timeline on their website, www.taumataarowai.govt.nz.

Allocation of functions between the Council and the water service provider

Principal provisions: sections 9–16 and 258–262; also s 198 for trade waste

Primary application: all waters bylaws

- The bylaws should distinguish carefully between:
 - the territorial authority that makes, amends or revokes a bylaw;
 - the water service provider responsible for providing the relevant service;
 - a water organisation that may propose a bylaw;
 - the body that grants approvals or permits; and
 - the body administering and enforcing the bylaw.

Trade waste discharge plans, bylaws and permits

Principal provisions: sections 184–198 and 212–213

Primary application: trade waste and wastewater

- The Act creates three related but distinct instruments:
 - the trade waste discharge plan;
 - the trade waste bylaw; and
 - individual trade waste permits.
- Section 190(6) is particularly important. Permit requirements must be consistent with the Act and the relevant discharge plan. They must also be necessary to protect the wastewater network or enable the provider to meet the specified reporting obligations.

Trade Waste Bylaw: Reviewing the Trade Waste Bylaw differs from reviewing the other bylaws because of the role of the trade waste discharge plan. The new Act makes the trade waste discharge plan central to the regulatory structure. The plan must identify any trade waste bylaws necessary to implement it. So, it appears that for an effective process, the bylaw must be reviewed and developed alongside the plan, not prior to it being created.

Enforcement, offences, infringement notices and remedial action

Principal provisions: sections 256 and 269–337

Primary application: all waters bylaws

- The Act establishes a comprehensive enforcement regime covering compliance officers, information and sampling powers, entry and inspection, compliance orders, remedial action and offences.
- This is a substantial potential source of inconsistency because older bylaws often contain self-contained enforcement provisions derived from the Local Government Act 2002.

Wastewater Bylaw consistency review

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
1	Introduction	Partially Consistent	Review the enabling legislation. The bylaw is made under sections 145 and 146 of the Local Government Act 2002. Confirm whether these references should be supplemented by, or updated to reflect, the Local Government (Water Services) Act 2025. Update the purpose statement to recognise the new water services governance framework.
1.1	Title	Consistent	No amendment required other than updating review dates if necessary.
2	Definitions and Interpretations	Partially Consistent	Review all definitions for consistency with current legislation. Update references to the Local Government Act 1974, Land Transfer Act 1952, Trade Waste Bylaw 2011, and terminology that assumes Council is the wastewater authority. Introduce any terminology required under the Local Government (Water Services) Act 2025.
3	Wastewater drainage	Partially Consistent	Technical wastewater management provisions remain appropriate but review all operational powers exercised by Council and determine whether these should instead be exercised by the water services provider under the Act.
3.1	Acceptance of discharge	Partially Consistent	Replace references requiring payment to, or acceptance by, Council where responsibility has transferred to the water services provider. Review charging references to ensure they align with the current legislative framework.
3.2	Approval to connect	Partially Consistent	Review approval powers and replace references to Council or authorised Council officers with Waikato Waters or officers where required. S147(2) & (3) same process as for water supply bylaw: S147(2)(b) a water services bylaw must provide a process for a water service provider to approve connections to water services networks S147(3) – sets out the 3 step process S147(4)(a)-(e) – additional requirements Also note: This bylaw must also be reviewed for consistency with the below S147(5) A bylaw under this section must comply with any National Engineering Design Standards made under the Water Services Act 2021.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
3.3	Continuity of discharge	Consistent	Operational provision remains appropriate. Review only the entity responsible for providing the service.
3.4	Premises	Partially Consistent	Engineering and operational requirements remain appropriate. Update references to Council approvals where necessary and review references to the Resource Management Act 1991 where affected by legislative reform. This may be inconsistent with new requirements for access and notification of access. Check compliance with National Engineering Design Standards made under the Water Services Act 2021. S148 A water service provider may provide written approval for the purposes of the Resource Management Act 1991. Check consistency with powers of entry/notification requirements in Subpart 4 s161, s162 and compliance s286.
3.5	Disconnection	Partially Consistent	Review authority for disconnecting wastewater services and amend references to Council where operational responsibility rests Waikato Waters.
3.6	Storage of hazardous materials	Consistent	No substantive amendment required. Review references to hazardous substances legislation if updated.
4	Conditions of connection	Partially Consistent	Technical connection requirements remain valid. Update administrative provisions to identify the correct entity responsible for approvals, inspections and new connections. The wording of clause 3.6 may need to be amended to align with the offence elements of s 328(1)(a).
4.1	Applications	Partially Consistent	Replace references to Council application forms, approvals and prescribed charges with the current water services provider where applicable. S147(2) & (3) same process as for water supply bylaw: S147(2)(b) a water services bylaw must provide a process for a water service provider to approve connections to water services networks S147(3) – sets out the 3 step process S147(4)(a)-(e) – additional requirements Also note: This bylaw must also be reviewed for consistency with the below S147(5) A bylaw under this section must comply with any National Engineering Design Standards made under the Water Services Act 2021.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
4.2	Point of discharge	Consistent	Technical provisions remain appropriate. Review references to Council ownership only if ownership boundaries change under the new governance model. Check compliance with National Engineering Design Standards made under the Water Services Act 2021.
4.3	Levels of service	Partially Consistent	Replace references to the Long-Term Community Council Plan with the current statutory planning document (e.g. Long Term Plan, where applicable). Confirm that service level obligations reflect the responsibilities of the water services provider under the 2025 Act. Check levels of service for consistency with WWL Water Services Strategy.
4.4	Protection of Public Sewer	Partially Consistent	Retain engineering controls but review approval powers and references to section 451 of the Local Government Act 1974, as this legislative reference may no longer be appropriate. Update decision-maker terminology. Check compliance with National Engineering Design Standards made under the Water Services Act 2021.
4.5	Other restrictions	Consistent	No substantive amendment required. Replace references to Council where approvals are exercised by another entity.
4.6	Buried services	Consistent	Engineering provisions remain appropriate. Review ownership terminology only.
5	Customer's Sewerage System	Consistent	Requirements remain primarily governed by the Building Act and Building Code. Only minor terminology updates are likely to be required.
5.1	General	Consistent	No substantive amendment required.
5.2	Blockages	Partially Consistent	Review responsibilities where Council currently undertakes maintenance or reimbursement. Update references if these functions are performed by a water services provider.
5.3	Trees	Partially Consistent	Review references to Local Government Act procedures and update if legislative powers have changed.
5.4	Infiltration	Consistent	No substantive amendment required.
5.5	Pump stations	Consistent	Technical requirements remain appropriate.
5.6	Swimming and spa pools	Consistent	No amendment required.
6	On-site wastewater disposal	Consistent	Provisions continue to operate primarily under the Building Act 2004. Review only references to Council where administrative functions have changed.
6.1	Building consent applications	Consistent	Continue to reference Building Act processes. Review approval terminology only.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
6.2	Installation	Consistent	No substantive amendment required.
6.3	Testing and commissioning	Consistent	No substantive amendment required.
6.4	Maintenance	Partially Consistent	Review references to Council inspections and approvals to ensure they reflect the responsibilities of Waikato Waters. Review references to the Health Act 1956 where required.
6.5	Investigation	Partially Consistent	Review investigation and inspection powers to ensure statutory authority aligns with the Local Government (Water Services) Act 2025. Check consistency with powers of entry/notification requirements in Subpart 4 s161, s162 and compliance s286.
7	Breaches and remedies	Inconsistent	Review enforcement provisions, including references to sections 173, 175, 176, 186 and 187 of the Local Government Act 2002, to ensure the enforcement powers relied upon remain current under the Local Government (Water Services) Act 2025. Update infringement, remedial works and cost recovery provisions as necessary. Check consistency with new powers under Part 5 Subpart 2 Compliance and enforcement – Local Government Act powers may no longer be appropriate S256 – bylaw does not appear to create an infringement offence S269 – bylaw may specify offences and prescribe fees Consider adding a clause making it an offence to breach the bylaw, to align with ss 312 – 318.
Schedule 1	Points of discharge diagrams	Consistent	No amendment required unless technical design standards or ownership responsibilities change. Check compliance with National Engineering Design Standards made under the Water Services Act 2021.

Water Supply Bylaw consistency review

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
1	Introduction	Partially Consistent	Review the empowering legislation. Replace or supplement references to sections 145 and 146 of the Local Government Act 2002 with the appropriate provisions of the Local Government (Water Services) Act 2025, if applicable. Update the purpose statement to reflect the new water services framework.
1.1	List of Schedules	Consistent	No substantive amendments required. Confirm Council retains authority to amend schedules by resolution.
1.2	Adoption, Amendment and Revocation of Schedules	Partially Consistent	Confirm ability to amend schedules under the new governance arrangements. Section 13 of the Legislation Act 2019 defines enactment to include the whole or part of any secondary legislation (which includes bylaws). Schedules are part of the bylaw so the provisions about when and how to adopt, amend or revoke the bylaw in general apply to schedules. So, if you cannot adopt, amend or revoke the bylaw by resolution, you cannot adopt, amend or revoke the schedules by resolution.
2	Definitions and Interpretations	Partially Consistent	Update definitions that rely on outdated legislation or assume Council is the water supplier e.g. Current definition: Water Supply Authority means the Council. Replace with '<i>Water Service Provider means the entity responsible for drinking water services under the Local Government (Water Services) Act 2025</i>'. Introduce any terminology required by the Local Government (Water Services) Act 2025 and current drinking water legislation. It will be useful to incorporate the relevant clauses (if any) from the Introductory Bylaw 2008 into the new or amended bylaw rather than having a separate bylaw.
3	Protection of Water Supply	Partially Consistent	Technical provisions remain appropriate, but references to Council exercising operational powers should be reviewed and amended where necessary.
3.1	Water Supply System	Partially Consistent	Replace references to Council as the operator where functions may now be exercised by Waikato Waters. Review access, permits and operational powers.
3.2	Protection of Source Water	Consistent	Review references to current drinking water legislation only. No significant policy changes anticipated.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			The Public Safety Bylaw 2014 referred to in clause 3.2.1(b) is now called Community Safety Bylaw 2025.
4	Conditions of Supply	Partially Consistent	Engineering requirements remain suitable, but administrative responsibilities should reflect Waikato Waters as the entity responsible for water services under the new legislation.
4.1	Application for Supply	Partially Consistent	Amend application, approval and notification provisions to refer to the correct water services provider where necessary. S147(2)(b) a water services bylaw must provide a process for a water service provider to approve connections to water services networks S147(3) – sets out the 3 step process S147(4)(a)-(e) – additional requirements Also note: This bylaw must also be reviewed for consistency with the below S147(5) A bylaw under this section must comply with any National Engineering Design Standards made under the Water Services Act 2021.
4.2	Point of Supply	Consistent	No substantive amendment required. Review only if ownership or responsibility changes under the new governance arrangements.
4.3	Access to and about Point of Supply	Partially Consistent	Update powers to access land. Need to check consistency with powers to access land under Subpart 4 including s161 power to enter land and s162 requirements for notification of access, and s286 entry for compliance purposes.
4.4.1	Urban Water Supply Area	Partially Consistent	Update reference from Local Government Act 1974. Consider whether an “urban water supply area” is still a useful designation – it is not a phrase used in the Local Government Water Services Act. Section 647 of the Local Government Act 1974 has been repealed. It dealt with fire hydrants, which are now governed by ss 215 – 217 of the Local Government Water Services Act.
4.4.5	Metering	Partially Consistent	Confirm ownership, maintenance and meter-reading responsibilities under the new legislative framework.
4.5.3	Emergency Management	Inconsistent	Update to reflect that the Act allows water service providers to bypass standard entry or notification protocols to carry out immediate work during defined emergencies or critical failures. Check consistency with s177 urgent work permitted.
4.5.4	Scheduled Maintenance and Repair	Inconsistent	s162 requirements for notification of access Section 69S of the Health Act 1956 was repealed by the Water Services Act 2021.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
4.6	Fire Protection	Partially Consistent	Review responsibilities for hydrants and firefighting water supply where operational responsibilities have changed. Review against s215 Water service must install fire hydrants Clause 4.6.2 might be inconsistent with ss 215 – 217 because it places responsibility onto the customer instead of the water service provider.
4.7	Backflow Prevention	Consistent	No substantive amendment required.
4.8.2	Inspection	Inconsistent	Section 181 of the Local Government Act 2002 no longer applies to water service providers – see s 181(7).
4.9.9	Payment	Inconsistent	Review charging powers and update references to the applicable charging provisions under the Local Government (Water Services) Act 2025 and the entity responsible for setting and collecting charges. Clause 4.9.8 applies ss 192 and 224 of the Local Government Act 2002 to the waste of water – both sections were repealed in 2025.
4.9.11	Change of Ownership	Consistent	Update administrative references if required.
4.9.12	Disconnection at the Customer's Request	Partially Consistent	Review statutory authority for disconnection and update references to Waikato Waters.
5	Breaches and Infringement Offences	Inconsistent	Review enforcement provisions, infringement offences, statutory powers and penalty references to ensure consistency with the Local Government (Water Services) Act 2025. Review Part 5 subpart 2 – Compliance and enforcement S256 – bylaw does not appear to create an infringement offence S269 – bylaw may specify offences and prescribe fees.
Schedule 1	Point of supply diagrams	Consistent	No amendments required unless technical standards change. Check these comply with National Engineering Design Standards per s147(5).
Schedule 2	Typical layouts	Consistent	No amendments required unless technical standards change. Check these comply with National Engineering Design Standards per s147(5).

Trade Waste Bylaw consistency review

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
1	Introduction	Inconsistent	The purpose of the bylaw remains appropriate, but the empowering legislation should be reviewed to ensure it reflects the Local Government (Water Services) Act 2025 where applicable. References to the Local Government Act 2002 as the primary source of authority should be updated where powers now derive from the Local Government (Water Services) Act 2025. Change reference to Council regulation of Trade Waste to Sewerage System and replace with Waikato Waters. Remove reference to standards if not relevant. Review Council's discretion to accept or refuse trade waste against the statutory decision-making framework in the 2025 Act. Decision-making powers should clearly reflect the authority provided by current legislation.
1.1	Scope of the bylaw	Partially Consistent	The scope remains consistent with the objectives of regulating trade waste discharges. Minor amendments may be required to ensure terminology and statutory references align with the Act. S187 - Trade Waste Discharge Plan may recommend Bylaw – Need to review scope in line with Trade Waste Discharge Plan.
1.1.2	Compliance with other acts	Partially Consistent	This clause requires updating to reflect current legislation. Several statutory references are outdated or repealed, and the Local Government (Water Services) Act 2025 should be included.
1.1.3	Trade Premises and other users to which the Bylaw applies	Partially Consistent	The application of the bylaw remains appropriate. References to Council powers under section 196 of the Local Government Act 2002 should be reviewed to ensure they remain available following the commencement of the 2025 Act. S196 Local Government Act 2002 repealed.
1.2	Referenced documents	Partially Consistent	Most technical standards remain relevant; however, the legislative references should be comprehensively updated. Superseded legislation and obsolete publications should be removed or replaced with current references.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
1.3	Definitions	Inconsistent	Review and update references to Council or agent The definitions section should be comprehensively reviewed against the definitions in the Act. Several defined terms may require amendment to ensure consistency with current legislation and contemporary wastewater sector terminology.
1.4	Abbreviations	Partially Consistent	Most abbreviations remain appropriate. Update abbreviations where legislation or agency names have changed since the bylaw was adopted.
1.5	General		This interpretation clause remains appropriate and does not appear inconsistent with the 2025 Act. Minor amendments may be required.
2	Compliance with the Bylaw	Partially Consistent	The purpose of this section remains consistent with the regulatory framework for managing trade waste discharges. The section should be retained, with amendments only where statutory powers or legislative references have changed under the Local Government (Water Services) Act 2025. Refer to Trade Waste Discharge Plan for consistency.
2.1	Control of discharges	Consistent	The controls on trade waste discharges remain fundamental to protecting wastewater infrastructure and public health. Review the statutory authority supporting these controls to ensure it reflects the powers available under the Act.
2.1.1(a)	Discharges to comply with the bylaw or consent	Consistent	This clause remains appropriate and reflects standard trade waste management practice. Update the legal authority supporting the requirement if the relevant powers now arise under the 2025 Act rather than solely under the Local Government Act 2002.
2.1.1(b)	Prohibition on prohibited trade waste	Consistent	This prohibition remains essential for protecting the wastewater network and treatment processes. No substantive amendment is required other than confirming consistency with any updated definitions or statutory terminology.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
2.1.1(c)	Addition of condensing or cooling water	Consistent	The restriction remains appropriate to prevent dilution and protect the integrity of the consent regime. The clause can largely be retained, with only minor terminology updates if required.
2.1.1(d)	Addition of stormwater	Consistent	Preventing stormwater entering the wastewater network remains consistent with modern wastewater management principles. Review the wording to ensure consistency with current legislative terminology and any updated stormwater definitions.
2.1.2	Council may physically prevent a discharge	Partially Consistent	The operational intent remains appropriate; however, the enforcement powers should be reviewed to ensure they are expressly supported by the Local Government (Water Services) Act 2025. The bylaw should clearly rely on current statutory intervention powers rather than broad discretionary authority.
2.1.3	Compliance with HSNO and Resource Management Act	Partially Consistent Consistent	This clause requires updating because the legislative framework has changed since the bylaw was adopted. References should be reviewed to reflect current legislation, including the Local Government (Water Services) Act 2025 and any legislation that has replaced or amended the Resource Management Act framework where applicable.
2.2	Storage, transport, handling and use of hazardous or harmful materials	Consistent	This section continues to support the prevention of accidental discharges and protection of wastewater infrastructure. The overall approach remains appropriate, although legislative references should be updated where necessary.
2.2(a)	Prevent accidental entry into the sewerage system	Consistent	The obligation to prevent accidental discharges remains consistent with good trade waste management practice. No substantive amendment is recommended beyond ensuring terminology aligns with current legislation.
2.2(b)	Storage and handling of hazardous substances	Partially Consistent	The requirement remains appropriate, but references to the Hazardous Substances and New Organisms Act should be reviewed to ensure they remain current. Any cross-references should reflect the present legislative framework.
2.2(c)	Materials subject to controls	Consistent	Identifying materials requiring additional controls remains appropriate. Consider simplifying the drafting and

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			ensuring the listed materials remain consistent with current industry practice and legislation.
2.2(d)	Corrosive, toxic, radioactive, flammable and explosive materials	Consistent	The prohibited material categories remain appropriate and continue to support protection of the wastewater network. No substantive amendment is required other than confirming terminology remains current.
2.2(e)	Materials likely to generate hazardous substances	Consistent	This clause continues to provide an appropriate preventative control. It should be retained with only minor drafting updates if necessary.
2.2(f)	Materials harmful to staff or the sewerage system	Consistent	Protecting workers, the public and wastewater infrastructure remains a core objective consistent with the Act. No significant amendment is recommended.
3	Trade Waste discharges and Consents	Partially Consistent	This section remains fundamental to the regulation of trade waste discharges. The overall framework is consistent with the objectives of the Local Government (Water Services) Act 2025, although legislative references and statutory powers should be reviewed throughout. Check language for consistency – the Local Government (Water Services) Act 2025 enables permits not consents.
3.1	Classification of Trade Waste discharges	Partially Consistent	The classification framework remains appropriate and continues to provide a logical basis for regulating trade waste. Minor amendments may be required to align terminology with the Act.
3.1.1	Permitted, Conditional and Prohibited discharges	Partially Consistent	The three-tier classification system remains an effective regulatory approach. Confirm that the classification process remains consistent with any requirements or terminology introduced under the Act. This three-tier classification system can be retained but will need to be modified to align with ss 185,187,190 and 213, including incorporating trade waste permits.
3.1.2	Council not obliged to accept trade waste	Partially Consistent	The Council's discretion to refuse trade waste should be reviewed to ensure it is exercised within the statutory framework established by the Act. The grounds for refusal should clearly reflect current legislative authority.
3.1.3	Trade waste only in accordance with the bylaw	Consistent	This provision continues to provide the core compliance obligation for trade waste discharges. The clause should be retained with only minor updates to legislative references if required.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
3.2	Application for a Trade Waste Consent	Partially Consistent	The application process remains appropriate and provides a clear administrative framework. Minor amendments may be required to ensure procedural requirements remain consistent with the current statutory powers. S147(2) & (3) same process as for water supply bylaw S147(2)(b) a water services bylaw must provide a process for a water service provider to approve connections to water services networks S147(3) – sets out the 3 step process S147(4)(a)-(e) – additional requirements Also note: This bylaw must also be reviewed for consistency with the below S147(5) A bylaw under this section must comply with any National Engineering Design Standards made under the Water Services Act 2021.
3.2.1	Formal application	Consistent	Requiring applications for new or amended discharges remains appropriate. The Council should review whether all application requirements continue to be supported by the Act.
3.2.2	Council may deal with owner as well as occupier	Consistent	This provision should be reviewed to ensure responsibility is imposed on the correct legal person under the current legislative framework. Clarifying the circumstances in which an owner may be liable would improve consistency.
3.2.3	Separate applications for separate trade processes	Consistent	This administrative requirement remains appropriate and assists with effective regulation of complex sites. No substantive amendment appears necessary.
3.2.4	Responsibility for application	Consistent	The clause appropriately ensures accountability for information supplied in consent applications. It can largely be retained without amendment.
3.2.5	Independent reports	Consistent	The ability to require independent technical information remains appropriate and supports informed decision-making. Review only to ensure the Council's powers are clearly authorised under current legislation.
3.2.6	Application fees and deposits	Consistent	Charging powers should be reviewed against the Local Government (Water Services) Act 2025 and any consequential amendments to charging provisions. The clause should clearly rely on the current statutory authority for recovering costs. S258 (2) and (3) If a bylaw authorises a water service provider to charge a fee, section 150(1) to (4) of the Local

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			Government Act 2002 applies with any necessary modifications.
3.3	Processing of an application	Consistent	The requirement to acknowledge applications remain good administrative practice. Consider whether the timeframe continues to align with the current operational procedures and legislative requirements.
3.4	Information and analysis	Consistent	The ability to request further information remains appropriate. The provision should be retained, subject to confirming that all information-gathering powers are supported by the Act.
3.4.1(a)	Additional information	Consistent	This clause remains appropriate and supports robust assessment of applications. No substantive amendment is recommended.
3.4.1(b)	Management plan	Consistent	The ability to require a management plan remains consistent with effective trade waste management. The clause should be retained with only minor drafting updates if required.
3.4.1(c)	Investigation and analysis	Consistent	The ability to investigate proposed discharges remains appropriate. Review only to ensure investigative powers are exercised consistently with the Act.
3.5	Consideration of an application	Partially Consistent	The decision-making process remains appropriate but should be reviewed against any statutory decision-making requirements introduced by the Act. Timeframes and procedural requirements should remain consistent with current legislation.
3.5(a)	Grant as permitted discharge	Consistent	The provision remains appropriate and provides a clear administrative outcome. No significant amendment appears necessary.
3.5(b)	Grant conditional consent	Consistent	Issuing conditional consents remains an appropriate regulatory tool. The clause should be retained while ensuring conditions are imposed under the correct statutory authority.
3.5(c)	Decline application	Consistent	Providing reasons for refusal remains consistent with good administrative practice. No substantive amendment is recommended.
3.6	Consideration criteria	Consistent	The matters listed remain relevant to assessing trade waste discharges. Review the criteria to ensure they continue to reflect the Council's statutory responsibilities under the 2025 Act and remove any matters that no longer rely on current legislation. S190 trade waste permits Particularly (2) and (6)

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			Any conditions on a permit must be consistent with the Act, the relevant Trade Waste Discharge Plan, and necessary to protect the network.
3.6 (a-t)	Assessment matters	Consistent	The assessment criteria remain comprehensive and generally consistent with modern trade waste management. A legislative review should focus on updating references rather than changing the overall assessment framework.
3.6	Conditions of Trade Waste Consent	Consistent	The ability to impose consent conditions remains appropriate. Review the drafting to ensure all conditions are supported by the statutory powers available under the Act.
3.6 (a-u)	Consent conditions	Consistent	The listed conditions remain appropriate and provide flexibility to manage trade waste risks. Minor legislative updates may be required, but the overall framework should be retained.
3.7	Duration	Partially Consistent	The framework for the duration of trade waste approvals remains appropriate. However, the review, renewal and expiry provisions should be reviewed to ensure they are consistent with the statutory framework established under the Local Government (Water Services) Act 2025 and any associated regulations.
3.7.1	Permitted discharges	Consistent	The distinction between permitted and conditional discharges remains appropriate. The circumstances requiring a new consent should be reviewed to ensure they align with current legislative terminology and statutory powers.
3.7.1(a)	Cancellation under clauses 2.1.2 or 3.10	Partially Consistent	This clause should be reviewed following any amendments to the cancellation and enforcement provisions elsewhere in the bylaw. Cross-references should also be checked to ensure they remain accurate following the bylaw review.
3.7.1(b)	Significant change in quantity or nature of discharge	Consistent	This provision remains appropriate and reflects good regulatory practice. No substantive amendment is recommended other than ensuring consistent terminology throughout the bylaw.
3.7.1(c)	Change to conditional or prohibited trade waste	Consistent	The requirement to reassess a discharge where its characteristics change remains appropriate. The clause should be retained with only minor drafting updates if required.
3.7.1(d)	Changes resulting from amendments to the bylaw	Partially Consistent	This provision appropriately recognises that amendments to the bylaw may affect existing discharges. Consider clarifying the process for transitioning existing discharges where new requirements are introduced.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
3.7.1(e)	Changes to resource consent conditions	Partially Consistent	The intent remains appropriate, but references to resource consent obligations should be reviewed to ensure they reflect the current legislative framework and any changes arising from resource management reform. The clause should also be consistent with the obligations under the Local Government (Water Services) Act 2025.
3.7.1 (final paragraph)	Requirement to apply for a conditional consent	Partially Consistent	Requiring a new application following a material change remains appropriate. Consider reviewing the prescribed 10 working day timeframe to ensure it remains practical and consistent with current administrative processes.
3.7.2	Conditional consents	Consistent	Time-limited conditional consents remain an appropriate regulatory tool. The review and renewal provisions should be checked to ensure they continue to reflect current statutory powers and administrative practice. Unclear if consent under the bylaw is the same as a permit under the new Act. This is an issue that will need to be clarified as the review progresses. Broadly it seems that “consent” will be replaced with “trade waste permit” Potential need to understand interaction between S213 consent to discharge of trade waste and s190 trade waste permits.
3.7.2 (a-d)	Five-year consent criteria	Consistent	The factors used to determine longer consent terms remain appropriate and continue to encourage good environmental performance. No substantive amendment is recommended beyond minor terminology updates where necessary.
3.7.2 (e)	Renewal not to be unreasonably withheld	Consistent	This provision promotes fairness and administrative certainty. The clause should be retained, although consideration could be given to clarifying the circumstances where renewal may reasonably be declined.
3.7.2	Early review of consent conditions	Consistent	Retain the ability to review consent conditions before expiry where justified. The review triggers should be exercised consistently with the procedural requirements of the Act and principles of administrative fairness.
3.7.2 (a-f)	Reasons for early review	Consistent	The listed review triggers remain appropriate and provide sufficient flexibility to respond to operational or regulatory changes. Minor legislative updates may be required where statutory references have changed.
3.7.2(g)	Maximum two-year consent in other cases	Consistent	This provision remains an appropriate risk management tool where longer-term certainty is not justified. No substantive amendment is recommended.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
3.7.2(H-I)	Change of ownership or use	Partially Consistent	Requiring a new consent following a change of ownership or land use should be reviewed to ensure it remains necessary and proportionate under the Act. Consider whether the requirement should instead focus on changes that materially affect the discharge rather than ownership alone.
3.7.2(j)	Changes to resource consent conditions	Consistent	This provision remains appropriate but should be reviewed alongside broader legislative reforms affecting resource consents. References should be updated where necessary to ensure consistency with the current statutory framework.
3.8	Technical review and variation	Consistent	The ability to review and vary trade waste consents remains an important regulatory function. The process should be reviewed to ensure it is consistent with the decision-making and procedural requirements of the Local Government (Water Services) Act 2025. The technical consent conditions remain appropriate. Review references to Council as the consenting authority and replace with the relevant water services provider where responsibilities have transferred. Review delegation and approval powers under the Local Government (Water Services) Act 2025.
3.8.1	Council may require a permitted discharge to apply for a consent	Consistent	This provision remains appropriate where the nature or risk of a discharge changes. The clause should be retained, with confirmation that the authority to require a consent is supported by the Local Government (Water Services) Act 2025.
3.8.2	Variation of Trade Waste Consent conditions	Partially Consistent	The ability to vary Trade Waste Consent conditions following a technical review remains appropriate. Review references to Council as the decision-maker and confirm that the power to vary consent conditions is exercised by the appropriate water services provider under the Local Government (Water Services) Act 2025. Update references to resource consents and other legal requirements imposed on Council to reflect the entity that holds and is responsible for relevant wastewater resource consents under the new governance arrangements.
3.8.3	A consent holder may vary the consent by	Partially Consistent	The provision allowing review or amendment of Trade Waste Consent conditions remains appropriate. Review references to Council as the decision-maker and confirm that powers to vary consent conditions are exercised by

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
	written application		the appropriate water services provider under the Local Government (Water Services) Act 2025.
3.9.1	Suspension or cancellation of Consent	Partially Consistent	The grounds for suspending or cancelling a Trade Waste Consent remain appropriate and continue to protect the wastewater network and the environment. Review references to Council as the decision-maker and confirm that the authority to suspend or cancel a Trade Waste Consent is exercised by the appropriate water services provider under the Local Government (Water Services) Act 2025. Review references to Council-held resource consents as operational responsibilities will be transferred.
3.9.2	Summary cancellation	Partially Consistent	The power to immediately cancel a Trade Waste Consent where there is a serious risk to public health, the environment or wastewater infrastructure remains appropriate. Review references to Council as the decision-maker and update provisions relating to Council-held resource consents to reflect the entity responsible for wastewater services under the Local Government (Water Services) Act 2025.
4	Trade Waste Approval criteria	Partially Consistent	Technical assessment criteria remain appropriate and continue to protect the wastewater network. Review references to Council decision-making and approval powers to ensure consistency with the new governance arrangements. S190 (2) and (6) Any conditions on a permit must be consistent with the relevant Trade Waste Discharge Plan.
4.1	General approval criteria	Consistent	No substantive technical amendments required. Review references to Council where approvals are exercised by the water services provider.
4.2	Characteristics and limits	Consistent	Engineering and environmental criteria remain appropriate. Periodically review against current operational standards and legislation.
5	Sampling, testing and monitoring	Consistent	Sampling, testing and monitoring provisions remain technically appropriate. Review administrative references to Council where monitoring functions transfer to the water services provider. Check consistency with powers of entry/notification requirements in Subpart 4 s161, s162 and compliance s286.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
5.1	Investigation and analysis	Partially Consistent	Review authority to require investigations, audits and reports to ensure statutory powers sit with the correct entity.
5.2	Sampling and monitoring	Consistent	Technical provisions remain appropriate. Minor terminology review only.
5.3	Flow measurement	Consistent	No substantive amendment required. Review ownership and maintenance responsibilities for monitoring equipment where applicable.
5.4	Special discharges	Partially Consistent	Retain technical requirements. Review approval processes for temporary or special discharges to ensure they reference the appropriate water services provider.
6	Bylaw administration	Partially Consistent	Administrative provisions require review to reflect the governance framework established under the Local Government (Water Services) Act 2025. Ensure delegations reflect Waikato Waters role. Rights to review of decisions to decline trade waste permit and appeals S191-198.
6.1	Review of decisions	Partially Consistent	Review appeal and review mechanisms to ensure decisions are made by the correct statutory decision-maker.
6.2	Delegation	Inconsistent	Review delegation provisions and references to Council officers to ensure statutory delegations reflect the Local Government (Water Services) Act 2025 and current governance arrangements.
6.3	Fees and charges	Inconsistent	Review charging powers and references to Council fees to ensure consistency with the charging framework under the Local Government (Water Services) Act 2025 and the entity responsible for setting and recovering charges. S258 (2) and (3) If a bylaw authorises a water service provider to charge a fee, section 150(1) to (4) of the LGA 2002 applies with any necessary modifications.
6.3.1	Payment of charges	Partially Consistent	Administrative provisions remain appropriate but update references to the charging authority.
6.3.2	Additional charges	Partially Consistent	Confirm authority for recovering additional monitoring and treatment costs under current legislation.
6.3.3	Interest and overdue charges	Partially Consistent	Review statutory authority for charging interest and debt recovery provisions.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
6.3.4	Failure to pay	Partially Consistent	Review powers to suspend discharge rights for non-payment and confirm statutory authority.
6.3.5	Recovery of costs	Inconsistent	Update references to sections of the Local Government Act 2002 relating to enforcement and cost recovery. Confirm replacement statutory powers under the Local Government (Water Services) Act 2025. Cost recovery may still sit under LGA? Confirm with transfer agreement.
6.4	Change in ownership or occupancy	Partially Consistent	Administrative provisions remain appropriate. Update notification and approval responsibilities where required.
6.5	Termination of discharge	Partially Consistent	Review references to Council approvals and administrative functions to reflect the correct service provider.
6.6	Service of documents	Partially Consistent	Modernise service provisions and update references to electronic communication methods and current legislative drafting practice.
6.6.1	Delivery or post	Partially Consistent	Remove outdated references such as facsimile transmission and recognise current electronic service methods where appropriate.
6.6.2	Service	Partially Consistent	Simplify drafting and review service requirements for consistency with current legislation.
6.6.3	Signature	Partially Consistent	Review whether signed notices remain necessary or whether electronic authorisation provisions should be recognised.
6.7	Offences	Inconsistent	Review offence, infringement and penalty provisions to ensure reliance on current statutory enforcement powers under the Local Government (Water Services) Act 2025. Subpart 2 compliance and enforcement review infringement offences Cost recovery under Local Government Act may be inconsistent if bylaw is made under Local Government (Water Services) Act 2025 power s304 Costs of remedial action.
6.8	Transitional provisions	Partially Consistent	Review transitional arrangements to ensure they remain relevant following establishment of the new water services provider.
6.8.1	Existing Trade Waste Agreements	Partially Consistent	Confirm treatment of existing agreements following transfer of water service responsibilities.
6.9	Powers of Chief Executive	Inconsistent	Review whether these powers remain exercisable by the Council Chief Executive or should instead sit with the chief

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			executive of the water services provider or another authorised person. s198 Delegation of trade waste bylaws If a territorial authority has delegated the administration of trade waste bylaws in the territorial authority's district to a water organisation, each reference to a territorial authority in sections 191 to 195 must be read as a reference to the water organisation.
6.9.1	Agreements	Partially Consistent	Confirm authority to enter into agreements under the new governance arrangements.
7	Sampling procedure	Consistent	Technical sampling procedures remain appropriate and are unaffected by the Local Government (Water Services) Act 2025.
7.1	Sampling equipment	Consistent	No substantive amendment required.
7.1.1	Sample containers	Consistent	No amendment required unless technical standards are updated.
7.1.2	Apparatus	Consistent	No substantive amendment required.
7.2	Sampling location	Consistent	Technical requirements remain appropriate.
7.2.1	Safety precautions	Consistent	Continue to reference current health and safety legislation where required.
7.3	Choice of sampling method	Consistent	No substantive amendment required.
7.3.1	Types of samples	Consistent	No amendment required.
7.3.2	Spot samples	Consistent	No amendment required.
7.3.3	Composite sample	Consistent	No amendment required.
7.3.4	Instantaneous composite sample	Consistent	No amendment required.
7.3.5	Four-hour average composite sample	Consistent	No amendment required.
7.3.6	Twenty-four-hour flow proportionate sample	Consistent	No amendment required.
7.3.7	Automatic sampling	Consistent	No amendment required.
7.4	Frequency, number and	Consistent	Technical sampling methodology remains appropriate.

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
	timing for samples		
7.4.1	Frequency and number of samples	Consistent	No amendment required.
7.4.2	Sampling programme	Consistent	No amendment required.
7.4.3	Sampling period	Consistent	No amendment required.
7.5	Sample preservation, transportation and storage	Consistent	Technical requirements remain appropriate. Review only if referenced standards are updated.
7.6	Sample identification and records	Consistent	No substantive amendment required. Review references.
Schedule 1	Permitted Discharge Characteristics	Consistent	The schedule remains an appropriate mechanism for specifying technical discharge standards. The numerical limits should be reviewed against current industry practice, treatment plant capability and any updated regulatory or environmental requirements, but the overall approach remains consistent with the Local Government (Water Services) Act 2025.
Table 1.1	General chemical characteristics	Consistent	The technical discharge limits remain appropriate and are not affected by the Local Government (Water Services) Act 2025. Review periodically to ensure the parameters, units, referenced standards and industry best practice remain current.
Table 1.2	Heavy metals	Consistent	The prescribed heavy metal limits remain appropriate for protecting the wastewater network, treatment processes and the environment. Review only to ensure referenced standards, analytical methods and guideline values remain current.
Table 1.3	Organic compounds and pesticides	Consistent	The prescribed limits for organic compounds and pesticides remain appropriate for protecting the wastewater network, treatment processes, biosolids quality and the receiving environment. Review periodically to ensure referenced analytical methods, standards and contaminant limits remain current and consistent with industry best practice.
Schedule 2	Prohibited Characteristics	Consistent	The schedule remains consistent with the objectives of protecting public health, wastewater infrastructure and treatment processes. Review the prohibited characteristics to ensure they continue to reflect current

Clause	Bylaw section	Level of consistency with the Act	Recommendation/Comments
			legislation, operational risks and accepted industry practice.
Schedule 2	Prohibited substances and characteristics	Consistent	The overall list remains appropriate and provides clear guidance on unacceptable discharges. Consider updating terminology and adding any emerging contaminants where operational experience indicates this is necessary.
Schedule 3	Trade Waste charges	Partially Consistent	The charging framework should be reviewed to ensure it aligns with the charging powers under the Local Government (Water Services) Act 2025 and any consequential amendments to the Local Government Act 2002. The schedule should clearly reflect the statutory basis for recovering costs associated with trade waste services.
Schedule 3	Application and consent fees	Partially Consistent	Application and administration fees remain appropriate where they reflect the actual costs of administering the trade waste regime. Review the statutory authority for each fee and ensure the schedule is supported by the Council's current fees and charges framework.
Schedule 3	Monitoring and sampling charges	Consistent	Cost recovery for monitoring and compliance activities remains appropriate and supports the user-pays principle. Confirm that the charging methodology remains transparent, equitable and supported by current legislation.
Schedule 3	Volume and strength-based charges	Consistent	Charging based on wastewater volume and contaminant loading remains an accepted and appropriate approach to trade waste management. Periodically review the methodology to ensure it continues to reflect actual treatment costs and encourages waste minimisation.
Schedule 3	Additional compliance and enforcement costs	Partially Consistent	Recovery of additional costs should be reviewed to ensure each charge is expressly authorised under current legislation. Any discretionary charges should be supported by clear criteria to promote transparency and consistency.

7 Pūrongo me whakatau | Decision Reports

7.3 Road Naming: Two Private Lanes for Lockerbie Lifestyle, off Morrinsville-Tahuna Rd, Morrinsville

CM No.: 3209270

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 lanes, that are intended for the use of the public generally, and for the numbering of land and buildings.

