

Kaunihera | Council

Ngā Tāpiritanga – Mēneti | Attachments – Minutes

Attachments – Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on 26 Aug 2026 at 9:00.

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Note: The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

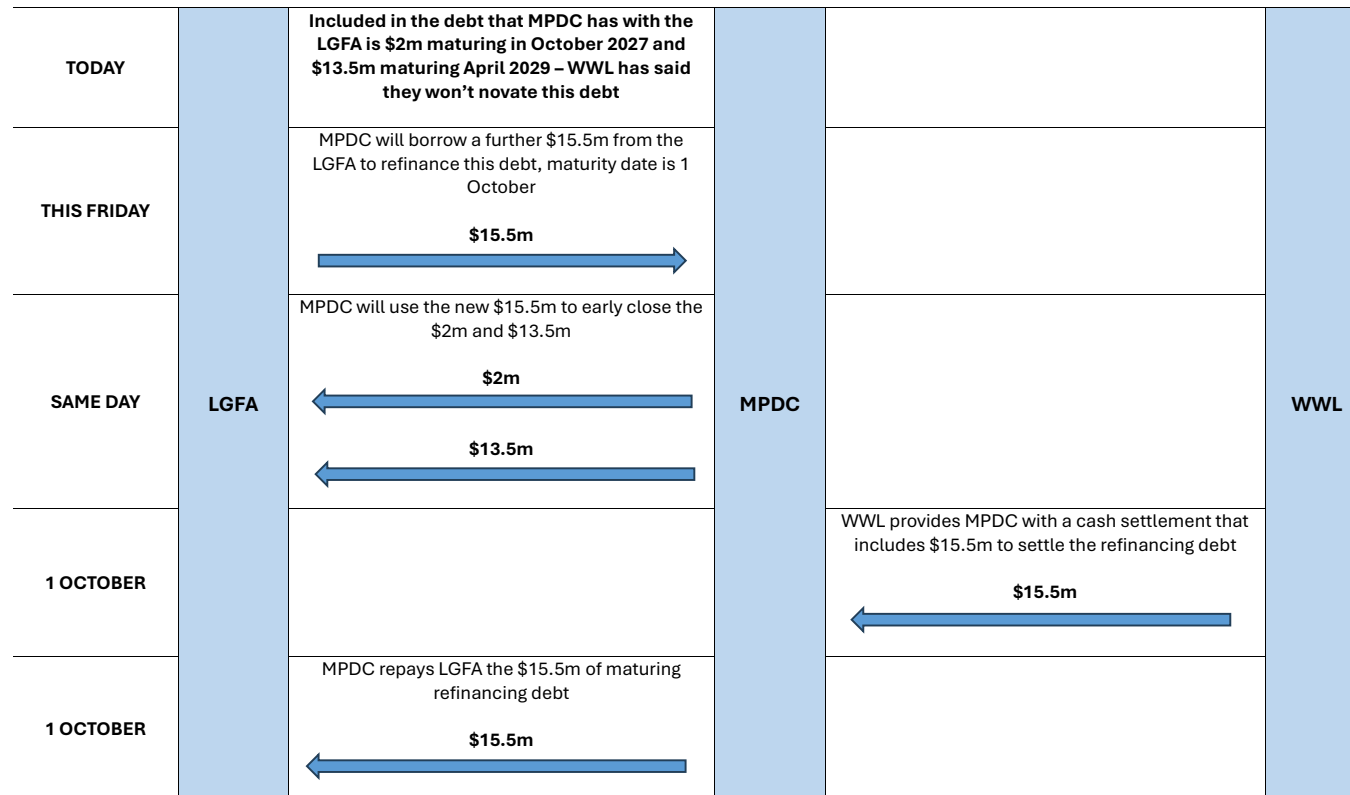
Debt Settlement Options for the \$15.5m

Waikato Waters has indicated that while they will novate \$53.5m of our LGFA debt into their name (73% of the total), they are not prepared to take the other \$15.5m of external debt on the basis that the maturity term and floating rate nature significantly compromises their portfolio. They also have no ability to manage the interest rate risk via swap arrangements. They require this to be cash settled.

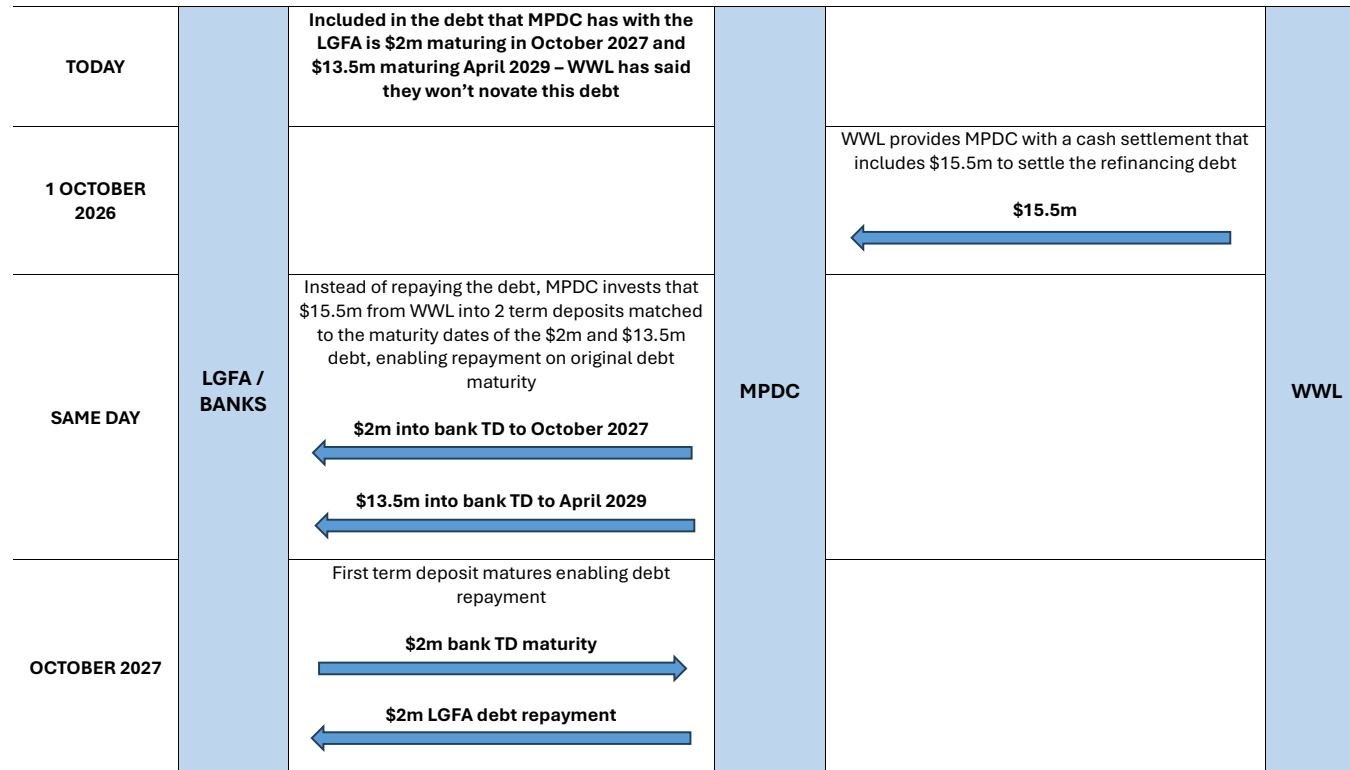
Officers have considered two options in consultation with PWC advice. These are:

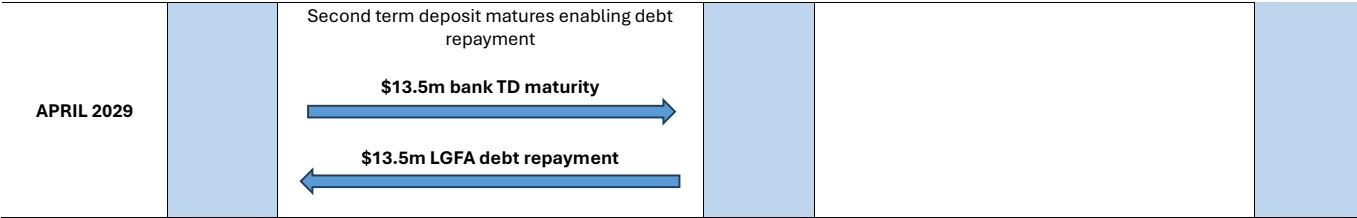
Options	What this means	Pro's	Con's	Further Comments
Option 1 – Early close out of the LGFA debt with WWL settlement funding.	WWL will pay MPDC the \$15.5m on 1 October. This funding enables the repayment of the debt. However, it will incur significant break fees that will fall on our Waters ratepayers. In order to mitigate risk of market variations impacting those costs Council would potentially transact an immediate refinancing – refer next page / slide.	All Waters debt is gone from Council's Balance Sheet on 1 October, as anticipated.	Now confirmed that this comes at \$130k cost to the Waters ratepayer. That cost will fall on our Waters ratepayers regardless of whether Council meets it or it gets passed on to WWL and at this stage WWL has not confirmed willingness for pass on.	Significant immediate cost that can potentially be considerably minimised in Option 2.
Option 2 – Retention of the \$15.5m on Council Balance Sheet through to the two maturities.	This is better described in the Council report, however at the high level - This debt stays on Council's Balance Sheet until maturity in Oct 2027 and April 2029 - The \$15.5m WWL provides Council in cash in October is put into 2 term deposits to repay the debt on the debt maturity dates - Council would look to pass any marginal cost (hoped to be minimal) between Swap-protected debt cost and term deposit return on to WWL Refer third page / slide.	Avoids the \$130k cost. Intent is to pass marginal cost of debt not offset by term deposit revenue on to WWL. This aspect is still being priced and negotiated.	Council has to hold Waters debt on our Balance Sheet until Oct 2027 (\$2m) and April 2029 (\$13.5m). This is not expected to significantly compromise Council activity going forward. There is some risk to Investment counter-party limits which could restrict ability to access preferred term deposit rates at certain times. Not expected to compromise debt headroom.	Subject to pricing of swap and term deposit arrangements, significant costs are avoided and passed on to WWL. Will leave Council with some Treasury implications but nothing that is expected to significantly compromise Council activity and can potentially be managed through interim provisions in Council's Treasury policy.

Option 1 – Early Close-out of Debt with Potential Refinancing Arrangement in Advance of WWL Debt Settlement



Option 2 – Retaining \$15.5 m of Waters Debt on Council Balance Sheet until Maturity







Tauākī Tūtohu | Statement of Proposal: Waste Management and Minimisation Plan (WMMP) 2027

Consultation: 2 September 2026 – 2 October 2026



Background

Matamata-Piako District Council is required to develop and adopt a Waste Management and Minimisation Plan (WMMP) under section 44 of the Waste Minimisation Act 2008 and review it every six years.

This draft WMMP covers the period 2027-2033 and provides the strategic direction for how waste will be managed and minimised across the district. The WMMP supports practical waste management services, resource recovery initiatives and landfill diversion activities while aligning with the New Zealand Waste Strategy and the national waste hierarchy.

Waste management issues often extend beyond district boundaries. Council will continue to work collaboratively with neighbouring councils, central government, Iwi, community organisations, the commercial waste sector and regional partners where a coordinated approach can improve outcomes, reduce duplication and provide more cost-effective solutions for the community.

This statement of proposal includes a summary of the proposed changes, the draft WMMP, the reasons for it, reasonably practicable policy options and information about how you can have your say. Consultation is being undertaken with the public so we can assess public support for the WMMP and can consider alterations to the WMMP as a result of the public feedback we receive.

Council currently provides rates-funded kerbside rubbish, recycling, glass and food scraps collections, which commenced in September 2023. The proposed WMMP builds on these services and identifies opportunities to further reduce waste disposal, improve resource recovery and future-proof waste infrastructure across the district.

We invite feedback from anyone who has an interest in these issues before final decisions are made on what will and will not be included in the WMMP.

Reasons for the proposal

The draft WMMP sets out what we intend to do over the next six years to make sure we manage our waste as best we can for the benefit of our community, our local economy, and our environment and Council would like your feedback .

The Waste Assessment

The Waste Assessment is a technical document. The key purpose of the Assessment is to present a clear picture of what happens with waste in the Matamata-Piako District area, what forces are driving current behaviours and outcomes, and to highlight the key issues and the basic options for addressing those issues. The Waste Assessment is appended to the draft WMMP.

Issues

The Waste Assessment and supporting information identified several challenges and opportunities that have informed the draft WMMP. These include:

- A significant proportion of waste sent to landfill is still potentially recoverable.
- Organic waste remains the largest single component of landfill disposal.
- Approximately 53% of the waste stream could potentially be diverted through composting, recycling or recovery activities.
- Many households continue to use private waste collection services, limiting Council's visibility of the complete waste stream.
- There is limited data available on non-Council waste activities.
- Additional opportunities exist to recover construction and demolition materials, organics, textiles and other products.
- Community awareness and behaviour change remain important to improving waste outcomes.
- Existing transfer station infrastructure needs to be maintained and progressively adapted to support greater resource recovery.

The draft WMMP proposes a range of actions that respond to these issues through regulation, monitoring, education, service improvements, infrastructure development and leadership initiatives.

How the goals of the WMMP will be delivered

- Undertake regular waste composition audits.
- Continue monitoring council and non-council waste streams.
- Improve understanding of waste flows across the district.
- Deliver community-wide waste minimisation education.



- Promote participation in food scraps services.
- Undertake targeted behavioural change programmes.
- Continue and optimise existing kerbside rubbish, recycling, glass and food scraps collections.
- Work with commercial operators to improve waste diversion opportunities.
- Upgrade and maintain the existing transfer station network.
- Investigate resource recovery and regional infrastructure opportunities.
- Develop additional organic waste processing capability.
- Support product stewardship collection infrastructure.
- Continue funding waste minimisation projects.
- Support innovation and community initiatives.
- Advocate for product stewardship and national policy improvements.
- Collaborate with mana whenua, industry and neighbouring councils

Main changes to the WMMP

The draft WMMP updates Council's strategic direction to reflect:

- Current waste data and trends.
- Updated national policy direction.
- Greater emphasis on resource recovery, data collection and organics diversion.
- Future infrastructure planning and preparation for long-term landfill challenges.

Analysis of reasonably practicable options

Matamata-Piako District Council has considered a range of options for addressing the key issues identified through the Waste Assessment and the development of the draft WMMP. These options generally fall into three categories:

- Influence – encouraging behaviour change through education, engagement, partnerships and community-led initiatives.
- Regulate – improving waste data, monitoring and compliance through bylaw provisions and reporting requirements.
- Provide Services and Infrastructure – maintaining and improving waste collection services, resource recovery facilities and diversion opportunities.

The preferred approach is a balanced combination of all three. The draft WMMP focuses on improving waste diversion and resource recovery through existing services, targeted

education, better data collection, and staged investment in infrastructure where practical and affordable. This approach allows Council to make meaningful progress towards reducing waste to landfill while managing costs and remaining flexible to future changes in legislation, technology and community need.

Option 1 – Adopt the WMMP as proposed

<u>Advantages</u>	<u>Disadvantages</u>
Will allow Council to make progress towards reducing waste to landfill, increasing resource recovery and achieving the vision and objectives of the WMMP while balancing affordability and practicality.	May require additional investment in waste minimisation initiatives and infrastructure over time and could result in increased compliance requirements for some waste operators.

Option 2 – Do less/status quo

<u>Advantages</u>	<u>Disadvantages</u>
This approach is familiar to the community and requires minimal changes to existing services and behaviours.	Council would be less likely to achieve waste minimisation objectives, improve diversion rates, or prepare for future waste disposal and infrastructure challenges.

Option 3 – Do more

<u>Advantages</u>	<u>Disadvantages</u>
Will enable faster progress towards reducing landfill disposal, improving resource recovery, and achieving environmental outcomes.	Would likely require higher levels of investment, greater changes to services and infrastructure, and more significant behaviour change from the community.

Waste Minimisation Act Statutory Considerations

44 Requirements when preparing, amending, or revoking plans

In preparing, amending, or revoking a waste management and minimisation plan, a territorial authority must—

(a) consider the following methods of waste management and minimisation (which are listed in descending order of importance):

- (i) reduction:
- (ii) reuse:
- (iii) recycling:



(iv) recovery:

(v) treatment:

(vi) disposal; and

(b) ensure that the collection, transport, and disposal of waste does not, or is not likely to, cause a nuisance; and

(c) have regard to the New Zealand Waste Strategy, or any government policy on waste management and minimisation that replaces the strategy; and

(d) have regard to the most recent assessment undertaken by the territorial authority under section 51; and

(e) use the special consultative procedure set out in section 83 of the Local Government Act 2002 and, in doing so, the most recent assessment undertaken by the territorial authority under section 51 must be notified with the statement of proposal.

45 Joint plans

Two or more territorial authorities may jointly prepare and adopt a waste management and minimisation plan for the whole or parts of their districts, and sections 43 and 44 apply accordingly, with all necessary modifications.

46 Funding of plans

(1) A territorial authority is not limited to applying strict cost recovery or user pays principles for any particular service, facility, or activity provided by the territorial authority in accordance with its waste management and minimisation plan.

(2) Without limiting subsection (1), a territorial authority may charge fees for a particular service or facility provided by the territorial authority that is higher or lower than required to recover the costs of the service or facility, or provide a service or facility free of charge, if—

(a) it is satisfied that the charge or lack of charge will provide an incentive or disincentive that will promote the objectives of its waste management and minimisation plan; and

(b) the plan provides for charges to be set in this manner.

47 Grants

(1) If authorised to do so by its waste management and minimisation plan, a territorial authority may make grants or advances of money to any person, organisation, group, or body of persons for the purpose of promoting or achieving waste management and minimisation.

(2) A grant or advance of money may be made on any terms or conditions that the territorial

authority thinks fit, including that an advance of money is free of interest.

50 Review of waste management and minimisation plan

(1) A territorial authority must review its waste management and minimisation plan—

(a) not later than 1 July 2012; and

(b) then at intervals of not more than 6 years after the last review.

(2) Before conducting a review, the territorial authority must make an assessment under section 51.

(3) If, after the review, the territorial authority considers that the plan—

(a) should be amended or revoked and a new plan substituted, it must act under section 44:

(b) should continue without amendment, it must use the special consultative procedure

set out in section 83 of the Local Government Act 2002 and, in doing so, notify the assessment with the statement of proposal.

51 Requirements for waste assessment

(1) A waste assessment must contain—

(a) a description of the collection, recycling, recovery, treatment, and disposal services provided within the territorial authority's district (whether by the territorial authority or otherwise); and

(b) a forecast of future demands for collection, recycling, recovery, treatment, and disposal services within the district; and

(c) a statement of options available to meet the forecast demands of the district with an assessment of the suitability of each option; and

(d) a statement of the territorial authority's intended role in meeting the forecast demands; and

(e) a statement of the territorial authority's proposals for meeting the forecast demands, including proposals for new or replacement infrastructure; and

(f) a statement about the extent to which the proposals will—

(i) ensure that public health is adequately protected:

(ii) promote effective and efficient waste management and minimisation.

(2) An assessment is not required to contain any assessment in relation to individual properties.



- (3) Information is required for an assessment to the extent that the territorial authority considers appropriate, having regard to—
- (a) the significance of the information; and
 - (b) the costs of, and difficulty in, obtaining the information; and
 - (c) the extent of the territorial authority's resources; and
 - (d) the possibility that the territorial authority may be directed under the Health Act 1956 to provide the services referred to in that Act.
- (4) However, an assessment must indicate whether and, if so, to what extent, the matters referred to in subsection (3)(b) and (c) have impacted materially on the completeness of the assessment.
- (5) In making an assessment, the territorial authority must—
- (a) use its best endeavours to make a full and balanced assessment; and
 - (b) consult the Medical Officer of Health.



Tukua mai ō whakaaro | Have Your Say

Council invites the community to provide feedback on the draft Waste Management and Minimisation Plan 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/wasteplan

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 Waste Management and Minimisation Plan, 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 approve statement of proposal and draft WMMP for public consultation	26 August 2026
Community Feedback	2 September – 2 October 2026
Hearing & deliberations	October 2026
Adopt WMMP	28 October 2026
New WMMP applies	1 July 2027

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 Waste Management and Minimisation Plan.



Puka whakahoki kōrero | Feedback form – draft Waste Management and Minimisation Plan

Please provide your feedback by 2 October 2026

I am submitting: ☐ As an individual ☐ On behalf of an organisation

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+ ☐

Would you like to speak to your submission to the Mayor and Councillors?

Feedback can be provided in person or via video on (TBC)

☐ Yes ☐ No

Privacy statement: Please be aware that feedback made to Council is public information. Your feedback will be used and reproduced for purposes such as reports to Elected Members, which are made available to the public.

1) Of the key focus areas listed below, which do you feel are most important for Council to focus on over the next six years?

(please rank each area from 1 – 8, with 1 being the most important and 8 being the least important)

- ☐ Reducing waste sent to landfill
- ☐ Improving recycling and resource recovery
- ☐ Reducing food waste
- ☐ Improving transfer stations
- ☐ Education and behaviour change
- ☐ Better information about waste
- ☐ Supporting community initiatives
- ☐ Keeping costs affordable

Do you have any comments?

Please provide your feedback by 2 October 2026



**2) Have we identified the right waste issues and priorities for Matamata-Piako?
Is there anything you feel we have missed?**

- ☐ Yes. The right issues are identified
- ☐ Sort of. Some are right, but not others
- ☐ No. You've missed the mark

Do you have any comments?

**3. Do you have any other feedback on the plan that you would like Council to
consider before making a final decision?**

Do you have any comments?

Please provide your feedback by 2 October 2026

ENABLING OUR COMMUNITY TO REDUCE WASTE,
USE RESOURCES WISELY AND CREATE POSITIVE
OUTCOMES FOR PEOPLE AND PLACE

WASTE MANAGEMENT & **MINIMISATION PLAN**

REDUCING WASTE AND PLANNING FOR THE FUTURE 2027 -2033



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Introduction

As Council we are required to develop and adopt a Waste Management and Minimisation Plan (WMMP) under s44 of the Waste Minimisation Act 2008 (WMA 2008). Our last WMMP was adopted in 2021.

This updated plan has been developed for the Matamata-Piako District to meet our statutory responsibilities and respond to our communities' needs. It supports practical waste management and minimisation services that are fit for the future, while aligning with national legislation, the New Zealand waste and resource efficiency strategy and the national waste hierarchy.

Waste issues, infrastructure needs and service opportunities often extend beyond district boundaries. We will continue to work with neighbouring councils, Waikato regional partners, central government, the commercial waste sector, Iwi and community organisations where a coordinated approach can improve outcomes, reduce duplication, support better data, or provide more practical and cost-effective waste management options for our communities.

It is based on a collaborative model where Council, businesses, Iwi, community groups and households can all work together to build new waste minimisation services and grow local economic development, ultimately building community resilience at the same time.

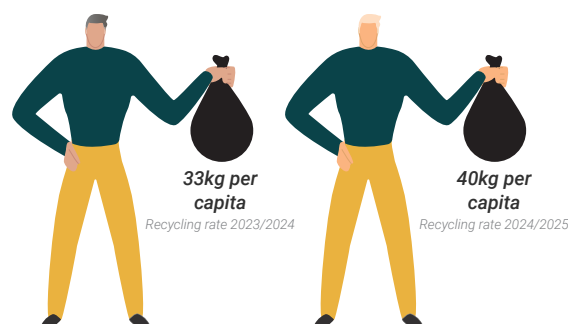
We will ensure everyone has access to recycling, resource recovery and waste management services, that businesses and individuals understand that reducing and minimising waste is their responsibility, and that valuable resources are reused or recycled and don't go to landfill.



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How much waste do we have?