Rāpopotonga Matua | Executive Summary

Kilroy Group applied to council to name two new private lanes as part of the Lockerbie Lifestyle subdivision development situated off Morrinsville -Tahuna Road.

The development is to be completed in stages – stage 1: comprising the majority of the internal roading and lots, and Stage 2 forming an extension of the primary internal road.

Once complete, the Lockerbie Lifestyle subdivision zoned rural residential will comprise 46-lots totalling an area of 18.1 Hectares – designed to provide low-density residential housing that integrates well with the rural environment.

This subdivision maintains amenity values, integrates with natural features, and provides for future growth in a coordinated manner. Presently, roads to be named comprise a principal road and a side road (both shown in the scheme plan). There is also a Masterplan included that visually demonstrates proposed dwelling sites.

Tūtohunga | Recommendation

That:

1. Council approves the naming of two new private lanes: principally (Homestead Lane) and the side road (Settlers Lane), per the scheme plan.

Horopaki | Background

Road names and property numbers are used extensively by a range of individuals and organisations for accurate and efficient identification. Such forms of identification are not limited to emergency services, postal and courier services, visitors, and utility providers e.g. water, power, telephone and internet.

For these reasons, it is both appropriate and necessary that individual properties have a formalised and unique address from which they can be identified. Important road naming objectives include:

- Ensuring district-wide consistency for the naming of public roads and private access ways.
- Clarifying the meaning of private access ways and rules for their naming.

- Ensuring roads are named to reflect the identity of local areas within the district in addition to the ease of property identification.

Below is a scheme plan best demonstrating the proposed new lanes to be named, as well as the Masterplan for the site that shows the locations of both proposed dwellings, future roads and relevant land features.

The background colour denotes the staging of this development – *Stage 1 the lighter* and *Stage 2 the greener* representation.





Ngā Take/Kōrerorero | Issues/Discussion

Council staff received the initial request for road naming from Kilroy Group, then checked their proposed application for completeness; including *Preferred* and *Alternative*, lane names against the street register and road naming policy. Once satisfied, Council staff requested that LINZ perform their database checks.

This two-step process ensures a quality result and proposed lane names conform to policy criteria; specifically, that throughout our district and neighbouring districts road names aren't duplicated or preferably don't sound like existing road names.

Lane names proposed for Lockerbie Lifestyle have been selected around an overarching Scottish rural heritage theme. This reflects the Scottish identity associated with the wider Lockerbie development, while also recognising the rural character of the Lifestyle precinct. The names draw on Scotland's landscape, traditional rural settlements, homes and communities, creating a naming family that is intended to feel established, understated and appropriate to a rural residential environment.

Council staff encourage applicants to review policy guidance for the correct consultation procedures with Mana Whenua and for road sign installation processes.

Policy states:

- **Private access way (Lanes) names (not vested in Council):** The process differs, in that the same consultative requirements that apply to the below public road naming don't apply in terms of Mana Whenua's involvement i.e. developers/applicants aren't required to consult.

- **Public road names to be vested in council:** Applicants are encouraged to obtain information from Mana Whenua about the cultural identity of select locations/areas within the district.

Mōrearea | Risk

The applicant's efforts to select suitable lane names present little if any reputational risk to council because the initial street register and subsequent LINZ database checks of *preferred* and *alternative* lane names are seen as careful and deliberate risk mitigation steps.

Ngā Whiringa | Options

No options are being considered; however, two alternative names are provided for each preferred lane should the preferred names be considered unsuitable.

Description of lanes to be named (Main Road and Side Road) per the scheme plan

Below underlined are the *Preferred* names chosen by the applicant, as well as the two *Alternative* names underneath each, used as back-ups. Note: the meanings below are as described by the applicant.

Main Road

Preferred: Homestead Lane – premium, settled, family-orientated and grounded.

Homestead Lane - reflects the idea of the traditional rural home and the relationship between a family, its land and the wider rural community. While "homestead" is not uniquely Scottish terminology, the name complements the Scottish heritage theme through its association with generations of rural families establishing permanent homes and working the surrounding land. It was selected to convey permanence, family, stewardship and a strong sense of belonging, all of which are intended to underpin the character of Lockerbie Lifestyle.

Alternative #1: Fieldstone Lane – also premium, a strong name if entry signage and material used is stone or natural finishes.

Alternative #2: Highland Lane – Obvious Scottish reference – a strong name, but more subtle.

Side Road

Preferred: Settlers Lane - Community and long-term belonging.

Settlers Lane - is recognition for the people who establish homes and communities and create a lasting connection with the land. Within the Scottish theme, it reflects the generations of rural families and communities whose settlement and working of the land shaped Scotland's countryside over time. The name is used in that broad sense of establishment, community and long-term belonging. It also reflects the aspiration for Lockerbie Lifestyle to become an established community in which families put down roots for generations.

Alternative #1: Hearth Lane – Warm, community-led, home and gathering. A good companion to Homestead.

Alternative #2: Brae Lane – Scottish word for hillside/slope. Short, elegant, rural and distinctive.

Recommended option

Option 1 (above) **Homestead Lane** and **Settlers Lane** are both recommended, and their respective advantages are noted, above.

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

To the best of the writer's knowledge, the above recommendations aren't significantly inconsistent with, nor are 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.

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

Regarding 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 consider the reasonably practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	The views of interested parties wishing to purchase land as part of this rural residential subdivision have been considered. No Mana Whenua consultative requirements apply to this private development.
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.	As referenced above, there was no requirement to consult.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Council staff will as soon as reasonably possible after the meeting, phone or email the applicant to notify them of Council's resolution, enabling them to progress orders for road signage etc. Then, later upon the release of Council's minutes, staff will prepare the *"Official Group Email Notification of Committee Resolution for New Road Names"*, which is a group email to numerous contacts e.g. to LINZ, NZ Post, Core Logic NZ Ltd, internal staff and other relevant parties.

Ngā take ā-lhinga | Consent issues

Road naming approval is a council requirement prior to the issuing of 223/224 resource consent completion certificates.

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 with people at its heart (referencing people likely to make a home in Morrinsville)
- A place that embraces our environment (referencing the land features as part of this subdivision)

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

Consistent with policy, Council will not be responsible for any costs associated with the construction and maintenance of these private roads or any related signage.

Ngā Tāpiritanga | Attachments

- A.  10.08.26 Scheme Plan for Lockerbie Lifestyle from Kilroy Group (Victoria) - August 2026 Council Report
- B.  10.08.26 Lockerbie MasterPlan for Lockerbie Lifestyle from Kilroy Group (Victoria) - August 2026 Council Report
- C.  Final Road Naming Policy Adopted 2 October 2019

Ngā waitohu | Signatories

Author(s)	Barry Reid Pūkenga Rawa Rori Roding Asset Engineer	
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Approved by	Susanne Kampshof Pou Rawa me ngā Kaupapa Assets and Projects Manager	
	Fiona Vessey Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure, Assets & Operations	



- NOTES
1. ALL WORKS TO BE IN ACCORDANCE WITH MATAMATA-PIAKO DISTRICT COUNCIL STANDARDS.
 2. COORDINATES IN TERMS OF NZ GEODETIC DATUM MT EDEN 2000.
 3. BOUNDARIES ARE SUBJECT TO FINAL SURVEY.
 4. THIS SITE IS ZONED 'RURAL RESIDENTIAL'.
 5. DIMENSIONS SHOWN ARE INDICATIVE AND RELATE TO BOUNDARIES ONLY.

- STAGE 1
C151a & C151b
- STAGE 2
C152a & C152b

POTENTIAL BUILD AREA (10x15)

F	Reflect Amend. Eco Requirements	SB	01/04/26
E	Finalise Schedules	SB	24/03/26
C	Staged	SB	18/03/26
A	Resource Consent	SB	09/02/26
Rev	Description	By	Date
		By	Date
Survey	##		MM/YYYY
Design	JC		02/2026
Drawn	SB		02/2026
Checked	CJP		03/2026



Project
**Proposed Development at
Morrinsville-Tahuna Rd
Morrinsville
FOR
Lockerbie Lifestyle**

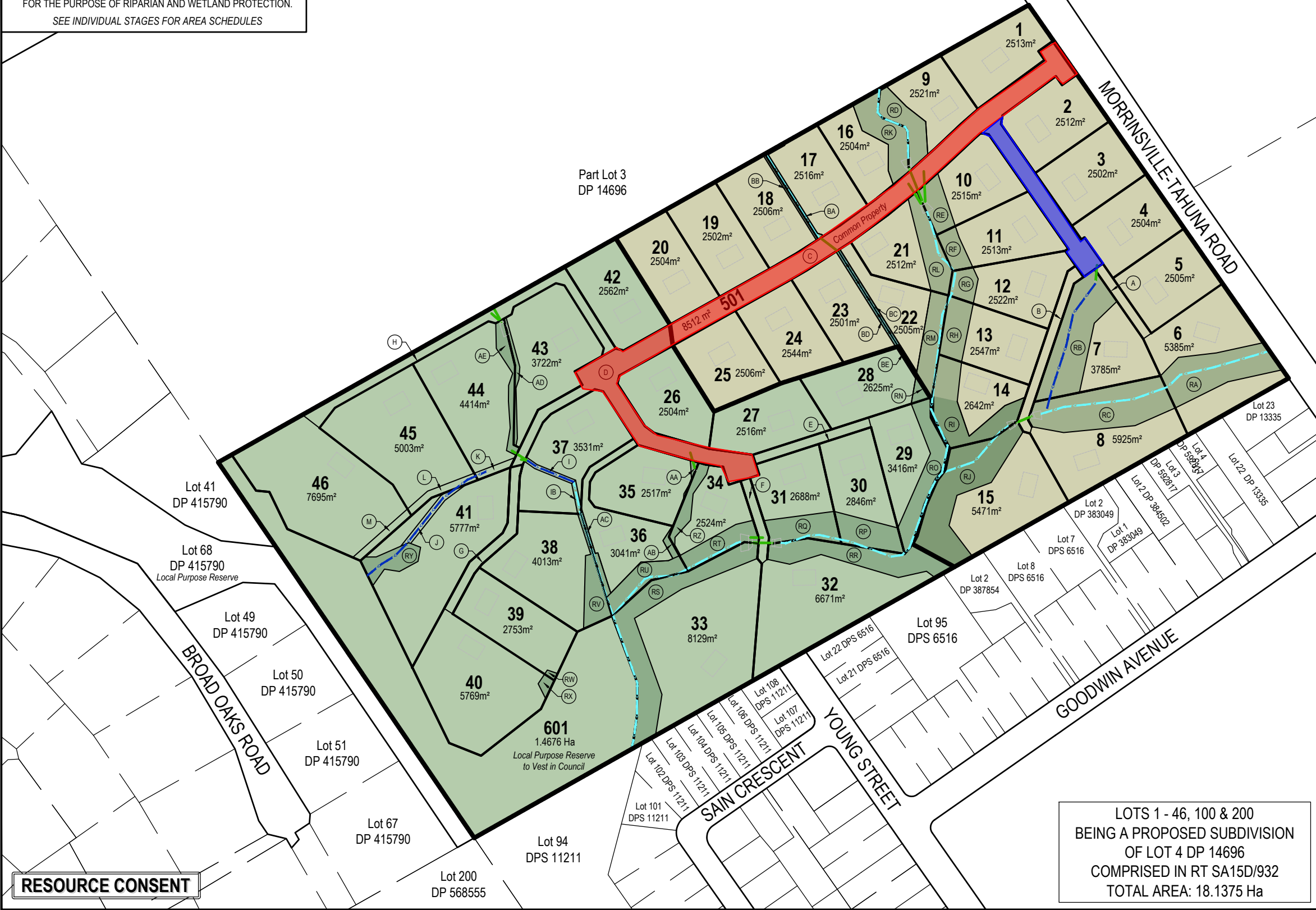
Title
**PROPOSED
SCHEME PLAN
OVERALL**

Project no.	180016
Scale	1:2500 @ A3
Cad file	180016-SCHEME-C150-REV F.DWG
Drawing no.	C150
Rev	F

RESIDENTS ASSOCIATION ENCUMBRANCE
LOT 501 IS TO BE OWNED BY A RESIDENTS' ASSOCIATION (OR SIMILAR) FOR THE PURPOSES OF MANAGING COMMON AREAS. LOTS 1 - 46 HEREON TO BECOME MEMBERS OF THE RESIDENTS' ASSOCIATION.

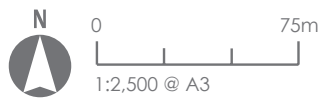
PROPOSED EASEMENTS
REFER TO INDIVIDUAL STAGES FOR ALL PROPOSED EASEMENTS & EASEMENTS IN GROSS

PROPOSED LAND COVENANTS
AREAS AA-AD & RA-RZ ARE TO BE LAND COVENANTS CREATED FOR THE PURPOSE OF RIPARIAN AND WETLAND PROTECTION. SEE INDIVIDUAL STAGES FOR AREA SCHEDULES



RESOURCE CONSENT

LOTS 1 - 46, 100 & 200
BEING A PROPOSED SUBDIVISION
OF LOT 4 DP 14696
COMPRISED IN RT SA15D/932
TOTAL AREA: 18.1375 Ha



FOR RESOURCE CONSENT

LOCKERBIE LIFESTYLE DEVELOPMENT
Concept Masterplan

Date: 19 March 2026 | Revision F
Drawing Number: 2606_001

Plan prepared by Adapt Studio Ltd for Lockerbie Estate Limited



Numbering of Properties, Naming of Roads, Access Ways and Open Spaces

Department(s): **Assets, Policy and Strategy**
 Corporate Strategy (Iwi Liaison)
 Regulatory Planning

Policy Type: **External Policy**

Council Resolution Date: **02 October 2019**

1. Introduction

The Council is responsible for the naming of roads and numbering of land and buildings, under section 319, 319A and 319B of the Local Government Act 1974.

Road names and property numbers are used by a wide array of users for the accurate and quick identification of properties including; emergency services, postal and delivery services, personal visitors, service deliveries such as power, telephone and water. It is essential that properties have a formal and unique address by which they can be identified.

This policy covers both the naming of access ways and the naming of roads to ensure there is consistency.

2. Objectives

- a. To ensure consistency in naming of roads and access ways in the district.
- b. To clarify the meaning of access ways and to provide clear rules for the naming of these.
- c. To ensure roads are named to reflect the identity of the local areas as well as ensuring ease of identification for the Council, emergency services and others.

3. Definitions

Developer	An individual or entity, which is making an application. This may include Council, a consent holder or the party developing the infrastructure including
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Morrinsville & Te Aroha 07 884 0060 - Matamata 07 881 9050 - Fax 07 884 8865

	but not limited to a Developer.
Council	Matamata-Piako District Council.
Culturally significant	Ancestral land, water, wahi tapu, valued flora and fauna, and other taonga significant to Mana Whenua.
Name	The word or name used to identify a road, open space or Council facility. Name excludes the road type (see definition: road types).
Open space	Includes all parks and reserves administered by Council. This includes Reserve As defined under s 2 of the Reserves Act 1977 and land owned by Council with a primary recreation function, not held under the Reserves Act 1977.
Access Ways	A single 'lot', right of way or a series of right-of-ways that will be occupied by a physical driveway, providing vehicle access to a minimum of six lots. This also includes common access lots, retirement village roads and common property within a Unit Development as defined under section 5 of the Unit Titles Act 2010.
Road	Road as defined in section 315 of the Local Government Act 1974, and any square and any public place intended for the use of the public generally.
Road types	Road types in accordance with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011 (outlined in Schedule 1 below).

4. Application

The developer must submit their preferred name(s) plus two alternatives for each road or access way¹. A plan identifying all roads or access ways and each property number must be included in the proposal. All proposed roads or access ways to be named must be clearly labelled.

Developers must consider property numbers and road/open spaces names at the early stages of their resource consent application to ensure there are no delays to the process.

5. Property numbering

Property numbers for both public roads and access ways must adhere to the relevant New Zealand standards issued by LINZ. In general:

- a. Addresses on the left side of the road should be ordered by number, using odd numbers beginning with "1" at the start of the road/access way.

¹ Proposals must be submitted in writing to Council's Asset Manager – Strategy and Policy.



- b. Addresses on the right side should be ordered by number, using even numbers starting with “2”.
- c. When numbering a cul-de-sac, the same “odd on the left, evens on the right” approach should be used. Incremental numbering around the cul-de-sac should not be used.
- d. Rural numbering is based on the distance down the road. The distance in metres is divided by 10 and rounded to the nearest odd number (left side) or even number (right side).

6. Naming considerations

A proposal to name or rename a road, or an open space must include evidence that the name(s) reflect one or more of the following:

- a. The identity of the Matamata-Piako District and/or local identity.
- b. The historical significance of particular locations.
- c. The cultural significance of the area to Mana Whenua.
- d. People important in the history of an area.
- e. Events, people and places significant to a community or communities locally, nationally or internationally.
- f. Flora and Fauna significant or important to the history of an area.

7. Consultation with Mana Whenua

Prior to submitting a proposal applicants are to request Council staff² provide guidance as to the appropriate Mana Whenua of an area. Applicants are to provide each Mana Whenua group with at least 15 working days to identify if the area has cultural significance and provide feedback to the applicant.

The purpose of the feedback is to provide non-binding advice to the applicant as to how culturally significant an area is to Mana Whenua. The applicant must provide evidence that they have given Mana Whenua an opportunity to provide feedback in accordance with this section.

For the avoidance of doubt consultation requirements with Mana Whenua do not apply to private access ways.

² Council's Corporate Strategy Team in their role as Iwi Liaison will provide the relevant contact details to Developers in consultation with Mana Whenua on request.



8. Criteria for all road and access way names

Any proposed road and access way names will preferably meet the following criteria:

- a. Not be duplicated in the Matamata-Piako District
- b. Preferably, be short (generally not longer than 12 characters).
- c. Be single words to avoid cartographic problems.
- d. Be easy to spell and pronounce.
- e. Not sound similar, or be similar in spelling, to an existing road name.
- f. Not include a preposition, e.g. Avenue of the Allies.
- g. Not be abbreviated or contain an abbreviation excepting that “St” can be used for “saint” and ‘Mt’ can be used for “mount”.
- h. Names must not include a numeral (e.g. 5 Oaks Drive) but can include a number as a word (e.g. Five Oaks Drive).
- i. Not be in poor taste or likely to cause offense.
- j. Not lead with ‘The’.
- k. The name ‘Lane’ cannot be used for a public road. “Lane” is for private access ways only.
- l. If more than one road or access way is being named, consideration must be given to the names sharing a common theme. Where there is an existing theme or grouping of names in an area, consideration should be given to new names having an appropriate association with existing names in the area.
- m. Road types must comply with Schedule 1

9. Renaming of roads

The name of an existing road or access way may only be changed if a clear benefit to the community can be demonstrated. Examples of this are the incorrect spelling of a name, eliminating duplication in spelling or sound, preventing confusion arising from major changes to road layout or to make geographical corrections

10. Private Access Ways

For the naming of an access way, the following rules also apply:

- a. The name chosen for an access way must be a ‘Lane’ (e.g. Oaks Lane)



- b. If the access way currently services other existing properties then the property owners must be consulted and evidence of this consultation provided to Council.
- c. The private access way must not be vested in Council
- d. The access way must service a minimum of six lots.
- e. The numbering of the street where the access way is created must not be altered with the exception of the lot being subdivided in its entirety.
- f. The numbering of the lots within the subdivision that will be serviced by the access way must follow Council's existing numbering system.
- g. Council is not responsible for any external agencies refusal to acknowledge the access way name.
- h. Council's refuse collection service will only collect from the road (not up the access way).
- i. Signage displaying the name must be within the boundaries of the access way or as agreed on private property created by the subdivision. This signage must be in reverse colours to that used by the public street name system. Supplementary signage must be fixed to the access way name blade stating that the access way is 'Private Access' and 'No Exit'.
- j. Council will not be responsible for any costs associated with the construction and maintenance of the access way or any related signage.

11. Open spaces

For the naming of an open space, the following rules also apply:

- a. Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
- b. Reserves must be named or renamed by resolution of Council and in accordance with the Reserves Act 1977.
- c. The Naming of Reserves should also follow the policies as outlined in the General Policies Reserve Management Plan 2019 (see 11.11 of the GPRMP) or any subsequent replacement policies. The naming of open spaces (those that are not reserves) should use the General Policies RMP criteria as a guideline when naming an open space.



12. Decisions on names

Subject to LINZ approval, the final decision on road, access way and open spaces names rests with Council. Council may, at its sole discretion, delegate this decision making function to another body or member of staff.³

13. Relevant Legislation

Matamata-Piako District Council is responsible for the naming of roads under the Local Government Act 1974 Section 319.

Where a reserve is vested in Council, the Minister of Conservation or Council may specify or change the name of a reserve by notice in the Gazette (Section 16(10) Reserves Act 1977).

14. Related Policies, Strategies or Guidelines

This Policy complies with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011.

15. Audience

- a. Council
- b. Council staff
- c. Developers
- d. Mana Whenua
- e. The community

16. Measurement and Review

This policy will be reviewed yearly by the Asset Manager – Strategy and Policy.

³ Delegations will be made by Council resolution and recorded in Council's delegations register.



Schedule 1

Road type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Passage having an arched roof or covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross- streets.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway. (reserved exclusively for non-public roads)	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides	√		
Mews	Mews	Roadway having houses grouped around the end.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or position	√	√	
Road	Rd	Open roadway primarily for vehicles. In general rural roads should be called road.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	
Track	Trk	√ Walkway in natural setting.			√
View	View	A road with a view	√	√	
Walk	Walk	Thoroughfare for pedestrians			√
Way	Way	Short enclosed roadway. (reserved exclusively for non-public roads)		√	
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√



7 Pūrongo me whakatau | Decision Reports

7.4 Proposed Speed Limit Change on Avenue Road North and Snell Street in Morrinsville

CM No.: 3201960

Te Kaupapa | Purpose

To seek approval to commence the process required under the Land Transport Rule: Setting of Speed Limits 2024 to reduce the speed limit on Avenue Road North and Snell Street, Morrinsville, from 70 km/h to 50 km/h.

Rāpopotonga Matua | Executive Summary

Approval is sought to begin the statutory process to review the speed limit on Avenue Road North and Snell Street, Morrinsville. The proposal is to consult on reducing the current posted speed limit from 70 km/h to 50 km/h, reflecting the increasingly urban function of this corridor, recent pedestrian infrastructure improvements, planned future corridor upgrades, community safety concerns and traffic count data showing increased vehicle volumes over time.

Tūtohunga | Recommendation

That:

1. Council receives the report.
2. Council approves commencement of the statutory process to review the speed limit on Avenue Road North and Snell Street, Morrinsville.
3. Council approves preparation of the required consultation material and Cost-Benefit Disclosure Statement in accordance with the Land Transport Rule: Setting of Speed Limits 2024.
4. Council authorises public consultation on a proposal to reduce the speed limit from 70 km/h to 50 km/h, following completion of the required technical assessment and preparation of consultation material in accordance with the Land Transport Rule: Setting of Speed Limits 2024.

Horopaki | Background

The Avenue Road North and Snell Street corridor has experienced significant change in recent years due to ongoing residential, commercial and industrial development. Growth within the surrounding area has increased traffic volumes, pedestrian activity and vehicle turning movements.

Council has recently completed a new footpath connection between Avenue Road North and Snell Street, improving pedestrian accessibility and providing a continuous walking route through the area. Future improvements are also planned, including kerb and channel upgrades, pavement improvements and wider corridor improvements.

During recent engagement with residents and businesses, concerns were raised regarding vehicle speeds, pedestrian safety, damage to berms, and increasing traffic movements. A reduction in the speed limit was identified as a priority improvement to support the safety of all road users.

Ngā Take/Kōrerorero | Issues/Discussion

The current posted speed limit of 70 km/h reflects a historical road environment that has changed significantly over time.

Factors supporting a review of the current speed limit include:

- increased development and urbanisation along the corridor;
- increased traffic volumes;
- increased pedestrian activity following completion of the new footpath connection;
- the presence of vulnerable road users;
- planned future infrastructure improvements;
- community concerns regarding road safety.

Traffic count data supports that vehicle volumes have increased along the corridor. At one count location, average daily traffic increased from 2,178 vehicles per day in 2016 to 3,839 vehicles per day in 2021. At another comparable count location, average daily traffic increased from 2,892 vehicles per day in 2019 to 3,870 vehicles per day in 2024. The 2024 count also recorded 6% heavy vehicles. This growth supports the need to review whether the current 70 km/h speed limit remains appropriate for the changing road environment.

The only speed data currently identified is from the 2014/15 traffic count programme, with a reading date of 11 May 2015 and a recorded speed reading of 71 km/h. This indicates speeds broadly aligned with the existing 70 km/h environment at that time; however, the data is not current and predates much of the recent development, pedestrian improvements and traffic growth in the corridor. More up-to-date speed information can be confirmed, if required, as part of the statutory process and preparation of the Cost-Benefit Disclosure Statement.

Mōrearea | Risk

The key risk is that the current speed environment may no longer align with the changing land use, increased pedestrian activity, traffic growth and future function of the corridor. If the speed limit is not reviewed, Council may not adequately respond to community safety concerns or the increasing urban nature of this part of Morrinsville. The statutory process, including consultation and preparation of a Cost-Benefit Disclosure Statement, will help manage legal, reputational and decision-making risks by ensuring the proposal is assessed transparently before any final speed limit change is made.

Ngā Whiringa | Options

Option One – Status Quo	
Description of option	
Retain the current 70 km/h speed limit on Avenue Road North and Snell Street.	
Advantages	Disadvantages
No consultation process or implementation costs are required at this time.	Does not address concerns raised by residents and businesses regarding speed, pedestrian safety and vehicle movements.

The existing posted speed limit remains unchanged.	Does not reflect the increasingly urban nature of the corridor or support the new pedestrian connection.
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Option Two – Undertake statutory process to reduce the speed limit to 50 km/h	
Description of option	
Commence the statutory process required under the Land Transport Rule: Setting of Speed Limits 2024 to consult on reducing the speed limit from 70 km/h to 50 km/h.	
Advantages	Disadvantages
Better aligns the speed environment with current land use, pedestrian activity and expected future corridor function.	Requires consultation, technical assessment and preparation of a Cost-Benefit Disclosure Statement before a final decision can be made.
Supports safer access for all road users and responds to community concerns.	May require minor implementation costs for signage and administration if approved following consultation.

Recommended option

Option Two is recommended. This option enables Council to follow the required statutory process, test the proposal through public consultation, and make a final decision once the Cost-Benefit Disclosure Statement, traffic count data, available historic speed data, any required updated speed data, technical information and community feedback have been considered.

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

The Land Transport Rule: Setting of Speed Limits 2024 sets the framework for road controlling authorities to review, consult on and set speed limits. Before a speed limit can be changed, Council must consider matters including road safety outcomes, the function and use of the road, existing and future land use, traffic volumes and road users, economic and travel time impacts, and community and road user views.

For this proposal, the review will need to consider the changing urban nature of Avenue Road North and Snell Street, increased traffic volumes, increased pedestrian activity, new footpath infrastructure, future corridor improvements and community concerns regarding safety. The process will also include preparation of the required technical assessment, consultation material and Cost-Benefit Disclosure Statement before public consultation is undertaken.

Public consultation will be undertaken for a minimum of six weeks. Following consultation, Council will need to assess submissions received, prepare a summary of submissions and demonstrate how feedback has been considered before making any final decision. A further report would then be brought back to Council recommending whether to proceed with the proposed 50 km/h speed limit, retain the existing 70 km/h speed limit, or modify the proposal.

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

Having regard to the decision making provisions in the LGA 2002 and Council's Significance and Engagement Policy, a decision in accordance with the recommendations is assessed as having a low level of significance. The decision sought is to commence the statutory review and consultation process only. A final decision on any speed limit change would be brought back to Council following consultation.

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	Council has received feedback from residents and businesses raising concerns about vehicle speeds, pedestrian safety, berm damage and increasing traffic movements. Further views will be obtained through the statutory consultation process.
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, as the recommendation is limited to commencing a consultation process and does not itself change the speed limit.
Section 82 – this sets out principles of consultation.	Consultation will be undertaken in accordance with the Land Transport Rule: Setting of Speed Limits 2024 and the principles in section 82 of the LGA 2002. Consultation will be open for at least six weeks.

Policy Considerations

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.

This recommendation is not significantly inconsistent with adopted policies and plans. The proposal is consistent with Council's role as road controlling authority and supports safe and effective access within a changing urban corridor.

Ngā Pāpāhonga me ngā Whakawhitiwhitinga | Communications and engagement

Subject to Council approval, consultation material will be prepared and made publicly available. Consultation will include affected residents and businesses, local iwi, road users, freight interests and the wider community, as required under the Land Transport Rule: Setting of Speed Limits 2024. A summary of submissions and officer assessment will be reported back to Council before any final decision is made.

Timeframes

Key Task	Dates
Prepare consultation material and Cost-Benefit Disclosure Statement	Following Council approval
Public consultation period	Minimum six weeks
Report consultation outcomes and recommendation back to Council	Following close of submissions and officer assessment

Ngā take ā-lhinga | Consent issues

There are no consent issues associated with commencing the speed limit review process. Any physical works required to implement an approved speed limit change, such as signage, would be managed through existing operational processes.

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:

- He wāhi kaingākau ki te manawa | A place with people at its heart – by supporting safer movement for residents, pedestrians and other road users.
- He wāhi puawaitanga | A place to thrive – by supporting growth, development and access within an increasingly urban part of Morrinsville.

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

There are no unbudgeted financial implications associated with commencing the statutory review and consultation process. If the speed limit change is approved following consultation, implementation costs are expected to be minor and relate primarily to signage, administration and updating the National Speed Limit Register. Any costs would be managed through existing roading operational budgets where possible.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Susanne Kampshof Pou Rawa me ngā Kaupapa Assets and Projects Manager	
Approved by	Fiona Vessey Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure, Assets & Operations	

7 Pūrongo me whakatau | Decision Reports

7.5 Waste Assessment 2026 and Draft Waste Management and Minimisation Plan 2027 for Consultation

CM No.: 3183658

Te Kaupapa | Purpose

The purpose of this report is for Council to:

- receive the Waste Assessment and have regard to it when considering the Waste Management and Minimisation Plan 2027
- confirm that the current Waste Management and Minimisation Plan should be replaced, and adopt the draft Waste Management and Minimisation Plan 2027 and Statement of Proposal for consultation.

Rāpopotonga Matua | Executive Summary

This report is provided for Council to formally receive its 2026 Waste Assessment, completed in accordance with section 51 of the Waste Minimisation Act 2008, including feedback from the Medical Officer of Health, and to adopt the draft Waste Management and Minimisation Plan 2027 for public consultation.

The Waste Assessment provides the statutory evidence base for reviewing the current Waste Management and Minimisation Plan. A draft Waste Management and Minimisation Plan 2027 has been prepared for consultation, reflecting the findings of the Waste Assessment and the current priorities identified through the Solid Waste Asset Management Plan and Long Term Plan 2027–37 planning process.

The draft Waste Management and Minimisation Plan 2027 and Statement of Proposal will be circulated to elected members prior to the meeting to allow time for review before Council considers adopting it for consultation.

Tūtohunga | Recommendation

That:

1. Council receives the Waste Assessment 2026, prepared under section 51 of the Waste Minimisation Act 2008, including the feedback received from the Medical Officer of Health.
2. Council has regard to the Waste Assessment 2026 when considering the draft Waste Management and Minimisation Plan 2027.
3. Council adopts the Draft Waste Management and Minimisation Plan 2027 and Statement of Proposal for public consultation from 2 September to 2 October 2026 using the special consultative procedure under section 83 of the Local Government Act 2002.

Horopaki | Background

The Waste Minimisation Act 2008 requires territorial authorities to promote effective and efficient waste management and minimisation within their districts. As part of that framework, Council must review its Waste Management and Minimisation Plan (WMMP) at least every six years. Before doing so, section 44 of the Act requires Council to prepare a Waste Assessment, and section 51 sets out the matters that assessment must address. The attached Waste Assessment has been prepared to meet those statutory requirements.

Council's current Waste Management and Minimisation Plan was adopted in 2021. The 2026 Waste Assessment has been prepared to support the next statutory review by updating the evidence base, identifying current and emerging waste issues for the district, and assessing whether the existing WMMP should continue, be amended, or be revoked and replaced.

- A Waste Assessment has now been completed in accordance with section 51 of the Act and is provided to Council before any decision is made on the future of the current WMMP. The assessment includes: A description of the services provided by the Council;
- A forecast of future demands for the services;
- Options available to meet those demands;
- The Council's intended role in meeting the demands;
- Proposals for meeting the demands;
- The extent to which the proposals will ensure public health is protected and promote efficient waste management and minimisation.

Council has previously been updated on progress with the Waste Assessment process, including at its 14 May 2025 and 25 February 2026 workshops. This report now brings the completed assessment to Council for formal receipt and seeks approval to adopt the draft Waste Management and Minimisation Plan 2027 and Statement of Proposal for public consultation.

Following receipt of the Waste Assessment, Council is asked to approve the draft Waste Management and Minimisation Plan 2027 for public consultation. Consultation will be undertaken using the special consultative procedure under the Local Government Act 2002.

Ngā Take/Kōrerorero | Issues/Discussion

The Waste Assessment identifies several matters that should be considered through the WMMP review process and future planning for waste services in the district. These findings help frame the key issues for Council and provide the basis for determining whether the current WMMP remains fit for purpose.

The district sends approximately 13,856 tonnes of waste to Class 1 landfill each year, and around 53.1% could potentially be diverted through existing or feasible recycling, composting and recovery systems.

Organics are the largest component of landfill waste, making up around 36.1% of the overall waste stream. The November 2025 kerbside audit found that 49.1% of the average rubbish bin was divertible, with food waste alone accounting for 31.7% of bin contents.

Council's transfer stations are ageing and face site constraints that reduce their ability to support future resource recovery. Site condition and performance vary, with Morrinsville requiring particular attention to layout, access, paving, safety and operational improvements. Improvement works are currently programmed to upgrade and renew assets at the site.

The expected earlier closure of Tirohia Landfill, potentially around 2029 despite consent through to 2035, presents a significant future disposal, transport and cost risk.

Construction and demolition waste is a growing and poorly understood waste stream as the district continues to grow.

Significant data gaps remain across private collections, commercial and industrial waste, rural and farm waste, construction and demolition waste, and Class 2–5 fills. Improved data is essential for evidence-based planning and monitoring.

In addition to identifying service and infrastructure issues, the assessment highlights the broader strategic context for waste planning. This includes evolving national direction, increasing expectations for reuse, recycling and recovery, the need for improved data to support evidence-based decisions, and the importance of considering future service demand, affordability and resilience.

The draft WMMP 2027 updates the current plan while keeping the structure practical and easy to follow. The key updates include a refreshed vision aligned with Council's community outcomes, reviewed goals, simpler and more measurable targets, and an updated action programme that has been reviewed and reprioritised against the 2026 Waste Assessment findings. The draft plan also updates key figures, legislative and strategic references, aligns the waste hierarchy with the current national direction, and places greater emphasis on implementation, waste levy funding, data improvement, organics diversion, transfer station resilience, product stewardship and future disposal planning.

The Medical Officer of Health feedback forms part of the assessment process required by the Act. That feedback supports the overall direction of the assessment while also identifying matters that should be considered as the WMMP review progresses, particularly where they relate to public health outcomes, service accessibility, resilience and equitable access to waste services.

Future planning should consider the need for safe, practical and affordable management of hazardous and difficult waste streams, including batteries, e-waste, refrigerants, agrichemicals, chemicals, tyres and other materials requiring specialist handling.

Disaster waste and business continuity planning should be strengthened so Council is better prepared to respond to emergency events that generate waste or disrupt waste services.

The WMMP review should consider how waste minimisation actions can reflect tikanga Māori and Te Tiriti o Waitangi obligations through appropriate engagement and partnership approaches.

The assessment does not itself commit Council to any particular capital investment or service change. Rather, it provides the statutory analysis needed to inform the review of the WMMP and to support future decisions through the WMMP, Long Term Plan, Annual Plan, and other relevant strategies and work programmes.

Ngā Whiringa | Options

Council has two practical options available. It can either choose not to adopt the draft Waste Management and Minimisation Plan 2027 for consultation, or it can adopt the draft plan for consultation using the special consultative procedure.

Option 1: Do not adopt the draft Waste Management and Minimisation Plan 2027 for consultation	
Advantages	Disadvantages
This option would defer the consultation process and allow more time for further drafting if Council considers significant changes are required.	This option would delay the WMMP review and create a risk that Council does not complete the statutory review process within the required timeframe. It would delay community input on the proposed direction for waste minimisation, resource recovery, data, transfer station resilience, future disposal arrangements and difficult waste

	streams. It would also delay alignment between the WMMP, Waste Assessment 2026, Solid Waste AMP and LTP 2027–37 planning.
Option 2: Adopt the draft Waste Management and Minimisation Plan 2027 for consultation	
Advantages	Disadvantages
This option progresses the statutory WMMP review process and enables public consultation to begin. It allows the community, mana whenua, waste operators, businesses and other stakeholders to provide feedback before Council makes a final decision on the WMMP. It supports alignment with the Waste Assessment 2026, Solid Waste AMP and LTP 2027–37 planning. It provides a clear pathway for updating Council's waste priorities for 2027 and beyond.	This option requires staff time and consultation resources. The special consultative procedure adds time to the process before the final WMMP can be adopted. Submissions may identify changes that require further analysis or amendments before the final plan is presented to Council.

Recommended option

The recommended option is Option 2: adopt the draft Waste Management and Minimisation Plan 2027 for consultation. This option progresses the statutory review process, enables public feedback, and provides the clearest pathway for updating Council's waste priorities before a final WMMP is presented to Council for adoption.

Adopting the draft WMMP for consultation does not adopt the final plan or commit Council to new capital projects, new levels of service or funding changes. Any changes arising from consultation, and any future implementation actions, funding requirements or service level changes, will be considered through the final WMMP adoption process and the appropriate Council decision-making processes.

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

The Waste Assessment has been prepared and is presented to Council in accordance with sections 50 and 51 of the Waste Minimisation Act 2008.

If Council adopts the draft WMMP for consultation, consultation will be undertaken with the community using the special consultative procedure under section 83 of the Local Government Act 2002, as required by the Waste Minimisation Act 2008.

In March 2025, central government released the Waste and Resource Efficiency Strategy, replacing Te Rautaki Para | New Zealand Waste Strategy adopted in March 2023:
<https://environment.govt.nz/publications/waste-and-resource-efficiency-strategy/>

Under Section 44c of the Waste Minimisation Act, Territorial Authorities must give regard to the national Waste Strategy when preparing, amending, or revoking plans.

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

No public consultation has been undertaken on the Waste Assessment itself. The Waste Assessment is the statutory evidence base for the WMMP review. Public consultation will be undertaken on the draft Waste Management and Minimisation Plan 2027 if Council adopts it for consultation.

Consultation will include opportunities for feedback from the wider community, Te Manawhenua Forum, marae, businesses, waste operators, community groups and other stakeholders with an interest in waste services and waste minimisation. Feedback will be reported back to Council before the final WMMP is considered for adoption.

Timeframes

Key task	Indicative timing
Waste Assessment received by Council	26 August 2026
Council adoption of draft WMMP for consultation	26 August 2026
Consultation	2 September to 2 October 2026
WMMP deliberations and adoption	October 2026

Ngā take ā-pūtea | Financial considerations

There are no immediate additional budget approvals sought through this report. Consultation on the draft WMMP can be supported through existing budgets and waste levy funding where eligible. However, the Waste Assessment and AMP identify future operating and capital cost pressures that will need to be considered through the Long Term Plan, Annual Plan and business case processes.

Key future cost pressures include the expected earlier closure of Tirohia Landfill, longer haul distances, landfill disposal cost increases, waste levy and ETS-related costs, kerbside collection and processing costs, transfer station operating requirements, staffing, closed landfill monitoring and compliance, and future capital planning for transfer station resilience and recovery options.

The decision sought in this report is to receive the Waste Assessment and adopt the draft WMMP for consultation. This decision does not adopt the final WMMP or commit Council to a new level of service, capital project or funding change. Any final WMMP adoption, budget decisions or service changes will be considered through the relevant statutory, LTP, Annual Plan and Council decision-making processes.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

Council's LTP 2027–37 vision is an enabling council that is efficient, communicates clearly and works with our community.

The Rubbish and Recycling activity contributes to community outcomes by providing reliable kerbside rubbish, recycling, glass and food scraps collection services, operating transfer stations, managing closed landfills, supporting waste minimisation and education, improving waste diversion, planning future waste infrastructure and working with regional partners, mana whenua, contractors, community groups and the waste sector.

- The strongest alignment is with reliable and resilient essential services because rubbish and recycling services form part of Council's core infrastructure and public health responsibilities.
- The activity also supports efficient service delivery and cost management, partnerships and community-led waste minimisation, and clean, safe and valued places.

Ngā Tāpiritanga | Attachments

A.  FINAL Waste Assessment 2026 (*Under Separate Cover*)

Ngā waitohu | Signatories

Author(s)	Susanne Kampshof Pou Rawa me ngā Kaupapa Assets and Projects Manager	
Approved by	Fiona Vessey Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure, Assets & Operations	

7 Pūrongo me whakatau | Decision Reports

7.6 Private Plan Change 62 - Decision to accept and notify

CM No.: 3178512

Te Kaupapa | Purpose

Bloxam Burnett & Olliver (“BBO”) on behalf of Calcutta Farms No. 2 Limited (Requestor) has requested a change (Private Plan Change) to the Operative Matamata-Piako District Plan (MPDP) in relation to approximately 20 ha of land at the eastern entrance to Matamata, on the southern side of Tauranga Road (State Highway 24), opposite the existing Mangawhero Road Industrial Area. The Requestor is seeking to turn the Rural Zoned land to General Industrial Zone (“GIZ”).

Part 2 of Schedule 1 of the Resource Management Act 1991 (RMA or “the Act”) sets out the procedural matters for dealing with such a request. The Council must first consider how to progress the request. Clause 25 of Schedule 1 allows the Council to reject the request, treat the request as if it were an application for a resource consent, adopt the request or accept the request. The purpose of this report is to discuss the merits of each option and recommend a preferred course of action to the Council.

Rāpopotonga Matua | Executive Summary

The site subject to the Plan Change Request comprises a portion (less than half) of the 49ha land area originally proposed by Calcutta to be rezoned to industrial use under Private Plan Change 57 (PPC 57). This former Plan Change Request was accepted by the Council and notified for submissions/ further submissions in 2022/23 (refer to Figure 1).

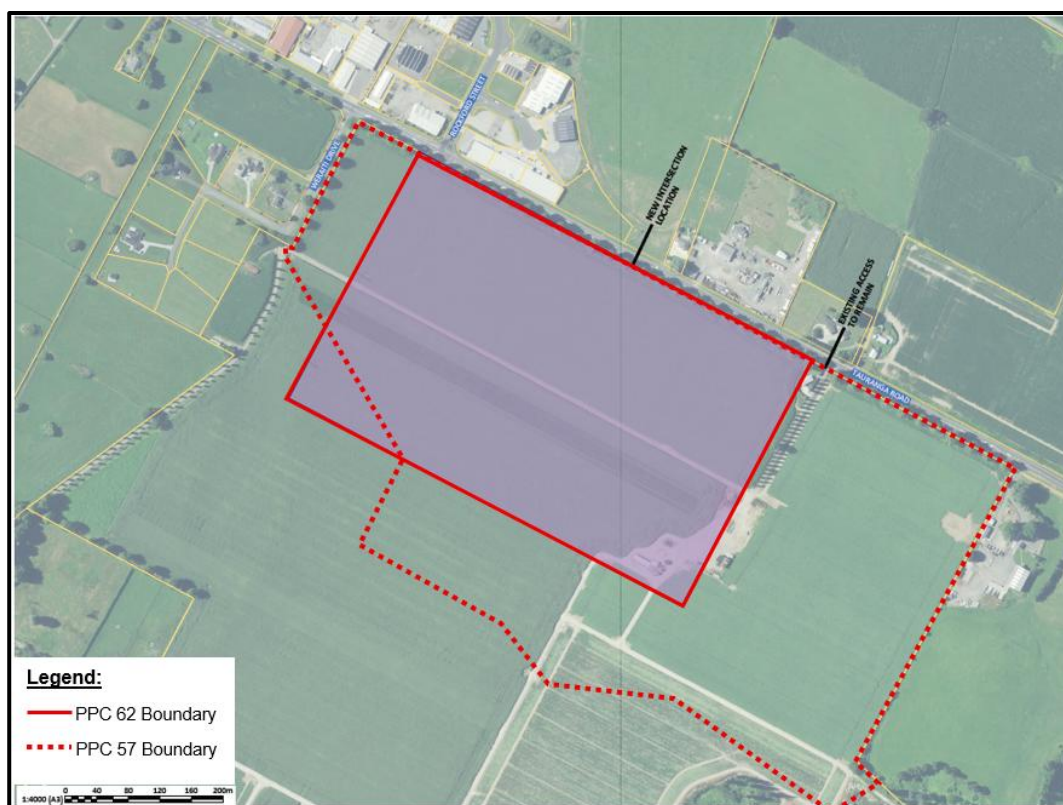


Figure 1: PPC57 and PPC 62 Plan Change Areas – Source: Compiled form MPDC records

PPC 57 did not progress to a decision within the statutory timeframe under Schedule 1 of the RMA and is superseded by this plan change request, which has been termed Private Plan Change 62 - Calcutta (PPC 62).

The primary objective of PPC 62 is to offer additional industrial land, to address a projected shortfall in the southern part of the district (i.e. Matamata and Waharoa).

The Private Plan Change proposes to adopt the rule framework for the General Industrial Zone (GIZ) in the District Plan (with minor changes), and to schedule some of the iconic Pin Oak trees along SH 24 as protected within Schedule 3 of the District Plan. The proposed zoning is to be “anchored” by means of a Development Area Plan (DAP) that will “lock-in” key requirements to guide future development of the Site. PPC 62 introduces the concept of a “key transport corridor” with proposed amenity controls to apply at the industrial interface with significant roads (for routes nominated on a DAP in a future plan change request).

The Private Plan Change Request is supported by a comprehensive set of technical and planning assessments. Planning staff have reviewed the Private Plan Change Request under the statutory requirements and have also commissioned technical reviews in relation to aspects of the proposal.

This report summarises staff’s review, the options for dealing with the application, and recommends that Council **accepts** the Request for notification.

Tūtohunga | Recommendation

That:

1. **The Proposed (Private) Plan Change 62 – “Calcutta (Version 2) Industrial Zone Plan Change, Matamata” is accepted by Council in accordance with clause 25(2)(b) of Part 2 of Schedule 1 of the Resource Management Act 1991.**
2. **The Council resolves, in accordance with Section 34A of the Resource Management Act 1991, to delegate the authority to decide the notification requirements for Proposed Private Plan Change 62 - “Calcutta (Version 2) Industrial Zone Plan Change, Matamata” to the Group Manager Growth and Regulation or the Planning Manager.**
3. **The CEO and Group Manager for Growth and Regulation are authorised to appoint an independent hearings commission of up to three people, one of which has a chair endorsement; and**
4. **The hearing of submissions (if any) and decision making of the plan change is delegated to the independent hearings commission.**

Horopaki | Background

Section 73(2) and clause 21(1) of the First Schedule of the Resource Management Act (RMA) 1991 provides for any person to request a change to a District Plan.

A copy of the Private Plan Change Request has been pre-circulated to all Councillors as part of the Council workshop and is attached again to this agenda and will be available on the Council website should the application be notified: <https://www.mpdcc.govt.nz/district-plan/district-plan-review>.

In summary, there are four aspects to the Request:

1. Rezoning of the Site: PPC 62 proposes to rezone the Site from Rural Zone to the General Industrial Zone (GIZ), thereby adopting the rule framework in Chapter 18 – GIZ in the District Plan, with minor changes. The GIZ was developed as part of “Private Plan Change 58 – Avenue Business Park” (now operative), to align with the National Planning Standards and is considered an appropriate industrial zoning framework for the Site that will permit a mix of industrial activities and ancillary non-industrial businesses. Minor changes to the GIZ plan provisions include the introduction of a “key transport corridor” concept that will require higher amenity standards at the industrial interface with the state highway network and other significant roads identified in a Development Area Plan. The state highway frontage, and the new “spine” road within the PPC 62 Site (if approved), will be the only corridors subject to the “key transport corridor” provisions for the time-being. However, PPC 62 proposes to introduce the concept with a view to provide the option for it to be more widely applied in future, should additional land be rezoned to the GIZ where Council will have discretion to nominate roads on a Development Area Plan to become subject to the “key transport corridor” rules .

2. Part protection of the iconic Pin Oak trees: The Plan Change proposes to schedule the row of Pin Oak trees where they are located within the Plan Change area (excluding trees required to be removed to create the new intersection from SH 24) as protected within “Schedule 3: Outstanding or significant natural features, protected trees and other protected items” of the District Plan.

3. Development Area Plan: The proposed zoning is to be “anchored” by means of the Calcutta Development Area Plan (CDAP) that will “lock-in” key requirements (i.e. reserves, roading, and other infrastructure) to guide future development and subdivision of the Site. The proposed CDAP is replicated in Figure 2 below and provides for a single intersection with SH 24, a central “spine” road, indicative internal local road network, pedestrian/ cycle connectivity along SH 24, landscaped “buffers”, and indicative stormwater infrastructure.

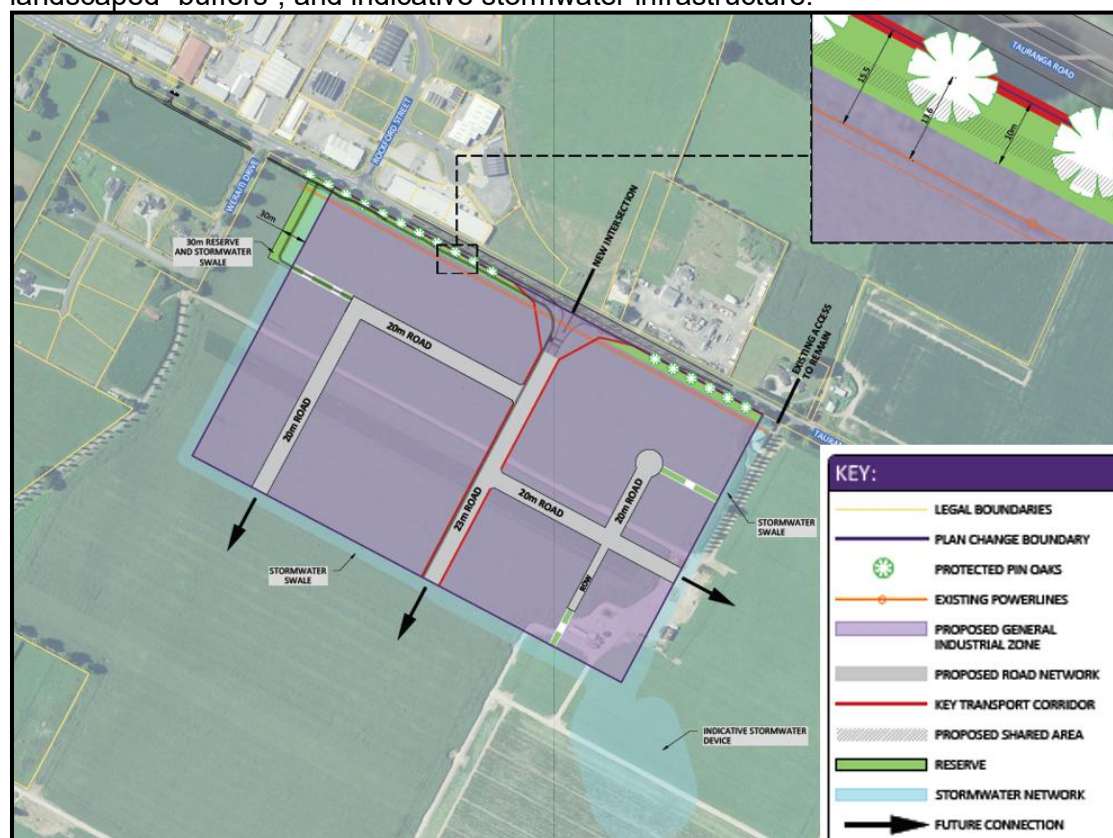


Figure 4: Proposed Calcutta Development Area Plan (CDAP) – Source: PPC 62 Request

4. Schedule of works: The introduction of a Schedule of Works in “Part 4: Appendix 9” of the District Plan to provide for recovery of development costs via a Developer Agreement between Council and the Requestor, and to describe the “triggers” for implementation of the works (transportation, landscaping, and three-waters) associated with PPC 62.

Ngā Take/Kōrerorero | Issues/Discussion

The RMA requires that a private plan change request must explain the purpose of, and reasons for, the proposed plan change and contain an evaluation report prepared in accordance with section 32. Where environmental effects are anticipated, the request must describe those effects in such detail as corresponds with the scale and significance of the actual or potential environmental effects anticipated from the plan change.

Staff have reviewed the Request and are satisfied the application meets the above statutory requirements, is credible, and worthy of being advanced to notification, for scrutiny through the submissions process. In summary:

- **Purpose/ reasons:** The purpose PPC 62 is to offer additional industrial land, to address a combined shortfall for Matamata and Waharoa predicted in the economic assessment (Appendix J to the Plan Change Request), to reach between 5.8 ha and 13.6 ha by 2034, and between 24.5 ha and 43.5 ha by 2054, depending on development intensity. PPC 62 proposes to provide for the combined industrial land shortfall in Matamata, because Waharoa has infrastructure network constraints that will limit industrial expansion. This approach aligns broadly with Staff’s current thinking on “Plan Change 49 – Waharoa” (halted by “plan stop”) where no further provision for industrial land, other than zoning of Rural land already in “*de facto*” industrial use (i.e. Mowatt Street, the cool stores in Dunlop Road and parts of the Open Country Dairy site), is proposed. However, the Schedule 1 RMA process will provide the opportunity for the PPC 62 approach of allocating industrial land predominantly to Matamata, to undergo robust scrutiny.
- **Section 32 evaluation:** The Request includes a robust section 32 evaluation that contends that a private plan change supported by the amended GIZ provisions, the CDAP and Schedule of Works as outlined previously in this report, is the preferred planning intervention.
- **Assessment of effects:** The Request includes a comprehensive assessment of effects, supported by specialist technical reports, which corresponds with the scale and significance of the actual or potential environmental effects anticipated from the Plan Change, with the conclusion reached that the effects are not unacceptable or incapable of being managed through the proposed plan provisions.

The RMA requires that the local authority must have particular regard to the effects of the plan change on the environment; its consistency with relevant planning documents and the RMA; and the section 32 analysis which considers the alternatives, benefits, and costs of the proposed plan change.

Overall, Staff are satisfied the Requestor has put forward a credible case regarding the above matters to which the Council must have “have particular regard to” in deciding how to deal with the Request.

There is now large-scale agreement between the Requestor and Staff on the majority of the PPC 62 provisions and supporting technical assessments, noting a few key matters remain unresolved, including:

- The stormwater methodology/ design and flood management, with Staff's position being it defers to WRC's decision on these matters;
- The merits of the proposed scheduling of only part of the row of iconic Pin Oak trees at the Site's frontage, whereas the cultural/ social significance attaches to the entire group of trees as a whole;
- The urban design and landscape concept, particularly at the western interface with the reserve;
- A more robust assessment to meet the requirements of the National Policy Statement on Natural Hazards 2025 (NPS-NH); and:
- The outcomes of the updated CVA and consultation with iwi. To the extent that it may still be relevant. Staff note that the findings of the wider CVA prepared for PPC 57, was that *"Ngā Iwi have no significant opposition to the CFL proposal, short and long term, and that it is unlikely that there will be concerns with the current Master Plan proposal, provided that the recommendations in this report are addressed to the satisfaction of Ngā Iwi"*.

Staff consider these matters can be addressed through ongoing engagement with iwi and MPDC Staff/ advisors while the Schedule 1 RMA process runs its course.

Mōrearea | Risk

There are no significant issues relating to risk exposure, associated with the recommendation to accept the Private Plan Change Request. The notification and submissions period that will follow on from the acceptance of the Request, will provide for robust assessment of the merits of the plan change in accordance with the statutory provisions of the RMA.

Ngā Whiringa | Options

Under the RMA, there are four options open to Council to deal with this Request. These options are:

- Reject the request;
- Decide to process the request as if it were a resource consent;
- Accept the request; or:
- Adopt the request and take on the Private Plan Change as if it were the Council's own proposed plan.

Option One – Reject the Request	
Description of option	
The Council has the ability to reject the request, but only on limited grounds namely; the request is frivolous/ vexatious, the substance of the Private Plan Change has been dealt with in the last two years, the request is not in accordance with sound resource management practice, the Private Plan Change will be inconsistent with Part 5 RMA, or the District Plan has been operative for less than two years. The Table below provides an assessment of the request in terms of the matters outlined above:	
Grounds for rejection	Assessment
A Private Plan Change request can be rejected on the basis that:	
• It is frivolous or vexatious;	• The Private Plan Change seeks to rezone land for industrial purposes and is supported by appropriate technical reports and assessments and is not frivolous or vexatious.

The substance of the Private Plan Change has been dealt with by Council or the Environment Court in the last two years;	The Site has not been the subject of a previous plan change request in the last two years, noting that PPC 57 while notified in 2022/2023, did not progress to a decision, but lapsed by virtue of the statute.
The Private Plan Change is not in accordance with sound resource management practice;	The Private Plan Change Request has considered the effects on the environment, relevant planning instruments, the purpose and principles of the RMA, and the available options, costs, and benefits. On the face of it, the assessment shows the Request is in accordance with sound resource management practice.
The Private Plan Change would make the District Plan inconsistent with Part 5 RMA (i.e. relevant planning documents and the matters to be considered);	The Private Plan Change has considered Part 5 matters and has, at first sight, shown that it is not inconsistent with relevant planning documents, policies, and plans.
The District Plan has been operative for less than two years.	The site's zoning has been operative for more than two years.
Conclusion: For the reasons stated above, Staff considers that the Private Plan Change, on the face of it meets the schedule one test and that there are no grounds for rejecting the request.	

Option Two – Process the Request as a resource consent

Description of option

The second option is to process the request not as a plan change, but rather as a resource consent application. In this event, the application will be subject to the procedure in Part 6 of the RMA. This means the Council will make its decision on the notification requirements for the resource consent, serve limited or public notice as required, hear submissions if any, and ultimately make its decision whether to grant or decline consent after having regard to section 104 RMA and Part 2 matters. In the final instance, Council's decision will be open to appeal to the Environment Court.

The Table below provides an assessment of the appropriateness of a plan change versus resource consent in the context of the PPC 62 Request:

Plan Change	Resource Consent
A plan change provides flexibility for future development within pre-determined parameters, "anchored" by a site-specific development area plan and a bespoke schedule of works.	A resource consent generally permits a specific development proposal with limited flexibility, where the effects are managed through specific, bespoke consent conditions.
A plan change provides long-term certainty of the site's development options both for the developer, and the community.	A resource consent lapses, unless implemented within a limited timeframe.
A plan change has numerous zone-specific	A resource consent will require

requirements, standards, and development controls that manage the effects of future development through an integrated rule framework.	complicated conditions to “override” the standard District Plan provisions in order to provide for “out of zone” industrial activities within the Rural Zone, an inefficient planning mechanism, contrary to accepted planning practice.
Plan changes are drafted based on “fit for purpose” zoning provisions and a site-specific development plan that provides for flexibility, within agreed parameters.	Converting a plan change that provides for flexible long-term development options within wide parameters, to a resource consent application that is designed for specific “one-of” development proposals controlled by specific conditions, is not easily achievable.
Conclusion: For the reasons stated above, Staff considers that dealing with PPC 62 as a resource consent, rather than a plan change is not a workable planning approach.	

Option Three – “Accept” the Request versus Option 4 “Adopt” the Request

Description of options

Under Option 3 the Council accepts the Private Plan Change as a private initiative whereas, under Option 4, the Council adopts the Private Plan Change as if it were its own initiative and part of the Council initiated review of the District Plan.

The Table below highlights the differences between the two options:

Option 3 – “Accept” the Request	Option 4 – “Adopt” the Request
Council notifies, hears, and decides the proposed Private Plan Change using the process in Part 2 of the First Schedule.	The Private Plan Change becomes a “public” plan change. It is notified, heard and decided on, in the same way as a Council initiated plan change (Part 1 of the First Schedule).
The Requestor bears the cost of the complete Private Plan Change process through to the Council’s decision on it (excluding the resolution of appeals).	Council bears the full cost of the Plan Change from the date that it is adopted, including the resolution of appeals.
The Requestor controls what is notified. The Private Plan Change is notified using the documentation provided by the Requestor.	Council controls what is notified. The Council is not required to consult with the Requestor and can make changes to the Plan Change prior to notification.
“Accepting” the Private Plan Change implies that Council is taking a neutral position and neither supports nor opposes the proposal.	“Adopting” the Private Plan Change implies that Council generally supports the proposal.
Rules do not have legal effect until the Private Plan Change becomes operative.	Rules relating to water, air, soil, significant indigenous vegetation/ habitats of indigenous fauna, and historic heritage, have legal effect on notification.
“Accepting” the Private Plan Change allows the Plan Change to proceed forthwith to notification and a decision under the	In view of “plan stop”, Council initiated plan changes cannot proceed during RMA reform without a specific exclusion being

Schedule 1 RMA process.	granted by the Minister for the Environment. The Minister has limited discretion to grant exemptions, unlikely to apply to PPC 62. "Adopting" the Request will therefore result in lengthy delays while the RMA reform is being finalized.
Conclusion: For the reasons stated above, Staff considers that "accepting" the Request is the appropriate way to deal with PPC 62, while "adopting" the Request is not a viable option due to the implications of "plan stop".	

Recommended option

Staff considers that "accepting" the request (Option 3) is the preferred option, for the following reasons:

- There are no grounds to reject the Request.
- Dealing with PPC 62 as a resource consent, rather than a plan change is not an efficient, workable planning approach.
- The financial benefits from the land development will primarily accrue to the Requestor as the sole landowner with indirect economic and social benefits arising through additional employment and economic activity. This context supports a planning approach whereby the Requestor retains the role of plan proponent.
- Given the need to further review alignment of the Plan Change with the statutory planning documents and the purpose of the RMA, and the effects of the Request including potential effects on other landowners, it is appropriate that Council takes a neutral position by accepting the proposal, which then provides for a due notification and submissions process.
- The Request aligns with the National Planning Standards. As such, Staff considers that the proposal (if approved) will integrate with the Operative Plan without having to promote the Request as a Council-led plan change.
- Due to "plan stop", "adopting" the request will result in lengthy delays while the RMA is being finalised before the Council will be in a position to advance the proposal as part of a Council-initiated plan change.

Staff notes that by accepting the Private Plan Change request, it does not imply that the Council or Staff hold an opinion on the merits of the plan change. It does, however, indicate that the Council is satisfied that the request is in accordance with sound resource management practice so that it can be notified and considered on its merits by the public and Council in accordance with the RMA. Following notification and inviting submissions, then further submissions, Council will hold a public hearing (if required), then issue its decision. This decision is subject to a 30-working day appeal period.

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

Impact on policy and bylaws

If accepted, the Proposed Private Plan Change will result in amendments to the District Plan, as detailed earlier in this report.

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

Having regard to the decision-making provisions in the LGA 2002 and Council's 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 reasonably practicable options available.	Options are addressed above in this report.
Section 78 – requires consideration of the views of Interested/affected people	If PPC 62 is accepted, it will be notified for submissions, with the views of interested/affected parties considered by a hearings panel, to inform Council's decision whether to approve the Plan Change.
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.	Access to Information: Affected/interested parties will be notified through the Schedule 1 RMA process, with clear information provided on-line, and the option to request "hard copies". Encouragement to View: Parties will be encouraged to participate, through notice on Council's website, and public communications such as "Council in Focus". Clear Purpose and Scope: The Schedule 1 RMA process requires notice of the Plan Change to clearly outline the purpose of the consultation and the scope of decisions ahead. Reasonable Opportunity: The Schedule 1 RMA process, through provision for submissions, further submissions, and a hearing; provides a fair and reasonable chance for people to present their views. Open Mind: The Schedule 1 RMA process requires a reasoned decision to be made on all submissions received during notification, with the ability for submitters to appeal Council's decision to the Environment Court. Access to Decisions: The Schedule 1

	RMA process requires submitters to be advised of Council's decision (with reasons) on their submissions.
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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

During the preparation of the Plan Change, the Requestor has engaged with Staff/ representatives at MPDC, WRC, NZTA, Ngāti Hauā Iwi Trust, Ngāti Hinerangi Trust and Ruakawa. The Requestor has signalled its willingness to continue to engage with these parties to resolve outstanding matters, while the Schedule 1 RMA process runs its course.

If Council approves the recommendation to accept the Plan Change, it will be notified for submissions following the Council meeting. Information regarding the Private Plan Change has been made available on Council's public website and will be updated from time-to-time to reflect progress with the Request through the relevant steps in the Schedule 1 RMA process.

If the Council accepts the plan change, the next step in the RMA process is to notify the plan change for submissions. Under Schedule 1 of the RMA, there are two notification options, those being public or limited notification.

For plan changes, Clause 5A of Schedule 1 of the RMA, provides for limited notification in instances where all the persons directly affected by the proposed change can be identified. Where the affected persons cannot be clearly identified, Clause 5 of Schedule 1 requires that public notice be served.

In this instance, staff consider that as the proposal is a zone change that public notification is the correct approach under Clause 5. Staff are also identifying those parties likely to be directly affected by the plan change. Despite the public notification, the RMA requires these persons to be sent a copy of the public notice and any other information the Council considers relevant.

Timeframes

Key Task	Dates
Notification for submissions	End-September 2026.

Ngā take ā-lhinga | Consent issues

There are no consent issues associated with the recommendation to accept the Private Plan Change 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

The Plan Change Request supports all four community outcomes, particularly:

- *He wāhi puawaitanga | A place to thrive*

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

It is recommended that the Council accepts Private Plan Change 62 as a private plan change that is privately funded by the Requestor on a full cost-recovery basis.

Ngā Tāpiritanga | Attachments

-  Calcutta Private Plan Change Request (*Under Separate Cover*)
-  Appendix A-Proposed District Plan Amendments (*Under Separate Cover*)
-  Appendix B - Plans to support Plan Change (*Under Separate Cover*)
-  Appendix C - Supporting s32 Evaluation (*Under Separate Cover*)
-  Appendix D - Record of Title and summary of interests (*Under Separate Cover*)
-  Appendix E - Land Contamination Reporting (*Under Separate Cover*)
-  Appendix F - Land Use Capability Assessment & Addendum (*Under Separate Cover*)
-  Appendix G - Ecological Assessments (*Under Separate Cover*)
-  Appendix H - Geotechnical Investigation Reporting (*Under Separate Cover*)
-  Appendix I - Archaeological Assessment (*Under Separate Cover*)
-  Appendix J - Economic Report (*Under Separate Cover*)

- L.  Appendix K - Infrastructure Assessment (*Under Separate Cover*)
- M.  Appendix L - Integrated Transport Assessment (*Under Separate Cover*)
- N.  Appendix M - Landscape & Visual Effects Assessment (*Under Separate Cover*)
- O.  Appendix N - Acoustic Assessment (*Under Separate Cover*)
- P.  Appendix O - Cultural Values Assessment (*Under Separate Cover*)
- Q.  Appendix P - Social Impact Assessment (*Under Separate Cover*)
- R.  Appendix Q - NPS-HPL Assessment (*Under Separate Cover*)
- S.  Appendix R - Productivity Assessment (*Under Separate Cover*)
- T.  Roundabout Plans - 146930-02-0240 (*Under Separate Cover*)
- U.  Roundabout Plans - 146930-02-0239 (*Under Separate Cover*)
- V.  Roundabout Plans - 146930-02-0238 (*Under Separate Cover*)
- W.  Roundabout Plans - 146930-02-0237 (*Under Separate Cover*)
- X.  Roundabout Plans - 146930-02-0236 (*Under Separate Cover*)
- Y.  Roundabout Plans - 146930-02-0235 (*Under Separate Cover*)
- Z.  Roundabout Plans - 146930-02-0234 (*Under Separate Cover*)
- AA.  Drawings - Zoning (*Under Separate Cover*)
- AB.  Drawings - State Highway 24 Access Overall Plan (*Under Separate Cover*)
- AC.  Drawings - State Highway 24 Access Enlarged Plan (*Under Separate Cover*)
- AD.  Drawings - Sight Distance Plan (*Under Separate Cover*)
- AE.  Drawings - Indicative Water (*Under Separate Cover*)
- AF.  Drawings - Indicative Wastewater (*Under Separate Cover*)
- AG.  Drawings - Indicative Stormwater (*Under Separate Cover*)
- AH.  Drawings - Existing Dwellings (*Under Separate Cover*)
- AI.  Drawings - CDAP (*Under Separate Cover*)

Ngā waitohu | Signatories

Author(s)	Carolyn McAlley Kaiwhakamahere Rautaki RMA Matua Senior RMA Policy Planner	
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	Leader RMA Policy	
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	Ally van Kuijk Hautū Tipu me te Whakamatua Group Manager Growth & Regulation	

7 Pūrongo me whakatau | Decision Reports

7.7 Adoption of Mayoral Fund and Mayoral Disaster Relief Fund Policies

CM No.: 3163840

Te Kaupapa | Purpose

The purpose of this report is for Council to consider and adopt the:

- Mayoral Fund Policy 2026; and
- Mayoral Disaster Relief Fund Policy 2026.

Rāpopotonga Matua | Executive Summary

The Mayoral Fund Policy and the Mayoral Disaster Relief Fund Policy provide guidance on the establishment, administration and management of their respective funds.

The Mayor receives regular requests for grants, donations and financial assistance to support ad-hoc projects and community initiatives. While many requests are dealt with through applications for other Council provided or administered grants, the Mayor has the discretion to allocate funding from the Mayoral Fund in accordance with this Policy.

The Mayoral Disaster Relief Fund enables the distribution of one-off financial assistance to individuals, families, small businesses, community organisations, and marae who have been adversely affected by a disaster event, where there is a clear and genuine need for support. There is currently no Council grant funding allocated; contributions to the Fund may be made by Council, the public, community groups and organisations. The Government may also provide a financial contribution following an emergency event.

These policies are due for their three-yearly review. The draft policies were reviewed by staff, workshopped with Council on 3 June 2026 and the Risk and Assurance Committee on 16 June 2026, and feedback has been incorporated.

Tūtohunga | Recommendation

That:

1. The report be received.
2. The Mayoral Fund Policy 2026 be adopted by Council.
3. The Mayoral Disaster Relief Fund Policy 2026 be adopted by Council.
4. Staff be authorised to make minor amendments where necessary.

Horopaki | Background

Council adopted the Mayoral Fund Policy on 27 September 2023 and the Mayoral Disaster Relief Fund Policy on 24 May 2023. These policies have a three-yearly review period.

Mayoral Fund

The purpose of the Mayoral Fund Policy is to provide guidance on the management of the Mayoral Fund.

The Mayor receives regular requests for grants, donations and financial assistance to support ad hoc projects and community initiatives. While many requests are dealt with through applications for other Council provided or administered grants, the Mayor has the discretion to allocate funding from the Mayoral Fund in accordance with this Policy.

The total financial assistance provided to the community through the Mayoral Fund is set out in Council's Long Term Plan and Annual Plan budgets.

The current Mayoral Fund Policy can be found on Council's website: [Te kaupapahere pūtea ā-Te Manuhuia - Mayoral Fund Policy](#).

Disaster Relief Fund

The aim of the Disaster Relief Fund is to help towards alleviating the emotional and financial stress experienced by the community resulting from a significant disaster event.

The Disaster Relief Fund can be set up by Council following a significant disaster event to provide financial support to those individuals, families, small businesses, community groups and marae adversely affected.

Contributions to the Disaster Relief Fund may be made by Council, the public, community groups and organisations. The Government may provide a financial contribution per emergency event in a district.

The funding provided by the Government needs to be ring-fenced specifically for those affected by the emergency event and must be used in accordance with their criteria.

Ngā Take/Kōrerorero | Issues/Discussion

At the Council workshop on 3 June 2026, Council reviewed the policies and agreed to include a conflict-of-interest clause within the policies.

The Risk and Assurance Committee on 16 June 2026 reviewed the policies and provided feedback that Council consider the process for amounts over the \$500 maximum for the Mayoral Fund; including implementing a two-step approval process.

The following changes have been made to the existing policies following review:

- Reformatting to fit current policy templates and branding;
- Addition of Te Reo translation in headings;
- Rewording of the policy for clarity, relevance and alignment;
- Addition of a guide to form a Relief Fund Assessment Panel to assist with decision-making relating to the Disaster Relief Fund when a significant disaster event is declared;
- Inclusion of conflict-of-interest clauses within the policies; and
- Addition of a two-step approval process for Mayoral Fund applications over \$500.

Mōrearea | Risk

There is a risk that, without the continuation of formal guidance, supporting processes, and reporting requirements, applications for both policies could take longer to process. The policies

help ensure that support can continue to be provided in a timely and consistent manner if deemed appropriate.

Ngā Whiringa | Options

Option One – Status Quo, maintain current Policies	
Advantages	Disadvantages
Familiarity with policies and processes, minimising operational requirements for relearning.	Does not cater for improvements noted within this report.

Option Two – Adopt amended Policies	
Advantages	Disadvantages
Caters for improvements noted within this report.	Need to refamiliarise with policies and processes.

Recommended option

Staff recommend option two, to adopt the amended policies.

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

If a Government grant is provided, Council must meet the relevant reporting requirements. Where other funding is provided, reporting is required to Council's Risk and Assurance Committee under the attached policies.

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

With regard to the decision-making provisions in the LGA 2002 and Council's 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.	
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 is not required.
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Policy Considerations

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 Council's website will be updated to include the finalised, adopted policy documents where required. As well as instructions for how groups or individuals can apply for funding through the policies where required.

Timeframes

Key Task	Dates
Council workshop.	3 June 2026.
Risk and Assurance Committee Meeting.	16 June 2026.
Policies presented to Council for adoption.	26 August 2026.
Policies effective date.	1 September 2026

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 community outcomes are relevant to this report.

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

The review of these policies falls within the Strategies and Plans budget.

Ngā Tāpiritanga | Attachments

A↓. Mayoral Fund Policy 2026 for Council Adoption



B↓. Mayoral Disaster Relief Fund Policy 2026 for Council Adoption



Ngā waitohu | Signatories

Author(s)	Manisha Tritscher Policy Advisor	
Approved by	Niall Baker Kaiārahi Tima Kaupapahere Policy Team Leader	
	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships and Governance Manager	
	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	



Te Kaupapahere ā-putea o te Koromatua | Mayoral Fund Policy 2026

For Council Adoption

Department	Policy, Partnerships and Governance
Policy Type	External
CM Reference	3178807
Resolution Date	TBC
Policy Effective From	1 September 2026
Engagement Required	Not Applicable
Review Frequency	Three-yearly or as required by Council or legislative changes
Review Date	1 September 2029
Policy Supersedes	Mayoral Fund Policy 2023



1. Te Kaupapa | Purpose

The purpose of this Policy is to provide guidance on the administration and management of the Mayoral Fund (Fund).

The Mayor receives regular requests for grants, donations and financial assistance to support ad-hoc projects and community initiatives. While many requests are dealt with through applications for other Council provided or administered grants, the Mayor has the discretion to allocate funding from the Mayoral Fund.

The total financial assistance provided to the community through the Mayoral Fund is set out in Council's Long Term Plan and Annual Plan budgets.

2. Ngā pūrongo pūtea | Reporting on Funding

A schedule of grants made under this Policy will be reported to the Risk and Assurance Committee on an annual basis, or as required, any private personal details, such as phone numbers, addresses etc. will be redacted to protect the privacy of recipients.

The Mayor may report to Council on applications that require discussion.

3. Te Arotakenga | Review

The Risk and Assurance Committee will review the Policy three-yearly or as otherwise determined through Risk and Assurance Committee's work programme. This review is for oversight and assurance purposes and does not replace the formal Council review. The Policy shall be reviewed at least once every three years, however, Council may elect to review this Policy at any time.

4. Ngā kaupapa ka tautokona ā-pūtea | What we fund

Any grant provided will be at the discretion of the Mayor (or Deputy Mayor in the absence of the Mayor).

Applications will be considered if they meet one or more of the following criteria:

- assists an individual or group with the development and/or implementation of a project, scheme or initiative which will benefit the Matamata-Piako district;
- contributes towards the cost of an individual or group attending a sporting, cultural or other major event at which they are representing the Matamata-Piako district or New Zealand;
- provides assistance or donations to any cause that aligns with Council priorities and delivers a direct or indirect benefit to the Matamata-Piako district;
- contributes towards an unfunded project or event which benefits the Matamata-Piako district; and
- the Mayor has discretion for funding as covered in Council's Sensitive Expenditure Policy.

Priority may be given to applications that include further considerations, such as:

- the extent and level of community participation in the project/organisation;
- other sources of funding that may be available;

- the amount of funding being sought in comparison to the total cost and how the remaining proportion will be funded; and
- the likelihood of the project/organisation becoming self-sustaining.

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

The Fund will not be granted for:

- funding for private gain, business initiatives and commercial enterprises;
- projects/programmes and related costs which have already occurred;
- any costs involved in preparing funding applications;
- projects or related costs already substantially funded by Council provided or administered grants;
- funding for any political purposes; and
- repayment of debt, loan, repayments or investments of any kind.

6. Whakataunga o te Putea | Decisions on Funding

Any grant provided will be at the discretion of the Mayor (or Deputy Mayor in the absence of the Mayor) within the parameters of this Policy. The Mayor (or Deputy Mayor in the absence of the Mayor) may seek advice from Council officers or other suitably qualified persons when assessing applications.

Generally, the maximum amount that will be allocated per application is \$500. However, applications above this amount may be considered on their merit and availability of funds, discretion remains with the Mayor.

Applications requesting more than \$500 are subject to a two-step approval process:

- first step – applications will be reviewed by the Mayor who will provide a written recommendation.
- second step – a Councillor, other than the Mayor, will independently review and assess the application and either endorse or not endorse the Mayor's recommendation. The Councillor's comments and recommendation will be returned to the Mayor for consideration.

After considering the Councillor's review, the Mayor will make the final decision to approve or decline the application. If the Councillor does not endorse the Mayor's recommendation, the Mayor can seek advice from all elected members.