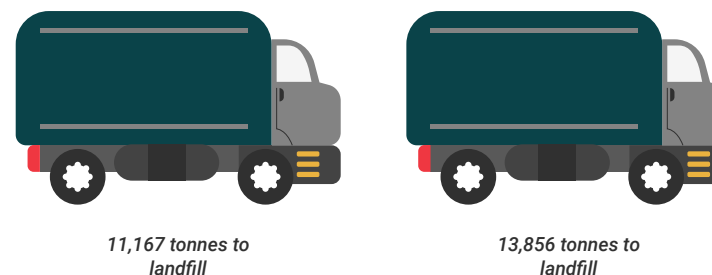
Unlike the majority of New Zealand, our council's volume of waste to landfill has not increased dramatically over the past 10 years. While the volume of waste to landfill remains steady, our recycling rate has increased but still remains comparatively low.



We do not have data on waste that is burned or buried so the actual volume of waste being disposed of within our District is unknown.

Central government has set national direction through the WMA 2008, the New Zealand waste and resource efficiency strategy, product stewardship requirements, waste disposal levy settings and national waste data expectations. These settings reinforce the need for councils to reduce waste sent to landfill where practical, improve data and reporting, support resource recovery, and manage disposal responsibly.

We propose to do this by progressively converting our Refuse Transfer Stations into Community Resource Recovery Centres (CRRC) to provide for greater separation of waste streams, and provide for collaborative enterprises that allow for community and business input.



The management of our CRRC's will remain in-house. This means there is a responsibility for our Council to consider all waste in our district, although we may not have direct involvement in the management of it all. This will include suggesting areas where other groups, such as businesses or households, could take action themselves, or where councils, Iwi, businesses and the community can work together collaboratively to enhance local economic development and build community resilience.

Council's rates-funded kerbside rubbish, recycling, glass and food scraps services commenced in September 2023. We will continue to monitor and optimise these services, alongside refuse transfer station operations and private sector activity, to ensure they support practical waste reduction, reliable service delivery and compliance with national direction.

All of these changes will require a change in behaviour, a key consideration in the development of this plan. The actions in this plan will be carried forward into our long term and annual plans to ensure we have the resources to deliver the WMMP's goals and objectives. Our WMMP needs to be reviewed at least every six years with new goals set and this proposed WMMP will cover the period 2027-2033.

VISION: Enabling our community to reduce waste, use resources wisely and create positive outcomes for people and place

Goals and objectives: What we want to achieve

G1

Use resources well

A community that considers and, where appropriate, implements new initiatives and innovative ways to assist in reducing, reusing and recycling waste, minimising waste sent to landfill.

- Provide sustainable waste minimisation services that are cost-effective to the community.
- View waste as a resource, improving and modifying collections and facilities so that more materials and products can be diverted from landfill.
- Prioritise waste reduction, reuse and recovery initiatives that align with other council objectives.
- Remove or reduce barriers that are preventing the community making best use of existing services and any potential new services.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Process and manage waste locally, or within the district wherever feasible and cost-effective.



G2

Protect people and place

Minimise environmental harm and protect public health.

- Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
- Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.



Why do we need a plan?

Council has a statutory requirement under the WMA 2008 to promote effective and efficient waste management and minimisation within our district, we do this by adopting a WMMP. We also have obligations under the Health Act 1956 to ensure that our waste management systems protect public health.

Our WMMP sets the priorities and strategic framework for managing waste in the district. The WMMP should align to the New Zealand waste and resource efficiency strategy, the waste hierarchy, Council's Long Term Plan and Annual Plans, and it should also support or align with other relevant strategies and plans including any other central government directions on the issue of waste management.

What informs the plan?

The plan must meet requirements set out in the Waste Minimisation Act, including:

- Considering the 'Waste Hierarchy', which sets priorities for how we should manage waste
- Ensuring that waste does not create a 'nuisance'
- 'Having regard to' the New Zealand waste and resource efficiency strategy and other key government policies, including the recently released guidelines by central government that signal changes to the way we will need to manage waste.
- Considering the outcomes of the 'Waste Assessment'
- Following the Special Consultative Procedure set out in the Local Government Act (2002).

The waste hierarchy

The 'waste hierarchy' is a common approach to ways we can think about waste. It is a framework used to rank waste management options from the most environmentally preferable to the least preferable. Efforts to eliminate or reduce waste are at the top of the hierarchy and disposal is at the bottom.





The New Zealand waste and resource efficiency strategy and waste hierarchy

Our vision aligns with the New Zealand waste and resource efficiency strategy and the waste hierarchy. It recognises that the most effective way to manage waste is to reduce the resources we use and design waste out where possible, keep products and materials in use for longer, process materials into new products where practical, recover value where possible, and use treatment and disposal only as the least favoured option.

This approach supports practical decision-making for our district. It encourages Council, Iwi, businesses, community groups and households to keep resources in use for longer, recover value from materials where possible, and reduce the amount of waste sent to landfill.

Tangata whenua principles such as kaitiakitanga continue to be important to how we think about waste and resources. These principles sit alongside the national direction by encouraging care for land, air and water, responsible resource use, and long-term protection of people and place.

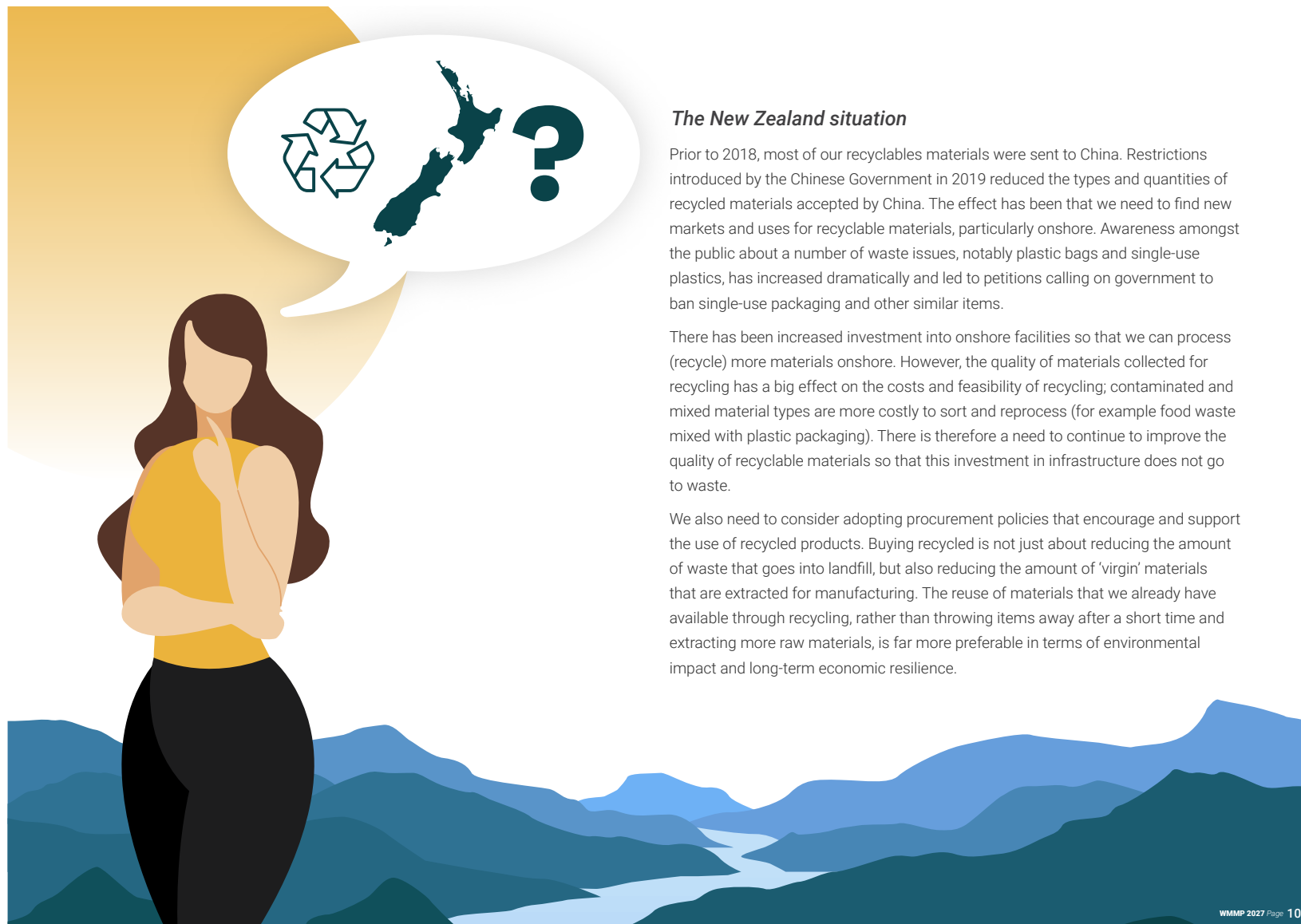
What is waste and why is it a problem?

The national direction encourages councils and communities to reduce the amount of waste generated, keep products and materials in use where practical, recover value from materials where viable, and send material to landfill only where better options are not practical or available.

Most of the things we do, buy, and consume generate some form of waste. Managing this waste properly comes at a cost and represents a loss of potentially valuable resources. Importantly, if we do not manage the waste properly, it can cause significant impacts on the environment, people's health and communities. Our WMMP covers all solid waste and diverted material in the district whether council manages it or not.

This does not necessarily mean that the Council is going to have direct involvement in the management of all waste, but there is a responsibility for us to at least consider all waste in our district, and to suggest areas where other groups, such as businesses or households, could take action themselves.





The New Zealand situation

Prior to 2018, most of our recyclables materials were sent to China. Restrictions introduced by the Chinese Government in 2019 reduced the types and quantities of recycled materials accepted by China. The effect has been that we need to find new markets and uses for recyclable materials, particularly onshore. Awareness amongst the public about a number of waste issues, notably plastic bags and single-use plastics, has increased dramatically and led to petitions calling on government to ban single-use packaging and other similar items.

There has been increased investment into onshore facilities so that we can process (recycle) more materials onshore. However, the quality of materials collected for recycling has a big effect on the costs and feasibility of recycling; contaminated and mixed material types are more costly to sort and reprocess (for example food waste mixed with plastic packaging). There is therefore a need to continue to improve the quality of recyclable materials so that this investment in infrastructure does not go to waste.

We also need to consider adopting procurement policies that encourage and support the use of recycled products. Buying recycled is not just about reducing the amount of waste that goes into landfill, but also reducing the amount of 'virgin' materials that are extracted for manufacturing. The reuse of materials that we already have available through recycling, rather than throwing items away after a short time and extracting more raw materials, is far more preferable in terms of environmental impact and long-term economic resilience.