Where the value of eligible applications exceeds the funding available, funding may be prioritised having regard to the priority areas set out in section 4 of this Policy.

7. Tukunga Whakatau | Application Process

Written applications in the form of a letter/email (info@mpdc.govt.nz) may be received at any time by the Mayor for the Fund. The following details should be included:

- name and full contact details of applicant/group;
- purpose and anticipated benefit to the Matamata-Piako district of the request;
- amount requested and indication of total funds required for the project/activity as well as any other sources of funding applied for/received; and
- any other details that will aid the Mayor in making a decision.

8. Tikanga kia whiwhi te Kaupapahere ā-putea o te Koromatua | Conditions of Receiving a Mayoral Fund Grant

All grants provided must be used solely for the purpose for which they were given.

Receivers of a grant from the Fund may be required to meet certain conditions and provide supporting documentation to substantiate their claim, or demonstrate how funding has been used.

Recipients may be required to:

- acknowledge Council's contribution at the activity/project/event and/or in any written documentation associated with it using Council's logo; and
- write to Council within three months of completing the funded activity/project/event to indicate the outcome, including any relevant photographs and press clippings; and
- return any unused funds to Council.

Failure to comply with any conditions may result in Council seeking repayment of the grant.

9. Tautapa me te Tautukunga | Delegations and Responsibilities

The Chief Executive, or their delegate, will provide administrative oversight of the Mayoral Fund process.

All decisions must be documented and recorded to ensure transparency and accountability. The following details should be included in the schedule of grants made under this Policy:

- when and why an application has been granted over \$500;
- who reviewed and approved or declined the application; and
- any reasons for the decision.

Generally, no funding assistance will be considered during the three-month pre-election period of the local body elections. If an application is agreed to, the Chief Executive Officer is required to authorise any payment within this period.

The budget is not to be exceeded without a resolution of Council. Applicants will be advised in writing as soon as practicable of the decision relating to their application.

10. Take Taharua | Conflict of Interest

If the Mayor has a direct conflict of interest in relation to any application to the Mayoral Fund, the Mayor must not participate in the consideration or decision-making process for that application. In such circumstances, all powers and responsibilities of the Mayor in respect of that application are automatically delegated to the Deputy Mayor, who shall exercise those powers independently and in accordance with this Policy.



Te Putea awhina ā-Parekura o te Koromatua | Mayoral Disaster Relief Fund Policy 2026

For Council Adoption

Department	Policy, Partnerships and Governance
Policy Type	External
CM Reference	3178774
Resolution Date	TBC
Policy Effective From	1 September 2026
Engagement Required	Not Applicable
Review Frequency	Three-yearly or as required by Council or legislative changes
Review Date	1 September 2029
Policy Supersedes	Mayoral Disaster Relief Fund 2023



1. Te Kaupapa | Purpose

The purpose of this Policy is to provide guidance on the establishment, administration and management of the Mayoral Disaster Relief Fund (Fund).

The aim of the Fund is to help towards alleviating the emotional and financial stress experienced by individuals, whānau, businesses and community organisations affected by an emergency or a significant disaster event.

The Fund can be set up by Council following an emergency or significant disaster event to provide financial support to those individuals, families, small businesses, community groups and marae adversely affected by that event.

Contributions to the Fund may be made by Council, the public, community groups and organisations. The Government may also provide a financial contribution following an emergency event.

The funding provided by the Government will be ring-fenced for the specific event for which it was provided and used in accordance with any conditions specified by the Government. Any unspent Government funding must be returned to the Government where required.

2. Ngā pūrongo pūtea | Reporting on Funding

Where a Fund has been activated, a schedule of grants made under this Policy will be reported to the Risk and Assurance Committee following closure of the Fund or as required by the Committee. Any personal details related to the grants provided will be redacted to protect the privacy of recipients.

Where a Government contribution has been provided, Council will provide any reporting required by the National Emergency Management Agency (NEMA) or other Government agency within the required timeframe.

3. Te Arotakenga | Review

The Risk and Assurance Committee will review the Policy three-yearly or as otherwise determined through Risk and Assurance Committee's work programme. This review is for oversight and assurance purposes and does not replace the formal Council review of the Policy. The Policy shall be reviewed at least once every three years, however, Council may elect to review this Policy at any time.

4. Ngā kaupapa ka tautokona ā-pūtea | What we fund

Any grant provided will be at the discretion of the Mayor (or Deputy Mayor in the absence of the Mayor).

The Fund provides one off financial assistance for circumstances where a genuine need can be demonstrated. The Fund may be used to support and meet the needs of affected individuals, families, community organisations, small businesses, marae and other community groups adversely affected by the event.

Priority may be given to applications relating to any of the following:

- immediate health, safety and welfare needs, essential household needs;
- vulnerable individuals and households experiencing hardship;
- replacement of essential uninsured or underinsured household goods and personal items;
- temporary accommodation costs;
- essential recovery and reinstatement costs, debris removal and property clean-up costs;
- insurance excess payments;
- community organisations and marae supporting community recovery efforts;
- other exceptional circumstances approved under this Policy.

The Fund is intended to assist with recovery and hardship resulting from the emergency or significant disaster event and is not intended to provide full compensation for losses incurred. Consideration will be given to the overall level of need across the affected community and the objective of achieving a fair and equitable distribution of available funds.

Financial assistance distributed from the Fund must not be used by Council for administrative, operational or business costs.

5. Ngā Kaupapa kāore e tautokona ā-pūtea | What we don't fund

The Fund is intended as a last resort measure when other appropriate sources of funding have been exhausted. This Fund is not intended to replace other existing funding sources, such as:

Welfare assistance	Assistance available through Government agencies and relief programmes.
Infrastructure assistance	Government assistance available from eligible infrastructure recovery.
Insurance	Costs covered by insurance policies.
Other Government support	Any other relief, recovery or hardship funding programmes.

In addition, the Fund will not normally be used to replace insurance cover, fund costs already covered by another source, compensate for loss of income or loss of business profits, fund upgrades, improvements or betterment works unrelated to recovery, to meet ongoing operational costs unrelated to the emergency event, cover Council operational or administrative expenses or fully compensate applicants for all losses suffered.



6. Whakataunga o te Putea | Decisions on Funding

The Mayor (or Deputy Mayor in the absence of the Mayor) has delegated authority to assess and approve applications to the Fund where all of the following are met:

- the total funds available for the distribution do not exceed \$10,000;
- no individual grant exceeds \$500;
- the total value of eligible applications does not exceed the available funding;
- the application meets the criteria of the Policy;
- no actual, potential or perceived conflict of interest exists.

The Mayor (or Deputy Mayor in the absence of the Mayor) may seek advice from Council officers or other suitably qualified persons when assessing applications.

Where the value of eligible applications exceeds the funding available, funding may be prioritised having regard to the priority areas set out in section 4 of this Policy.

Consideration will also be given to the extent of the impact of the event, the level of hardship experienced, evidence provided by the applicant, the total number and type of claims, assistance available from other sources and the need to ensure fair and consistent decision-making.

Relief Fund Assessment Panel

The Mayor will form a Panel when an emergency or significant disaster event is declared to assist with decision-making relating to the Fund. The Panel may determine that full or partial grants are appropriate to ensure the available funding achieves the greatest benefit for the community. Where the value of eligible applications exceeds the funding available, funding may be prioritised having regard to the priority areas set out in section 4 of this Policy.

A Relief Fund Assessment Panel will be established where at least one of the following applies:

- the total funds available for distribution exceed \$10,000;
- an individual application exceeds \$500;
- the total value of eligible applications exceeds the funding available;
- prioritisation between eligible applicants is required;
- an actual, potential or perceived conflict of interest exists;
- the Mayor considers collective decision-making appropriate.

The Panel will comprise of the following:

- the Mayor;
- the Deputy Mayor;
- one councillor from each ward, or such other councillors as determined by the Mayor having regard to the circumstances of the event.

The Panel may do any of the following:

- approve or partially approve applications;
- decline applications;
- impose conditions.

Meetings of the Panel may be held in person, electronically or by circulation where urgent decisions are required. All funding decisions will be documented and recorded to ensure transparency, accountability and auditability. Decisions made under this Policy are final.

Applicants will be advised in writing of the decision relating to their application. Council contribution to the Funds in excess of the annual budget is unbudgeted expenditure and requires Council approval.

7. Tukunga Whakatau | Application Process

Applications must be on the prescribed form available on Council's website and supporting information provided as per the application form. Where appropriate, written applications by email or letter may also be accepted.

Applications will remain open for a set period of time after a significant event as determined by the Mayor, following the activation of the Fund.

8. Tikanga kia whiwhi te Putea awhina ā-Parekura o te Koromatua | Conditions of Receiving a Mayoral Disaster Relief Fund Grant

All grants provided must be used solely for the purpose for which they were approved.

Receivers of a grant from the Fund may be required to meet certain conditions and provide supporting documentation to substantiate their claim, or demonstrate how funding has been used.

Recipients may be required to:

- provide receipts, invoices or other evidence relating to expenditure;
- return any unused funding where requested by Council; and
- repay funds obtained through false, misleading or incomplete information.

Failure to comply with any conditions may result in Council seeking repayment of the grant.

9. Tautapa me te Tautukunga | Delegations and Responsibilities

The Mayor (and the Deputy Mayor in the absence of the Mayor) has delegated authority to determine applications for situations covered in section 6 of this Policy.

The Relief Fund Assessment Panel has delegated authority to determine applications for situations covered in section 6 of this Policy.

The Mayor and the Relief Fund Assessment Panel (where established) are responsible for ensuring decisions are made fairly, consistently, transparently and in accordance with the purpose of this Policy.

Council officers are responsible for policy administration, supporting implementation of this Policy and providing advice and recommendations where appropriate, and managing reporting obligations.

10. Take Taharua | Conflict of Interest

If the Mayor, the Deputy Mayor or any member of the Relief Fund Assessment Panel has a direct conflict of interest in relation to any application to the Fund, they must not participate in the consideration or decision-making process for that application. Any declared conflict and the actions taken to manage that conflict, will be recorded.

DRAFT

7 Pūrongo me whakatau | Decision Reports

7.8 Adoption of the Draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy for Public Consultation

CM No.: 3163493

Te Kaupapa | Purpose

The purpose of this report is to present the draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy for Council adoption for public consultation.

Rāpopotonga Matua | Executive Summary

The draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy (Strategy) sets out how Council will respond to climate-related risks to ensure we can continue to provide essential services and support communities to adapt and thrive.

The Strategy focuses on understanding and communicating local climate risks, investing in practical, cost-effective measures that reduce impacts on Council infrastructure and communities, and ensuring effective adaptation, preparedness and response to extreme weather events. It has been developed collaboratively between Council and Te Manawhenua Forum, with key input from a working group of elected members, Forum representatives, and executive staff, and informed by community feedback and organisational expertise.

Adoption of the Strategy will provide Council with a clear framework for building long-term resilience and supporting the wellbeing of current and future generations.

Tūtohunga | Recommendation

That:

1. Council receives the report.
2. Council adopts the draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy for public consultation.
3. Council adopts the Statement of Proposal – Climate Resilience Strategy for public consultation.
4. Council authorises staff to make any minor amendments required.

Horopaki | Background

Timeline of Draft Climate Resilience Strategy Development

Timeline	Developmental Stage
October 2024 – Sep 2025	Series of workshops for Council and committees on a range of climate related topics including Waikato climate risks, impacts and planning

	responses; climate related insurance risks and responses; adaptation planning; MPDC's emissions inventory results; and MPDC's organisational climate risk assessment. Presenters included Waikato Regional Council staff and elected members, the Insurance Council, Hauraki District Council staff and elected members, and sector experts. Community views gathered.
June – July 2025	First draft of Strategy prepared with reference to community views and with input from staff across the organisation
July - August	Working group development of the Strategy
1 August – 30 September	Multiple workshops and meetings between Council, Te Manawhenua Forum and presentation to Risk and Assurance Committee.
7 October	Te Manawhenua Forum endorsement of the draft Strategy
8 October	Council endorsement of the draft Strategy and recommendation of the Strategy to the incoming Council
April - May 2026	Workshops to discuss and review the draft Strategy
26 August	Council meeting to adopt draft Climate Resilience Strategy for public consultation
September	Public consultation
28 October	Council meeting to consider public feedback and adopt the final Climate Resilience Strategy

Climate Change Rivermap

As part of the Long Term Plan 2024-34, Council developed a Climate Change Rivermap which outlines key actions Council is taking across its activities to prepare for climate impacts. The Rivermap has five streams of work: Strategy, Waste, Water, Wastewater and Stormwater. Within the Strategy workstream one of the actions is to develop a Climate Strategy.

Community Feedback

To inform development of the Strategy, community views were sought through engagement at community events, through an online feedback survey and through a question in our Residents' Survey conducted by Key Research. The results are included in the strategy.

Organisational Climate Risk Assessment

An Organisational Climate Risk Assessment has been undertaken which identifies key risks to Council's assets, services and operations, from climate-related hazards, and highlights adaptation options. The Risk Assessment has informed the development of the Strategy, and its focus on increasing Council's resilience. This was presented to Council on 24 September 2025.

Working Group

A working group has provided detailed review and input to the Strategy at key points in its development. The working group is made up of representatives from Council, Te Manawhenua Forum and staff.

Ngā Take/Kōrerorero | Issues/Discussion

Vision:

Working together to increase our climate resilience and protect the people, places, taonga and ways of life we care most about, now and for the future.

Goal:

Thriving, informed, climate-resilient communities in Matamata-Piako supported by a prepared and responsive Council.

Guiding Principles:

- Te Taiao | Our environment is central to our wellbeing
- Kotahitanga | Working together gets us further
- Mātauranga | We value knowledge and learning
- Whakatakatū | Getting ready now ensures we're prepared for whatever the future holds
- Oranga Tonutanga | Our aim is thriving communities into the future

Purpose of the strategy

This strategy sets out our overall approach and key areas of focus. Its purpose is to guide present and future decision-making and help us take action and respond to climate risks in a coordinated way.

Costs and capacity

A statement has been included in the Strategy acknowledging the ongoing challenge of balancing resilience measures with cost and capacity constraints. This emphasis on doing this work in a cost-effective way is reflected in the Focus Areas through the Strategy.

Mōrearea | Risk

An overview of the risks to Council from climate-related hazards is outlined in the Strategy.

Ngā Whiringa | Options

Options are identified in the attached Statement of Proposal.

Recommended option

Approve the draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy for public consultation.

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

Legal considerations are identified in the draft Strategy.

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/medium 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	Community views have been sought to inform the Strategy and public consultation is planned.
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/medium level of significance.
Section 82 – this sets out principles of consultation.	Public consultation is planned for September 2026 if the draft Strategy is adopted for consultation.

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

Public consultation is planned for 2 September – 2 October 2026.

Timeframes

Key Task	Dates
26 August 2026	Council meeting to adopt draft Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy for public consultation.
2 September – 2 October 2026	Public consultation.
28 October 2026	Council meeting to adopt final Manaaki Whenua, Manaaki Tangata - Climate Resilience Strategy.
1 November 2026	Strategy in force. Implementation plan developed and actions integrated into LTP planning and budgeting.

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:

- All of the above.

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

This is funded within the Strategy and Engagement activity.

Ngā Tāpiritanga | Attachments

A.  Statement of Proposal Climate Resilience Strategy PDF



B.  Draft Climate Resilience Strategy for Consultation PDF



Ngā waitohu | Signatories

Author(s)	Charlotte Walker Kaitohu Kaupapahere Paetahi Graduate Policy Advisor	
	Anne Gummer Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	

Approved by	Niall Baker Kaiārahi Tima Kaupapahere Policy Team Leader	
	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te	

	Kāwana Policy, Partnerships and Governance Manager	
	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	



Manaaki Whenua, Manaaki Tangata | Draft Climate Resilience Strategy

Tauākī Tūtohu | Statement of Proposal

**Hei rapu whakaaro | For Consultation - 2 September
to 2 October 2026**



Summary – What we’re proposing and why

Key information

Council are proposing to adopt a Climate Resilience Strategy (Strategy) to respond to climate impacts and prepare and adapt in ways that help protect the things that matter most – our people, our places and our future.

The Strategy outlines the following:

- climate impacts that the Matamata-Piako district is likely to face,
- how communities and Council can prepare for these climate impacts, including the actions Council is already taking to build resilience and reduce risk,
- an overarching vision and goal for the Strategy, and the guiding principles used to achieve them,
- three focus areas of the strategy: Council resilience, Community adaptation and preparedness, Council and community sustainability.

Have your say

Do you agree with our draft Climate Resilience Strategy? Is anything missing? Do you prefer a different approach? We want to hear from you.

In this document we provide some more background and a summary of the proposed Strategy. See the last two pages of this document for the submission form so you can have your say.

Kupu Whakataki | Introduction

Council have developed the Draft Climate Resilience Strategy to help the district prepare for climate impacts. The Strategy recognises that events such as flooding, severe storms, droughts, extreme heat, and other natural hazards are likely to place increasing pressure on our communities, infrastructure, environment, and economy.

The Strategy proposes a practical, long-term approach focused on building resilience across the district. It sets out how Council can continue to deliver essential services, support communities to prepare for and adapt to climate risks and encourage actions that protect and enhance the natural environment.

The Strategy is based on the principle that planning and investing for future climate impacts now will help reduce harm, avoid higher costs in the future, and support thriving, resilient communities for generations to come. It identifies three key areas of focus: Council resilience, community adaptation and preparedness, and Council and community sustainability.

Te mānuka e kawea ake ana | What we're proposing

The preferred option for Council is option 1, to adopt the draft Climate Resilience Strategy.

Option 1: Adopts the draft Climate Resilience Strategy as proposed.

Advantages	Disadvantages
Makes clear what Council's priorities are for preparing for climate impacts.	Other actions that the community support may not be represented.
Aligns with legislative requirements.	
Responds to stated community expectations.	

Option 2: Do not adopt the draft Climate Resilience Strategy

Advantages	Disadvantages
None identified.	Does not respond to stated community expectations.
	Does not align with legislative requirements.



Tukua mai ō whakaaro | Have Your Say

Council invites the community to provide feedback on the proposed draft Climate Resilience Strategy to assist us in the decision-making process.

Me pēhea te tuku urupare | How to give you feedback

Online: To fill out the online form please go to mpdc.nz/letstalk

Email: info@mpdc.govt.nz

In-person: Drop your feedback form into any of the Council offices or libraries

Speaking to your feedback

If you are wanting to speak to Elected Members and Council staff regarding the draft Climate Strategy, we are planning on attending multiple engagement sessions over September. Updates will be posted on Council Facebook pages and websites.

Feedback is public information

Please be aware your feedback is public information. Your feedback, including your name, will be used and reproduced for purposes such as reports to Council which are publicly available, including to media.

Ngā Rā Matua | Key Dates

Process	Date
Council approval of draft Climate Resilience Strategy and Statement of Proposal for public consultation	26 August 2026
Public consultation	2 September – 2 October 2026
Council adoption of Climate Resilience Strategy	28 October 2026
Climate Resilience Strategy in force	1 November 2026

Ētahi Atu Pārongo | More Information

You can call Council on 07 884 0060 and let our friendly Customer Services staff know you have a question about the draft Climate Resilience Strategy.

**Puka whakahoki kōrero | Feedback form – draft
Climate Resilience Strategy**

Feedback Form – Page 1

Please provide your feedback by 2 October 2026

Name / Organisation: _____

For individuals please simply write your name, for submissions on behalf of an organisations please include both your own name and the full organisation name.

Email: _____ **Phone:** _____

Address: _____

Town: Matamata ☐ Morrinsville ☐ Te Aroha ☐ Other: _____

Age: Under 18 ☐ 18–24 ☐ 25–34 ☐ 35–44 ☐ 45–64 ☐ 65–75 ☐ 75+ ☐

Climate Resilience Strategy

Options

Which of these options do you support? (please tick, and provide any further comment below)

☐

Option 1 proposed option: Adopt the draft Climate Resilience Strategy as proposed.

☐

Option 2: Do not adopt the draft Climate Resilience Strategy.



Additional comments

Feedback Form – Page 2

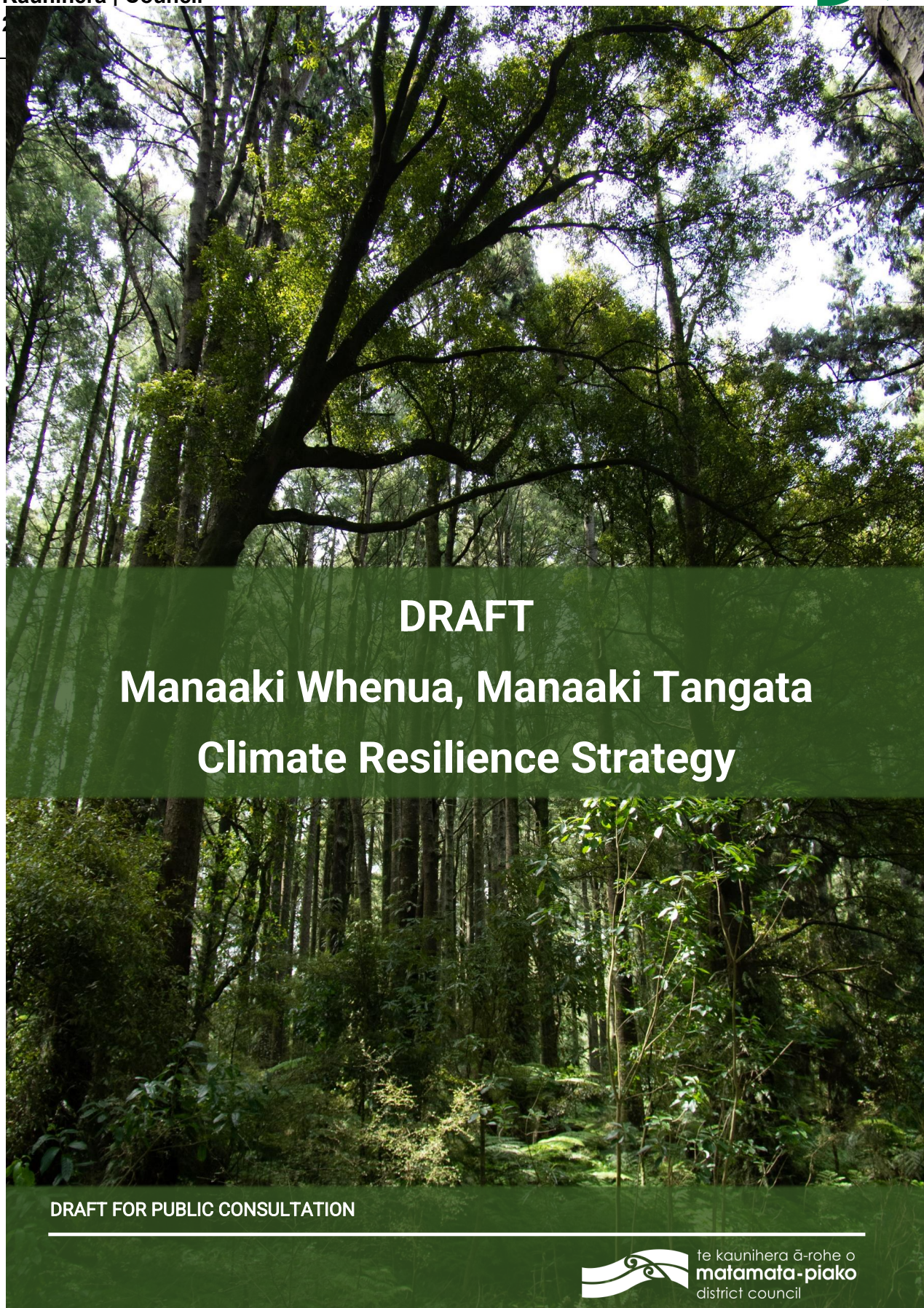
Is there anything else you would like us to consider in regard to the draft Climate Resilience Strategy?

Please provide your comments

Privacy statement: Please be aware that feedback made to Council is public information. Feedback will be used and reproduced for purposes such as reports to Elected Members, which are made available to the public. Submitters will be able to access a summary of submissions and deliberations to understand how feedback has been considered and how decisions were reached.

Note that individual submissions will be made publicly available in full (including your name and any organisation you represent), unless you request confidentiality and this may be able to be accommodated under the Local Government Official Information and Meetings Act 1987.

Please provide your feedback by 2 October 2026



DRAFT

**Manaaki Whenua, Manaaki Tangata
Climate Resilience Strategy**

DRAFT FOR PUBLIC CONSULTATION



te kaunihera ā-rohe o
matamata-piako
district council



Mihi | Acknowledgement

Kia whakatōmuri te haere whakamua – Go forth into the future with our past laid out before us.

This whakatauki - proverb is a reminder that resilience is strengthened by carrying forward the wisdom of our past into the challenges of our future. In shaping the Climate Resilience Strategy, the pathways forward can be guided by the knowledge, values, and practices handed down through our tūpuna - ancestors. Their wairua or presence remains in our whakapapa, in our whenua, in our waters, and in the spirit of collective care.

By grounding our response to the changing climate in this perspective, we honour the interconnectedness of past, present, and future. We acknowledge that our actions today are not separate from those who came before, nor from those who will come after. This strategy therefore rests on a foundation of whakapapa and tikanga, ensuring that resilience is not only about surviving change, but about carrying forward the strength and wisdom of generations.



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SECTION 1:

Kupu Whakataki | Introduction



Nau mai | Welcome

Matamata-Piako is a vibrant rural district in the Waikato, with closely connected communities and an economy based on the natural resources of the area. We have important transport links to Auckland, Hamilton and Tauranga, precious natural places such as our awa and maunga, and community spaces such as libraries, sports facilities and marae that all help to make this a great place to live. And throughout the district we have individuals and groups working to support the wellbeing of our people and environment in many different ways.

The towns, rural areas and settlements in our district have developed here over time based on a temperate climate. However, our weather can sometimes be unpredictable, and extreme. In the years ahead, in Matamata-Piako, we are likely to face increasing costs and impacts from severe storms, floods and drought.

The weather can sometimes negatively impact many aspects of our lives, including our home, school, and work life, our marae, our sports and recreation choices, our cultural practices, and our health. By working together, we can respond to these challenges and prepare and adapt in ways that help protect the things that matter most, for now and for the future.

We all have our part to play. This strategy is about how Council plans to play its part and take practical steps in ensuring we can continue to provide services to the community and support our communities to be adaptable and continue to thrive. It's not about Council imposing rules and regulations on residents but rather ensuring that we are supporting the wellbeing and aspirations of our community. By understanding and communicating the risks, by adapting and investing to minimise the impacts, by reducing our contribution to the risks, and by preparing to respond effectively when extreme weather events happen, we will be doing our part to help ensure our people and environment can thrive into the future.

This strategy has been a collaboration between Council and Te Manawhenua Forum, including detailed input and oversight from a working group made up of elected members, Forum members and executive staff. It has also been guided by in depth community feedback, and staff expertise from across the organisation. We're grateful to everyone who has contributed to the development of this strategy that will help guide our decision-making into the future.

Ngā Pānga ā-Āhuarangi | Climate Impacts

Climate hazards and risks

Here in New Zealand, we have seen and experienced how disruptive weather events can negatively impact our communities when we are not prepared.

These events can severely impact daily life and, over time, can have long term implications for our environment, economy and ways of life. That's why it's important we plan ahead and protect the things that are important to us.

Temperature Increase and Drought	Flooding and Extreme Weather
Extreme temperature	Extreme precipitation
Increased humidity	Extreme weather events
Wildfire	Extreme wind
Drought	Landslips
New pest and diseases	Inland flooding

What this means for Matamata-Piako

To ensure we plan well and invest wisely for the future, we will refer to a broad range of information to help us understand potential climate impacts and what it could mean for us here in Matamata-Piako. We can draw on many sources to build this picture. Historical data, climate science projections, research reports, mātauranga Māori, local experience, and lessons learnt from elsewhere in the country can all contribute to our understanding.

When we experience disruptive weather events the impacts are local, and that means our responses need to be local too. For Matamata-Piako, the key climate hazards we're likely to face are extreme weather - including extreme wind, for example along the Kaimai Ranges, flooding, increased fire risk, dryness and drought, and higher temperatures.

These changes will affect our land, water, communities, and economy, and we'll need to plan carefully in order to adapt effectively.

Table 1: Assessment of climate hazard exposure by district

	 Flooding (Fluvial And Pluvial)	 Coastal Hazards	 Extreme Weather	 Higher Temperature	 Dryness And Drought	 Increased Fire Weather	 Groundwater Rise And Salinity Stress	 Landslides And Soil Erosion	 Marine Heatwaves And Ocean Chemistry Changes	 Decreased Frost
Thames Coromandel	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓
Haruraki	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓	✓✓✓	✓
Waikato	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓
Hamilton City	✓✓	N/A	✓✓	✓✓✓	✓✓	✓	N/A	✓	N/A	✓
Matamata-Piako	✓✓✓	N/A	✓✓✓	✓✓✓	✓✓✓	✓✓✓	N/A	✓	N/A	✓
South Waikato	✓	N/A	✓	✓✓	✓✓	✓✓	N/A	✓	N/A	✓✓
Waipā	✓✓	N/A	✓	✓✓	✓✓	✓	N/A	✓✓	N/A	✓
Ōtorohanga	✓✓	✓✓	✓✓✓	✓✓	✓	✓	✓	✓✓✓	✓	✓✓
Waitomo	✓✓✓	✓✓	✓✓✓	✓	✓	✓	✓	✓✓✓	✓	✓✓
Taupō	✓✓	N/A	✓✓	✓	✓✓✓	✓	N/A	✓✓✓	N/A	✓✓✓
Rotorua Lakes (WRC Area)	✓	N/A	✓✓	✓	✓✓	✓	N/A	✓✓	N/A	✓✓✓

Source: Waikato regional Climate Change Hazards and Risks Summary Report, 2025.

The table below describes some of these effects – direct and indirect, as they relate to the people, environment, infrastructure and economy of Matamata-Piako.

- [Water Security Strategy for the Waikato Region](#)

Matamata-Piako District

Climate change hazards and risks

This map provides a high-level overview of key climate hazards and risks for the district. It should not be interpreted as showing all climate hazards, risks and all locations.

Human

Higher temperatures may harm vulnerable communities, increase heat-related illness and impact outdoor activities (work, recreational, walking and cycling). Extreme weather and flooding may cause injury, isolate communities, and impact physical and mental wellbeing. Demand on marae and community facilities may increase with possible damage to urupa and other places of cultural significance.

Economy

Higher temperatures, drought and flooding may reduce rural sector productivity and impact animal welfare. Extreme weather will influence the cost of properties and business owners from direct damage, loss of essential services and loss of tourism. Changes in temperature, seasonality changes, rainfall and water availability impact farming and horticulture systems, which affects the overall economic wellbeing of the district.

Hazards

	Extreme weather
	Rainfall and flooding
	Higher temperature

Natural environment

Koputahi Dome is a significant Ramsar wetland site for the district and is at risk from multiple climate hazards including threats to water quality and biodiversity. Warmer temperatures can disrupt ecosystems, while increased rainfall, flooding and erosion can lead to vegetation loss and sedimentation, impacting wildlife.

Built environment

SH 29 across the Kaimai Range is vulnerable to land instability, affecting transportation to the Bay of Plenty and local roads and buildings in Te Aroha. Heavy rainfall can render critical infrastructure inoperable, leading to loss of services in vulnerable communities like Te Aroha. These communities also face building damage from ponded water when stormwater systems are overwhelmed and increased energy demand for cooling on hot days.

The map displays the Matamata-Piako District with various climate hazards indicated by icons. Rainfall and flooding are shown along major rivers like the Waikato River and smaller tributaries such as the Rotorua River, Whakareia River, and Waipara River. Higher temperatures are marked with thermometer icons in several locations. Extreme weather is indicated by cloud and lightning bolt icons near towns like Tairāne, Taupo, and Te Aroha. Drought is shown with wavy line icons in areas like Waikarepo and Waikarepe. Land instability is marked with mountain and landslide icons near the Kaimai Range and around Lake Taupo. The map includes a scale bar (0 to 5 km) and a north arrow in the top right corner.



te kaunihera ā-rohe o
matamata-piako
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Te whakariterite mō ngā kawekawe āhuarangi | Preparing for Climate Impacts

What can we all do?

We know what our major climate risks are so we can mitigate potential impacts by preparing for extreme weather, droughts, and floods, and building resilience in our homes, communities, and services.

The most effective response is to take action as individuals, whānau, communities and organisations. By working together, we can reduce risks now and lessen the impacts for future generations.

What is Council's role?

Council has legislated responsibilities to help our district prepare for and respond to climate impacts. These include:

- Land use planning: Making sure development happens in places that will be safe for the long-term.
- Infrastructure planning: Designing and maintaining services that can cope with changing conditions.
- Civil defence and emergency management: Helping communities prepare for and recover from natural hazard events
- Sharing hazard information: Ensuring people can make informed decisions

Council also plays a broader part in climate response by providing leadership, listening to and reflecting community views, supporting community-led initiatives, and working in partnership with mana whenua and other organisations.

Table 3: Climate response roles and responsibilities for local government

Legislation	Roles and responsibilities for local government
Resource Management Act 1991 (RMA) and associated National Policy Statements	Section 6(h) "the management of significant risks from natural hazards" be recognised and provided for as a matter of national importance. Section 7(i) requires all persons exercising functions and powers under the RMA to have particular regard to the "effects of climate change".
Civil Defence Emergency Management Act 2002	Section 64(1) A local authority must plan and provide for civil defence emergency management within its district. Local authorities are required to establish a joint Civil Defence Emergency Management Group (CDEM Group) for their region. Their role is to identify hazards and mitigation activities, and gaps in hazard knowledge and inefficiencies in mitigation.
Local Government Act 2002	Provide a long term focus for the decisions and activities of council. Provide integrated decision making and coordination of the resources of council, managing its assets, liabilities and general

	finances prudently and in a manner that promotes the current and future interests of the community. Recognise and respect the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi. (Part 1, section 4). Establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of council, consider ways it may foster development of Māori capacity to contribute to decision-making and provide relevant information to Māori for these purposes. (Part 6, section 81).
LGOIMA Amendment Act 2023	Section 44B (1) Natural hazard information to be included in land information memoranda: (a) natural hazards, (b) impacts of climate change that exacerbate natural hazards.
Climate Change Response (Zero Carbon) Amendment Act 2019	On request, Council must provide information to the Minister of Climate Change about its governance, risk identification, and management of climate change impacts.
National Adaptation Plan	Councils must have regard to the plan when changing District Plans.
National Emissions Reduction Plan	Councils must have regard to the plan when changing District Plans.
National Policy Statement on Natural Hazard Decision-Making (NPS-NHD) 2025	The NPS-NH 2025 establishes a framework for councils to manage natural hazard risks in new developments, based on the level of risk involved. Consideration of the potential impacts of climate change to at least 100 years into the future must be included in the assessment of risk.
Auditor General expectations for local government	"The statutory purposes of a long-term plan include integrated decision-making, taking a long-term focus for the council's decisions and activities, and being accountable to communities. Climate change is an issue with long-term implications, and it needs to be integrated into the council's processes, plans, and strategies."
Waikato Regional Policy Statement	District Plans should assume a climate change scenario of temperature increase of at least 2.1C by 2090.

What is Council currently doing?

As part of developing the Long Term Plan 2024-2034, Council created a Climate Change Rivermap that set the priorities for Council's response to climate risks, and outlines the key actions we're taking across our services. A performance measure tracking progress on the actions in the Rivermap is included in the Long Term Plan and reported on each year in the Annual Report. The Climate Change Rivermap has five workstreams, each with a climate resilience goal.

Climate Change Rivermap – Stormwater workstream

The focus for stormwater is on reducing risk to our communities. We're modelling how our urban stormwater systems perform under future climate conditions, so we can understand the risks and plan for resilience. We've also increased

our maintenance and water quality monitoring programmes to help reduce flooding risk and better manage what's discharged into our waterways.

Climate Change Rivermap – Rubbish workstream

The focus is on both waste minimisation and waste separation, including keeping food waste out of landfill. We're also separating e-waste, batteries, whiteware and tyres from general waste at the transfer stations, and degassing refrigeration. We are tracking what the government is doing next in relation to emissions from organics and construction and demolition waste (wood). We are also beginning to work internally to look at our organisational sustainability.

Climate Change Rivermap – Strategy workstream

There are five key areas of work:

Growing governance knowledge: Council and committee members have taken part in workshops on climate risks, insurance, emissions, and adaptation.

Building organisational knowledge: We've completed an emissions inventory and organisational climate risk assessment, and staff have been involved in climate-related workshops.

Developing this strategy to guide our response and planning.

Growing community resilience: the focus to date has been on gathering community feedback on concerns and priorities for responding to climate risks.

Planning in an integrated way: Climate hazards is now treated as a top risk for our organisation, and we're working more closely with regional partners.

Climate Change Rivermap – Water workstream

A key challenge for us going forward is the availability and quality of the water we supply to our community. Looking at water availability for the catchments in our region, we know that the Waihou catchment has sufficient capacity but the Piako catchment is under very high pressure with water use well above sustainable levels year round.

We're working on fixing leaks in the network, installing network water meters to understand and manage water loss, and requiring grey water systems in new developments. This work continues as we prepare to transition the management of our water assets to the new sub regional council-controlled organisation, Waikato Water Ltd., which will occur 1 October 2026.

Climate Change Rivermap – Wastewater workstream

We're working to reduce environmental risks from wastewater. Extreme weather events bring large amounts of rainfall in a short period of time which can overwhelm the network resulting in overflows.

We have a programme of work underway to reduce stormwater entering the wastewater network and to upgrade our treatment plants to meet future demand and improve discharge quality. This work also continues as we prepare for the transition to Waikato Water Ltd. On 1 October 2026.



What you told us

To help shape this strategy, we asked our community for feedback. We gathered community views through two surveys:

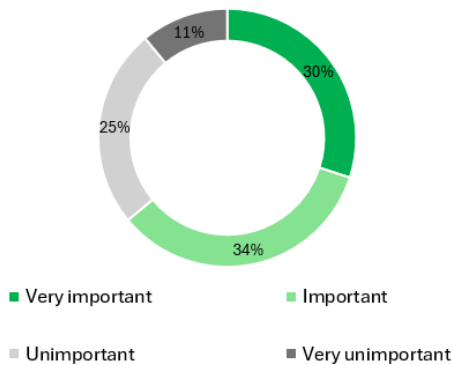
- Matamata-Piako District Council 2025 Resident's Survey, conducted by Key Research. We included a climate change question, and received 382 responses. The responses are weighted to ensure they reflect the demographics of our district.

- A Climate Ready Survey with 140 responses. This was an online survey on Council's website, the responders were self-selected.