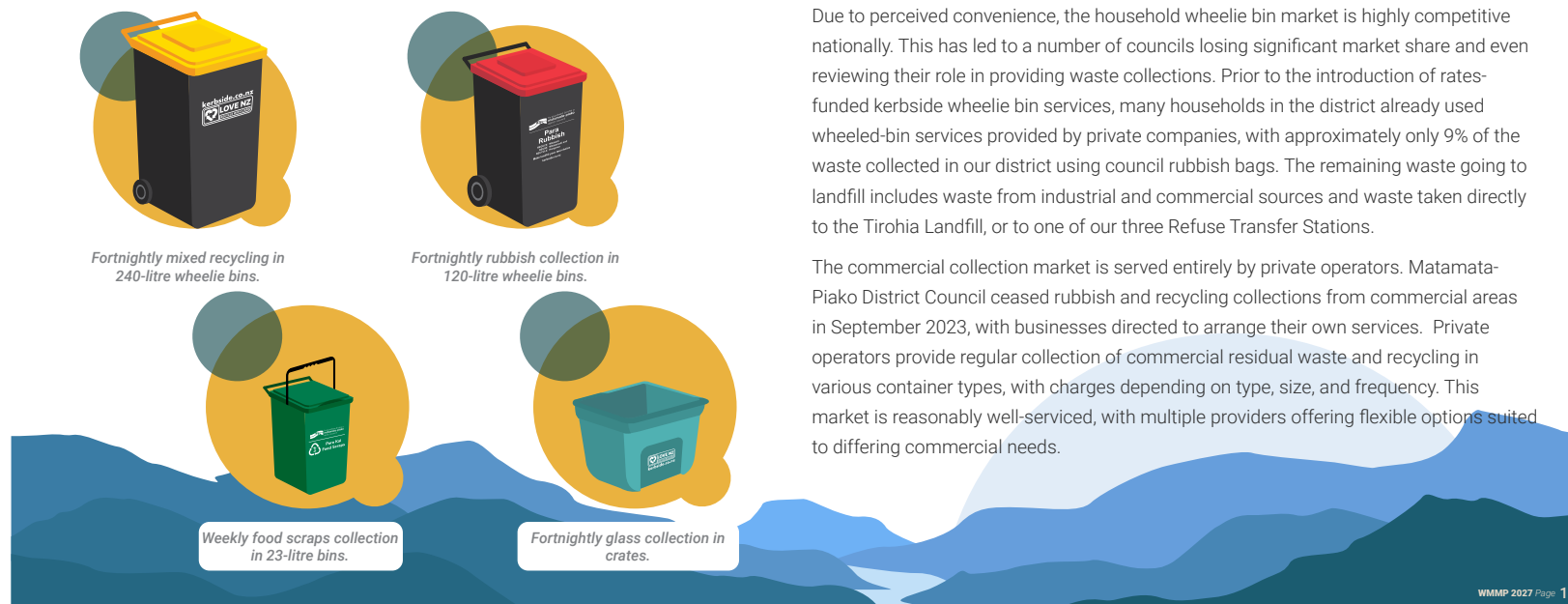
Our district

How much waste is there and where does it come from?

Based on population-adjusted 2025 data, Matamata Piako District sends an estimated 13,856 tonnes per annum of waste to Class 1 landfill. This waste comes from household kerbside waste collections, industrial or commercial activities, and includes commercial, residential and rural residents taking loads to our three transfer stations and, waste taken directly to landfill by private operators. It also includes the tonnage taken out of the district for disposal.

In September 2023, MPDC transitioned from a user-pays bag-based rubbish system to a comprehensive rates-funded kerbside service, an element of which included the introduction of food scraps collections. In September 2023, our council ceased commercial collections. Currently those living and working in the Matamata Piako District have access to a range of options to manage their waste including:

Council rates-funded kerbside service:



Private company wheelie bin services

Green waste drop-off at Refuse Transfer Stations

Refuse Transfer Stations accept:

- general refuse
- paper and cardboard, plastics 1, 2, and 5, steel and aluminium tins and cans
- green waste
- scrap steel, tyres, whiteware
- household hazardous waste

To view the complete list of items accepted at the Refuse Transfer Station, please visit:

www.mpd.govt.nz/rubbish-and-recycling/transfer-stations

Due to perceived convenience, the household wheelie bin market is highly competitive nationally. This has led to a number of councils losing significant market share and even reviewing their role in providing waste collections. Prior to the introduction of rates-funded kerbside wheelie bin services, many households in the district already used wheeled-bin services provided by private companies, with approximately only 9% of the waste collected in our district using council rubbish bags. The remaining waste going to landfill includes waste from industrial and commercial sources and waste taken directly to the Tirohia Landfill, or to one of our three Refuse Transfer Stations.

The commercial collection market is served entirely by private operators. Matamata-Piako District Council ceased rubbish and recycling collections from commercial areas in September 2023, with businesses directed to arrange their own services. Private operators provide regular collection of commercial residual waste and recycling in various container types, with charges depending on type, size, and frequency. This market is reasonably well-served, with multiple providers offering flexible options suited to differing commercial needs.

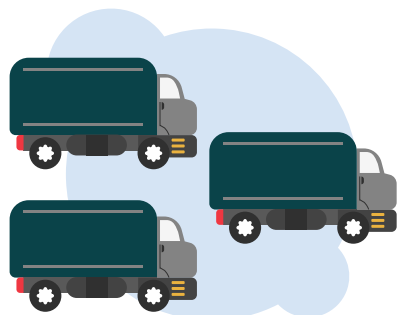
What happens with our waste?

Council-collected waste passes through one of our three Refuse Transfer Stations (RTS) in Te Aroha, Morrinsville and Matamata, where waste can also be taken directly by residents and business. Some waste travels directly from source to Tirohia landfill. Commercial operators (waste companies) provide household and commercial collections that account for the rest of the district's waste.

Recycling collected at the kerbside and at our RTS's is managed by our contractor who sort and bale materials that are then on-sold.

A 2025 audit of Council wheelie bins estimates 19.1 tonnes of organic waste (kitchen and green waste) are put out for collection in rubbish wheelie bins each week, or over 990 tonnes per annum, contributing nearly half (46.6%) of the total kerbside rubbish. Sanitary paper was the second most common component at 12.5% (5.1 tonnes per week), followed closely by plastics at 12.3% (5.1 tonnes per week).

While the council now provides a rates-funded kerbside collection to residential properties, some households continue to use a private wheelie bin company. Council data on the qualities of waste collected does not account for the market share split between private and Council waste to landfill, so it is not possible to gain a clear picture of overall waste volumes and trends. Therefore, rather than incorporating updated Council figures in isolation, a blanket population growth rate has been applied to the total waste to landfill figure from the 2020 SWAP to provide a projected estimate of current volumes.



**All waste to landfill from
Refuse Transfer Stations,
kerbside and commercial
collections = 13,856
tonnes per annum**

**Organic waste (food and
garden) = 5,002 tonnes
per annum**

The top three waste streams that could be diverted from the overall waste disposed of at Class 1 landfill are:



1. Food waste: 44.5 tonnes per week



2. Compostable green waste: 37.6 tonnes per week



3. Recyclable paper: 9.5 tonnes per week

Overall, we could divert close to 50% of our waste from landfill every year and recycle or compost this instead. This is important, particularly as Tirohia Landfill will have closed by 2038. The closest landfill will then be 75kms away and any waste created will need to be transported out of the district for disposal.

How well are we doing?

While we have completed a number of the actions from the last WMMP, it is difficult to measure what impact this has had on our performance due to changes in the way we collect and store information.

To determine how well we are doing in terms of waste minimisation it is useful to compare ourselves with other parts of New Zealand.

- When we consider all waste sent to landfill, the waste per capita is 350kg, which is down from 419kg when surveyed in 2010.
- When it comes to kerbside household recycling, we recycle about 40kg per capita per year, which has increased from 33kg per capita in 2023/24. This is still on the lower side when compared to other councils.
- When we look at how much waste from households we send to landfill from our kerbside collections, we generate about 93kg per person, per year. This has reduced from 183kg per person and is also lower than many other councils. However, it is important to note that this figure only accounts for households that utilise the Council kerbside collection service (59% of the district's population), so does not include a significant proportion of households that still use private wheelie bin services, properties that may be generating much higher quantities of waste per person.

How much better could we do?

Surveys of the rubbish picked up at the kerbside, and the rubbish sent to landfill, show that there is a large percentage that does not need to go to landfill and could instead be recycled, composted or be recovered in some other way such as reused.

WHAT COULD BE DIVERTED?

Recoverable materials in all waste to Class 1 landfills - Projected 2025 quantities	Overall waste (includes kerbside rubbish)	
	% of total	Tonnes per week
Paper - Recyclable	3.6%	9.5 T/week
Paper - Cardboard	2.8%	7.3 T/week
Plastic - Recyclable	1.3%	3.5 T/week
Ferrous metals	3.0%	7.8 T/week
Non-ferrous metals	0.8%	2.2 T/week
Glass - Recyclable	2.9%	7.7 T/week
Textiles - Clothing	1.8%	4.9 T/week
Rubble - Cleanfill	2.0%	5.2 T/week
Timber - Reusable	0.6%	1.7 T/week
Subtotal	18.8%	49.9 T/week
Compostable materials		
Kitchen waste	16.7%	44.5 T/week
Compostable greenwaste	14.2%	37.6 T/week
New plasterboard	1.4%	3.6 T/week
Untreated/unpainted timber	2.1%	5.6 T/week
Subtotal	34.3%	91.2 T/week
TOTAL - POTENTIALLY DIVERTABLE	53.1%	141.2 T/week

Recoverable materials in Council kerbside rubbish bins November 2025	Overall waste (includes kerbside rubbish)	
	% of total	Tonnes per week
Paper - Recyclable	4.2%	0.34 T/bin
Plastics - #1,2,5 containers	2.1%	0.17 T/bin
Ferrous metals – steel cans	1.3%	0.03 T/bin
Non-ferrous metals – aluminium cans	0.4%	0.03 T/bin
Glass – bottles/jars	2.3%	0.19 T/bin
Subtotal	9.4%	0.77 T/bin
Compostable materials		
Organics – food waste	31.7%	2.61 T/bin
Organics – garden waste	8.1%	0.67 T/bin
Subtotal	39.8%	3.28 T/bin
TOTAL - POTENTIALLY DIVERTABLE	49.1%	4.04 T/bin



Key issues

The 2026 Waste Assessment looked across all aspects of waste management in the Matamata Piako District and identified the main areas where we could improve our effectiveness and efficiencies.

- A significant proportion of waste going to landfill is organic waste, with food waste present across all kerbside rubbish collection systems.
- We now provides a wheelie bin service for rubbish and mixed recycling kerbside collection. While this is being utilised by a significant proportion of the population (59% of households) many households continue to use private wheelie bin services.
- There is a lack of facilities to recycle or otherwise divert a range of materials other than household recyclables, green waste, scrap metal and waste for disposal.
- Licensing provisions in the Council's Solid Waste Management and Minimisation Bylaw 2024 are not yet implemented, so there is little data available on private operator activities and non-council waste streams in general.
- While there are services to manage household hazardous waste, there are no other services.
- Community engagement, understanding and awareness of waste issues could be improved.
- More recyclables could be diverted from both domestic and commercial properties.
- There is scope to increase landfill diversion of a broader range of materials from industrial and commercial. Paper and cardboard is the main material type currently diverted.

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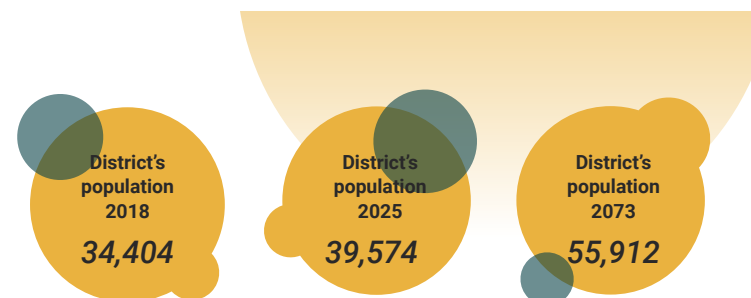
Future demand

A wide range of complex factors will impact future demand for waste services. Factors include:

- Economic growth or decline
- Population growth or decline
- Construction and demolition activity
- Changes in lifestyles and consumption. e.g. an increased use of electronics
- Demographic changes such as an aging population, e.g. more home-based medical assistance and wastes that require specialised recovery
- Changes in collection services and/or change in recovery of waste streams including rural wastes.
- The growing shift towards Product Stewardship, where producers take responsibility for their own waste.

Population growth in the district has been steady over the past 15 years. In 2018, it was 34,404 and has now surpassed 39,500 in 2025. It is expected to continue growing, projected to reach close to 56,000 by 2073 (41.3% growth).

The population aged 0-64 years is expected to ease slightly while the population aged 65 years and over will grow strongly. The number of households is projected to grow steadily from 14,631 in 2025 to 19,391 in 2072. This suggests no dramatic shifts are expected over this period of time.



Assuming quantities of waste increase in line with expected population growth, the total quantity of waste to landfill in the district is expected to be over 14,700 tonnes in 2035. This is likely to be a conservative estimate particularly given growth rates over recent years have exceeded previous projections.