The results are outlined below. To read the feedback received in full, please see here: [Climate Survey Results](#)

[Matamata-Piako District Council 2025 Resident's Survey](#)

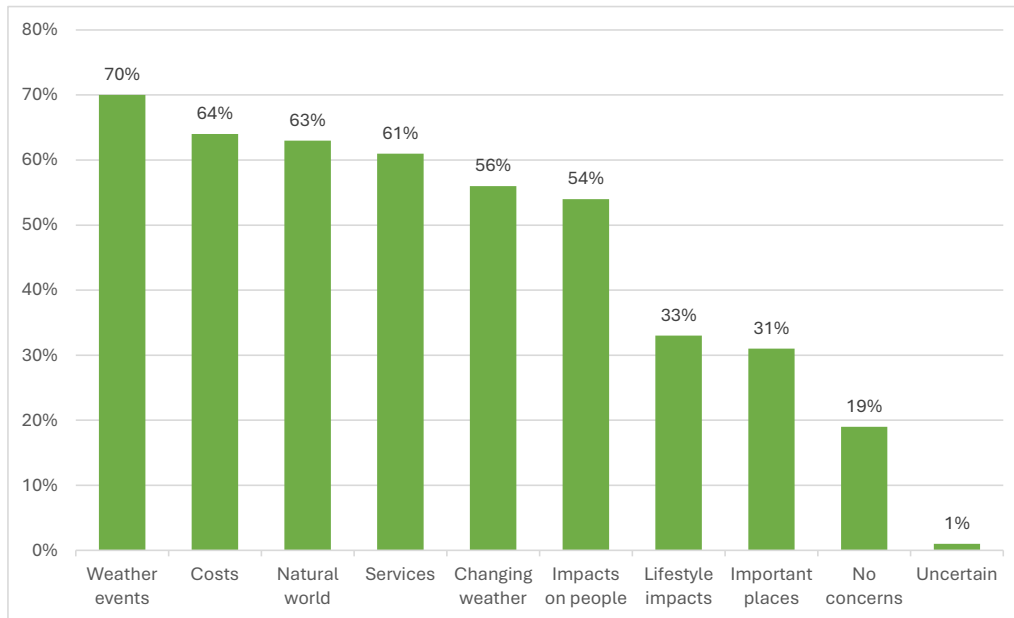
Question: Do you think it is important for Council to take a leadership role in climate change response for our community?



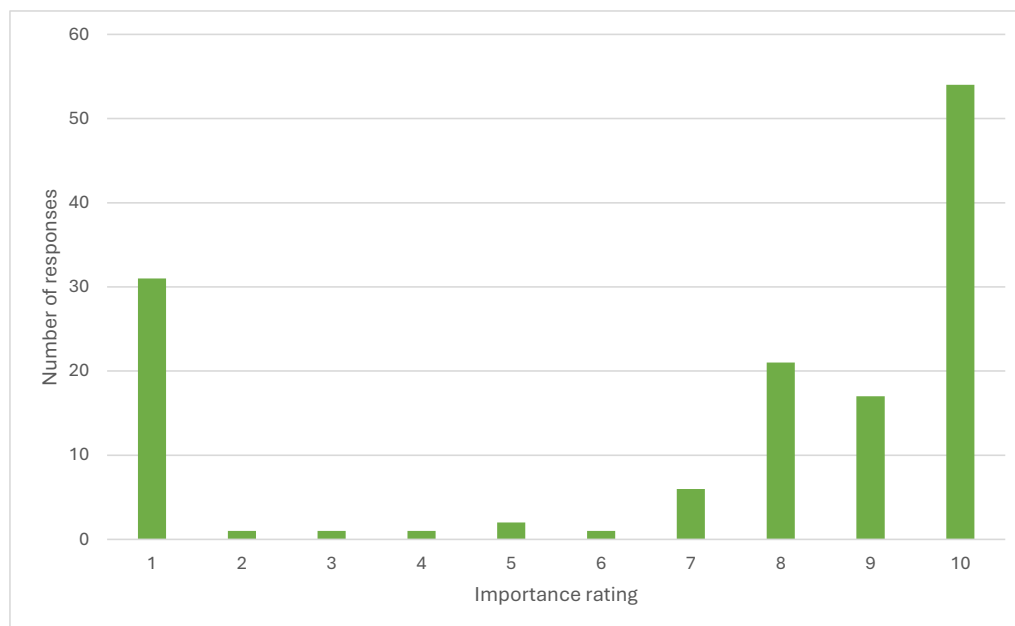
64% of residents state that it is Important for Council to take a leadership role in climate change response for our community. This opinion is significantly stronger among respondents who have lived in the district for 6-10 years (75%) compared to those who have lived in the district for over 10 years (58%).

[Climate Ready Survey](#)

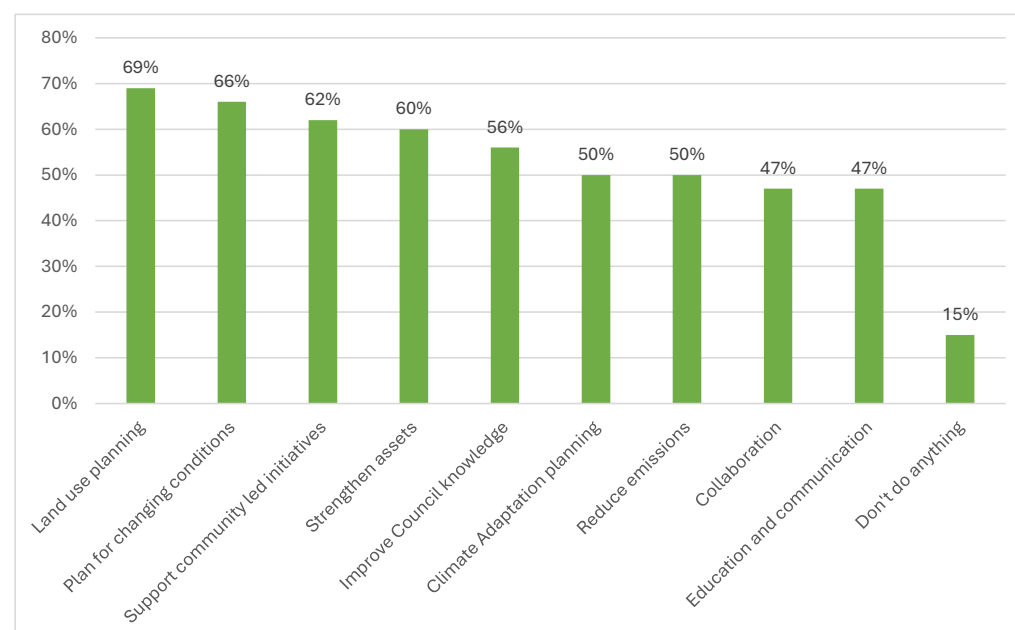
Question 1: In terms of climate impacts, what are you most concerned about?



Question 2: How important is it to you for Council to take a leadership role in responding to climate change?
(scale: 1 – not at all, 10 – very important).



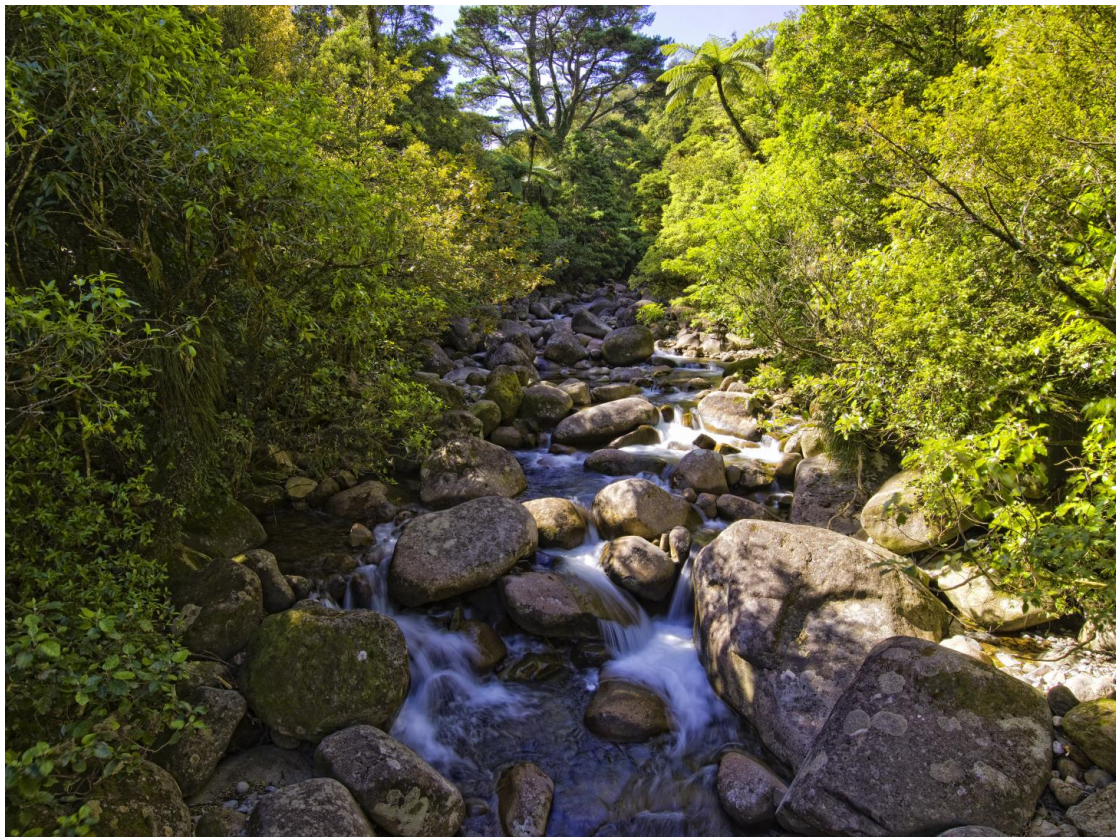
Question 3: What actions are most important for Council to take to respond to climate change?



Navigating climate conversations

We know when an extreme weather event hits, it can have really significant impacts for the community. We need to make sure we're prepared so that we can minimise the impacts of extreme weather, avoid people getting hurt, and recover quickly. Preparing and adapting in these ways will be much more effective if we can work together.

Having open, ongoing conversations is an essential part of navigating our collective response to the changing climate. By acknowledging a range of perspectives and knowledge systems, and by navigating these climate conversations together we can build understanding, strengthen community connections, and shape a collective response to the challenges ahead.



Te Urupare Whai Rautaki a te Kaunihera | Our Climate Resilience Strategy

This strategy builds on the work we've done to date and is informed by the feedback gathered from our community. It's our next step in planning how Council and our communities can become more resilient to climate impacts.

The strategy sets out how we can work together to look after the things we value most, and ensure the future wellbeing of our district and people.

Vision

Working together to increase our climate resilience and protect the people, places, taonga and ways of life we care most about, now and for the future.

Goal

Thriving, informed, climate-resilient communities in Matamata-Piako supported by a prepared and responsive Council.

Guiding Principles

Te Taiao | Our environment is central to our wellbeing

Kotahitanga | Working together gets us further

Mātauranga | We value knowledge and learning

Whakatakātū | Getting ready now ensures we're prepared for whatever the future holds

Oranga Tonutanga | Our aim is thriving communities into the future

Purpose of the strategy

This strategy sets out our overall approach and key areas of focus. Its purpose is to guide present and future decision-making and help us take action and respond to climate risks in a coordinated way.

Costs and capacity

The costs associated with climate impacts was highlighted as a key concern by those who responded to the Climate Ready Survey.

Getting prepared now is likely to be much less costly, and much more effective at preventing harm in the long run, than waiting until damage occurs and having to respond reactively. But it means incurring costs now for benefits that may not be felt for some years to come. And we know there is a limit on what our community can afford. These are tough trade-offs to navigate.

Being clear and transparent about the choices we are making as a Council, and being guided by the priorities of our community, will help us to make these complex decisions in the years to come.

In many ways, Council is already responding to climate risks by working to ensure core services like roads, the stormwater network and parks are fit for purpose for changing conditions. From here, as outlined in the Strategy, we'll build on the work done to date, including by integrating the results of our Climate Risk Assessment into our planning, continuing to deliver on the priorities in the Rivermap, and undertaking our Civil Defence Emergency Management work programme. Other work in the Strategy will require further consideration and funding decisions.

Focus area

We've identified three key areas where we'll focus our efforts:

Council resilience

Ensuring Council can continue to deliver services to our communities into the future.

- Understanding local impacts.
- Building resilient assets and services.
- Strengthening Council as an organisation.

Community adaptation and preparedness

Helping communities stay safe, informed and involved in decisions that affect them.

- Keeping communities out of harm's way 'Avoiding the risk'.
- Working with communities to plan for the future 'Adapting to the risk'.
- Supporting people to be prepared and make informed decisions 'Being ready for risks when they happen'.

Council and community sustainability

Reducing our impact on the environment and supporting positive action to protect and restore the natural world.

- Supporting people's connection and care for te taiao | our environment.
- Reducing the community's impact.
- Reducing Council's impact.

Wāhi Arotahi: Te Aumangea o te Kaunihera | Focus Area: Council Resilience.

Ensuring Council can continue to deliver services to our communities into the future.



Understanding local impacts.

We will work to better understand how climate impacts are likely to affect our district, now and in the future. This knowledge helps us make good decisions and invest in cost-effective ways to protect people, places, and services.

What we've done so far

We've increased our natural hazard and climate risk information including completing a Climate Risk Assessment for Council, undertaking modelling of our urban flood risk, measuring Council's greenhouse gas emissions, and installing rain gauges to track rainfall in our district. We've also shared knowledge with elected members, and other councils.

What's next

To continue building our understanding, we will need to:

- Keep growing our understanding of the risks, including by drawing on the knowledge of iwi and other long term residents, increasing locally specific hazard data, and partnering with others to share expertise and costs.
- Continue to track and assess local impacts, like the cost of extreme weather events to our roads, pipes and other infrastructure.
- Support knowledge building within Council, so elected members and staff can make informed decisions.
- Advocate to central government for open access to nationally consistent, local hazard and risk information that helps communities and councils plan well.



Building resilient assets and services.

We will continue to plan ahead and invest in ensuring our assets and services are resilient and fit for purpose into the future, including trying new ways of working. With the right information and planning methods we can invest wisely for the future, prioritising work in such a way as to minimise long term costs and maximise benefits now and for the future.

What we've done so far

We've started to build climate resilience into our infrastructure planning by developing an Operational Resilience Strategy, Water and Wastewater Master Plans, an Inflow and Infiltration Strategy, and a Water Conservation Strategy. We're progressing actions across the five streams of work outlined in the Climate Change Rivermap.

What's next

To continue building the resilience of our assets and services, we will need to:

- Use climate risk information to guide asset management and inform business cases so that the cost-benefit of resilient solutions are articulated.
- Grow staff expertise in climate-resilient infrastructure planning and design methods.
- Trial new approaches, like adjusting the level of service in an area where repeated weather damage is driving up costs and expanding the scope of our current services to support community needs under more extreme conditions.
- Explore funding options for future climate adaptation, such as targeted rates or green loans.
- Advocate for a more integrated and coordinated government response, such as including climate adaptation in the Local Government Act, and more closely aligning climate, emergency management and resource management legislation.
- Build our understanding of how a changing climate could affect population growth, economic development, changing service demand etc so we can plan infrastructure that meets future needs.

Strengthening Council as an organisation.

We will make sure Council is as ready as possible to manage climate risks as part of good governance.

What we've done so far

Climate impacts are now treated as one of Council's organisational risks.

What's next

To continue to strengthen Council as an organisation, we will need to:

- Continue regular, measurable reporting to governance and integrate the results of the Climate Risk Assessment into strategic planning to improve the ways we do things.
- Update our Business Continuity Plans to ensure we can continue to operate effectively in emergency situations.
- Review and monitor how climate risks could affect Council's insurance, finances and staff.
- Check we have the right expertise in-house available to give sound policy and technical advice on climate issues.
- Develop the way we report back to the community on the actions we are taking.
- As part of the local government sector, advocate to central government for clearer roles, responsibilities, and funding arrangements for climate adaptation across the country.
- Collaborate regionally, where it makes sense, to solve shared problems together.



Wāhi Arotahi: Te Urutau me te Whakarite a te Hapori | Focus Area: Community Adaptation and Preparedness.

Helping communities stay safe, informed, and involved in decisions that affect them.



Keeping communities out of harm's way - 'Avoiding the risk'.

We will work to reduce risk to our community from natural hazards, with a focus on the hazards that impact us most significantly, such as flooding and wind.

What we've done so far

In partnership with Waikato Regional Council we have been updating the flood modelling for our district. And we've been improving how we share natural hazard information on property files, in line with new regulations.

What's next

To continue to play our part in helping keep communities safe, we will need to:

- Use our most up to date flood modelling and climate risk data to guide our Growth Strategy and our approach to land use planning, in a way that still supports development.
- Look at how other councils are using District Plan rules to reduce risk to communities and encourage stormwater management in new and existing developments.
- Communicate with the community about the importance of stormwater management, and what we can all do to help reduce flooding impacts.
- As we increase our natural hazard data, continue to develop the way we communicate with affected residents so that residents have clear, relevant and reliable information about the issues that affect them.
- Encourage collaboration across regional groups, including those focused on growth, infrastructure, building, and emergency management.
- Maintain communication with the insurance sector on our communities' behalf to keep the sector informed about Council's resilience planning.
- Identify projects that could be funded through LGFA (Local Government Funding Agency) Green Loans, such as opening streams, building flood bypasses, or creating swales to manage surface runoff.
- Continually refine our natural hazard modelling to ensure it reflects real-world local data, is based on realistic projections and is as robust as possible.

Working with communities to plan for the future - 'Adapting to the risk'.

We will start to work with communities to support adaptation planning.

What we've done so far

We have been learning from our neighbour councils' experiences of community climate adaptation processes.

What's next

To support future-focussed planning in the community, we will need to:

- Assess climate hazard exposure across the district to understand the areas most at risk, including working with mana whenua to include mātauranga Māori I Māori knowledge and kōrero tuku iho I local stories and histories, and with other residents who have long term knowledge of our district.
- Further develop our understanding and skills in the area of community adaptation planning, and develop a pilot project.
- Identify projects that could be funded through LGFA Green Loans, such as protecting buildings, infrastructure, and cultural heritage sites from floods and landslides; and explore ways for Council to be a connector for funding options for groups wanting to undertake adaptation / resilience projects.



Supporting people to be prepared and make informed decisions - 'Being ready for risks when they happen'.

We will upskill, inform and enable our communities to be prepared for climate impacts.

What we've done so far

We've identified emergency response and recovery as one of Council's organisational risks and committed to developing community response plans.

To support communities, we will need to:

- Develop community response plans with vulnerable communities including supporting marae and papakāinga resilience projects in line with iwi aspirations.
- Provide locally relevant and practical resources to communities, directly or through community partners, to grow understanding of climate risks and impacts, and what we can do to adapt.
- Work with other organisations to improve our understanding of the vulnerabilities to routes and services that are important for Council, the community, and industry, and integrate this knowledge into our resilience planning.

- Align and integrate local and regional civil defence and climate adaptation work programmes to maximise their effectiveness.
- During and after weather events, communicate to the community about the specific impacts of these events eg roads closed, trees down, houses without power, to build up an understanding of impacts and Council's response.
- Identify projects that could be funded through LGFA Green Loans, such as warning systems and emergency preparedness measures in areas at risk of floods or landslides; or through NEMA (National Emergency Management Agency) Resilience Fund grants to grow our capability and knowledge around managing climate impacts. We can also advocate to government for increased local funding for emergency preparedness and response.

Wāhi Arotahi: Te Toitūtanga o te Kaunihera me te Hapori| Focus Area: Council and Community Sustainability

Reducing our impact on the environment and supporting positive action to protect
and restore the natural world.



Supporting people's connection and care for te taiao | the environment.

We will support community actions that build connection and care for te taiao | our environment

What we've done so far

We've provided grants and staff support to community organisations and iwi and catchment groups for a range of environmental projects.

What's next

To continue to support environmental action, where practical and economically viable, we'll need to:

- Support community-led initiatives that protect, restore, and connect others with the environment through a review of our grants and by providing advice about other possible funding sources including LGFA Green Loans.
- Support local initiatives through our community development team, and explore new ideas like Council staff and elected members undertaking voluntary work alongside the community.
- Support landowners to access information and advice about managing slip prone land and reducing the impacts of weather events, with benefits for water quality, biodiversity and district resilience.



Reducing the community's impact.

We will encourage actions that reduce waste and conserve our natural resources.

What we've done so far

We've introduced kerbside collection of food scraps, diversion of batteries, e-waste, tyres and whiteware from landfill, and degassing of refrigerants. We've provided grants to support community sustainability initiatives. We've introduced District Plan rules that require water-saving measures in new developments. We've invested in walking, cycling, and accessibility improvements to support active transport and recreation.

What's next

To continue supporting actions that minimise impact on the environment, where practical, we'll need to:

- Support community-led sustainability initiatives that promote impactful energy and water conservation.
- Grow people's awareness of the practical actions they can take at the household level to support district-wide priorities such as water conservation, protecting stormwater quality, and reducing waste.
- Encourage low-impact development through our Growth Strategy, District Plan, and regional planning.
- Update the Waste Minimisation and Management Plan.
- Support the community with projects that could be funded through LGFA Green Loans, including those that encourage walking and cycling, increase recycling, and improve stormwater quality.
- Explore new ways to amplify sustainability action such as a sustainability category in local business awards, and social media to highlight Council's leadership in this space.



Reducing Council's impact.

We will make changes to how Council operates so we can reduce our environmental impact and lead by example. That means thinking about processes such as how we design and procure for new projects, the purchases we make, and the way we manage our own waste.

What we've done so far

We undertake ongoing monitoring and management of Council's energy usage. We've developed an understanding of Council's key emissions sources and communicated that to the public. We've been replacing Council vehicles at end of life with hybrid vehicles, shifting from petrol to electric powered tools for some usage, trialled use of chemical-free weed control on Council parks and cemeteries and installed nature based solutions for stormwater management which provide water quality, biodiversity and public amenity benefits.

What's next

To continue to reduce our impact, where practical, we'll need to:

- Review Council processes to find meaningful opportunities to reduce Council's impact on the environment.
- Investigate ways to improve water quality, reduce costs and increase biodiversity on Council-owned land, such as esplanade reserves, floodplain areas, under-utilised parts of parks, and around our drinking water sources.
- Expand the use of nature-based stormwater solutions, like rain gardens, in a way that minimises maintenance and uses best practice design.
- Explore sustainable and practical upgrades as part of other scheduled work, like replacing the gas boiler at Morrinsville Pool with an electric heat pump or adding solar panels to Council buildings, to save energy, improve energy security, reduce emissions, and cut costs.
- Identify projects for LGFA Green Loan funding, especially those related to energy efficiency and green building, where there is positive return on investment.
- Undertake a corporate emissions inventory, in line with the Long Term Plan, where required for statutory or reporting purposes.



district council

7 Pūrongo me whakatau | Decision Reports

7.9 Adoption of Multi and Single-Year Community Grants Policy 2027 and Natural, Cultural and Built Heritage Grant Policy 2027

CM No.: 3210756

Te Kaupapa | Purpose

The purpose of this report is for Council to consider adoption of the following reviewed grant policies:

- Multi and Single-Year Community Grants Policy 2027; and
- Natural, Cultural and Built Heritage Grant Policy 2027.

Rāpopotonga Matua | Executive Summary

Grants are an important tool for Council to deliver on its vision and community outcomes. Council currently offers multiple grant programmes to groups and individuals in the community. Three of which are outlined below.

Multi-Year Community Grants support the ongoing operation and management of essential community facilities, infrastructure and services that deliver continuing public benefit over multiple years.

Single-Year Community Grants support one-off projects, services, programmes, activities or events that have a defined start and finish date and are not part of an organisation's core operational costs.

Natural, Cultural and Built Heritage Grants support the protection, conservation and promotion of heritage values. They help fund plans, reports, projects and resource consent costs.

A review of Council's grant policies is undertaken every three-years in line with the Long Term Plan (LTP) to ensure they remain current, fit for purpose, and aligned with Council's expectations. The draft policies were developed by staff based on Council direction and workshopped with Council on 12 August 2026.

Tūtohunga | Recommendation

That:

1. The report be received.
2. The reviewed Multi and Single-Year Community Grants Policy 2027 be adopted by Council.
3. The reviewed Natural, Cultural and Built Heritage Policy 2027 be adopted by Council.
4. Staff be authorised to make minor amendments where necessary.

Horopaki | Background

Council adopted the current Multi and Single-Year Community Grants Policy, and Natural, Cultural and Built Heritage Grant Policy on 27 September 2023. These policies have a three-yearly review period.

Multi and Single-Year Community Grants

The purpose of the policy is to set out Council's criteria and allocation process for grants to community organisations and individuals. The provision of funding through community grants helps Council to realise its vision and community outcomes for the district.

The total financial assistance provided to the community through Multi and Single-Year Community Grants is set out in Council's LTP and Annual Plan budgets each year. Council assesses applications for funding from the Multi-Year Community Grants as part of its LTP process. Council delegates a grants committee to assess application for funding from the Single-Year Community Grants.

The current Multi and Single-Year Community Grants Policy can be found on Council's website: [Microsoft Word - 2799601 Multi and Single-Year Community Grants Policy - Final Policy Approved by Council 27 September 2023.DOCX](#)

Natural, Cultural and Built Heritage Grants

The purpose of the policy is to set out Council's criteria and allocation process for grants to support community organisations, businesses and individuals with Natural, Cultural and Built Heritage projects, and assistance for not-for-profit community organisations with resource consent costs.

Applicants that have already received Multi or Single-Year community grants will be considered on a case-by-case basis. Applications may be submitted at any time of the year while funding remains available. The amount of funding for this grant is set through Council's LTP or Annual Plan budgets each year.

The Policy, Partnerships and Governance Manager or Planning Manager are delegated to assess applications for funding. Generally, the maximum amount that will be allocated per application is \$5,000. However, applications for funding above this amount may be considered by Council if there are special circumstances.

The current Natural, Cultural and Built Heritage Grant Policy can be found on Council's website: [Microsoft Word - 2799255 Natural, Cultural and Built Heritage Grant Policy - Final Policy Approved by Council 27 September 2023\(2\).DOCX](#)

Ngā Take/Kōrerorero | Issues/Discussion

At the 15 July 2026 workshop, Council discussed whether the policy criteria should be narrowed for Multi and Single-Year Community Grants to better distinguish between one-off projects and ongoing operational support.

Changes were made to the policy to narrow the funding criteria, tighten its wide intent, reduce overlap, better emphasise the distinction between the two grants and add more stringent application requirements.

Similar changes were made to the Natural, Cultural and Built Heritage Grant Policy, particularly to strengthen and expand the funding criteria to provide greater clarity and guidance to applicants.

At the 12 August 2026 workshop, Council provided direction to reduce the maximum amount that will be allocated per Single-Year Grant from \$5,000 to \$2,500. Council staff will review the effectiveness of the new criteria after two rounds of Single-Year Community Grants and at the next LTP for Multi-Year Community Grants. The maximum amount allocated per Natural, Cultural and Built Heritage Grant will remain at \$5,000.

Mōrearea | Risk

There is a risk that, without the continuation of formal guidance, supporting processes and reporting requirements, applications for all three grants could take longer to process. The policies help ensure that support can continue to be provided in a timely and consistent manner if deemed appropriate.

Ngā Whiringa | Options

Option One – Status Quo, maintain current Policies	
Description of option	
Advantages	Disadvantages
Familiarity with policies and processes, minimising operational requirements for relearning.	Does not cater for improvements noted within this report.

Option Two – Adopt amended Policies	
Description of option	
Advantages	Disadvantages
Caters for improvements noted within this report.	Need to refamiliarise with policies and processes.

Recommended option

Staff recommend option two, to adopt the amended policies.

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

Where Council funding is provided, reporting is required to Council under the attached policies. Any changes to grant funding will need to be reflected in Council's LTP and/or Annual Plan budgets.

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	The Policies account for different groups and individuals which may benefit from and wish to apply for Council grants.
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 is not required.

Policy Considerations

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's website will be updated to include the finalised, adopted policy documents where required. As well as instructions for how groups or individuals are able to apply for funding through the policies where required.

Timeframes

Key Task	Dates
Council workshops.	July/August 2026.
Policies finalised/adopted.	26 August 2026.
Calling for grant applications.	28 August -23 September 2026.
Council workshop on funding.	7 October 2026.
Council meeting.	28 October 2026.
Partnership agreements developed.	Early 2027.

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 community outcomes are relevant to this report.

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

The review of these policies falls within the Strategies and Plans budget.

Ngā Tāpiritanga | Attachments

A.  Multi and Single Year Community Grants Policy 2027 for Council Adoption



B.  Natural, Cultural and Built Heritage Grant Policy 2027 for Council Adoption



Ngā waitohu | Signatories

Author(s)	Manisha Tritscher Policy Advisor	
Approved by	Niall Baker Kaiārahi Tima Kaupapahere Policy Team Leader	
	Sandra Harris	

	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships and Governance Manager	
	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	



Te Kaupapahere o ngā kārati hāpori ā-tau takitahi, ā-tau takitini | Multi and Single-Year Community Grants Policy 2027

For Council Adoption

Department	Policy, Partnerships and Governance
Policy Type	External
CM Reference	3206125
Resolution Date	TBC
Policy Effective From	1 July 2027
Engagement Required	Not Applicable
Review Frequency	Three-yearly or as required by Council or legislative changes
Review Date	1 July 2030
Policy Supersedes	Multi and Single-Year Community Grants Policy 2024



1. Te Kaupapa | Purpose

- 1.1 This Policy sets out Matamata-Piako District Council's (Council) criteria and allocation process for grants to community organisations through Council's contestable community grants fund. The Policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or capital projects.
- 1.2 The provision of funding through community grants helps Council to realise its vision and community outcomes for the Matamata-Piako District (district).

2. Minenga | Audience

- 2.1 Funding is eligible for:
- a. Not-for-profit organisations that have the primary objective to provide programmes, services or activities that benefit communities in the district; and
 - b. Organisations/individuals organising a not-for-profit event held in the district.

Multi-Year Community Grant	Single-Year Community Grant
Multi-Year Community Grants provide support for the ongoing operation and management of essential community facilities, infrastructure and services that deliver continuing public benefit over multiple years.	Single-Year Community Grants support one-off projects, services, programmes, activities or events that have a defined start and finish date, and are not part of an organisation's core operational costs.

3. Ngā Kaupapa ka tautokona ā-pūtea | What we fund

- 3.1 Multi-Year Community Grants will fund organisations for ongoing operational costs associated with delivering continuing community benefit including:
- a. The operation, management and maintenance of community facilities, infrastructure or gathering spaces that are available for community use (e.g. utilities, insurance, compliance and administration directly related to the ongoing operation of the facility or service).
 - b. Recurring programmes, services and activities that form part of the organisation's regular service delivery (e.g. core staffing required to operate the facility or service).
 - c. Established community events that occur on an ongoing basis.
 - d. Administrative, governance and operational costs directly related to maintaining community facilities, services or programmes.
- 3.2 Emphasis will be given to organisations that:
- a. Provide or manage community facilities or spaces used by the wider community.

- b. Deliver services, programmes or activities on an ongoing basis rather than for a fixed-term project.
- c. Demonstrate a sustained need for operational support to deliver community outcomes.

3.3 Multi-Year Community Grants are intended for activities that are continuous, recurring or permanent in nature and would reasonably be expected to continue beyond the grant period.

3.4 Single-Year Community Grants will fund organisations for one-off projects, initiatives or events with defined outcomes and completion dates, including:

- a. Programme development and implementation.
- b. Equipment and resources required for a specific project, programme or event.
- c. New community events.
- d. Activities that respond to an identified community need and can be delivered within a defined timeframe.

3.5 Consideration will be given to the number of volunteer hours contributed and any in kind donations towards the project.

3.6 Single-Year Community Grants are not intended to fund ongoing organisational operating costs, recurring annual costs or activities that form part of the applicant's normal business or service delivery.

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

4.1 Funding may not be used for any of the following:

- a. Projects or initiatives located outside of the district.
- b. Applications for purposes that do not directly relate to the grant.
- c. Subscriptions and memberships.
- d. Projects/programmes and related costs that have already occurred.
- e. Any costs involved in preparing the application.
- f. Catering costs.
- g. Projects or operational costs already substantially funded by Council.
- h. Political organisations.
- i. Repayment of debt, loan, mortgage repayments or investments of any kind.

5. Ngā Tononga Whakaritenga | Application requirements

5.1 The total financial assistance provided to the community through grants and funding covered by this Policy is set out in Council's Long Term Plan (LTP), and Annual Plan budgets each year.

5.2 Successful grant recipients are required to submit an accountability report within twelve months of funding being granted. The report must contain a short

summary of the project, photos or evidence of the project, and confirmation that the funding criteria have been met.

- 5.3 Failure to provide an accountability report within this timeframe, may result in future grant applications being declined. Any unused funds must be returned to Council.

6. Te Whakataunga | Decision-making

- 6.1 Council will assess applications for funding from the Multi-Year Community Grants as part of its LTP consultation process.
- 6.2 Council delegates a grants committee (consisting of one elected member from each ward) to assess and determine applications for funding from the Single-Year Community Grants. Funding will be allocated across the district in accordance with the criteria in this Policy.
- 6.3 Council may choose to fund all, part or none of an application.

7. Take Taharua | Conflict of interest

- 7.1 If an elected member has a direct conflict of interest in relation to any application to this fund, they must not participate in the consideration or decision-making process for that application. Any declared conflict and the actions taken to manage that conflict, will be recorded.

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

- 8.1 The Policy, Partnerships and Governance team are responsible for providing Council with a summary of expenditure. This Policy shall be reviewed at least once every three years.

Rārangi 1: Te Tukanga Pūtea | Schedule 1: Funding Process



Rārangi 2: Ngā Aratohu | Schedule 2 - Guidelines

How can I apply?

All applications must be made through Council's online grant application system mpdc.nz/grants.

What must accompany the application?

- The applicant's latest bank statement for all accounts. These need to be no greater than three months old.
- The applicant's most recent annual financial accounts, if available.
- An accountability report must have been received for any previous grants before any new grant application will be processed, if applicable.
- Current proof of bank account in the name of the applicant group.

What are the requirements that have to be met?

- Successful applications may be required to complete a grant agreement prior to payment of the grant.
- Successful applicants must adhere to the accountability reporting requirements.
- Recipients that fail to submit accountability reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
 - Accountability reporting requirements have been met and/or grant monies returned;
 - The organisation can demonstrate their ability to meet Council's eligibility criteria for a grant;
 - The organisation is capable of delivering the project outcomes of which they are making an application for.

How will I know if funding has been approved?

Applications will be assessed and decided by Council or Council's Single-Year Community Grants Committee. You will be notified of the decision as soon as practicable (maximum of six weeks after applications close). The decision of the Council/Council's Grants Committee is final.

Upon receipt of invoice, payment will be made on the 20th of the following month. Funds are GST exclusive where an organisation is GST registered. If an organisation is not GST registered, no GST will be included in the fund.

Application processes

	How much is available?	When can I apply?	Grant decision	Uplifting funds	Who can apply?
Multi-Year Grants	The total funding assistance provided is set out in Council's Long Term Plan (LTP), and Annual Plan budgets.	Funding rounds occur every three years as part of the LTP consultation process.	Applicants will be advised in June/July every three years.	Funds must be uplifted before the end of each financial year (30 June).	Applicants must be a legally constituted community group or organisation which: - Is located in the Matamata-Piako district. - Is sustainable and has the capacity to deliver agreed outcomes.
Single-Year Grants	Generally, the maximum amount that will be allocated per application is \$2,500 . However, applications for funding above this amount may be considered if there are special circumstances.	There are two funding rounds per year in April/September.	Applicants will be advised as soon as practicable (maximum of six weeks after applications close).	Funds must be uplifted within six months of being granted.	Applicants must be a not-for-profit community group or an organisation/individual organising a not-for-profit community event which: - Is located within the district. - Is sustainable and has the capacity to deliver outcomes. Groups who already receive a Multi-Year Community Grant will not be funded, unless the project is entirely separate from any funding received for that grant.



Te Kaupapahere kārati mō ngā taonga tuku iho o te taiao, ahurea, me ngā whare tawhito | Natural, Cultural and Built Heritage Grant Policy 2027

For Council Adoption

Department	Policy, Partnerships and Governance
Policy Type	External
CM Reference	3206123
Resolution Date	TBC
Policy Effective From	1 July 2027
Engagement Required	NA
Review Frequency	Three-yearly or as required by Council or legislative changes
Review Date	1 July 2030
Policy Supersedes	Natural, Cultural and Built Heritage Grant Policy 2024



1. Te Kaupapa | Purpose

- 1.1 This Policy sets out Matamata-Piako District Council's (Council) criteria and allocation process for financial assistance provided through:
- Grants to organisations, businesses or individuals for Natural, Cultural and Built Heritage projects; and
 - Grants to not-for-profit community organisations to assist with resource consent costs.
- 1.2 This Policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or major event sponsorship and capital projects.
- 1.3 The purpose of the Natural, Cultural and Built Heritage Grant is to support the protection, restoration, enhancement and recognition of natural, cultural and built heritage values within the Matamata-Piako District.
- 1.4 Council recognises that the protection of natural, cultural and built heritage delivers a public benefit by preserving important environmental, cultural and historic assets for current and future generations. Council also recognises that not-for-profit community organisations often incur resource consent costs when delivering projects that provide a public benefit to the community.

2. Minenga | Audience

- 2.1 Not-for-profit community organisations, businesses and individuals within the Matamata-Piako District or where a benefit is directly linked to the district.

NOTE: Businesses and individuals cannot apply for resource consent funding assistance. This is for not-for-profit community organisations only.

3. Ngā Hua | Outcomes

- 3.1 This fund intends to fulfil the following outcomes:
- Natural, cultural and built heritage values are protected, restored and enhanced for current and future generations.
 - Heritage assets, sites, places and features that contribute to the district's identity and character are conserved and maintained.
 - Mana whenua cultural values, sights of significance, mātauranga Māori and other cultural heritage values are recognised as supported.
 - Not-for-profit community organisations are supported to undertake projects that provide a demonstrable public benefit, through assistance with eligible resource consent costs.
 - Greater awareness, appreciation and stewardship of the district's

- national, cultural and built heritage is fostered across the community.
- f. Council's environmental, heritage and community wellbeing outcomes are advanced.

4. Ngā Kaupapa ka tautokona ā-pūtea | What we fund

4.1 This Policy intends to fund the following:

- Natural heritage projects/assessments that champion, protect and/or keep our native plants, trees (flora) and animal life (fauna) safe from harm.
- Physical heritage projects/assessments that restore, protect and/or conserve places, structures and large built objects that are important to our history.
- Cultural heritage projects that champion, protect and/or conserve collections and stories that are important to our cultural heritage and identity.
- Help fund the costs of resource consents for not-for-profit community organisations.

4.2 Funding consideration will be prioritised for the following:

- Projects that protect, restore or preserve Natural, Cultural and Built heritage.
- Projects that are able to contribute to one or more of Council's Community Outcomes and/or demonstrate one or more community benefits.
- Buildings/areas that are protected in perpetuity. Trees should have formal protection under Council's District Plan.

4.3 Applicants that have already received multi or single-year community grants will be considered on a case-by-case basis.

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

5.1 Funding may not be used for any of the following:

- Repaying or servicing debt.
- Refinancing loans, deposits or underwriting projects.
- Commercial, political and/or religious objectives, including employment and/or business initiatives, commercial enterprises, political advocacy or projects which seek to change legislation.
- Fundraisers and projects which seek to raise funds in or for a specific sector, or are involved with the training or employment of fundraisers.