The structure of our plan

This plan is in three parts:

Part A - Strategy: contains core elements vision, goals, objectives, and targets. It sets out what we are aiming to achieve and the broad framework for working towards the vision.

Part B - Action plan: sets out the proposed actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also shows how we will monitor and report on our actions and how they will be funded.

Part C - Supporting information: contains the background information that has informed the development of our WMMP. Most of this information is contained in the Waste Assessment.



PART A: THE STRATEGY - Our Vision for the Future

Enabling our community to reduce waste, use resources wisely and create positive outcomes for people and place



Our vision reflects the intended direction for the district in putting maximum effort into diversion and using landfill disposal as a last resort.

It is guided by the New Zealand waste and resource efficiency strategy and the waste hierarchy, with a focus on reducing waste, keeping resources in use for as long as possible, and using landfill disposal only where better options are not practical or available.

In practice, this means making decisions that help products and materials last longer, support repair and reuse where practical, improve recycling and recovery options, and reduce reliance on landfill disposal.

G1

Use Resources Well:

A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling waste, minimising waste sent to landfill.

- Provide sustainable services that are cost-effective to the community as a whole.
- View waste as a resource, improving and modifying collections and facilities so that more materials and products are diverted from landfill.
- Prioritise waste reduction, reuse, recovery and recycling initiatives that align with other council objectives.
- Promote, encourage, and emphasise reduction, reuse and recycling.
- Remove or reduce barriers that are preventing the community of make best use of existing services and any potential new services.
- Process and manage waste locally, or within the district wherever feasible and cost-effective.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Use the national waste hierarchy to guide decisions about waste reduction, reuse, recycling, recovery and disposal.

G2

Protect People and Place: Protect and enhance our place while supporting healthy communities.

- Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
- Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

PART B: ACTION PLAN: What are we going to do?

Targets

1

Reduce the amount of kerbside household waste disposed to landfill.

Reduction of 1% each year, measured against the previous year's average.

This recognises ongoing residential growth and development across the district while still focusing on waste reduction at a household level.

2

Enhance the recovery of organic materials (such as food waste) from kerbside waste streams by establishing cost-efficient collection and processing services that divert organic waste from landfills.

Aim to increase the amount of organic materials diverted from landfill by 30% above the baseline of 400 tonnes annually by 2033, with annual progress assessments.

Action plan overview

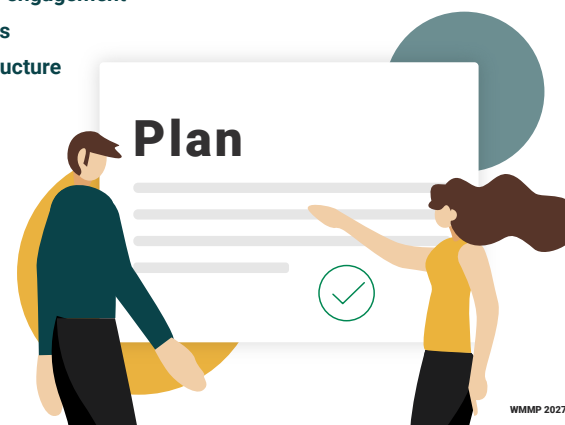
The action plan aims to set out clear, practical initiatives for Matamata Piako District Council to implement, either on our own or jointly. While the action plan forms part of the WMMP, it is intended to be a 'living' document that can be regularly updated to reflect current plans and progress.

Leadership actions focus on advocacy, regional collaboration, funding support and partnerships. This recognises that coordinated work with neighbouring councils, central government, the commercial waste sector, Iwi, community organisations and regional groups will be needed to improve waste data, plan infrastructure, respond to national policy direction, and support practical local outcomes.

Our proposed key action areas

Our action plan includes practical activities that will enable us to achieve our vision for reducing waste, using resources wisely and managing disposal responsibly. Regional collaboration is woven through the action plan because some waste streams, infrastructure needs, data gaps and policy settings cannot be addressed effectively by our council alone.

1. Regulation
2. Measuring and monitoring
3. Education and engagement
4. Waste services
5. Waste infrastructure
6. Leadership



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Action Area	Key Actions	Issues addressed and what it will do
Regulation	Increase data visibility across the waste industry, including construction and demolition, and event-related waste. Take action against illegal dumping and littering.	Addressing poor understanding of waste streams; better access to data enables better management of waste. Reducing the amount of waste being dumped and entering the environment.
Measuring and monitoring	Undertake regular waste composition audits and reviews of waste flows. Continued monitoring of both council and non-council waste flows.	Addressing poor understanding of waste streams; better access to data enables better management of waste.
Education and engagement	Provide community-wide education and awareness raising. Monitor areas not performing well. Develop behaviour change interventions.	Increasing wider understanding of waste issues and opportunities.
Waste service	Provide and optimise household collection and recycling services. Collaborate with commercial waste sector to facilitate improvements.	Addressing large amounts of divertable waste not yet being diverted from landfill.
Waste infrastructure	Update waste infrastructure via maintenance or construction as appropriate. Develop infrastructure such as resource recovery and organic waste processing facilities. Develop region-wide relationships.	Addressing large amounts of divertable waste not yet being diverted from landfill.
Leadership	Continue to provide funding for waste minimisation projects. Collaborate and advocate across stakeholders for infrastructure and policy.	Supporting local innovation in priority waste streams. Improving waste diversion.

Considerations

The action plan outlines high-level intentions for actions to meet our obligations under the WMA 2008. In some cases, further research might be required to work out the costs and feasibility of some projects. This might change how, when, or if they are implemented.

Completing some other actions might depend on changing contractual arrangements with providers, or setting up new contracts. These type of contracts can be unpredictable, and this might impact the nature, timing, or costs of these projects.

Council's intended role

We intend to oversee, facilitate and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the district. We will do this through our internal structures responsible for waste management. We are responsible for a range of contracts, facilities and programmes to provide waste management and minimisation services to the residents and ratepayers of Matamata Piako District.

ACTION PLAN



Regulation				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
R1	Implement the provisions in the Solid Waste Management and Minimisation Bylaw 2024 in full - as part of this, introduce operator licensing and licensing fees. Act on conditions requiring that operators provide ongoing reporting on quantities and types of waste	Large quantities of organic waste and some recyclables still going to landfill. Poor understanding of rural waste streams, construction and demolition waste. Increase monitoring and reporting required by central government	Having access to better data enables better management of waste streams and future identification of issues	Regulator
R2	Require construction and event Waste Minimisation Management Plans and related data reporting as per the provisions in the Solid Waste Management and Minimisation Bylaw 2024	Poor understanding of construction and demolition waste Poor understanding and control of event related waste	Having access to better data enables better management of waste streams and future identification of issues	Regulator
R3	Continue to take action against illegal dumping and littering, using relevant legislation	Waste is dumped and enters the environment	Reduce the amount of waste being dumped illegally or littered	Regulator



Measuring and Monitoring				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
M1	Undertake regular waste composition audits and reviews of waste flows to better understand opportunities for waste management and minimisation	Poor understanding of some waste streams and total quantities and composition of waste going through the district year-round	Having access to better data enables better management of waste streams and future identification of issues	Provider, funder
M2	Maintain current monitoring levels; monitoring waste at kerbside, transfer stations, and to landfill	Understanding of current council waste streams provides some information for performance	Maintain status quo	Provider
M3	Monitor non-council waste flows through waste operator licensing with associated data collection requirements (linked to option R1)	Poor understanding of some waste streams and total quantities and composition of waste	Having access to better data enables better management of waste streams and future identification of issues	Provider, funder

Education and Engagement				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
E1	Provide community-wide waste minimisation education and awareness raising, including to continue to educate households on the importance of food waste collections and participation in kerbside food waste collection services	Support action on many other waste issues. Need for additional waste minimisation education. Large quantities of organic waste going to landfill	Need for education/engagement (i.e. demand) is proactively identified and addressed. Increased responsibility taken by various sectors for waste management within the community. Better understanding across the board of non-household waste management and opportunities to move up the hierarchy	Provider, Facilitator, Funder
E2	Monitor and survey to identify areas that are not performing as well (e.g. higher contamination, lower recycling, problematic waste streams) and undertake targeted education campaigns	Specific education and engagement activities are undertaken in areas where particular issues have been identified, improving the community's understanding of the issues and the opportunities to improve waste management and minimisation	Increases wider understanding of specific waste issues and the opportunities	Provider, Facilitator, Funder
E3	Work in partnership with private waste companies to educate wheeled bin users about preferred behaviour, e.g. encouraging organic collections	Large quantities of organic waste going to landfill Support action on many other waste issues	Increases wider understanding of specific waste issues and the opportunities	Facilitator, Funder
E4	Undertake targeted communication campaigns as required to support service changes, e.g. new/altered services, regulatory changes, legislative changes	Specific education and engagement activities are undertaken to ensure services are used appropriately. Contamination and usage levels addressed	Increases wider understanding of specific waste issues and the opportunities	Provider, Facilitator, Funder
E5	Develop community-based behaviour change interventions, identifying appropriate community groups and working with them to develop and deliver behaviour change campaigns. Including, but not limited to, the Para Kore programme	Education and engagement activities are undertaken with a consistent behaviour change approach, and are delivered where possible through community groups	Education and engagement is extended into behaviour change campaigns, delivered within the communities	Facilitator, Funder



Waste Services				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
S1	Continue to provide current council kerbside collection services as present. Continue to deliver and optimise household recycling services to urban ratepayers	Large amounts of divertable materials going to landfill	Additional material is diverted from landfill for reuse or recycling	Provider, Facilitator, Funder
S2	Work with the commercial waste sector to identify and facilitate improvements to collection services	More material is collected for diversion outside Council's kerbside collections	Additional material is diverted from landfill for recycling	Facilitator

Waste Infrastructure				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
WI1	Upgrade the existing RTS network by retaining all three sites and improving each site where affordable and practicable, to maximise waste diversion and resource recovery opportunities	Ageing infrastructure limits operational efficiency and the ability to divert recoverable materials from landfill	Maintains local service levels, improves waste diversion where reasonably practicable, and supports affordable, staged investment	Provider, Funder
WI2	Investigate a greenfield community resource recovery park or regional supersite with neighbouring councils, where practical and affordable	Ageing RTS infrastructure may limit future service delivery, resource recovery opportunities, and regional waste diversion options	Assesses whether a resource recovery park or regional supersite could improve diversion, recovery, efficiency and affordability for the district or region	Provider, Funder
WI3	Provide storage space at an RTS for increased diversion, e.g. Space for storing reuse items, covered space for textile sorting or e-waste storage	Large quantities of divertible waste going to landfill.	Additional material is diverted from landfill for recycling and additional services are available in the district	Provider, Facilitator, Funder
WI4	Develop or procure organic waste processing, appropriate for the types/quantities of organic wastes to be processed (i.e. food waste only or mixed food and garden etc)	Large quantities of organic waste still going to landfill	Additional organic waste can be diverted from landfill	Provider, Funder
WI5	Work with product stewardship scheme providers to identify infrastructure needs and consider provision/facilitation locally (such as collecting batteries at the RTS)	Limited local infrastructure to support product stewardship schemes, particularly for e-waste, batteries, and farm plastics.	Additional material is diverted from landfill through product stewardship; district residents have improved access to scheme drop-off points	Facilitator, Funder, Provider.
WI6	Investigate and where feasible, develop region-wide relationships to increase resource recovery, including with social enterprise, to extract value from waste and to provide employment	Fragmented regional infrastructure; limited economies of scale for processing and recovery	Improved regional resource recovery outcomes; potential for social and employment benefits through enterprise partnerships	Facilitator, Funder

Leadership				
Reference	Action	Issues addressed	Impact on current / future demand	Council's role
L1	Continue to provide a local fund for waste minimisation projects (the Resource Recovery Fund)	Community and business capacity to develop and implement local waste minimisation initiatives	Local innovation and waste minimisation activity is supported and sustained; community-led projects receive funding to develop	Funder
L2	Undertake targeted funding rounds to encourage specific outcomes e.g. construction and demolition recovery, textiles recovery	Specific waste streams, including construction and demolition waste and textiles, remain largely unaddressed	Focused funding drives activity in priority waste streams; additional material is diverted from landfill in areas where market-led solutions have not yet emerged	Funder
L3	Continue involvement in the development of a national approach to disaster waste management, and prepares a local disaster waste management plan	Growing risk of disaster waste events	The district is better prepared to manage disaster waste efficiently	Provider, Facilitator
L4	Collaborate with the commercial waste sector to proactively identify and facilitate opportunities for improved waste management services and infrastructure	Limited visibility of commercial and industrial waste flows. Large quantities of waste going to landfill	Improved commercial waste diversion; better alignment between Council strategy and private sector service delivery across the district	Facilitator
L5	Advocate to central Government for increased action on issues such as product stewardship and extended producer responsibility	Councils bear disproportionate responsibility for managing waste streams, that are better addressed through centrally led schemes	Central government action on product stewardship reduces the burden on local ratepayers and improves management of difficult waste streams at a national scale	Facilitator
L6	Continue with regular Mana Whenua Forum, where updates can be provided on key projects and progress towards targets, and partnership working options are identified and pursued	Need to ensure waste minimisation strategies reflect tikanga Māori and fulfil te Tiriti o Waitangi obligations; importance of mana whenua partnership in waste planning and delivery	Stronger relationships with mana whenua support culturally appropriate service design and community engagement; partnership opportunities are identified and progressed	Facilitator
L7	Adopt a circular economy approach during procurement by specifying products with recycled content, where possible, to avoid emissions associated with raw material extraction and production and to support the circular economy	Large amounts of divertable materials going to landfill	Procurement decisions reinforce the district's broader waste minimisation goals	Provider, Funder, Facilitator

FUNDING THE PLAN

The WMA 2008 (s43) requires that councils include information about how the implementation of this WMMP will be funded, as well as information about any grants made and expenditure of waste levy funds.