- e. Projects which seek to redistribute funding to others.
- f. Overseas aid or disaster relief.
- g. Alcohol and drug treatment, education and support services.
- h. Medical expenses, operations, treatments or the purchase of major items of health equipment.
- i. Capital investment or trust funds.
- j. Projects or activities completed (retrospective funding) or items bought before the request.
- k. Operating expenses, such as administration, staffing, or ordinary upkeep and maintenance.

6. Ngā Tononga Whakaritenga | Application requirements

- 6.1 Applications may be submitted at any time during the year while funding remains available. Council may choose to introduce funding rounds if demand exceeds the available budget, or if this would provide a fairer assessment process.
- 6.2 The amount of funding available for this grant is set through the Council's Long Term Plan or Annual Plan budgets each year. Funding is limited and applications will be considered subject to the available budget.
- 6.3 The criteria to apply for this grant is set out in Schedules 1 and 2.
- 6.4 Successful grant recipients are required to submit an accountability report within three months of completing their project. The report must contain a short summary of the completed project, photos or evidence of the completed project, and confirmation that the funding criteria have been met.
- 6.5 Failure to provide an accountability report within this timeframe, may result in future grant applications being declined. Any unused funds must be returned to Council.

7. Te Whakataunga | Decision-making

- 7.1 The Policy, Partnerships and Governance Manager/Planning Manager are delegated to assess and determine applications for funding. The Group Manager People and Performance/Group Manager Kaitiaki, Partnerships and Development are also delegated to assess and determine applications for funding if required.
- 7.2 Generally, the maximum amount that will be allocated per application is \$5,000. However, applications for funding above this amount may be considered by Council if there are special circumstances.
- 7.3 Council may choose to fund all, part or none of an application.

8. Take Taharua | Conflict of interest

- 8.1 If a decision-maker has a direct conflict of interest in relation to any application to this fund, they must not participate in the consideration or decision-making process for that application. Any declared conflict and the actions taken to manage that conflict, will be recorded.

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

- 9.1 The Policy, Partnerships and Governance team are responsible for providing Council with a summary of expenditure. This Policy shall be reviewed at least once every three years.

10. Ētahi Atu Pārongo | More information

- Local Government Act 2002 Section 10 – Purpose of Local Government.
- Matamata-Piako District Council Operative District Plan Schedules: Heritage sites, Heritage – waahi tapu, Outstanding or Significant Natural Features and trees and other protected items.

Rārangi 1: Ngā paearu pūtea mō te kārati o ngā taonga tuku iho o te taiao, ahurea, me ngā whare tawhito | Schedule 1: Funding Criteria for Natural, Cultural and Built Heritage Projects Grant

A number of the following criteria will be used to determine funding for applicants.

Heritage significance:

- Consideration will be given to the significance of the natural, cultural or built heritage value being protected, restored or promoted.

Public and community benefit:

- Consideration will be given to the extent to which the project benefits the wider community, improves public understanding, or contributes to district identity and wellbeing.

Mana whenua and cultural values:

- Consideration will be given to the how the project recognises, protects or enhances Māori cultural values, including wāhi tapu, sights of significance, taonga species, mātauranga Māori and the relationship of mana whenua with ancestral lands, waters and taonga.

Urgency or risk:

- Consideration will be given to whether the project addresses an immediate risk of loss, damage, deterioration or decline.

Alignment with Council outcomes:

- Consideration will be given to how well the project aligns with Council strategies, plans, policies, District Plan provisions and community outcomes.

Project viability:

- Consideration will be given to whether the project is realistic, well planned, and capable of being delivered within the proposed timeframe.

Value for money:

- Consideration will be given to whether the project costs are reasonable and whether Council funding will make a meaningful contribution to the project.

Applicant contribution and partnership:

- Consideration will be given to the level of applicant contribution, co-funding, volunteer support or partnership with others.

Long term protection:

- Consideration will be given to whether the project will provide lasting benefits or support the ongoing care and protection of the feature.



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

The Natural, Cultural and Built Heritage Grant does not fund:

- Projects to conserve, restore or protect privately or commercially owned land, buildings, structures and/or large built objects that do not prove to be significant.
- Projects to plan, develop or create historic gardens.
- Individual people, including projects undertaken as part of a university qualification.
- Projects to build or restore historic replicas, including copies of vehicles, equipment or buildings.
- Projects to install or upgrade services such as kitchens or toilets that are not part of larger construction or restoration projects.
- Purchases of bare land.
- Recycling schemes or related projects.
- Research projects.
- Reunions.
- Legal services.
- Architectural design (other than preliminary designs to inform a feasibility study).
- Planning approval for projects (see schedule 3 for funding criteria for resource consent grants).
- Fundraising campaign plans.
- Business plans.
- Feasibility studies that have been completed prior to application.

Rārangi 2: Ngā paearu pūtea mō ngā whakaaetanga ā-rawa | Schedule 2: Funding Criteria for Resource Consent Grants

Who can apply?

Applicants must be a not-for-profit community organisation and should:

- Have a high ratio of volunteers to paid employees;
- Have a high degree of public access to the organisation; and
- Primarily be funded from grants, donations, subscriptions or similar and not from fees, charges or funding from central government.

Applicants must provide evidence of a formal organisational structure. This may include (but is not limited to) a list of members, election of a committee, holding an annual general meeting, a constitution, incorporated society status or charitable trust status.

Individuals, government agencies, and organisations supported by government agencies (e.g. schools) are not eligible for this grant.

What kinds of projects are eligible for funding?

Applications must meet the following criteria:

- The project must have no commercial aspect and must clearly demonstrate community benefit.
- You must have a business plan setting out in sufficient detail the proposal, timeline, long-term plans, confirmed and potential funding sources, and any other relevant information for your project.

Applications will be assessed for consistency with other Council plans and strategies.

What can funds be used for?

Funds approved under this policy must be used to pay Council for the cost of processing a resource consent application (including staff time, consultants engaged by Council and peer reviews).

The cost of any hearing commissioners, regional council consent, appeals, or other Council consent applications (such as building consent) are not covered under this policy.

Applications under this policy may be made prior to a resource consent being lodged with Council. If Council awards funding prior to a resource consent being lodged with Council, a deposit when lodging the resource consent will not be required.

If funding is granted after a resource consent application is lodged with Council, the organisation must pay its deposit for the resource consent to be processed. The

deposit (up to \$5,000) will then be paid to the organisation as a reimbursement into the bank account stated in your application.

Council staff will process the resource consent in the usual way. Processing costs up to \$5,000 (the maximum funding under this policy) will not be charged to the organisation. If processing costs are less than \$5,000, the organisation is not entitled to request the remaining amount be used for any other costs.

The organisation will be charged for all additional costs above \$5,000. A decision by Council to grant funding does not mean that your resource consent application will be successful.

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Rārangi 3: Tukanga mō ngā tononga me te pūtea | Schedule 3 Application and Funding Process

How can I apply?

- Applications can be made at any time while funding remains during the year online at mpdc.govt.nz/grants
- Applications under this policy must be made prior to commencement of project/initiative or prior to resource consent being granted.
- Successful applicants must uplift their funding within six months of the application being granted, or as agreed with Council.

What must accompany the application?

- An accountability report must have been received for any previous grants before any new grant application will be processed, if applicable.
- Current proof of bank account details in the name of the applicant group for each account held.

In addition, for applications under Schedule 2 (Funding Criteria for Resource Consent), the applicant must provide;

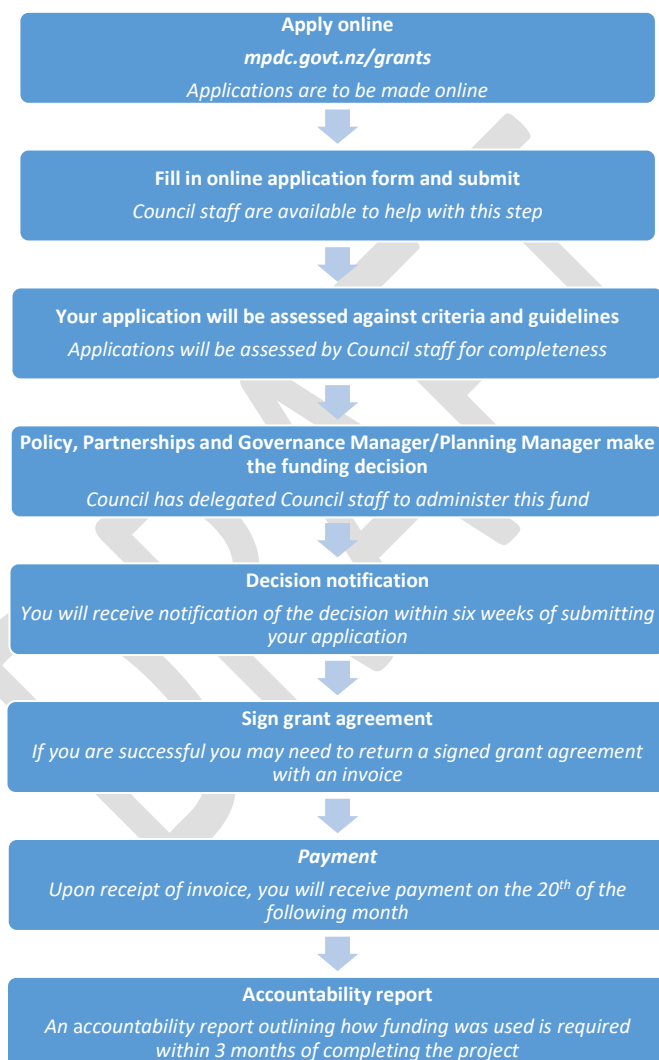
- The applicant's annual financial accounts.
- The applicant's statement of financial position showing year to date income and expenditure. This needs to be no greater than six months old.

What are the requirements that have to be met?

- All successful applications will be required to complete a grant agreement prior to payment of the grant.
- Successful applicants must adhere to the funding reporting requirements as prescribed by Council.
- Grant recipients will provide an accountability report documenting how their activities have contributed to/achieved the objectives for which the funding was allocated.
- Recipients that fail to submit accountability reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
 - Accountability requirements have been met and/or grant monies returned and;
 - the organisation can demonstrate their ability to meet Council's eligibility criteria for a grant; and
 - the organisation is capable of delivering the project outcomes of which they are making an application for.

How will I know if funding has been approved?

Applications will be assessed and decided by the Policy, Partnerships and Governance Manager/ Planning Manager. You will be notified of the decision via the email address provided on your application form.



7 Pūrongo me whakatau | Decision Reports

7.10 Adoption of draft Significance and Engagement Policy 2026

CM No.: 3211949

Te Kaupapa | Purpose

The purpose of this report is for Council to:

- review the draft Significance and Engagement Policy 2026 in accordance with the Local Government Act 2002 and the Local Government (Water Services) Act 2025.
- adopt the draft Significance and Engagement Policy 2026 for consultation or adopt without consultation determining it has sufficient information about community interests and preferences.

Rāpopotonga Matua | Executive Summary

This Policy is required by the Local Government Act 2002 and is typically reviewed as part of the Long Term Plan cycle. It was last reviewed in 2023 and is scheduled for review again in 2026 alongside the Long Term Plan process.

In addition to the usual review process, Council is required to amend its Significance and Engagement Policy under the Local Government (Water Services) Act 2025 to reflect the transition of Council's water and wastewater assets to Waikato Waters Ltd from 1 October 2026.

Staff have reviewed the Policy and Council have discussed mandatory and additional amendments at the 5 August 2026 workshop.

The proposed policy and statement of proposal will be circulated separately.

Tūtohunga | Recommendation

That:

1. **OPTION 1 – Adopt the Policy for consultation**

- a) The information is received;
- b) Council adopts the draft Significance and Engagement Policy 2026 for consultation;
- c) Council adopts the Statement of Proposal for consultation.

OR

2. **OPTION 2 – Adopt the Policy without consultation**

- a) The information is received;
- b) Council determines that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved and adopts the updated Significance and Engagement Policy 2026 without consultation;
- c) The Policy comes into force from 1 September 2026.

Horopaki | Background

Council is required to have a Significance and Engagement Policy under the Local Government Act (LGA) that sets out that its purpose is to:

'enable Council and its communities to identify the significance of a particular issue, proposal, asset, decision and activity; to provide clarity about how and when communities can expect to be engaged; and to inform the Council from the beginning of a decision making process about the extent, form and type of engagement before a decision is made'

The Policy guides Council in identifying which matters are of significance to the community - determining when engagement is required and how Council will involve the community in decision-making.

Some decisions, like long-term plans, bylaws, and other plans, require consultation by law. For other matters, Council considers the significance of the decision to decide if community engagement or consultation is needed.

The policy does not prescribe exactly how engagement or consultation will be undertaken. While the proposed Policy signals that Council will undertake more engagement or consultation for decisions of higher significance, Council has a range of tools in its engagement toolbox that may be applied. This allows Council to consider the costs and benefits of all engagement processes, create targeted engagement plans for decisions or proposals, and adapt practices over time as required.

In light of the transition to Waikato Waters Ltd, Council is required to amend its Policy to cater for the transition.

The proposed policy (circulated separately) includes the mandatory changes with additional changes to the policy to improve readability and clarity.

The 2023 Significance and Engagement Policy is available here: [Matamata-Piako District Council Significance and Engagement Policy 2023](#)

Ngā Take/Kōrerorero | Issues/Discussion

Overall Assessment

In summary, the draft policy:

- Simplifies and modernises the significance framework.
- Provides clearer guidance on engagement expectations.
- Incorporates new water services legislative requirements.
- Expands and clarifies the strategic assets schedule.
- Recognises Council's interests in Waikato Waters Ltd and other strategic assets.
- Introduces more explicit consideration of climate impacts, Māori interests, reversibility, and existing community views.
- Improves transparency and consistency in decision-making.

Required amendments

From 1 October 2026, Council will transition all its water and wastewater assets and services to Waikato Waters Ltd as part of Local Water Done Well.

Council is required under the Local Government (Water Services) Act 2025 to amend its Policy and include the following:

- Amending the policy so it aligns with Council's updated responsibilities as a shareholder in the new water organisation; and
- Removing matters that no longer belong in the Council's policy, because they are now required to be included in the water organisation's own Policy.
- Including a clause on determining significant stormwater contracts as per the Local Government (Water Services) Act 2025

Council is required to list any criteria it may apply when considering the significance of a stormwater contract.

Summary of Key Changes in the Draft Significance and Engagement Policy 2026

The proposed 2026 Policy represents a simplification and modernisation of Council's current Significance and Engagement Policy.

The draft moves away from a procedural approach and replaces it with a clearer framework for determining significance that is more accessible and addresses new legislative requirements associated with water services reform. Key changes are outlined below.

Key changes	Rationale
Simpler and More Practical Significance Framework The draft introduces a new significance assessment matrix with 11 criteria: • Consistency with a prior decision (new) • People impacted • Financial impact • Level of interest to the public • Impact on current and future generations • Significance to Māori • Alignment with iwi aspirations and/or level of opposition to an issue, proposal, decision or matter • Levels of service • Reversibility of a decision • Climate/environmental impact • Knowledge of community views	The new framework: • Provides clearer guidance for staff and elected members. • Improves transparency around how significance decisions are reached. • Encourages more proportionate engagement.
Stronger Link Between Significance and Engagement The draft establishes a clearer relationship between: • Degree of significance; and • Level of engagement required. • A simplified engagement framework is provided through low, medium, and high significance categories aligned with the IAP2 Public Participation Spectrum	This approach: • Makes the policy easier to understand and implement. • Provides clearer expectations for the community. • Allows engagement approaches to be tailored to the scale and impact of proposals. • Supports efficient use of Council resources by avoiding unnecessary engagement on low-significance matters.

Key changes	Rationale
Greater Recognition of Māori and Iwi Considerations The draft introduces a clause on engaging with Māori for clarity. These clauses previously lived under 'general principles'.	This better reflects Council's obligations under the Local Government Act 2002 and ensures Māori interests are considered consistently when assessing significance and determining engagement requirements.
New Water Services Provisions The draft includes entirely new sections addressing: • Waikato Waters Ltd as the Council-controlled organisation responsible for water and wastewater services. • Significant stormwater contracts. • Strategic water services assets. • Joint water service provider arrangements. • Consultation requirements under the Local Government (Water Services) Act 2025.	These additions are required to ensure the policy remains compliant with the new water services legislation and clearly identifies how Council will fulfil its consultation obligations in relation to water service delivery and governance arrangements.
Strategic Assets Changes Strategic assets are 'assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community' as defined in the Local Government Act 2002. With this in mind, Council doesn't need to list all our assets, only ones regarded as essential to retain. The draft policy removes water and wastewater as strategic assets and proposes to include Council's shareholding and ownership interest in Waikato Waters Ltd. Consideration should be given to inclusion of parks and reserves as a network rather than specifying individual ones as per the current policy. The Policy could retain high-profile or high use community parks, the main sports parks, and the cemeteries if desired.	Under the Local Government Act 2002, The sale or transfer of control of a strategic asset triggers Long-Term Plan consultation or a formal amendment to a Long-Term Plan if it was not provided for. The water-related changes adhere to Local Government (Water Services) Act 2025 requirements The proposed change also recognises that Council's ownership interest in the Waikato is strategically important to the delivery of essential infrastructure and services.

Consultation on the Policy

Council **must consult** on any changes to the Policy under section 76AA of the Local Government Act 2002

- unless it considers on reasonable grounds that it has sufficient information about community interests and preferences to enable the purpose of the Policy to be achieved.

The Policy was last consulted on in 2018. The Policy has been reviewed regularly since then with no significant changes.

If Council decides to consult, it must adhere to the consultation principles set out in the section 82 of the Local Government Act 2002 and make information publicly available as set in section 82A of the Local Government Act 2002.

Council will need to decide whether to consult on amendments made during the Policy review. Below are considerations for elected members when making its decision:

- a) Some changes are required by legislation;
- b) The changes need to be made quickly to allow Council to continue with “business as usual” in regard to contracts for water services;
- c) In 2025 Council worked through a full consultation process regarding its water services delivery model so is aware of public feedback regarding water services;
- d) There would be costs associated with a consultation process or procedure, which are likely to outweigh benefits given that the recommended amendments have been developed to meet requirements and criteria in the Act.
- e) Council has multiple tools available that are used regularly to engage with its communities including but not limited, to Council’s Annual Customer Survey, consultation on [community outcomes](#), bylaws and policies, and Antenno requests.
- f) The [community outcomes](#) and Council’s priorities have been adopted following community feedback.

Under Council’s Shareholders Agreement with Waikato Waters Ltd, Council must consult with Waikato Waters Ltd on a ‘major decision’. A change to the Policy is likely considered a Major Decision, and therefore consultation with Waikato Waters Ltd would be required.

Mōrearea | Risk

The overall risk associated with approving the proposed policy amendments is considered low. The amendments are largely minor, consequential, and required to support the transition of water and wastewater services to Waikato Waters Ltd.

The main risk is that, if the amendments are not approved or are delayed, Council’s policies may not accurately reflect the transfer of responsibilities to Waikato Waters Ltd from 1 October 2026.

This could create uncertainty for Council, Waikato Waters Ltd, developers, staff, and the community, particularly in relation to development contributions, governance arrangements (under the Local Governance Statement) and the ongoing administration of water-related matters during the transition period.

The Policy has not been consulted on since 2018, with previous reviews rolling over the policy. There is a risk Council does not have sufficient information of community interests and preferences for the Policy to be achieved and therefore breach section 76 of the Local Government Act 2002.

Ngā Whiringa | Options

Council can decide whether to consult on the Policy.

While the policy itself has not been consulted on since 2018, Council has information from other engagements like its community outcomes workshops, head start public meetings, and other consultations, surveys and information that do provide information about community interests and preferences to enable the purpose of the policy to be achieved.

Not consulting on the Policy may increase legal risk.

Option One – Status Quo - make mandatory changes only	
Description of option	
Council updates its strategic assets list in the Policy to remove water and wastewater as strategic assets and includes a clause on determining significant stormwater contracts as per the Local Government (Water Services) Act 2025 and Council's approved Water Services Delivery Plan.	
Advantages	Disadvantages
The policy would be legally compliant	Additional changes as discussed by Council at its 5 th August workshop will not be included
Minor amendments are required to meet compliance	

Option Two – Adopt the proposed Policy for consultation	
Description of option	
Council determines it does not have sufficient information about community interests on this matter and approves the amended Policy for consultation.	
Advantages	Disadvantages
Complies with the Local Government (Water Services) Act 2025, the Water Services Delivery Plan and Shareholders' Agreement	Will require some additional staff time.
Additional changes, as per Council direction, are included in the policy and statement of proposal	

Option Three – Adopt the proposed Policy without consultation	
Description of option	
Council determines that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved and adopts the amended Policy, circulated separately to this report	
Advantages	Disadvantages
No consultation required. There will be no deliberations of submissions.	Council will not receive feedback on the proposed changes to its policy.
The amended Policy is likely to be of low significance to the wider community	

Complies with the Local Government (Water Services) Act 2025, the Water Services Delivery Plan and Shareholders' Agreement	
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Recommended option

To enable Council to meet its obligations in a timely manner, it is recommended that Council *at a minimum* adopts option 1.

Staff have prepared the proposed Policy with mandatory and additional amendments and statement of proposal for consultation for Council consideration.

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

Local Government Act 2002, Section 76AA

Every local authority to adopt a Significance and Engagement Policy under Section 76AA of the Local Government Act 2002 and the Policy must set out:

- a) the local authority's general approach to determining the significance of proposals and decisions in relation to issues, assets, and other matters; and
- b) any criteria or procedures that are to be used by the local authority in assessing the extent to which issues, proposals, assets, decisions, or activities are significant or may have significant consequences; and
- c) how the local authority will respond to community preferences about engagement on decisions relating to specific issues, assets, or other matters, including the form of consultation that may be desirable; and
- d) how the local authority will engage with communities on other matters.

The purpose of a Significance and Engagement Policy under the Local Government Act 2002 is to:

- a) Enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and
- b) Provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and
- a) Inform the local authority from the beginning of a decision-making process about—
 - i. the extent of any public engagement that is expected before a particular decision is made; and
 - ii. the form or type of engagement required.

Local Government (Water Services) Act 2025, Section 22-24

Local Government (Water Services) Act 2025	What does it mean for Matamata-Piako District Council?
S22 Contracts for providing water services (1) A water service provider may enter into a contract with a person or body for the performance of any aspect of providing a water service on behalf of the water service provider. (2) A water service provider that enters into a contract under this section— (a) continues to be the water service provider	Council can contract out the delivery and/or performance of the stormwater activity to another person or body. If Council enters into a contract, Council retains control over developing policy, charging for the service, and continues to have overall responsibility for stormwater.

Local Government (Water Services) Act 2025	What does it mean for Matamata-Piako District Council?
responsible for the water service to which the contract relates; and (b) retains control over— (i) the development of policy for providing the relevant water service; and (ii) the pricing of the relevant water service. (3) A contract entered into under this section must be for a term no longer than 50 years. (4) Subsections (2) and (3) do not apply if the contract is between the water service provider and another water service provider, unless the parties state otherwise in the contract. (5) A contract entered into by a water service provider is not a contract permitted by this section merely because the water service provider agrees to any 1 or more of the following actions under the Infrastructure Funding and Financing Act 2020: (a) to propose the use of a levy to support constructing eligible infrastructure; (b) to carry out any aspect of administering a levy; (c) the vesting of eligible infrastructure; (d) to contribute to the construction costs of the eligible infrastructure.	Council cannot enter a stormwater contract with a life of more than 50 years. Council may contract out the delivery of stormwater services to Waikato Waters Ltd, which would not be considered a significant contract unless stated otherwise.
S23 Obligations before entering into contracts <i>All contracts</i> (1) When considering and negotiating a contract under section 22, a water service provider must— (a) determine whether the proposed contract is a significant contract under section 24; <i>Significant contracts</i> (2) Before entering into a contract that a provider determines to be a significant contract, it must— (a) identify and assess options and undertake consultation in accordance with sections 30 to 32	Council must apply an assessment of significance of all contracts. For contracts that Council determines are significant it must identify options.

S24 Significant contract requirements (1) For the purposes of section 23(2) and (3), a water service provider must determine whether a proposed contract is a significant contract under the provider's significance and engagement policy. <i>Interaction with significance and engagement policy</i> (3) The provider must ensure that its significance and engagement policy addresses all matters necessary for determining— a) whether a proposed contract under section 22 is a significant contract; and b) how to undertake engagement in relation to proposed significant contracts in a way that is consistent with sections 31 and 32. (4) ...the Significance and engagement policy must contain all criteria needed for determining whether a proposed contract is a significant contract	Council must be able to assess what is a significant contract. Assessment criteria must be in its Significance and Engagement Policy. Criteria for consideration is provided in this section which must be included in the Significance and Engagement Policy, e.g. high value, creates a public-private partnership, provider meets all obligations under this Act, state the relevant thresholds (e.g. value). Council can apply other criteria when determining the significance of a contract.
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S26 Joint water service provider arrangements (1) A water service provider may enter into a joint water service provider arrangement with 1 or more other water service providers, including providers operating outside the service area in which the first provider operates. (2) When considering and negotiating a joint water service provider arrangement, a water service provider must determine whether the proposed arrangement is a significant joint water service provider arrangement under the provider's significance and engagement policy. <i>Significant joint water service provider arrangements</i> (3) Before entering into a proposed arrangement that a water service provider determines to be a significant joint water service provider arrangement, the provider must— (a) undertake options assessment and consultation in accordance with sections 30 to 32; and (b) if it is a water organisation, also consult its shareholders and obtain their approval of the proposed arrangement. <i>Role of significance and engagement policy</i> (4) The provider must ensure that its significance and engagement policy addresses all matters necessary for determining— (a) whether a proposed joint water service provider arrangement is a significant joint water service provider arrangement; and (b) how to undertake engagement in relation to a proposed significant joint water service provider arrangement in a way that is consistent with sections 31 and 32.	Council must be able to assess what is a significant joint water services arrangement. Section 26 becomes relevant where there is a joint water service provider arrangement between two or more water service providers. Assessment criteria must be in its Significance and Engagement Policy. An options assessment and consultation are required where a joint arrangement is being considered.
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In relation to consultation with Waikato Waters Ltd, the need to consult is determined within the "Major Decision framework" in the Shareholders Agreement. The relevant clause is:

5. Major Decisions

5.1. A proposed decision of a Transferring Shareholding Council will be considered a "Major Decision" if it relates to:

b) a policy the council is required to adopt under the Local Government Act 2002 and which relates to water services that are transferring to the Company;

If a decision is identified as a Major Decision the following process shall be followed:

6. Process for Major Decisions

6.1. Where a proposed decision is a Major Decision (as defined above):

a) the Chief Executive of the Transferring Shareholding Council must engage with the Chief Executive of the Company (or if the appointment of the Company Chief Executive is pending, such person as nominated by the Directors of the Company) (Company Representative) in relation to the proposed decision;

b) sufficient information should be provided to the Company Representative for them to understand the reasons for the proposed decision;

c) the Company Representative is entitled to make recommendations / proposals in relation to the proposed decision, including providing detail of any negative impact the decision may have on the ability of the Company to carry on the water services business from the Agreed Transfer Date;

d) the Transferring Shareholding Council must have regard to, and respond to, the recommendation / proposal from the Company Representative before making a formal decision; and

e) following the decision being made, provide one-off or periodic reporting (as appropriate in the circumstances) to the Company on the decision that was made and the outcomes of that decision (including in compliance with the "no surprises" principle in clause 6.2(a)(iii)).

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

Having regard to the decision making provisions in the Local Government Act 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 Local Government Act 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	Consider community views or note how views will be obtained e.g. through targeted consultation. If Council decide to consult on the policy, the information as required in section 82 and 82AA will be available on Council's Let's Talk website. The community can fill out submissions online or hard copy.
Section 79 – how to achieve compliance	The Significance and Engagement Policy is

Local Government Act 2002 decision making requirements	Staff/officer comment
with sections 77 and 78 is in proportion to the significance of the issue	considered above. This issue is assessed as having a <i>low</i> level of significance.
Section 82 – this sets out principles of consultation.	Identify what consultation, if any, is to occur. If Council decides to consult on its Significance and Engagement Policy, it must adhere to this section. Staff will circulate a tracked changes version of the proposed Policy. Community sessions are planned to be held during the consultation process for people to present their views. The views will be presented to Council for consideration.

Policy Considerations

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

If Council decides to consult on the Policy, the timeframes are in the table below.

If Council decides not to consult and adopt the proposed policy at this meeting, no consultation will occur and the policy will be updated on Council's website as per internal processes. The policy will take effect from 1 September 2026.

Timeframes

Key Task	Dates
Council reviews the proposed Significance and Engagement Policy	26 August 2026
Consultation, with a summary of information provided to the community	2 nd September to 2 nd October 2026
Community sessions (alongside Council's Waste Management and Minimisation Plan consultation)	September 2026
Council Deliberation and decision-making	28 October 2026
Policy comes into force	1st November 2026

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 community outcomes are relevant to this report.

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

This work is funded within existing budgets for the Strategies and Plans Activity.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Olivia Picard Kaitohu Kaupapahere Policy Advisor	
Approved by	Niall Baker Kaiārahi Tīma Kaupapahere Policy Team Leader	

	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	
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7 Pūrongo me whakataū | Decision Reports

7.11 Te Aroha Destination Playground

CM No.: 3206482

Te Kaupapa | Purpose

The purpose of this report is to seek Council approval to proceed to community consultation on the preferred location, play activities, themes, and key design considerations for future destination playground investment in Te Aroha, before a final location decision is made.

Rāpopotonga Matua | Executive Summary

The 2024-34 Long Term Plan allocated \$1.5M towards a destination playground for Te Aroha in the 2026-27 Financial Year.

Council Staff have undertaken a desktop review of existing parks and reserves in Te Aroha and have identified Te Aroha Domain and Boyd Park as potential locations for the destination playground. The report outlines the advantages, disadvantages, and risks associated with each site.

Te Aroha Domain best aligns with existing visitor demand, tourism activity, town centre proximity, and community identity, but has higher delivery risk and cost uncertainty.

Boyd Park offers stronger development flexibility, lower construction complexity, expansion capacity, and likely better value for money, but has less certainty around demand and direct town centre benefit.

The decision about the playground location requires Council to balance strategic impact against affordability, risk, deliverability, and long-term community outcomes. Officers recommend proceeding to community consultation so that community feedback can inform the preferred location, play activities, themes, and key design considerations before Council makes a final location decision.

Tūtohunga | Recommendation

That:

1. **The report be received;**
2. **Council approves proceeding to a two-stage community consultation process on the preferred location, play activities, themes, and key design considerations for future destination playground investment in Te Aroha before making a final location decision.**
3. **Staff will report the consultation outcomes and any refined option analysis back to Council for further direction before a final location decision is made.**

Horopaki | Background

The 2024-34 Long Term Plan allocated \$1.5M towards a destination playground for Te Aroha in the 2026-27 Financial Year.

Council Staff have undertaken a desktop review of existing parks and reserves in Te Aroha and have identified Te Aroha Domain and Boyd Park as potential locations for the destination

playground. The report outlines the advantages, disadvantages, and risks associated with each site.

Te Aroha Domain and Boyd Park have been identified as the two highest-ranked locations for future recreational investment in Te Aroha.

The Domain is an established recreation and visitor destination with strong community recognition, central access, tourism appeal, existing infrastructure, and direct links to the town centre. During consultation on the Te Aroha Tourism Precinct Provincial Growth Fund project, some community interest was expressed in having a destination playground at the Domain.

Boyd Park is a large, relatively unconstrained site with flat terrain, strong design flexibility, lower construction complexity, and capacity for future expansion. While it has lower established destination demand than the Domain, it may offer stronger long-term value for money and more predictable delivery conditions.

Ngā Take/Kōrerorero | Issues/Discussion

The key issue for Council is whether to prioritise investment in an established recreation and tourism destination, accepting lower play value for money and higher delivery risk, or to support a more flexible, lower-risk location with greater long-term development capacity.

Te Aroha Domain provides stronger strategic alignment with tourism, town centre activity, local identity, and existing visitor demand. It also offers opportunities to renew ageing assets, improve accessibility, and enhance the visitor experience. However, terrain, mature trees, heritage features, sensitive areas, groundwater, springs, unmapped watercourses, unstable ground, or buried infrastructure may constrain design and increase cost and construction complexity.

Boyd Park offers greater development flexibility due to flat open space, fewer physical and heritage constraints, simpler construction conditions, and capacity for staged growth. It has good parking, visibility, passive surveillance, and nearby facilities, although parking may be limited during sports tournaments and community events. Demand is less certain because Boyd Park is not currently a major visitor destination and there has been no recent consultation specifically about a playground there.

Mōrearea | Risk

The main risks relate to cost certainty, construction complexity, site constraints, affordability, consultation expectations, and the potential for community disagreement about the preferred location. Te Aroha Domain has higher delivery risk due to terrain, mature trees, heritage features, sensitive areas, groundwater, springs, and potential underground infrastructure. Boyd Park has lower delivery risk but greater uncertainty around future demand and direct town centre economic benefit.

Ngā Whiringa | Options

Option One – Te Aroha Domain	
Description of option	
Te Aroha Domain is an established recreation and visitor destination with strong community recognition, central access, tourism appeal, existing infrastructure, and direct links to the town centre.	
Advantages	Disadvantages
Strong strategic fit, with alignment to an existing destination, tourism activity, town	Development flexibility is limited by terrain, heritage, mature trees, sensitive areas, and

centre activity, and local identity.	underground conditions.
Demand certainty is high, due to established use by residents and visitors.	Higher delivery risk due to groundwater, springs, and construction uncertainty.
Greater potential to attract visitors to Te Aroha CBD and support local businesses.	Potentially lower value for money due to higher complexity, contingency, and risk.
Strong opportunity to renew ageing assets, improve accessibility, and enhance the visitor experience.	Limited capacity for future growth and adaptation due to site conditions and competing interests.

Option Two – Boyd Park

Description of option

Boyd Park is a large, relatively unconstrained site with flat terrain, strong design flexibility, lower construction complexity, and capacity for future expansion. The park already supports BMX, team sports including netball, rugby, football, tennis, and squash, and community events such as markets and the Christmas parade.

Advantages	Disadvantages
Strong recreation potential, with capacity to support long-term investment in a flexible open space.	Weaker connection to current visitor activity and the CBD.
Greater development flexibility due to flat land, open space, and fewer physical constraints.	Lower direct economic impact, with less immediate benefit to town centre business activity.
Lower delivery risk with more predictable site conditions.	Demand is less certain because Boyd Park is not currently a major visitor destination.
Higher value for money due to simpler construction and expansion potential.	Additional supporting amenities may be needed, including toilets, shade, seating, and event infrastructure.
Strong capacity for staged long term growth and adaptation.	Potential impacts on existing sport, open space, traffic, parking, and current user patterns would need to be managed.

Recommended option

It is recommended that

Council undertakes a two-stage community consultation process before making a final decision on the destination playground.

1. Stage one will seek community feedback on the preferred location and play themes, including Te Aroha Domain and Boyd Park.
2. Stage two will seek feedback on shortlisted concept design proposals developed following the first stage of consultation.

Staff will then report the consultation outcomes and recommended final proposal back to Council for a decision.

This approach is recommended because both locations are viable but involve different trade-offs. Te Aroha Domain has stronger alignment with visitor demand, tourism activity, town centre

proximity, and community identity, but carries higher delivery risk and cost uncertainty. Boyd Park offers greater flexibility, lower delivery risk, expansion capacity, and potential value for money, but has less certain demand and less direct town centre benefit.

On balance, staff do not recommend confirming either site as the preferred location at this stage. Consultation will test community preferences and help Council assess location, affordability, accessibility, play themes, design priorities, site risks, and long-term outcomes before making a final decision.

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

Land status

Boyd Park and Te Aroha Domain are both held as Recreation Reserves subject to the Reserves Act 1977. A playground aligns with the overall purpose of recreation reserves.

Additionally, Te Aroha Domain is an Historic Area under the Heritage New Zealand Pouhere Taonga Act 2014. This does not preclude a playground development but does mean there would be additional requirements to ensure the playground does not compromise the heritage character of the Domain or cause damage to any listed heritage items.

Parks & Open Spaces Strategy 2021-51

The Parks & Open Spaces Strategy 2021-51 noted that there is increasing community interest in higher-value play experiences, including destination playgrounds.

The strategy introduced a management hierarchy for playgrounds (Table 1. below).

PLAY				
Management Category	Description	Provision Guidelines	Development Guidelines	Service Guidelines
Destination Playground	A destination playground offers a wide range of play experiences, which are comprehensive and interesting, for all ages and abilities and has a high level of use. The location will be attractive enough to be a destination in its own right and be a significant draw card in bringing people (residents and visitors) to the park / area.	No minimum provision requirement. Consider merits on a case-by-case basis.	Destination playgrounds have a high level of development, providing for play for all age groups – toddler, child, teenager play opportunities	High level of service.
Community Playground	A community playground offers moderate play experiences for all ages and is located in areas generally supported by or near to other recreational or community facilities.	- Within 15 - 20 minutes walk from residences in urban setting, located in key setting. - Minimum of one playground in a central location per town - Key location easy access	Offering opportunities of play for all age groups. May have separate areas for different age groups.	Medium – High level of service
Local/ Neighbourhood Playground	A neighbourhood playground offers basic play experiences located less than a 15-minute walk from residential properties. These playgrounds support the immediate residential area providing for an hour-long visit.	Within 10-15 minutes walk from residences in urban settings	Neighbourhood playgrounds are generally located within grass areas, small parks, local open space and are designed for play and informal recreation	Medium level of service.

Table 1

It defined a destination playground as offering “a wide range of play experiences, which are comprehensive and interesting, for all ages and abilities and has a high level of use. The location will be attractive enough to be a destination in its own right and be a significant draw card in bringing people (residents and visitors) to the park / area.”

Destination playgrounds serve a wider catchment and provide experiences not available at neighbourhood playgrounds. The strategy set provision targets for neighbourhood and community playgrounds but not for destination playgrounds. It noted “there may be some situations where [destination playgrounds] would be appropriate and feasible such as if they are part of a larger tourist destination ‘package’.”

Long Term Plan 2024-34

The Long Term Plan 2024-34 consulted on destination playgrounds and committed funding to Matamata and Te Aroha destination playgrounds. Funding was not allocated to Morrinsville as it already had two community playgrounds. As the activity was anticipated in the LTP and has been rated for there is likely to be an expectation in the community that a destination playground will be provided in Te Aroha. The LTP did not specify the location of the playground.

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 [medium] 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	High level consultation as part of the 2024-34 LTP. This did not address the preferred location however. Once a site has been confirmed, the consent process will manage effects on affected parties.
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 medium level of significance.
Section 82 – this sets out principles of consultation.	High level consultation has occurred as part of the current LTP. More detailed consultation is proposed as outlined in this report.

Policy Considerations

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

It is recommended that Council consults on the preferred location and play experiences to confirm community views. This will inform and enable playground design and procurement. Consultation may also assist with consent applications.

Consultation is likely to include an online survey, targeted communication with schools and early childhood centres, on-site signage directing people to the survey, and targeted engagement with key stakeholders and existing park users. If Council wishes to proceed with consultation, a more detailed communications and engagement plan will be developed and implemented.

Targeted engagement with Mana whenua will also be required, particularly in relation to Te Aroha Domain given its heritage, cultural, and site sensitivity considerations. This will be reflected in the detailed communications and engagement plan.