Funding local actions

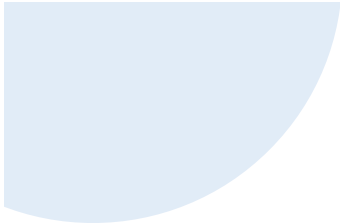
There is a range of options available to local councils to fund the activities set out in this plan. These include:

- **Uniform Annual General Charge (UAGC)** - a charge that is paid by all ratepayers
- **User Charges** - includes charges for user-pays collections as well as transfer station gate fees
- **Targeted rates** - a charge applied to those properties receiving a particular council service
- **Waste levy funding** - The Government redistributes funds from the \$10 per tonne waste levy to local authorities on a per capita basis. By law, 50% of the money collected through the levy must be returned to councils. This money must be applied to waste minimisation and wider environmental activities
- **Waste Minimisation Fund (WMF)** - Most of the remaining 50% of the levy money collected is redistributed to specific projects approved by the Ministry for the Environment. Anyone can apply to the WMF for funding for projects
- **Private sector funding** - The private sector may undertake to fund/supply certain waste minimisation activities, for example in order to look to generate income from the sale of recovered materials etc. Council may work with private sector service providers where this will assist in achieving the WMMP goals.

Funding considerations take into account a number of factors including:

- Prioritising harmful wastes;
- Waste minimisation and reduction of residual waste to landfill;
- Full-cost pricing - 'polluter pays';
- Public good vs. private good component of a particular service;
- That the environmental effects of production, distribution, consumption and disposal of goods and services should be consistently costed, and charged as closely as possible to the point they occur to ensure that price incentives cover all costs;
- Protection of public health;
- Affordability; and
- Cost effectiveness.

The potential sources of funding for each of the actions are noted in the tables in Part B of the WMMP Budgets to deliver the activities set out in this plan will be carefully developed through our Annual Plan and Long Term Plan processes. The approach taken will be to implement as many of the activities as possible while controlling costs and, where possible, taking advantage of cost savings and efficiencies. It is anticipated that by setting appropriate user charges, reducing costs through avoided disposal, more efficient service delivery from joint working, and targeted application of waste levy money, the increased levels of waste minimisation as set out in this WMMP will be able to be achieved without overall additional increases to the average household cost.



Territorial Authorities waste levy funding

Council receives, based on population, a share of national waste levy funds from the Ministry for the Environment. It is estimated that at the current rates (ranging from \$15 to \$70 per tonne) our council's total share of waste levy funding will be approximately \$240k per annum.

The WMA requires that all waste levy funding received by councils must be "spent on matters to promote waste minimisation and in accordance with their WMMP".

Waste levy funds can be spent on ongoing waste minimisation services, new services, or an expansion of existing services. The funding can be used for education and communication, policy research and reporting, to provide grants, or as infrastructure capital, and other activities in our WMMP.

We intend to use our waste levy funds for a range of waste minimisation activities and services as set out in the action plan.

In addition, we may make an application for contestable waste levy funds from the WMF, either separately, with other councils, or with another party. The WMF provides additional waste levy funds for waste minimisation activities.



Funding business and community actions

Councils have the ability under the WMA (s47) to provide grants and advances of money to any person, organisation or group for the purposes of promoting or achieving waste management and minimisation, as long as this is authorised by the WMMP.

Council will investigate the development of a grants programme where Matamata Piako District businesses, community groups, and other organisations can apply for funding from council for projects which align with, and further, the objectives of this WMMP on an annual basis.

MONITORING EVALUATING AND REPORTING PROGRESS

This WMMP contains a number of actions with timeframes (refer to Part B), as well as a set of waste minimisation targets. Progress on each of these actions and targets will be reported annually to Council.



GLOSSARY

Bulky items	Large and small household appliances, furniture, carpets, mattresses, bric-a-brac etc
Circular Economy	A circular economy is based on the principles of designing out waste and pollution, keeping products and materials in use, and regenerating natural systems.
CRRC	Community Resource Recovery Centre
E-waste	E-waste (electronic waste) refers to any item with a plug, battery or cord that is no longer working or wanted.
Food waste	Any food scraps – from preparing meals, leftovers, scraps, tea bags, coffee grounds.
Green waste	Waste largely from the garden – including hedge and/or tree clippings, and/or lawn clippings.
Household hazardous waste	Waste that can cause harm or damage to people or the environment like strong chemicals.
Kaitiakitanga	Kaitiakitanga means guardianship and protection. It is a way of managing the environment, based on the Māori world view
Mana whenua	Territorial rights, power from the land, authority over land or territory, jurisdiction over land or territory - power associated with possession and occupation of tribal land.
Mātauranga Maori	Mātauranga Māori is about a Māori way of being and engaging in the world – in its simplest form, it uses kawa (cultural practices) and tikanga (cultural principles) to critique, examine, analyse and understand the world.
New Zealand waste and resource efficiency strategy	The Government's priorities for minimising waste and improving waste management, see environment.govt.nz/news/waste-strategy/ It replaces Te Rautaki Para New Zealand waste strategy adopted by the previous Government in March 2023.
Organic waste	Plant-based material and other bio-degradable material that can be recovered through composting, digestion or other similar processes.
Para Kore	A call to action that aims to end the current take, make, and dispose mentality of human society.
Polluter pays	The commonly accepted practice that those who produce pollution should bear the costs of managing it to prevent damage to human health or the environment
Product stewardship	Product stewardship is the responsible management of the environmental impact of a product including the cost. It aims to reduce the impact of manufactured products at all stages of the product life cycle.
RTS	Refuse Transfer Station
Rural waste	In rural areas, examples of solid waste include wastes from kitchens, gardens, cattle sheds, agriculture, and materials such as metal, paper, plastic, cloth, and so on. They are organic and inorganic materials with no remaining economic value to the owner produced by homes, commercial and industrial establishments.

**Solid Waste Management and
Minimisation Bylaw 2024**

Council's solid waste bylaw which can be viewed at: www.mpdcc.govt.nz/policies-a-bylaws/consolidated-bylaw-2008

SWAP

Solid Waste Analysis Protocol

WMA 2008

The Waste Minimisation Act 2008 Act (the Act) encourages a reduction in the amount of waste we generate and dispose of in New Zealand. The aim is to reduce the environmental harm of waste and provide economic, social and cultural benefits for New Zealand.

WMF

Waste Minimisation Fund

WMMP

A Waste Management and Minimisation Plan as defined by s43 of the Waste Minimisation Act 2008.