Indicative Timeframe

Key Task	Dates
Community Consultation	September 2026
Report back to Council	October 2026

Ngā take ā-lhinga | Consent issues

Both sites are likely to require resource consent due to the scale of the works. As Te Aroha Domain is located in the Kaitiaki Zone of the District Plan and is also an Historic Area under the Heritage New Zealand Pouhere Taonga Act 2014 consent requirements are likely to be more restrictive than at Boyd Park.

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 with people at its heart
- A place to thrive
- A place to belong and create

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

The approved LTP budget is \$1.5M. As the preferred location and final design have not yet been confirmed, detailed cost estimates, contingency requirements, and any potential budget implications will need to be considered through the concept design and procurement stages before Council makes a final location and delivery decision.

Ngā Tāpiritanga | Attachments

[A↓. TA Playground - Alternative Sites](#)



Ngā waitohu | Signatories

Author(s)	Greg Hall Project Manager	
	Mark Naudé Kaiārahi Mahere Paparēhia me ngā Taiwhanga Parks & Facilities Planning Team Leader	

Approved by	Wairarapa Young Kaiārahi Whakahaere Kaupapa Project Management Team Leader	
	Susanne Kampshof Pou Rawa me ngā Kaupapa Assets and Projects Manager	
	Fiona Vessey	

	Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure, Assets & Operations	
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Appendix: Te Aroha Playground Alternative Sites Considered but Not Progressed

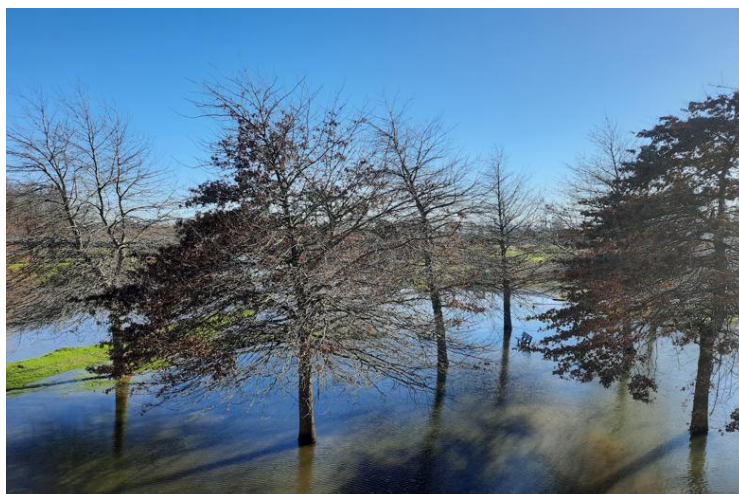
This appendix outlines why other Te Aroha parks and reserves were not advanced beyond the initial assessment for a destination playground. While all sites contribute value to the reserve network, they were considered less suitable than **Te Aroha Domain** and **Boyd Park** due to factors such as site constraints, flooding risk, existing uses, limited development flexibility, lower destination appeal, or reduced strategic benefit.

Tui Park

Tui Park was considered due to its Centennial Avenue frontage and existing open space. However, limited usable frontage, separation by the Tunakohia Stream, existing lease and club activities, grazing areas, and flood-prone land reduced its suitability. The site would also require significant investment in parking and public toilets to meet the demands of a destination playground. The site may be better suited to local amenity improvements, planting, walking connections, and small-scale recreation upgrades. A community group has also developed a concept plan for Tui Park with community input and a playground did not feature among the community aspirations for the park which may suggest it is a lower priority for the immediate community.

Te Aroha Boat Ramp Reserve

The Boat Ramp Reserve benefits from its riverfront location and links to the Hauraki Rail Trail. However, its susceptibility to frequent flooding makes it unacceptable. Its primary role as a boat ramp, and additional functions as parking area, motorhome dump station facility, and trail access point creates competing demands and potential safety conflicts. Flood susceptibility and recent investment in these existing functions further reduced its suitability for a destination playground.



Seddon Street Reserve/Ex-Railway LandSeddon Street Reserve

The land between Seddon, Millar, George Street and the rail corridor, has some heritage value and connections to the town centre and Hauraki Rail Trail. Site constraints and limited capacity for larger play equipment, lack of supporting infrastructure (parking, toilets), and the proximity to residential housing meant it was not progressed further.

Other Local Reserves

Other reserve areas were reviewed at a high level but generally were far too small and/or lacked the scale, visibility, access, infrastructure, or development flexibility required for a destination facility. Many would require significant investment in supporting amenities and are constrained by factors such as flooding, limited space, lower visibility, or existing neighbourhood-focused functions.

Summary of Initial Screening

Site	Key Reason Not Progressed	Potential Future Role
Tui Park	Limited usable area, stream separation, existing uses, and flood risk. Lack of parking and toilets. Community aspirations for other activities.	Local amenity, walking links, planting, and small-scale recreation.
Seddon St/Ex-Railway land	Heritage and trail-focused role with limited capacity for intensive recreation. Lack of parking. No toilets. Close proximity to residential houses may affect consent process.	Heritage interpretation, trail support, seating, wayfinding, and passive recreation.
Te Aroha Boat Ramp Reserve	Flood risk. Competing river access, parking, trail, and motorhome functions.	River access, trail support, parking, and visitor facilities.
Other Local Reserves	Limited scale, infrastructure, visibility, or development flexibility.	Neighbourhood amenity, environmental enhancement, and targeted upgrades.

Conclusion

The initial screening confirmed that **Te Aroha Domain** and **Boyd Park** offered the strongest combination of scale, accessibility, infrastructure, flexibility, and strategic benefit. While the other sites remain important components of Te Aroha's reserve network, they were not recommended for further assessment as preferred locations for this specific investment.

7 Pūrongo me whakatau | Decision Reports

7.12 Community Facilities Bulk Fund Projects 2026/27

CM No.: 3209863

Te Kaupapa | Purpose

The purpose of this report is to obtain Council approval for the proposed projects to be funded out of the Bulk Funds for 2026/27 year.

Rāpopotonga Matua | Executive Summary

The Long Term Plan 2024–2034 allocates \$141,000 each year to Bulk Fund projects across the Community Facilities & Properties asset groups. This funding is intended for small to medium-sized capital projects within the Community Facilities and Property Activity group. It may also be used for renewal works where there is no dedicated renewal budget, or where the renewal cost is expected to exceed the available budget.

The \$141,000 allocated for the 2025/26 financial year was carried forward into 2026/27, bringing the total available Bulk Fund budget for 2026/27 to \$282,000.

Staff have identified and scoped a number of potential projects, including indicative cost estimates. The projects have been assessed and prioritised using the Bulk Fund assessment criteria.

Council is asked to consider the proposed project list and approve the priority projects to be funded in the 2026/27 financial year, including a 15% contingency. It is recommended that Council allocates funding to the projects as assessed by staff and retains the remaining Bulk Fund budget for potential projects that may arise later in the financial year.

Tūtohunga | Recommendation

That:

1. The report is received;
2. Council approves the list of proposed projects to be funded out of the Bulk Fund in the financial year 2026/27;
3. Council approve 15% contingency for the proposed projects;
4. Council agrees to leave \$120,860.85 in the Bulk Fund budget for potential projects later in the financial year, and authorises the Assets & Projects Manager, at their discretion, to top up capital project shortfalls from this budget without requiring further Council approval, to assist in preventing project delays due to budget constraints.

Horopaki | Background

The Long Term Plan 2024–2034 allocates funding to Bulk Fund projects across the Community Facilities & Properties asset groups. This funding is intended for small to medium-sized capital projects within the Community Facilities and Property Activity group. It may also be used for renewal works where there is no dedicated renewal budget, or where the renewal cost is expected to exceed the available budget.

There is \$141,000 annually to implement the Bulk Fund projects across the Community Facilities Asset groups. This has been carried forward into 2026/27 bringing the total bulk fund to \$282,000. Assessment of the proposed projects has been carried out by staff.

Ngā Take/Kōrerorero | Issues/Discussion

In the Parks & Open Spaces and Community Facilities & Buildings Activities, there are projects that have no capital, renewal or LTP funding.

These have been potential projects put forward for funding. Potential projects have been ranked based on the assessment criteria for bulk funds.

The projects that do not receive funding this year will be kept on the bulk fund list for up to a maximum of three years, at which point they will be removed if they have not received funding.

It is proposed to leave the remaining fund of approximately \$120,860.85 in the Bulk Fund budget for projects that may appear later in the year that may require funding.

The Matamata Domain Playground is likely to require additional funding. In addition to the playground works, accessibility parking on Meura Street directly outside the playground should be considered, along with drainage improvements to help reduce flooding during and after rainfall.

Mōrearea | Risk

As there is a wide variety of projects, each with varying associated costs, on the bulk fund list this year, it is not viable to assess all of the risks in this report. Once the projects have been prioritised, individual risk assessments will be completed adhering to the MPDC Risk Policy.

Ngā Whiringa | Options

Option One – Approve the list of proposed projects				
Description of option				
Council approve the prioritized list of Bulk Fund projects. The funding gets used for the agreed projects, i.e. the highest priority projects according to staff receive funding. Council approve 15% contingency for the proposed projects. Council agree to leave \$120,860.85 in the Bulk Fund budget for potential projects later in the financial year, and authorises the Assets & Projects Manager, at their discretion, to top up capital project shortfalls from this budget without requiring further Council approval. This will assist in preventing project delays due to budget constraints.				
#	Proposed prioritisation of projects	Description	Cost	Score
1	Headon Events Centre	Basketball Hoop Replacement x 2	\$43,740	47.0
2	Hanna Reserve	Footpath replacement	\$54,007	46.3
3	Kauri protection cleaning stations	New Kauri Dieback foot cleaning stations at trail heads x 2	\$22,374	45.3

4	Swim Zone Facilities All-in-One POS System	Point of Sale system replacement specific to Aquatic Facilities	\$ 20,000	39.2	
Advantages			Disadvantages		
Operational, reputational and health & safety risks are reduced			Projects ranked lower will not be completed this financial year. This can affect operational efficiency of facilities		
Aligns with community outcomes					
Essential Projects that previously did not have any funding will now be able to go ahead, aiding in Council Facilities' operations.					

Option Two – Council decide on an alternative reprioritization of projects to be funded

Description of option

Council does not approve the recommended prioritized list of bulk funds projects but decides on an alternative reprioritization of projects or new/additional projects not listed to be funded out of the Bulk Fund. Council approve 15% contingency for the proposed projects. Council agree to leave \$120,860.85 in the Bulk Fund budget for potential projects later in the financial year.

Proposed Projects	Description	Cost	Score	Mayor & Councillors Prioritisation Ranking #
Headon Events Centre	Basketball Hoop Replacement x 2	\$43,740	47.0	
Hanna Reserve	Footpath replacement	\$54,007	46.3	
Kauri Protection Cleaning Stations	New Kauri Dieback foot cleaning stations at trail head x 2	\$22,374	45.3	
Swim Zone Facilities All-in-One POS System	Point of Sale system replacement specific to Aquatic Facilities	\$ 20,000	39.2	

Advantages		Disadvantages	
Elected members have the chance to vote on what they consider high priority, separately to the staff priority		Inefficient use of staff time prioritizing projects	
		Some projects which staff ranked high priority could be moved down the list and may not be completed	
		Some operational, compliance, and health & safety risks may remain	

Recommended option

Option 1 – Approve the list of proposed projects and authorises the Assets & Projects Manager, at their discretion, to top up capital project shortfalls from this budget without requiring further Council approval.

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

There are a number of projects on the bulk fund list which could be considered for the next Long Term Plan (2027-30). There is currently no funding available for the proposed projects in the operational, renewal or LTP budgets.

A number of the projects align with the Parks and Open Spaces Strategy (POSS) and asset management plans.

The kauri protection measures comply with the regulations to protect kauri as per the [Biosecurity \(National PA Pest Management Plan\) Order 2022](#) and would provide an additional layer of protection to ensure compliance.

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	The projects tend to be relatively low value renewals of existing assets or be required for compliance purposes. We do not normally consult on simple renewals however the impact of non-renewal on interested/affected parties has been considered. DOC recommended the kauri cleaning stations and Ngāti Tumutumu have indicated their support.
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 medium level of significance.
Section 82 – this sets out principles of consultation.	The projects tend to be renewals of existing assets or be required for compliance

	purposes.
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Policy Considerations

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

Once approved, project-specific communication will occur if required.

Timeframes

Key Task	Dates
Council agrees on bulk fund project prioritisation	August 2026
Confirmation of funded projects sent to managers	September 2026
Project briefs & Work Orders set up	September 2026
Purchase orders set up and projects commence	October 2026
Projects completed	June 2027

Ngā take ā-lhinga | Consent issues

None required

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:

- All.

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

Projects in this report	\$140,121.00	
Contingency 15%	\$ 21,018.15	
Total	\$161,139.15	Bulk Fund

Ngā Tāpiritanga | Attachments

- A↓.  Headon Events Centre Basketball Hoops
- B↓.  Hanna St Reserve
- C↓.  Kauri Dieback Cleaning Stations Proposal
- D↓.  Swim Zone POS proposal

Ngā waitohu | Signatories

Author(s)	Greg Hall Project Manager	
	Mark Naudé Kaiārahi Mahere Paparēhia me ngā Taiwhanga Parks & Facilities Planning Team Leader	
Approved by	Wairarapa Young	

	Kaiārahi Whakahaere Kaupapa Project Management Team Leader	
	Fiona Vessey Hautū Hanganga Rawa me ngā Whakahaere Group Manager Infrastructure, Assets & Operations	

Proposal Summary

Project Name	Headon Events Centre – Basketball Hoop Replacement	Document CM No.	To be assigned
Project Class	Project Bulk Funds		
Prepared	Greg Hall	Revision No.	1
Checked	Mark Naudé	Revision Date	07/08/2026

I. Project Description

This proposal seeks approval to replace two ceiling-hung basketball hoops serving one court at Headon Events Centre. The works will provide compliant, correctly installed and fit-for-purpose equipment to address identified safety and installation issues. The scope includes replacement of the two hoops and the required working-at-height controls for installation. Annual safety inspections are excluded from the capital scope and will continue to be funded through the Headon operational budget.

II. Current Situation

The existing basketball hoops have failed safety compliance following the annual SportSafe inspection. The inspection identified that the ceiling-hung units are not centred, the backboards and hoops are out of alignment, and the fall arrest system at the entrance end has been installed incorrectly. The overall installation was also assessed as poor quality, with uneven and off-centre loading points that may create long-term asset and safety issues because the equipment weight is not being distributed as designed.

Repair options were investigated; however, the supplier does not wish to undertake repairs due to the risk of failure. Replacement is therefore the most appropriate response to remove the current safety concern, restore confidence in the equipment, and maintain safe community and sporting use of the venue.

III. Potential Options

Option 1: Replace the two basketball hoops with compliant, correctly installed equipment using a suitably qualified supplier.

Option 2: Attempt repair of the existing basketball hoop installation. This option is not recommended because the supplier has declined to repair the current set-up due to failure risk and the inspection identified multiple installation and alignment concerns.

Option 3: Do nothing and continue to restrict or accept risk associated with the current equipment. This option is not recommended because it leaves an identified health and safety concern unresolved and may reduce the level of service for venue users.

IV. Recommended Option

Option 1: Replace the two basketball hoops with compliant, correctly installed and fit-for-purpose equipment. This option directly addresses the SportSafe safety findings, avoids the risk associated with attempting repairs, and supports continued safe use of Headon Events Centre for basketball and multi-use court activities.

V. Anticipated Results

- Health and safety risks to users, staff and contractors are reduced through replacement of non-compliant equipment.
- The court remains available for safe community and sporting use once works are complete.
- Council's asset and compliance risk is reduced by replacing equipment that is no longer considered suitable for repair.
- Future maintenance issues associated with the current misalignment and poor installation quality are minimised.
- Stakeholders and regular venue users receive improved confidence in the safety and reliability of the facility.

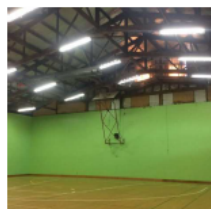
VI. Total Cost

- Capital Cost: \$43,740 excluding GST. From the Bulk Fund

Assessment criteria	Rating						Score
	1	2	3	4	5	6	
Health & Safety (weighting = 2)	No Risk	Low Risk	Moderate Risk	High Risk	Very High Risk	Extreme Risk	9.5
If we do nothing, what will be the impact on Level of Service	No Impact	Low Impact	Moderate Impact	High Impact	Very High Impact	Extreme Impact	4.0
Condition Grade assessment of asset based on PRAMS manual (Refer TRIM 1215146) - Project is renewal	Absent/Doesn't Exist	Excellent Condition	Good Condition	Average Serviceable	Poor Condition	Failed or Failure	4.8
Impact on maintenance regime and operational budgets	Significant	Moderate Increase	Minor	Neutral Impact	Costs Maintained	Maintenance/Costs Reduced	3.0
Strategic and Management Plan Objectives are met (weighting = 2)	Contradicts	Partially Contradicts	Neutral	Meets Objectives	Aligns Well	Strongly aligns	4.3
Amenity improvement and beautification	Negative Impact	No Change	Minor Improvement	Moderate improvement	Notable Improvement	Significant Improvement	7.0
Community Interest in the project	Opposition	No Interest	Moderate Interest	High Interest	Very High Interest	Extreme Interest	3.3
Additional resources (i.e. volunteer labour, sponsorship for material, external funding sources) required and provided	Council Fund 100% delivery	Council Funds, Minor Support	Council Funds, Some Support	Council Funds, Volunteers deliver	Partial External Funding	Externally funded and Volunteer Delivered	1.5
CPTED (Crime Prevention Through Environmental Design) principles	Negative improvement	No Improvement	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	3.5
Improved use of facility /Open Space (weighting = 2)	Reduces use	No Change	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	3.8
Benefit compared with cost/implication	High Cost No benefit	High Cost Low Benefit	Moderate Cost Moderate Benefit	Low Cost Moderate Benefit	Low Cost High Benefit	Minor Cost District Wide benefit	3.3
Total							47.75 of 84
							57%



Gymleader NZ Ltd
14 Fisher Crescent, Mt Wellington,
Auckland Phone 0508 333 113



SportSafe Inspection

Headon Stadlum , 47 Western st MATAMATA

Report Created on May 21, 2024 11:07 AM

Inspector
Name: Reece Meyer
Email: reece@sportsafe.co.nz

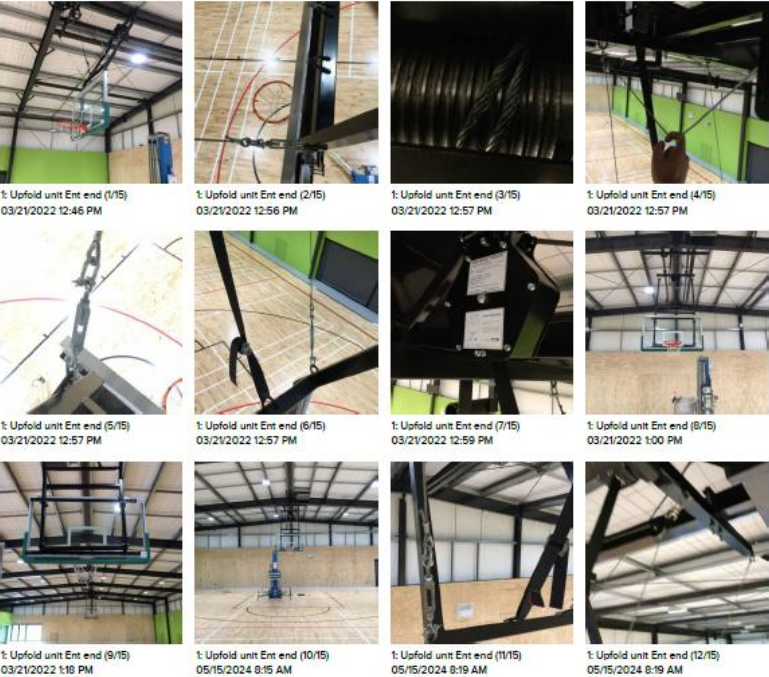
Facility Manager
Name: Bruce Langlands
Phone: 0272734661
Email: BLanglands@mpdc.govt.nz

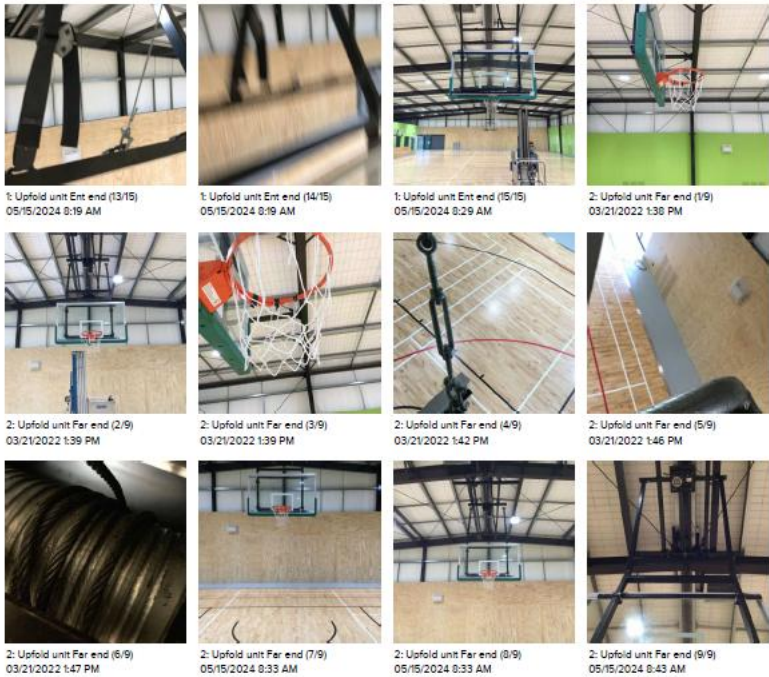
Installed Equipment Gym

Items	A: No safety issues B: Minor or cosmetic concern C: Safety issues to address D: Not safe for use			Notes
1: Upfold unit Ent end			✓	15/5/24 Inspection Ceiling hung not centered with court Fall arrest is not centered Motor cable is slightly off may cause future damage to motor keep an eye on Backboard is not in line with ceiling hung framing Ceiling hung arm top mounts are also not level this has been compensated for also at the backboard. It appears to be installed off center and out of alignment. The fall arrest being installed the wrong way around is a safety concern and should be addressed as soon as possible. The overall installation is not of a high quality which can be seen with the ceiling hung arm being out of level and off centered. This has the potential to lead to long term issues due to the weight loading points not being equal as it was design for.

Items	A: No safety issues B: Minor or cosmetic concerns C: Safety issues to address D: Not safe for use				Notes
2: Upfold unit Far end		✓			15/5/24 Inspection Ceiling hung not centred Backboard not evenly centred with ceiling hung Hoop not in line with centre court Fall arrest not centred may damage fall arrest in the future but is in correct direction Cables and turnbuckles look good

Photos





Summary

General Comments	15/5/24 Inspection update Fall arrest at entrance to be turned around. Fall arrest belt is crooked Winch cable is off centre will cause damage in the future please monitor As for ceiling hung not centred due to incorrect measurements from supplier or installation team. a new custom installation over the original install is needed to realign mounts and bolting
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Important Information Regarding This Report

SportSafe Inspectors are experienced and appropriately certified to provide this report. By engaging SportSafe to provide this report

RCD 0837
05302/642.00

MONITORING REPORT – LANDUSE CONSENT

Name: Paul Sleep, Monitoring Officer (Consents)

Date: 12 July 2005

Consent: To remove large tree in service lane, Morrinsville Lyceum Club, 36 Moorhouse Street, Morrinsville (RCD 0837)

Monitoring: Tree has been removed - All conditions of consent have been met.

P D Sleep
MONITORING OFFICER (CONSENTS)

RP310064PDS

Proposal Summary

Project Name	Kauri Cleaning Stations	Document CM No.	3207673
Project Class	Project Bulk Funds		
Prepared	Greg Hall	Revision No.	1
Checked	Sharon Bryant	Revision Date	13/07/2026

I. Project Description

Installation of kauri cleaning stations at the Te Aroha Domain and Tui Road trailheads to protect kauri forests, reduce the spread of kauri dieback disease, support track compliance requirements, and provide educational information for track users.

II. Current Situation

Track surfacing measures are currently relied upon to meet kauri protection requirements, however these can be damaged by storm events and may result in non-compliance. Additional biosecurity controls are required to provide a resilient and long-term protection solution

III. Potential Options

Option 1: Install kauri cleaning stations at both trailheads.

Option 2: Continue relying solely on track surfacing controls

Option 3: Do nothing.

IV. Recommended Option

Option 1: Install kauri cleaning stations at Te Aroha Domain and Tui Road trailheads. This provides a reliable compliance measure, supports kauri protection objectives, improves public awareness, and is supported by the Department of Conservation and Ngati Tumutumu.

V. Anticipated Results

Improved protection of kauri forests, increased user awareness of kauri dieback prevention, greater resilience following storm events, ongoing compliance with biosecurity requirements, and an enhanced visitor experience.

VI. Total Cost

Capital Cost: \$22,374 excl GST, including supply and installation of cleaning stations.
Expected asset life: 10 years. Additional annual operational costs are expected to be minimal.

Assessment criteria	Rating						Score
	1	2	3	4	5	6	
Health & Safety (weighting = 2)	No Risk	Low Risk	Moderate Risk	High Risk	Very High Risk	Extreme Risk	5.0
If we do nothing, what will be the impact on Level of Service	No Impact	Low Impact	Moderate Impact	High Impact	Very High Impact	Extreme Impact	3.8
Condition Grade assessment of asset based on PRAMS manual (Refer TRIM 1215146) - Project is renewal	Absent/Doesn't Exist	Excellent Condition	Good Condition	Average Serviceable	Poor Condition	Failed or Failure	2.0
Impact on maintenance regime and operational budgets	Significant	Moderate Increase	Minor	Neutral Impact	Costs Maintained	Maintenance/Costs Reduced	3.0
Strategic and Management Plan Objectives are met (weighting = 2)	Contradicts	Partially Contradicts	Neutral	Meets Objectives	Aligns Well	Strongly aligns	5.0
Amenity improvement and beautification	Negative Impact	No Change	Minor Improvement	Moderate improvement	Notable Improvement	Significant Improvement	9.5
Community Interest in the project	Opposition	No Interest	Moderate Interest	High Interest	Very High Interest	Extreme Interest	4.0
Additional resources (i.e. volunteer labour, sponsorship for material, external funding sources) required and provided	Council Fund 100% delivery	Council Funds, Minor Support	Council Funds, Some Support	Council Funds, Volunteers deliver	Partial External Funding	Externally funded and Volunteer Delivered	1.5
CPTED (Crime Prevention Through Environmental Design) principles	Negative Improvement	No Improvement	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	2.5
Improved use of facility /Open Space (weighting = 2)	Reduces use	No Change	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	5.0
Benefit compared with cost/implication	High Cost No benefit	High Cost Low Benefit	Moderate Cost Moderate Benefit	Low Cost Moderate Benefit	Low Cost High Benefit	Minor Cost District Wide benefit	4.0
Total							45.25 of 84
							54%

Preferred station for Te Aroha Domain trail head



Maungatautari
Sanctuary Mountain

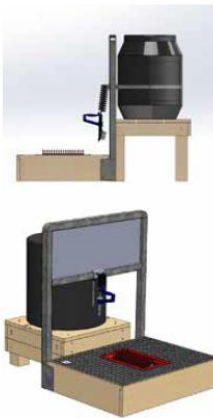
Urbane Station	Automix	\$15994
	Premix	\$15775

Sanctuary mountain asked us to adapt our standard station to suit their requirements with a bag check for rodents, a simple 2 way brush and spray, no roof, custom graphics and orange plastic molded base.

Preferred station for Tui Domain Track Trail head:



Tahi bio-deversity regenerators
Whangerei



MK3 B&G kitset	
	\$2830

Designed for backcountry and light-use trails, our Barrel & Grate system provides effective protection against Kauri dieback. This unit features our standard round brush for thorough boot cleaning and an anti-slip GRP mesh floor, ensuring user safety while maintaining high durability in outdoor environments. Ideal for remote locations, this system is built to withstand tough conditions while supporting conservation efforts.

Proposal Summary

Project Name	Swim Zone Facilities All-in-One POS System	Document CM No.	3207669
Project Class	Project Bulk Funds		
Prepared	Greg Hall	Revision No.	1
Checked	Sharon Bryant	Revision Date	02/07/2026

I. Project Description

Implementation of a new Envibe all-in-one POS and aquatic facility management system across Swim Zone Morrinsville, Matamata and Te Aroha, including POS hardware, setup, configuration, data migration, training and commissioning. Annual licences and hosting costs are excluded and funded operationally.

II. Current Situation

The current POS PRO system is hospitality-focused, suffers from reliability issues, limited reporting, no website integration, lost reporting data, and aging hardware. It does not support many aquatic facility functions.

III. Potential Options

Option 1: Implement Envibe system (\$20,000 excl GST)

Option 2: Retain POS PRO.

Option 3: Do nothing.

IV. Recommended Option

Option 1: Implement the Envibe all-in-one POS and facility management system. It provides aquatic-specific functionality, multi-site management, improved customer experience, enhanced reporting and future scalability.

V. Anticipated Results

Improved operational efficiency, reliability, reporting, online services, customer experience, membership management and centralised management across all Swim Zone facilities.

VI. Total Cost

- Capital Cost: \$20,000 excl GST (\$15,000 hardware and \$5,000 professional services).
- Annual licence costs funded separately from operating budget: \$20,108.90 per annum

Assessment criteria	Rating						Score
	1	2	3	4	5	6	
Health & Safety (weighting = 2)	No Risk	Low Risk	Moderate Risk	High Risk	Very High Risk	Extreme Risk	2.5
If we do nothing, what will be the impact on Level of Service	No Impact	Low Impact	Moderate Impact	High Impact	Very High Impact	Extreme Impact	2.8
Condition Grade assessment of asset based on PRAMS manual (Refer TRIM 1215146) - Project is renewal	Absent/Doesn't Exist	Excellent Condition	Good Condition	Average Serviceable	Poor Condition	Failed or Failure	4.0
Impact on maintenance regime and operational budgets	Significant	Moderate Increase	Minor	Neutral Impact	Costs Maintained	Maintenance/Costs Reduced	2.3
Strategic and Management Plan Objectives are met (weighting = 2)	Contradicts	Partially Contradicts	Neutral	Meets Objectives	Aligns Well	Strongly aligns	4.8
Amenity improvement and beautification	Negative Impact	No Change	Minor Improvement	Moderate improvement	Notable Improvement	Significant Improvement	8.0
Community Interest in the project	Opposition	No Interest	Moderate Interest	High Interest	Very High Interest	Extreme Interest	3.0
Additional resources (i.e. volunteer labour, sponsorship for material, external funding sources) required and provided	Council Fund 100% delivery	Council Funds, Minor Support	Council Funds, Some Support	Council Funds, Volunteers deliver	Partial External Funding	Externally funded and Volunteer Delivered	1.0
CPTED (Crime Prevention Through Environmental Design) principles	Negative Improvement	No Improvement	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	3.0
Improved use of facility /Open Space (weighting = 2)	Reduces use	No Change	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	4.5
Benefit compared with cost/implication	High Cost No benefit	High Cost Low Benefit	Moderate Cost Moderate Benefit	Low Cost Moderate Benefit	Low Cost High Benefit	Minor Cost District Wide benefit	3.5
Total							39.25 of 84
							47%

7 Pūrongo me whakatau | Decision Reports

7.13 Delegation to staff for Local Government Act consultations

CM No.: 3211537

Te Kaupapa | Purpose

The purpose of this report is

- to provide information to Council on the legislative requirements for people to present their views verbally or New Zealand Sign Language to Council or any delegated representative.
- for Council to consider delegating to nominated Council staff/teams so they can act as Council's delegated representatives where required.

Tūtohunga | Recommendation

That:

1. Council delegates the ability for people to present their views to Council in a manner that allows verbal (or New Zealand sign language) interaction between the person and Council staff acting as representatives of Council (including asking questions and receiving information) as listed below under Schedule 7 (32) of the Local Government Act 2002:
 - Policy and Governance Team;
 - Communications and Engagement Team;
 - Assets and Projects Team;
 - Chief Executive and Group Managers.
2. Where a position/team name changes without substantial changes being made to the position/team (in respect of the function to which the delegation relates), that any current delegations are transferred.
3. The delegation will remain in-place for the remainder of the triennium.
4. For the avoidance of doubt, this delegation only applies to consultations required under the Local Government Act 2002. Council retains all its powers as required under Schedule 7 (32)1) of the Local Government Act 2002. The delegation does not extend to the consideration of the feedback or making decisions on the issues which remains with Council.
5. Council notes that, where possible, Elected Members will be present with staff to provide an opportunity for people to present their views to an elected representative of Council.

Horopaki | Background

Section 82 of the Local Government Act says that where consultation is undertaken by Council, people who will or may be affected by, or have an interest in, the decision or matter should be encouraged to present their views to Council. They should also be provided with a reasonable opportunity to present those views to Council in a manner and format that is appropriate to the preferences and needs of those persons.

Section 83 of the Local Government Act sets out a Special Consultative Procedure that Council must provide reasonable opportunity for persons to present their views, either written, spoken, or through New Zealand Sign Language (NZSL), between the person and Council.

Historically, Council has provided this opportunity through formal council meetings / hearings so people can present their views to elected members following a written submission. Written submissions are available to be made online or via hard copy and are collated and presented to Council to inform decision-making. Speaking to a submission at a formal council meeting can be a challenging experience for some submitters and hearings are also typically scheduled during traditional work hours/day which could be a barrier for attendance.

During consultation periods, Council regularly provides opportunities for the community to ask questions, seek clarification and discuss the matters being consulted on with staff and elected members at drop-in sessions, workshops, market days and other engagement activities. However, these events have previously not been considered as formal 'opportunities for people to present their views to the local authority'. This means any conversation about the topic, or if people express their views generally, staff encourage people to make a written submission.

Ngā Take/Kōrerorero | Issues/Discussion

Council have previously confirmed they would like to move away from traditional hearings and instead hold events during the consultation period that are also opportunities for people to present their views. Engagement events are already organised by staff during consultation, and the community often chat to staff and elected members about the topic and share their views a proposal.

While Elected Members are generally represented at these events, a delegation to staff could be utilised where required. Under such a delegation, staff would be able to receive and document views presented by participants and report these back to Council for consideration. This may include providing a summary of feedback received, for example, identifying the number of participants engaged and common themes raised during discussions.

Delegating this function to staff could provide more flexible and accessible opportunities for participation by enabling individuals to share their views in community settings and through engagement activities. Any delegation would not prevent or limit the ability of Elected Members to attend engagement events and hear directly from participants. Nor would it transfer decision-making responsibilities, which would remain with Council.

Engagement activities would be promoted as opportunities for individuals to present their views verbally. Where a person wishes to present their views in New Zealand Sign Language (NZSL), appropriate arrangements and accommodations would be made to facilitate their participation.

Mōrearea | Risk

There is a reputational risk that people may feel speaking to delegated staff is insufficient and wish to speak to their elected representatives. If people feel strongly about speaking to an elected

member and there is not one present, an appointment can be arranged. There is also a risk that people may perceive staff as decision-makers and responsible for the contents of a proposal, which staff will make clear is not the case.

Overall, the risk of delegation is low.

Ngā Whiringa | Options

Council can consider providing staff with the delegation to hear people's views on a proposal.

Option One – Delegate to specific staff/teams to listen to feedback and capture for presenting to Council	
Advantages	Disadvantages
Enables staff to have conversations with the public alongside elected members.	Elected Members may have less direct engagement with submitters and their perspectives.
Enables staff to identify common themes and present feedback in a structured and consistent format.	Submitters may perceive the process as less transparent or less connected to decision-makers.
Option Two – Do not delegate to specific staff/teams and the role remains with Elected Members	
Advantages	Disadvantages
Elected Members hear directly from submitters, supporting a fuller understanding of community views.	Elected Members may not always be available to attend events. This option could limit the availability of people to speak to at an event and may result in attendees not being able to present their views
Supports existing governance and democratic decision-making processes.	

Recommended option

Option One – Delegate to specific staff/teams to listen to feedback and capture for presenting to Council

Local Government Act 2002 Decision-making requirements

Having regard to the decision making provisions in the Local Government Act 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 Local Government Act. 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	Council would continue to consider all the views received during consultation. Views provided in a spoken (or NZSL) manner outside of a hearing process could be captured/heard by staff or delegated elected members.
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.	Section 82 is described elsewhere within the report.

Policy Considerations

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.

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

Costs related to consultation are included under relevant budgets.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Olivia Picard Kaitohu Kaupapahere Policy Advisor	
Approved by	Niall Baker Kaiārahi Tima Kaupapahere Policy Team Leader	
	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships and Governance Manager	
	Kelly Reith	

	Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	
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7 Pūrongo me whakatau | Decision Reports

7.14 Controllers Endorsement

CM No.: 3211609

Te Kaupapa | Purpose

The purpose of this report is to seek Council's endorsement of Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata Piako District Council, in accordance with section 27 of the Civil Defence Emergency Management Act 2002 and the Waikato CDEM Controller Policy.

Rāpopotonga Matua | Executive Summary

Section 27(1) of the Civil Defence Emergency Management Act 2002 enables a Civil Defence Emergency Management Group to appoint one or more Local Controllers. Local Controllers may carry out functions or duties directed or delegated by the Group Controller and may exercise Controller powers within the area for which they are appointed, including the powers set out in sections 86 to 94 of the Act. During an emergency, a Local Controller must follow any directions given by the Group Controller. The Waikato CDEM Controller Policy sets out the regional process for appointing and endorsing Local Controllers.

The Waikato Civil Defence Emergency Management Group Joint Committee at its meeting in June 2026 approved Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council. Council is now required to endorse Andy and Ryan to act as Local Controllers for MPDC. It is also noted that Andy BuBear has separately been approved as a Tier 1 Group Controller. That Tier 1 approval is a Waikato CDEM Group decision made by the Joint Committee and does not alter the local endorsement being sought from Council through this report.

Tūtohunga | Recommendation

That:

1. **Council endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council.**

Horopaki | Background

The Civil Defence Emergency Management Act 2002 at section 64 states:

64 Duties of local authorities

- (1) A local authority must plan and provide for civil defence emergency management within its district.
- (2) A local authority must ensure that it is able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency.

To support effective emergency response, the Civil Defence Emergency Management Group Joint Committee must appoint suitably qualified and experienced alternate Group Controllers and may appoint suitably qualified and experienced Local Controllers. These appointees may be directed to perform functions and duties required under the Act.

Ngā Take/Kōrerorero | Issues/Discussion

The Waikato CDEM Controller Policy states that as a Group we must have sufficient Group Controllers and that all territorial authorities should appoint a Local Controller and sets out the following process for appointing Controllers:

- The relevant authority's executive identifies a potential controller against a selection criteria;
- A request is made by the Coordinating Executive Group (CEG) representative to initiate the process;
- The potential candidate is interviewed by a panel made up of the Group Controller, a member of the Statutory Appointment Advisory Committee (STRAAC), a person who is qualified to consider the needs of local Maori/Iwi, a senior member of the Police and the Local Authority Executive (The purpose of the invitation to an Executive Member is to enable the interview panel to bring to the attention the likely demands upon, and ongoing support required for the candidate, if appointed)
- The STRAAC has delegation to decide the suitability of candidates and will forward successful candidates to the Joint Committee for its consideration and approval.
- Once the appointment is approved by the Joint Committee, the relevant council can then formally endorse the candidate.

Following the Joint Committee's June 2026 approval, Council is now asked to endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for MPDC. Andy BuBear's separate Tier 1 Group Controller approval enables him to support controller functions at a group level, but the decision sought through this report is limited to local endorsement for MPDC. Should the endorsement of both Andy BuBear and Ryan Johnston be successful, Matamata-Piako will have two Tier 3 Local Controllers, providing additional resilience should an event occur. It is also noted that Andy is being endorsed as a Local Controller for South Waikato District and Hauraki District Councils given the shared service arrangement. As part of that arrangement, Andy's priority will be to the shared service councils first where controller support is required.

Mōrearea | Risk

There is a risk to Council's reputation and operational continuity if MPDC does not have effective Local Controller capacity during an emergency. Endorsing Local Controllers with the required skills, competencies, experience and community standing helps minimise this risk.

Ngā Whiringa | Options

Option One – Endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council	
Description of option	
This option is to endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council, following approval by the Waikato Civil Defence Emergency Management Group Joint Committee.	
Advantages	Disadvantages
Provides resilience for MPDC should an event occur by ensuring two endorsed Tier 3 Local Controllers are available for the district.	There is a time commitment associated with maintaining controller readiness, training and availability. This will be managed through existing CDEM arrangements and the shared service model.

Andy BuBear and Ryan Johnston bring local knowledge and operational experience that will support effective emergency response for Matamata-Piako District Council.	
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Option Two – Not endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council

Description of option

This option is to not endorse Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for Matamata-Piako District Council.

Advantages

There are no advantages in not endorsing Andy BuBear and Ryan Johnston, as this would reduce MPDC's local controller resilience.

Disadvantages

Less resilience in the Local Controller role should an event occur.

The approval process undertaken through the Waikato CDEM Group Joint Committee would not result in the intended local endorsement for MPDC.

Option One – <Insert Option>

Impact assessment

Legal Implications	This recommendation will enable Council to meet its requirements under the Civil Defence Emergency Management Act 2002 by endorsing Andy BuBear and Ryan Johnston as Tier 3 Local Controllers for MPDC.
Financial Implications	There are no financial costs associated with this endorsement.
Community Outcomes	This recommendation aligns with Council's community outcomes by supporting local emergency readiness, operational resilience and the ability to protect communities during and after an emergency.

Recommended option

The recommended option is that Andy BuBear and Ryan Johnston be endorsed as Tier 3 Local Controllers for Matamata-Piako District Council.

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

The appointment of Local Controllers is provided for under the Civil Defence Emergency Management Act 2002 and the candidates have been approved in accordance with the Waikato CDEM Controller Policy. Andy BuBear's separate approval as a Tier 1 Group Controller is a Waikato CDEM Group Joint Committee decision.

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	We have followed the Civil Defence Emergency Management Act 2002 and the Waikato CDEM Controller Policy and there are no further affected parties.
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.	No further consultation is required.

Policy Considerations

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.

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 most relevant to this report are: He wāhi kaingākau ki te manawa | A place with people at its heart, and He wāhi puawaitanga | A place to thrive.

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

There are no additional financial costs associated with this decision.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Ally van Kuijk Hautū Tipu me te Whakamatua Group Manager Growth & Regulation	
Approved by	Ally van Kuijk Hautū Tipu me te Whakamatua Group Manager Growth & Regulation	
	Manaia Te Wiata Tumu Whakarae Chief Executive Officer	

8 Ngā Pūrongo Whakamārama | Information Reports

8.1 Staff Long Service Presentation

CM No.: 3155697

Te Kaupapa | Purpose

The purpose of this report is to provide recognition to staff for their years of service.

Rāpopotonga Matua | Executive Summary

Todd Makeham to be presented with a Long Service Award in recognition of 20 years' service to Matamata-Piako District Council.

Tūtohunga | Recommendation

That:

1. The information be received.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Kaitohu Mātāmua Kāwana Senior Governance Advisor	
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Approved by	Tamara Kingi Kaiārahi Kāwana Governance Team Leader	
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8 Ngā Pūrongo Whakamārama | Information Reports

8.2 Long Term Plan 2027-37 Progress Update: August 2026

CM No.: 3196125

Te Kaupapa | Purpose

The purpose of this report is for Council to:

- receive an update on progress towards the development of the Long Term Plan 2027-37 (LTP); and
- acknowledge the direction provided through workshops open to the public to inform the development of the LTP.

Rāpopotonga Matua | Executive Summary

The key milestones from now until adoption of the LTP are as follows:

Timeframe	Action
Aug - Nov 2026	Council to make key budget and planning decisions - capex, opex, renewals, levels of service etc, see more detail in the body of the report below. Staff to develop LTP documents.
Sep 2026 - Feb 2027	LTP Consultation Document developed
Nov 2026	Quality Assurance process (LTP documents)
Dec 2026	Risk and Assurance Committee and Council approval of LTP documents for Audit
Dec 2026 - Jan 2027	Audit of LTP documents
Feb 2027	Quality Assurance process (LTP Consultation Document)
Feb 2027	Risk and Assurance Committee and Council approval of LTP Consultation Document for Audit
Feb - Mar 2027	Audit of LTP Consultation Document
Mar 2027	Risk and Assurance Committee and Council approval of LTP Consultation Document and LTP documents for public consultation
Apr - May 2027	Public consultation (including in person sessions)
May 2027	Council Deliberations
May 2027	Quality Assurance process (Final LTP)
Jun 2027	Final Audit
Jun 2027	Adoption of LTP 2027-37 Setting of the Rates for 2027/28
1 July 2027	LTP 2027-37 in force

Progress update

The development of the LTP is well underway and is currently on track.

Further progress updates will be provided at Te Manawhenua Forum, Risk and Assurance Committee, Waharoa (Matamata) Aerodrome Committee and Council meetings through the remainder of 2026, and the first half of 2027.

An LTP roadmap, showing key milestones and progress to date is attached.

Tūtohunga | Recommendation

That:

1. Council receives the Long Term Plan 2027-37 Progress Update: August 2026 report.
2. Council acknowledges the direction provided through workshops open to the public to inform the development of the Long Term Plan 2027-37.

Horopaki | Background

Project management

The LTP project is being overseen by a staff LTP project group with representatives from Policy, Assets and Strategy, Finance, Digital Services, Communications and Engagement and Executive Team. The project group meet regularly (currently weekly) to develop the approach to key issues, ensure the project is on track, and manage risks. The Policy, Partnerships and Governance Manager and the Group Manager Corporate, People & Relationships provide overall oversight of the project.

Key risks

An LTP risk register has been developed and is reviewed and updated regularly by the project group. Please see the Risk section below for more detail.

Quality assurance

The quality assurance (QA) process has been further developed since it was presented to the Risk and Assurance Committee in June, with a QA approach confirmed to support reviews ahead of each audit stage. QA on the financial model and the Asset Management Plans will be managed separately. Ongoing QA throughout the development of the LTP will be assisted by the use of Copilot, particularly to check for consistency between documents. The overall aim for the QA is to ensure the documents are of good quality before they are submitted to Audit, so as to keep the time and therefore cost of audit as low as possible.

Audit

The Audit Office is responsible for carrying out the audit of Council's LTP and Consultation Document.

Council's preferred timeline for audit has been previously communicated to the Audit Office team. At the time of writing this report, Council were expecting to receive the Audit Engagement letter in the week of 17th August 2026, which is expected to include the areas of audit focus, a timeline, and fees schedule. An update can be provided at the meeting.

Legislative context

The LTP project group track the progress of legislative changes that could directly or indirectly impact the LTP. Some of the key legislative changes with relevance to the LTP are listed below.

1) *Simplifying Local Government programme*

Description: The government is aiming to reduce the total number of councils, remove regional councils and transition toward regional unitary authorities.

LTP Impact: The LTP is a ten year plan, it is likely that significant change to the structure of Council will occur during this period.

Next steps: Await the outcome of the first step of the Headstart process. Detail our assumptions around reform in the LTP Significant Forecasting Assumptions and update as more information becomes available. Council have given direction that they wish to ensure this LTP captures all the projects that are important to us, as this LTP is likely to form the basis for future negotiations with partners.

2) Local Water Done Well programme

Description: Water and Wastewater services will transfer to Waikato Waters Ltd on 1 October 2026. Stormwater services will be retained in house. Legislation requires that Stormwater planning be contained in a separate Water Services Strategy.

LTP Impact: The groups of activities in the Infrastructure Strategy will be Roading, Rubbish and Recycling, Community Facilities and Property and Parks and Reserves.
Only summary information about Stormwater will be included in the LTP Financials.

The separate Stormwater Strategy covers:

- the costs of, and investment associated with, providing stormwater services; and
- proposed charges, levels of service, and performance measures; and financial forecasting; and
- long-term infrastructure and investment plans.

The strategy will be consulted on alongside the LTP. A summary of the strategy is required to be prepared. The strategy will not be formally audited.

Next steps: Staff will work through ensuring that the correct level of detail about Stormwater is included in the LTP. Council have indicated that they want rates affordability to be a priority, including being mindful that the community will be receiving two rates bills (Waikato Waters Ltd and Council).

3) Local Government (Systems Improvement) Bill

Description: The Bill changes the purpose of local government: cost-effective meeting of community needs replaces the well beings. Adds a core services provision. Enables the groups of activities proposal.

LTP Impact: Once the legislation is enacted, Council will need to ensure they are taking these provisions into account in their decision making.

Next steps: The Bill is likely to pass into law in August. Cost effective - staff will need to document the options for meeting community needs, including identifying which are most cost-effective and incorporate this into the decision-making process. Core services - when making decisions, Council will need to demonstrate that they have given particular attention to what the core services deliver for the community. Staff will ensure this is documented explicitly.

4) Groups of activities proposal

Description: Government have signalled their intention to mandate eight groups of activities that all councils must report against. At this stage, more certainty is expected in October.

LTP Impact: Council will need to rearrange its groups of activities. If certainty on the groups is not confirmed until late in the year this could potentially put pressure on LTP timeframes.

Next steps: Await confirmation of the proposal. Once confirmed, update activity plans, financials, the Revenue and Financing Policy and potentially some budgeting.

5) Rates capping

Description: A rates cap of between 2-4% has been signalled to come into effect from year 3 of the LTP.

LTP Impact: Uncertainty impacts planning. The rates cap is likely to put pressure on levels of service.

Next steps: Council to consider the impact of the rates cap when reviewing the first cut budget and develop an approach in an environment of uncertainty.

6) Resource management reform

Description: Resource management legislation is expected to pass this side of the general election. Amongst other things, the new legislation will require Regional Spatial Plans to be developed.

LTP Impact: Budget and content considerations.

Next steps: Staff are reviewing guidance to ensure the LTP supports implementation of the new Regional Spatial Planning process.

Ngā Take/Kōrerorero | Issues/Discussion

Timeline

The adoption of the LTP are as follows:

Timeframe	Action
Aug - Nov 2026	Council to make key budget and planning decisions - capex, opex, renewals, levels of service etc, see more detail in the body of the report below. Staff to develop LTP documents.
Sep 2026 - Feb 2027	LTP Consultation Document developed
Nov 2026	Quality Assurance process (LTP documents)
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May 2027	Council Deliberations

May 2027	Quality Assurance process (Final LTP)
Jun 2027	Final Audit
Jun 2027	Adoption of LTP 2027-37 Setting of the Rates for 2027/28
1 July 2027	LTP 2027-37 in force

The key milestones from now until

A full timeline is available if you would like further information: [Long Term Plan Gantt Chart August 2026 progress update.xlsx](#)

Progress update

An LTP roadmap, showing key milestones and progress to date is attached.

Below, LTP actions are grouped under the headings 'Completed', 'In progress', and 'Still to be progressed'.

Table 3: LTP items completed

Item	Summary of process	Status	How this item will inform the LTP
Trends and Analysis Report	Council has reviewed and adopted the report.	Complete	The report helps inform the assumptions that underlie the development of the LTP.
Population Projections	Elected members received a presentation on population projections from Te Ngira and subsequently adopted the high growth scenario.	Complete	The projections underpin the growth assumptions in the LTP.
Vision and Community Outcomes	Council's Vision and Community Outcomes were developed and adopted early 2026.	Complete	The Vision and Community Outcomes have been used to inform the activity planning developed by staff. And will be used throughout the LTP to frame the discussion around Council's priorities.
Efficiency and enablement	Council has articulated as part of its vision that its key focus is on operating in a way that is efficient and enabling.	Complete	The focus on efficiency and enablement has been used to inform the activity and support service planning developed by staff. This focus will be discussed throughout the LTP.
Key Drivers	The key drivers have been workshopped with Council, and identified as - Affordability - Growth and Demand - Resilience - Regulation and Reform	Complete	The drivers will be used throughout the LTP to discuss the challenges over the period of the LTP and how Council will respond.

Item	Summary of process	Status	How this item will inform the LTP
Direction on approach to consultation	Council has given direction that they would like to take a different approach to consultation, with face-to-face sessions during the consultation period to hear from submitters rather than holding a formal Hearing after the submission period has closed.	Complete	Staff will develop a communication and engagement process for the LTP and seek review and direction from elected members.

Table 4: LTP items in progress

Item	Summary of progress to date and direction received	Next steps	Status
Rates structure Review	Council have reviewed the rates structure and given direction that no substantial changes are needed.	Council will review the Uniform Annual General Charge at a workshop in Sep/Oct, after which the rates structure can be formally adopted.	On track
Groups of activities structure	Council have reviewed the groups of activities structure.	It is likely that Council's groups of activities structure will need to change to the structure signalled by the government at which point staff will bring the updated structure to Council for review.	Currently on track. May come under pressure due to legislative change.
Revenue and Financing Policy review	Council have reviewed the funding of each of its activities.	Staff are currently updating the policy based on the direction received and will circulate the draft document and workshop it with Council in Sep/Oct. It is likely that the signalled changes to the groups of activities will mean some further review of the policy will be needed at a later date.	Currently on track. May come under pressure due to legislative change.
Significant forecasting assumptions	Council have workshopped the assumptions and given direction.	Staff are currently updating the assumptions and will circulate the draft document and workshop with Council in Sep/Oct.	On track
Activity planning	Managers have presented their draft activity and support service planning to Council and received direction.	Council direction has informed development of the first cut budget. Staff are updating their Activity Plans to reflect direction received. Summaries of this information will be included in the LTP documents.	On track
First cut budget	The first cut budget is due to be workshopped with Council in late September.	After the workshop, staff will review based on direction received and bring the budget back to Council for further review.	On track

Item	Summary of progress to date and direction received	Next steps	Status
Levels of service and performance measure framework	Council reviewed performance measures as part of the activity plan workshops. Subsequently Council have workshopped the performance measure framework and given direction on a number of specific level of service definitions, performance measures and targets.	The direction received will be incorporated into planning documents and reflected into the LTP.	On track
Project prioritisation framework	Council have agreed on a methodology for prioritising projects, the 'must dos, should dos, could dos'. This methodology has been used for infrastructure investment planning.	Staff will describe and reflect this methodology in the Infrastructure Strategy.	On track
Capital and renewal programme	Council have reviewed and given direction on the capital and renewal programme for the LTP.	The infrastructure strategy will detail the capital and renewal programme.	On track
Grants policies review	The policies have been reviewed and workshopped with Council.	At the time of writing the policies were due to be adopted at the Council meeting on 26 August 2026.	On track
Significance and Engagement Policy review	The policy has been workshopped with Council and Te Manawhenua Forum.	At the time of writing the policy was due to be adopted for consultation at the Council meeting on 26 August 2026.	On track
Infrastructure and Financial Strategies	Staff have begun drafting these strategies which will be workshopped with Council in Sep/Oct.	Following direction received, staff will continue to develop the draft strategies, which will be brought back to Council for further review.	On track
Section on Māori engagement in consultation	Te Manawhenua Forum have reviewed the draft of this section for the LTP.	This content will be included in the LTP and reviewed by Council in due course.	On track
LTP documents	Drafting of the sections of the LTP has begun.	Staff will bring these to Council for review as they are prepared.	On track

Table 5: LTP items still to be progressed

Item	Next steps	Status
Development Contributions Policy review	Workshop scheduled for September / October.	On track
Rates Remission and Postponement Policy	Workshop scheduled for October.	On track
Treasury Policies review	Workshop scheduled for October.	On track
Consultation Document	A series of workshops will be run through September/ October.	On track
Allocation of grants	A workshop to decide on allocations is scheduled for 7 October 2026.	On track

Further progress updates will be provided at Te Manawhenua Forum, Risk and Assurance Committee, Waharoa (Matamata) Aerodrome Committee and Council meetings through the remainder of 2026, and the first half of 2027.

Mōrearea | Risk

An LTP risk register has been developed. The key risks to the LTP project can be characterised as:

1) The risk of constrained staff and organisational capacity impacting LTP deliverables due to multiple and complex competing obligations from:

- Reform of the local government sector
- Transition of water and wastewater to Waikato Waters Ltd (including loss of staff to the new entity)
- Council's organisation structure review
- Stormwater Strategy development
- Concurrent Annual Report audit process

2) The risk of legislative uncertainty delaying decision-making and budgets due to:

- Reform of the local government sector
- Signalled addition of mandatory groups of activities
- Signalled changes to the purpose of local government and the definition of core services
- Signalled rates capping legislation
- Signalled changes to Development Contributions
- Emergency management legislation reform
- Resource management reform

These risks are being actively managed by the LTP project group with oversight at the Executive level and quarterly review by the Risk and Assurance Committee.

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

The LTP is a statutory requirement for Council under the Local Government Act 2002.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes

The LTP is being developed using the Vision and Community Outcomes developed by Council in early 2026.

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

The LTP is budgeted for within the Strategies and Plans budget.

Ngā Tāpiritanga | Attachments

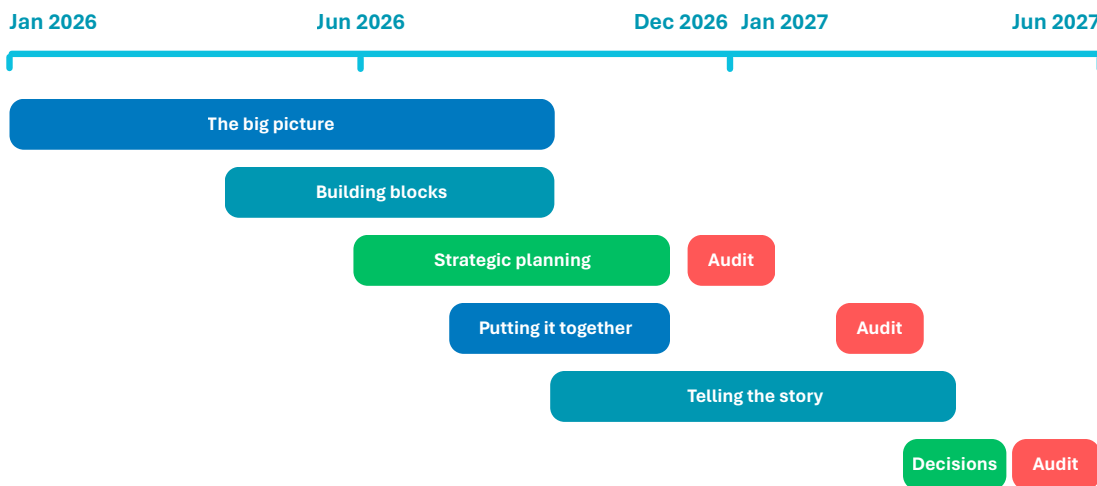
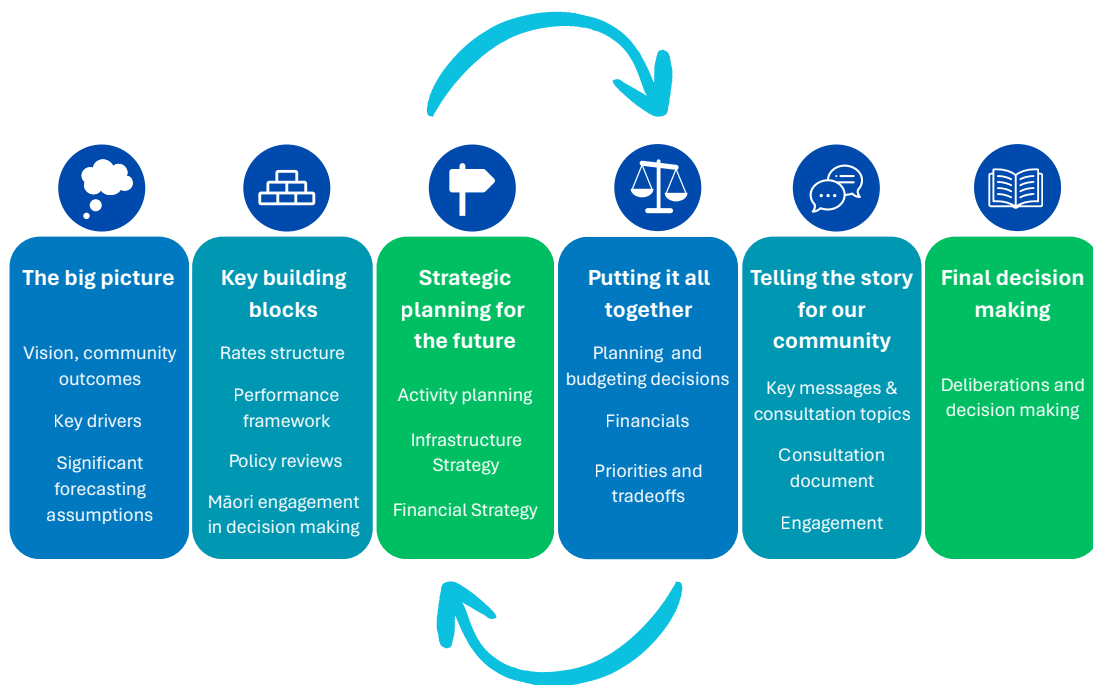
[A↓](#). LTP 27-37 Roadmap and Progress Update August 2026



Ngā waitohu | Signatories

Author(s)	Anne Gummer Kaitohu Kaupapahere Mātāmua Senior Policy Advisor	
Approved by	Sandra Harris Pou Kaupapahere, Rāngai Mahitahi me te Kāwana Policy, Partnerships and Governance Manager	
	Kelly Reith Hautū Rangatōpū, Tāngata me ngā Hononga Group Manager Corporate, People & Relationships	

Long Term Plan 27-37 Roadmap

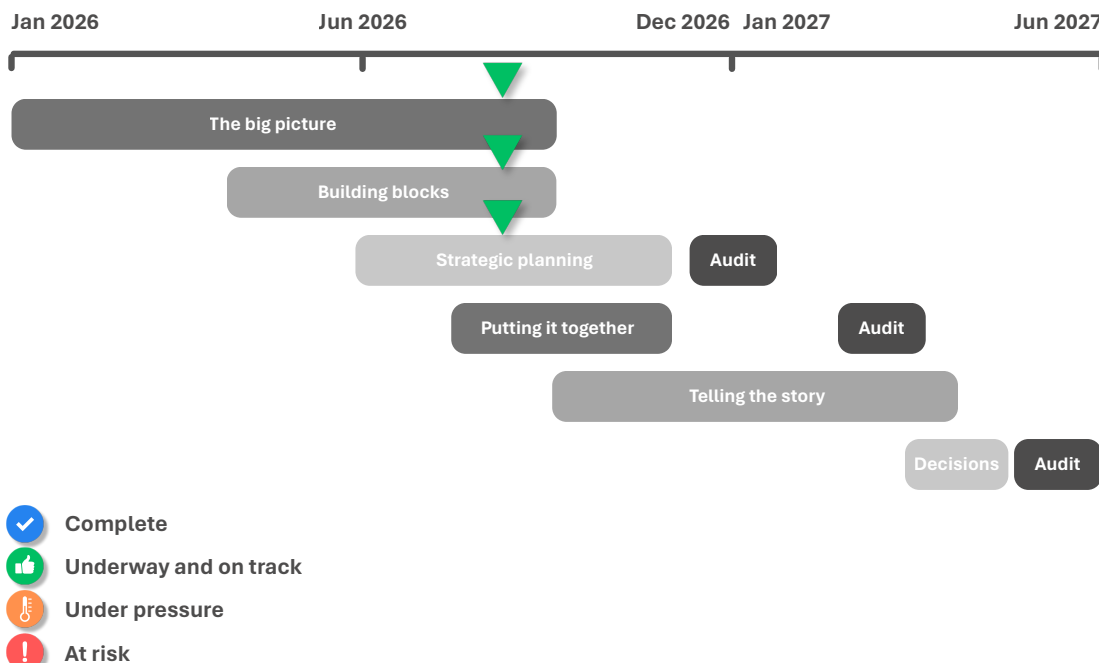
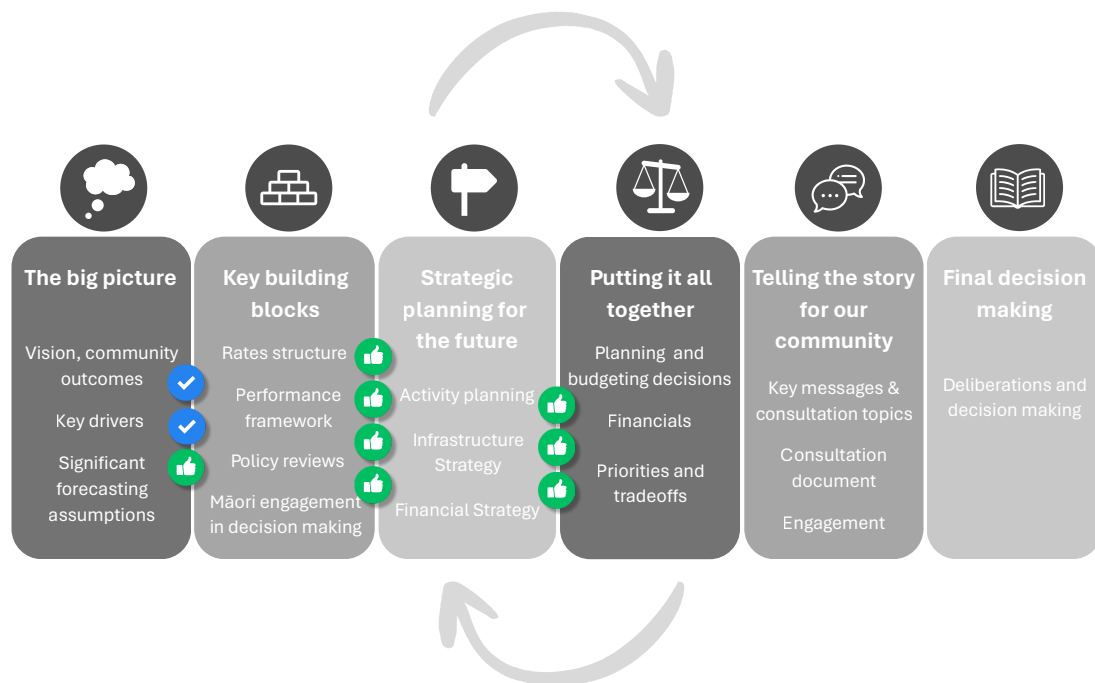


Long Term Plan 27-37 Roadmap

Progress update August 2026

Item 8.2

Attachment A



- ✓ Complete
- 👍 Underway and on track
- 🔧 Under pressure
- ! At risk

8 Ngā Pūrongo Whakamārama | Information Reports

8.3 RMA Policy and District Plan Update

CM No.: 3202076

Te Kaupapa | Purpose

The purpose of this report is to provide Council with an update on work being carried out on the Matamata-Piako District Plan (MPDP) and the broader Resource Management (RM) Reform. In this report, updates are provided on the Resource Management Act (RMA) Reform, Plan Change Exemption Applications, Private Plan Change 62 (Calcutta), Private Plan Change 64 (Banks Road), Plan Change 65 (Minor Matters), the MPDC Growth Strategy, Hauraki Gulf Forum, and the Mana Whakahono ā Rohe invitations.

Rāpopotonga Matua | Executive Summary

A summary update on the District Plan and Resource Management Reform is provided below. The update covers the outstanding Plan Change Exemption Application, Private Plan Change 62 (Calcutta), Private Plan Change 64 (Banks Road), Plan Change 65 (Minor Matters), the MPDC Growth Strategy, Resource Management Act Reform, Hauraki Gulf Forum, and the Mana Whakahono ā Rohe invitations.

Carolyn McAlley, and Fiona Hill are available to present the update and respond to any questions.

Tūtohunga | Recommendation

That:

1. The report be received.

Ngā Take/Kōrerorero | Issues/Discussion

Plan Change Exemption Applications

Under the Plan Stop legislation, councils can apply for an exemption to commence or continue a plan change where it satisfies the criteria set out in section 80W of the Resource Management Act 1991 (RMA). In response to the Plan Stop legislation, Council resolved to pursue exemption applications for two priority plan changes, those being Plan Change 65 (Minor Matters) and Plan Change 49 (Waharoa). The exemption application for Plan Change 65 was approved by the Minister for RMA Reform in March 2026.

By way of update:

- Plan Change 49 (Waharoa) has been sent to the Minister for RMA Reform, Chris Bishop. A decision was received from the Minister on 11 August 2026. The application was approved in part with the plan amendments relating to the Kaitiaki Conservation Zone and the Shop Frontage Area not being approved. The Minister's decision will be uploaded to the MPDC [Plan Stop](#) webpage. Next steps are to develop a work plan to progress this plan change.

Plan Changes

An update on the plan changes lodged with the Council or notified is provided below.

Private Plan Change 62 – Calcutta

On 3 July 2025, Council received a request for Private Plan Change 62 – Calcutta (PPC62). The proposal seeks to rezone approximately 20 ha of rural land on the southern side of Tauranga Road, Matamata, to General Industrial Zone. The proposal includes a development area plan showing roading layout, landscape buffers and the protection of pin oaks adjacent to Mangawhero Road.

As there are only a few key outstanding matters to work through (stormwater discharge /urban design and landscaping detail, Cultural Values Assessment, protection of the Pin Oaks and assessment of the National Policy Statement for Hazards) the requestor is looking to move the plan change request along. It is expected that these matters will be resolved as part of the notification and submissions process. Consequently, the request is now moving towards the first phase in the Council decision making processes, that being the decision to accept, adopt, reject it, or process the request as a resource consent application. PPC62 was brought to the Council workshop on 12 August 2026. A separate decision report is included as part of the agenda for this meeting recommending the Council accept the decision for notification.

For more information about PPC62, please click [here](#).

Private Plan Change 64 - Banks Road-Residential Zoning

KA Matamata Limited Partnership (KA Matamata) lodged a private plan change request with MPDC on 27 February 2026. Known as Private Plan Change 64 – Banks Road (PPC64), the proposal seeks to rezone approximately 26.3ha of land on the south-eastern edge of Matamata and updates to the Structure Plan. The site is located within the Banks Road to Mangawhero Road Structure Plan area and is identified as part of the Future Residential Policy Area. The plan change is anticipated to enable approximately 430 dwellings. KA Matamata owns approximately 8.6ha of the land within the PPC64 area, with the remaining land owned by seven other landowners.

The plan change application was accepted at the Council meeting on 29 July 2026 to proceed to notification. It is anticipated PPC64 will be notified before the end of August.

For more information about Private Plan Change 64, please click [here](#).

Plan Change 65 – Minor Matters (Exemption Approved)

On 27 May 2026, Council approved Plan Change 65 for public notification. The plan change was publicly notified for submissions on 23 June and closed on 21 July 2026. Three submissions were received on the plan change. All have since been withdrawn following engagement with the submitters. Staff have appointed an independent commissioner, David Hill. Following receipt of the decision, it is expected a decision report will be presented to Council as part of its September meeting recommending the plan change be made operative.

Further information on PC65 is available [here](#).

MPDC Growth Strategy

Council has endorsed staff progressing this work. Updated population and growth projections have now been received from Te Ngira, and Council has adopted the high-growth scenario.

Staff are now undertaking preparatory work on the growth strategy. An employment land assessment is underway. The assessment is being undertaken by Formative and Martin Jenkins. MPDC is part of a joint study with Waikato and Waipa districts. Part of this work does involve making contact with key stakeholders in the district. Work will also begin soon on an updated housing assessment. Staff are currently assessing the implication of reform changes, alongside

local government reform proposals and will report back to Council with recommendations on the timing, scope and future direction of the strategy.

Resource Management Act Reform (RMA Reform)

In March 2024, the Government made an announcement regarding its proposed RMA Reform processes, which is occurring in three phases. The status of the phases is outlined below.

Phase	Status
Phase 1 - Repealed Existing RMA Reform	COMPLETE
Phase 2 Stage 1 - Freshwater and Other Matters Bill	COMPLETE
Phase 2 Stage 2 - Resource Management Consenting and Other Matters Act and national policy changes	PARTIALLY COMPLETE Act passed into law. We are still awaiting the release of the following two National Environmental Standards (NES): - NES for Telecommunication Facilities - NES for Electricity Transmission Activities To view the national direction instruments that have been released and are currently in force as part of Phase 2, click here.
Phase 3 - New Planning Act and Natural Environment Act	PENDING The Bills were introduced on 9 December 2025. The Select Committee report on the Planning and Natural Environment Bill was released on 20 July 2026, recommending a number of key changes to the Bills following its review of public submissions and stakeholder feedback. The Select Committee report can be accessed here: Planning Bill and Natural Environment Bill The Bills are anticipated to become law in mid-September 2026.

For more information about the RMA reform, please click [MPDC Resource Management Act Reform](#).

Some of the key takeaways from the Select Committee report:

- **Transitional consenting** - From October 2026, changes to section 104 RMA will prevent councils from considering some matters, including internal and external building layouts and views from private properties, when assessing consent applications.
- **Regulatory relief provisions retained:** Councils will need to consider whether planning controls significantly affect the reasonable use of private property and, in some circumstances, provide regulatory relief.
- **Greater national direction, less local discretion:** National policies and standards will play a much stronger role in shaping local planning decisions and plan content.
- **Private plan changes:** The available grounds for rejecting private plan changes are to be reduced in the short term. From 1 January 2028 and until the specified transition date, a local authority cannot notify a draft private plan change unless the Minister grants an exemption.

Implementation timing: The transition period has been increased from 30 to 39 months, extending the timeframe for introducing the first tranche of key planning instruments, including national policy direction. This additional nine months is intended to support a more managed implementation process and provide councils with more time to prepare for and respond to the changes.

- **Registering permitted activities:** The report clarified that permitted activities only require registration with Council where national instruments specifically require it.

Following the release of the Select Committee report, the Government announced changes on the provisions in the Bills relating to Mana Whakahono ā Rohe (MWāR) agreements. From the press release, it's understood existing agreements and those that have been initiated will not be recognised in the new planning regime. The Government proposes to replace MWāR agreements with iwi participation agreements, with the changes to the bills introduced through an amendment paper. The Government and other political parties are likely to introduce further amendments.

Mana Whakahono ā Rohe invitations

Further work on the invitations has been paused until there is clear direction from central government.

Hauraki Gulf Forum

Exciting progress has been made since the last Hauraki Gulf Forum meeting on 29 June 2026, with the release of the State of the Gulf Report. Discover the latest insights into the health of the Hauraki Gulf by reading the report [here](#).

To help bring the report's stories and findings to life, the Forum has also launched a series of short and informative videos designed to engage and inspire the public.

You can view the videos on the webpage here: [Hauraki Gulf Forum - State of our Gulf 2026](#)

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

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	Carolyn McAlley Kaiwhakamahere Rautaki RMA Matua Senior RMA Policy Planner	
	Fiona Hill Kaiwhakamahere Rautaki RMA Matua Team Leader RMA Policy	
	Kumeshni Burr Kaiwhakamahere Rautaki RMA Paetahi RMA Policy Planner	

Approved by	Nathan Sutherland Pou Whakamahere Planning Manager	
	Ally van Kuijk Hautū Tipu me te Whakamatua Group Manager Growth & Regulation	

8 Ngā Pūrongo Whakamārama | Information Reports

8.4 Mayoral Diary for July 2026

CM No.: 3210904

Te Kaupapa | Purpose

The purpose of this report is to present the Mayoral Diary from the previous few months.

Rāpopotonga Matua | Executive Summary

Attached is a summary of the Mayor's Diary for July 2026. This diary provides a high-level overview of scheduled meetings, events and engagements undertaken during the month. As part of the Mayor's role, there are also impromptu conversations, phone calls, community interactions and stakeholder engagements that occur throughout the reporting period that may not be captured in this summary.

Tūtohunga | Recommendation

That:

1. The information is received.

Ngā Tāpiritanga | Attachments

 Mayoral Diary for July 2026



Ngā waitohu | Signatories

Author(s)	Debbie Burge Kaiārahi Tautoko i te Koromatua me te Tumu Whakarae Executive Assistant to the Mayor & CEO	
Approved by	Ash Tanner Mayor	

Mayoral Diary - July 2026

Date	Description
Wednesday 1 July	Attended Council Workshop
Thursday 2 July	Participated in LGNZ briefing: partnering with iwi Māori through Head Start
Monday 6 July	Attended Shareholder Representative Forum online discussion Met with a resident at the Morrinsville Office regarding a property issue Attended Te Aroha Business Association meeting
Tuesday 7 July	Mayor / Governance team catch up/planning Community plant day at Swap Park East Waikato Councils Headstart Model Discussion
Wednesday 8 July	Attended Council Workshop.
Thursday 9 July	Participated in LGNZ briefing: Lessons from UK government amalgamation Planting Event with Piako Waihou catchment at Harold Catlyn reserve Meeting with ratepayers with planning concerns
Friday 10 July	Matariki
Tuesday 14 July	Mayor / Governance catch up/planning MPDC Citizenship Ceremony
Wednesday 15 July	Attended Council Workshop
Thursday 16 July	Meetings with Matamata residents, one regarding a property concern and one a planning concern
Friday 17 July	Met with South Waikato District Mayor Gary Petley
Monday 20 July	East Waikato Councils Headstart meeting Mayor's meeting; Joint Waikato Mayors and Iwi Chairs
Tuesday 21 July	Hauraki District Council - contextualized governance programme - shared learning with HDC and TCDC
Wednesday 22 July	Governance catch-up/planning Chief Executive Performance Committee Meeting Council Workshop



Date	Description
Thursday 23 July	Waikato Waters Ltd Shareholder Representative Forum meeting Meeting with a Morrinsville resident regarding dogs Meeting with one of our councillors
Friday 27 July	Radio station interview about amalgamation Head Start consultation with Iwi Chairs Head Start meeting with Mayors
Tuesday 28 July	Mayor / Governance catch up/planning Meeting with Council staff; EA and CEO
Wednesday 29 July	Attended Council Meeting and Workshop.
Thursday 30 July	Discussion with South Waikato Mayor regarding Waikato Waters Ltd Discussion with Hauraki District Council Mayor regarding WWL and amalgamation Meeting with a resident regarding local and regional council rates Discussion with residents about fire bans and a flood plain Enquiry about upcoming Central Government election candidates meeting and the timing Online meeting with Hauraki and Thames Coromandel Mayor about amalgamation Te Aroha College Cultural Evening Judging
Friday 31 July	Attended LGNZ AGM online Phone call with media re amalgamation

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Chief Executive Performance Committee Update 2025/2026

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
Legal Privilege.	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege. .	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.