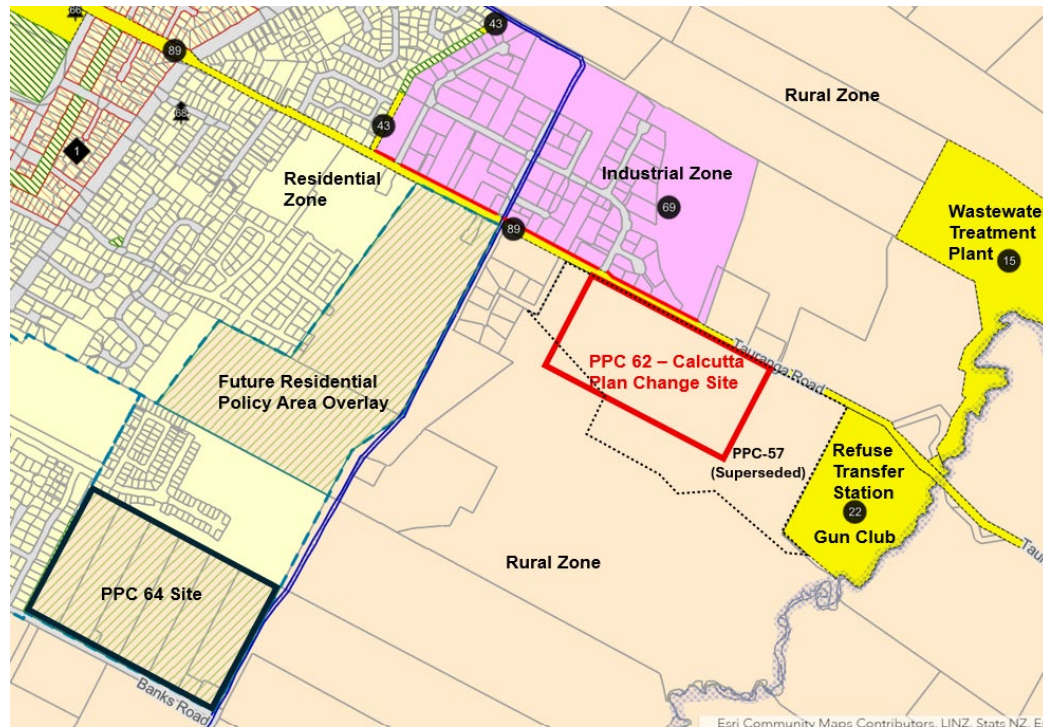
Private Plan Change 62 - Calcutta

Council Meeting
26 August 2026

Slide 1 of 5



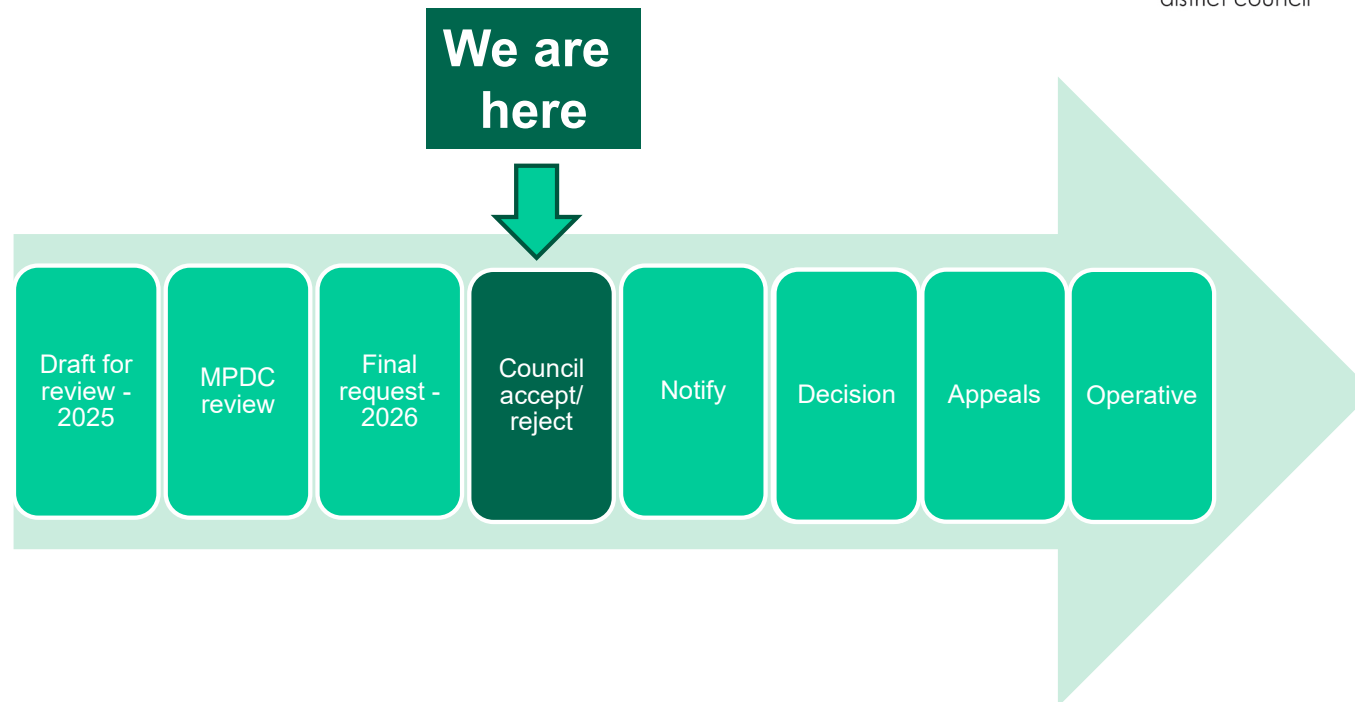
PPC-62 Location



Slide 2 of 5



PPC-62 The Process



Slide 3 of 5



Options for the plan change



- How does the Council want to deal with the Request:
- Options:
 - Reject the request;
 - Treat the request as if it were an application for a resource consent;
 - Adopt the request; or
 - Accept the request.

Slide 4 of 5



Council's decision



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.**

Slide 5 of 5





Tauira Kaupapahere nui me te whakawhitiwhiti 2026 |

Draft Significance and Engagement Policy 2026

Tauākī Tūtohu | Statement of Proposal

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

Kupu Whakataki | Introduction

The Significance and Engagement Policy lets the community know how Council determines the degree of significance of matters it is making decisions on, and when and how the community can expect to be engaged by Council prior to a decision being made. Council is required to have a Significance and Engagement Policy (Local Government Act 2002).

Council is required to review its Significance and Engagement Policy from time to time. To ensure the Policy remains fit for purpose, Council reviews its Policy every three years in-line with the Long Term Plan.

This is an important Policy because it helps guide when and how Council involves the community in decisions that may affect them. We want your feedback on the proposed changes, including whether the Policy is clear, easy to understand, and supports meaningful engagement with our communities.

Te mānuka e kawea ake ana | Reasons for the proposal

This time, Council must make some mandatory changes to its policy to comply with the Local Government (Water Services) Act 2025.

These changes include:

- Setting criteria to determine a 'significant' stormwater contract
- Removing water and wastewater as strategic Council assets, as these will transfer to Waikato Waters Ltd from 1 October 2026, and add 'Waikato Waters Ltd shareholding' as a strategic asset

Since we had to make changes, it was a good opportunity to review the Policy as a whole to make sure it is fit for purpose. For the most part, the proposed additional changes are administrative and are intended to make the Policy easier to use and understand for staff, Council, and the community.

Under the Local Government Act 2002, Council must consult with the community when it changes its policy *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."

If Council does consult with the community, it must "consult in accordance with section 82 of the Local Government Act 2002" under Section 76AA.

Since 2018, Council has made minor changes to the Policy. However, since Council had to make changes anyway, Council has two main options:

Option 1: Make mandatory changes only

Advantages	Disadvantages
Aligns with legislative requirements	Other parts of the Policy are not updated, meaning the Policy may not be fit for purpose
Keeps the policy changes to a minimum	

Option 2: Make mandatory and additional change *as proposed*

Advantages	Disadvantages
Most of the changes are administrative including simplifying the language and reformatting the significance criteria so it's more usable	Policy changes are not made that are aimed at making the policy more accessible and to simplify where possible

While reviewing the policy it was clear some additional changes could be made, and since Council had to update its Policy anyway to comply with the Local Government (Water Services) Act 2025, it was a good opportunity to make the changes all together.

Given all the changes identified, Council chose **option 2 and is now seeking your views** on the changes. The key changes to the Policy are set out in this document.

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

What we're proposing to change

Add two new clauses to the General Principles section

Remove schedule 2 of the current Policy

Reformat and update Council's significance criteria and new examples

Remove water and wastewater from the strategic assets list (mandatory)

Add 'Waikato Waters Ltd shareholding' as a strategic asset

Add Refuse Transfer Stations and Te Aroha Mineral Spa's as strategic assets

New criteria to assess a significant stormwater contract (mandatory)

Reformat Council's significance criteria to simplify

Update the wording of the Policy so it's more accessible

Clarified when Council may not engage and other legislation that may take precedence

What we're proposing to keep the same

Schedule 1 of the policy

Engagement examples and toolbox

Public Participation Spectrum

Ngā Whakaarotanga ā-Ture | Legal considerations

- Local Government Act 2002
- Local (Water Services) Act 2025

Ētahi Atu Pārongo | More information

For more information about this proposal, and to see what else we are seeking feedback on, click [here](#)

He kōrero whakahoki | Feedback

Whether you agree, oppose or you have suggestions on things we want to hear from you!

Please be aware that feedback made to Council is public information. Your feedback will be used and reproduced for purposes such as reports to Elected Members, which are made available to the public.

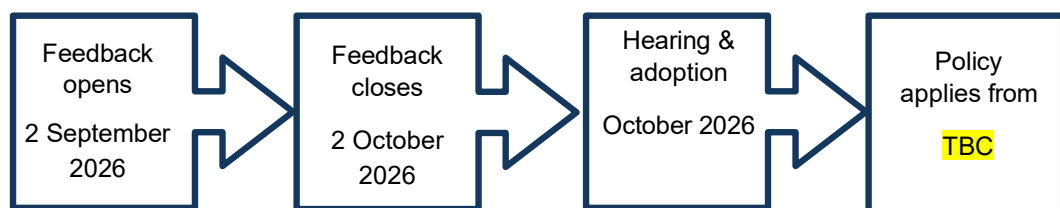
Me pēhea te tuku urupare | How to give your feedback

 **Online:** To fill out the online form click [here](#)

 **Email:** info@mpdc.govt.nz

 **In-person:** You can drop your feedback form into any of our Council offices or libraries.

Ngā Rā Matua | Key dates



Puka whakahoki kōrero | Feedback form – proposed Significance and Engagement Policy 2026

Please provide your feedback by 2 October 2026

I am submitting: ☐ As an individual ☐ On behalf of an organisation

Name / Organisation: _____

Email: _____ Phone: _____

Address: _____

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

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

Would you like to speak to your submission to the Mayor and Councillors?

Feedback can be provided in person or via video on (TBC)

☐ Yes ☐ No

Privacy statement: Please be aware that feedback made to Council is public information. Your feedback will be used and reproduced for purposes such as reports to Elected Members, which are made available to the public.

1) Do you agree with proposed changes to the Significance and Engagement Policy 2026?

- ☐ Yes
- ☐ Partly, but some changes are needed (please specify below)
- ☐ No

Do you have any other feedback about the proposed Significance and Engagement Policy 2026?

Please provide your comments

Please provide your feedback by 2 October 2026



Matamata-Piako District Council

Kaupapahere nui me te whakawhitiwhiti | Significance and Engagement Policy 2026

Adopted by Council (date to be confirmed)

Department	Policy, Partnerships and Governance
Policy Type	External
CM Reference	3192756
Council Resolution Date	To be confirmed
Policy Effective From	To be confirmed
Engagement	Section 82, Local Government Act 2002
Policy Supersedes	Significance and Engagement Policy 2023
Review Frequency	From time to time, as required by Council or legislative changes
Next Review Date	To be confirmed

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1. Te Kaupapa | Purpose

- 1.1 The purpose of this Policy is to:
 - 1.1.1 Enable Council and its communities to identify the degree of significance attached to issues, proposals, assets, decisions and activities; and
 - 1.1.2 Provide clarity on how and when communities can expect to be engaged in Council decisions; and
 - 1.1.3 Guide Council in determining the appropriate types and/or level of engagement to support robust decision-making; and
 - 1.1.4 List the assets Council considers to be strategic assets.

2. Te Tononga o te Kaupapahere | Application of Policy

- 2.1 This Policy will be applied to all proposals that are likely to impact the community. It does not affect other legislation that has specific consultation requirements.
- 2.2 The degree of significance and the appropriate level of engagement will be considered by Council in the early stages of a proposal before decision-making occurs and, if necessary, reconsidered as a proposal develops.
- 2.3 Significance will initially be assessed by staff using professional judgement in reports to Council.
- 2.4 Council will establish the degree of significance of each issue, proposal, decision or other matter on a case-by-case basis using the considerations outlined in Schedule 2 of this Policy.
- 2.5 Where the significance of an issue, proposal, decision or other matter is unclear against one criterion listed in Schedule 2, then Council will treat that criterion as being more, rather than less significant.
- 2.6 When Council makes a decision that is significantly inconsistent with this Policy, the steps identified in Section 80 of the Local Government Act 2002 will be undertaken.

3. Ngā Mātāpono | General Principles

- 3.1 The degree of significance of a matter or decision will impact the extent of engagement, time and resources required to evaluate options and understand the views of communities.
- 3.2 Council will adapt how it engages with communities depending on the target audience and the needs and/or preferences of that audience.
- 3.3 Any engagement Council has with the community will be conducted in good faith and in an honest, and transparent manner. Council will be clear about the scope and purpose of the engagement.
- 3.4 Wherever possible, Council will maintain consistent processes of engagement so that the community can build familiarity with how and where to participate. In particular, Council will endeavour to consult the community through Council's consultation website, and Council offices and libraries.
- 3.5 Council will receive views with openness and respect and will give those views due consideration when considering matters and making decisions.
- 3.6 Council will consider engagement early in the planning process to ensure that the public can influence the decision process at appropriate stages and to ensure sufficient time to allow genuine engagement with interested and affected communities.
- 3.7 Council will integrate and combine engagement and decision- making processes across departments, as appropriate and wherever practicable.

4. Translation | Engagement with Māori

- 4.1 Council acknowledges its responsibilities under the Local Government Act 2002 and is committed to the inclusion of Māori in Council's decision-making processes.
- 4.2 Council acknowledges the principles of Te Tiriti o Waitangi/the Treaty of Waitangi and recognise and provide for the special relationship between Māori, their culture, traditions, land, water and taonga.
- 4.3 Where joint management agreements, memorandum of understanding or any other similar high-level agreements exist, these will be considered as a starting point when engaging with Māori.
- 4.4 Council will work in partnership with affected or interested groups. This may include, but is not limited to: Iwi representatives, community groups and stakeholders.
- 4.5 Council will pay particular regard to iwi aspirations when determining the degree of significance. This is included as a consideration in Schedule 2 of this Policy.

5. Translation | When Council will engage

- 5.1 Council will seek public participation in the decision-making process in the following circumstances:
- 5.1.1 **When specifically required by legislation:** Council will involve the public in the decision-making process when it is a legal requirement to do so (as set out in Clause 6 and 7 of this Policy). Council will undertake engagement processes in accordance with the legislative requirements guiding them, as a minimum; and
 - 5.1.2 **For any other matters in relation to their degree of significance:** This Policy recognises significance as a continuum – ranging from 'low' importance and impact, through to those with a 'moderate' or 'high' level of importance and impact. Subject to consideration of factors in Schedule 2.
- 5.2 Reference may be made to the Council's Engagement Toolbox to assist Council in undertaking genuine engagement leading to beneficial outcomes for the communities of Matamata-Piako.
- 5.3 Council aims to apply the Public Participation Spectrum from the International Association for Public Participation (IAP2) to assist in determining the appropriate types of engagement with the community. Differing levels of engagement may be required during the varying phases of decision-making on an issue, and for different stakeholders.

Figure 1: IAP2 Spectrum of Public Participation¹

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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¹ This work was created with contributions from Lewis Michaelson, Martha Rozelle, and Doug Sarno. www.iap2.org. Council has permission from the Engagement Institute to use the Spectrum of Public Participation for the purpose of this policy and acknowledges IAP2 International as the source and the custodian of this body of intellectual knowledge. It should be noted the spectrum speaks to increasing levels of *influence* in a decision - not engagement.

6. Translation | When Council may not engage

- 6.1 There are times when it will not be appropriate to engage with the community on certain issues, proposals, decisions, or matters. Council may not seek public participation where the following circumstances may apply:
- 6.1.1 The matter is not of a nature or significance that requires public engagement; or
 - 6.1.2 Council already has a sound understanding of the views and preferences of the persons likely to be affected or interested in the matter; or
 - 6.1.3 There is a need for confidentiality or commercial sensitivity or the protection of personal privacy.
 - 6.1.4 The costs of public engagement outweigh the benefits; or
 - 6.1.5 The matter has already been addressed by Council's policies or plans, which have previously been consulted on; or
 - 6.1.6 An immediate response is necessary because of emergency or in the interests of health and safety; or
 - 6.1.7 Decisions taken to manage an urgent issue; or
 - 6.1.8 There are no alternative practicable options to choose from; or
 - 6.1.9 Entry or exit from a development agreement (private contract) under section 207A of the Local Government Act 2002.

7. Translation | Other legislative requirements

- 7.1 Where council is required to consult on a matter as required by legislation, this legislation may take precedence over this Policy. Legislation includes but not limited to:
- 7.1.1 Resource Management Act 1991 (or its replacement - Planning Bill and the Natural Environment Bill).
 - 7.1.2 Civil Defence Emergency Act 2002
 - 7.1.3 Land Transport Act 1998
 - 7.1.4 Local Electoral Act 2001
 - 7.1.5 Local Government (Water Services) Act 2025

8. **Translation | Water services**

- 8.1 Matamata-Piako District Council is a shareholder in Waikato Waters Ltd. Waikato Waters Ltd is a Council-Controlled Organisation (CCO) responsible for water and wastewater infrastructure and operations.
- 8.2 Waikato Waters Ltd has its own policies that provide details on its consultation responsibilities on waters matters.
- 8.3 For the avoidance of doubt, Stormwater remains a Council strategic asset and is not subject to transfer.

9. **Translation | Significant stormwater contracts**

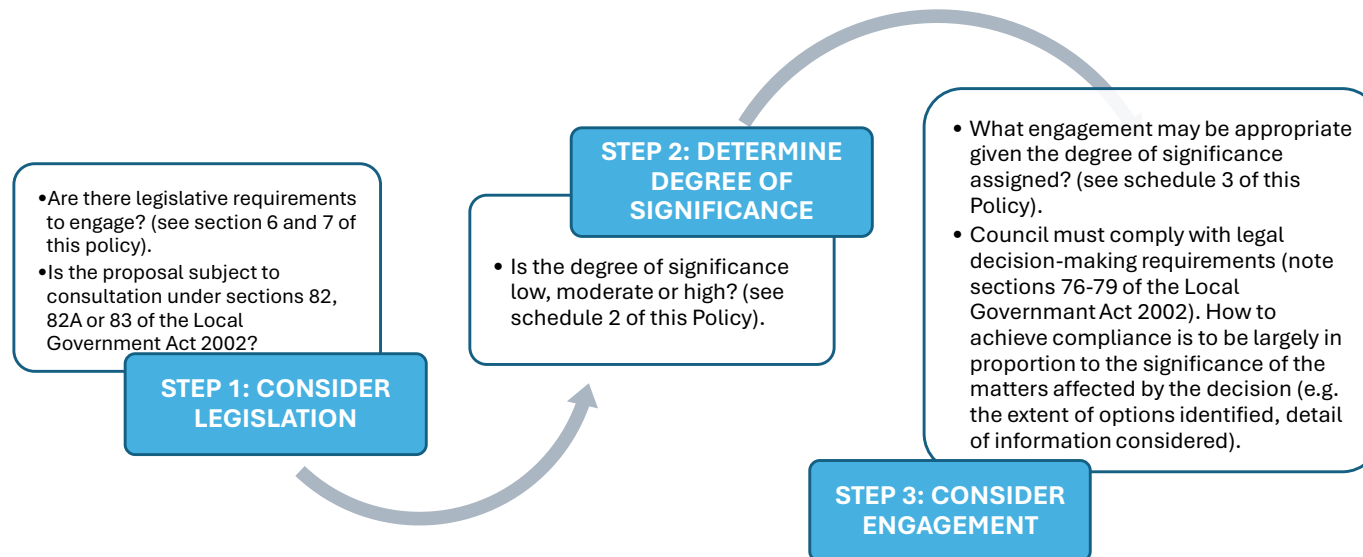
- 9.1 Council will, at a minimum, engage the community in accordance with the requirements set out in the Local Government (Water Services) Act 2025 and/or Local Government Act 2002 (as applicable) when considering transferring ownership or control of a strategic water services asset or receiving a transfer of ownership or control of a strategic water services asset.
- 9.2 Council will determine whether a water services contract is a 'significant contract' under section 24 of the Local Government (Water Services) Act 2025. To determine whether a stormwater contract is significant, Council will consider the following criteria:
 - 9.2.1 Whether the proposed water services contract will have a significant adverse effect on Council's ability to meet its obligations under the Local Government (Water Services) Act 2025; and
 - 9.2.2 Whether the contract is of high value, relative to Council's revenue received from providing the service to which the contract relates, at a minimum of 10% of Council's annual operating revenue for that service; and
 - 9.2.3 Whether the contract will create a public-private partnership; and
 - 9.2.4 Whether a contract will be for a period of more than 15 years; and
 - 9.2.5 Whether the proposed water services contract involves any significant changes to Council's ownership or control of strategic stormwater services assets (as defined in section 4 of the Local Government (Water Services) Act 2025 and under this Policy).
- 9.3 A stormwater contract will only be considered significant if the contract meets the criteria as specified in clause 9 of this Policy.
- 9.4 Council will engage on a contract in accordance with sections 23 and 24 of the Local Government (Water Services) Act 2025

10. **Translation** | Joint water service provider arrangements

- 10.1 When considering or negotiating a proposed joint water service provider arrangement under section 26 of the Local Government (Water Services) Act 2025, Council will determine whether the arrangement is a 'significant joint water service provider arrangement' for the purposes of the Act.
- 10.2 In making this determination, Council will consider the nature, scale and likely consequences of the proposed arrangement, and applying the criteria in Schedule 2.
- 10.3 If Council determines that the proposed arrangement is significant, Council will undertake the options assessment and consultation required by sections 30 to 32 of the Local Government (Water Services) Act 2025.
- 10.4 Engagement on a significant joint water service provider arrangement will be proportionate to its significance and will provide affected and interested persons with reasonable information about the proposal and a reasonable opportunity to present their views.
- 10.5 Where applicable, Council will also comply with the requirements of section 26 relating to consultation with, and approval by, shareholders of a water organisation.

Whakaritenga | Schedule 1: How to Apply the Significance and Engagement Policy

The degree of significance should be considered when first starting a project and revisited at key milestones along the way. This is to help guide engagement from the very beginning. Follow the below steps to understand the degree of significance and what engagement may be required.



Ensure to outline the degree of significance and proposed level of engagement in your reports to Council and clearly document the rationale to support your conclusions.

Whakaritenga | Schedule 2: Significance criteria

Council will assess the degree of significance of a proposal or decision on a case-by-case basis using the table below and determine the level of significance of a proposal or decision to be high, moderate or low.

If any of the following criteria are met, the proposal or decision may be 'significant'. However, the criteria should be considered collectively to get to this point.

	Criteria	Low	Moderate	High
1)	Consistency with a prior decision	Decision or proposal is consistent <i>E.g. Council implements a project consulted on as part of the Long-Term Plan / Annual Plan / annual plan</i>	Decision or proposal is inconsistent <i>E.g. Council makes some changes to a project previously agreed to</i>	Decision or proposal is significantly inconsistent <i>E.g. Council decides not to proceed with a major project that forms part of the Long-Term Plan that the community are expecting to happen</i>
2)	People impacted	Affects a small sub group <i>E.g. Removal of a street tree</i>	Affects large sub group(s) <i>E.g. Creation of a new sports field.</i>	Affects a wide range of people <i>E.g. Adoption of a Long Term Plan</i>
3)	Financial impact	Minimal financial impact <i>E.g. Can be funded within existing budgets and/or no or minimal impact on rates/debt levels</i>	Moderate financial impact <i>E.g. Not funded within existing budgets and/or moderate impact on rates/debt levels</i>	Significant financial impact <i>E.g. Not funded within existing budgets and/or significant impact on rates/debt levels</i>
4)	Level of interest to the public	Low public interest <i>E.g. Minor amendment of Council's Standing Orders.</i>	Moderate public interest <i>E.g. Annual Plan with minor amendments to what was in the Long-Term Plan</i>	High public interest <i>E.g. Long-Term Plan, Annual Plan with material amendments, or the sale of a strategic asset</i>
5)	Impact on current and future generations	Low consequences for the present and future community <i>E.g. Temporary road closure for upgrades</i>	Moderate consequences for the present and future community <i>E.g. Reduced library operating hours</i>	Large consequences for the present and future community <i>E.g. Transfer of a strategic asset</i>

	Criteria	Low	Moderate	High
6)	Significance to Māori	Unlikely to be of cultural significance to Māori and their relationship to culture, traditions, land, water and taonga <i>E.g. Minor amendments to the Easter Trading Policy where there are no known impact on Māori cultural values, land, water, taonga, or relationships.</i>	Likely to be of moderate cultural significance to Māori and their relationship to culture, traditions, land, water and taonga <i>E.g. Rating of Māori land.</i>	Likely to be of high cultural significance to Māori and their relationship to culture, traditions, land, water and taonga <i>E.g. An issue, plan or decision affecting a site, waterbody, or reserve identified by Iwi as culturally significant, including changes that may affect access, protection, restoration, or customary use.</i>
7)	Alignment with iwi aspirations and/or level of opposition to an issue, proposal, decision or matter	Matter is strongly aligned with iwi aspirations and/or support has been expressed <i>E.g. Bilingual signage or use of te reo Māori place names where iwi have expressed support, or where the action reflects an agreed iwi/Māori engagement plan.</i>	Matter is moderately aligned with iwi aspirations and/or there is no clear understanding/consensus <i>E.g. A reserve management plan or recreation project where iwi aspirations are partly reflected, but some matters still need further discussion or there is not yet a clear shared position.</i>	Matter is not aligned with iwi aspirations and/or iwi have expressed opposition to the matter <i>E.g. A proposal relating to a culturally significant reserve or site where iwi have expressed opposition or concern around their aspirations for protection, access, restoration, or customary use.</i>
8)	Levels of service	Unlikely to affect the level of service of a significant activity <i>E.g. New bench seats in a cemetery or town centre donated from the community or an organisation.</i>	Likely to moderately affect the level of service of a significant activity <i>E.g. Moderate change to services like library opening hours, park maintenance frequency, or customer service availability that affects how the community accesses a service, but does not remove the service entirely.</i>	Likely to significantly affect the level of service of a significant activity <i>E.g. Council no longer provides a service or provides a new service that was not planned in the LTP or Annual Plan</i>

	Criteria	Low	Moderate	High
9)	Reversibility of a decision	Decision is easy to reverse <i>E.g. Minor correction of a resolution</i>	Decision is moderately difficult to reverse <i>E.g. Entering into a service contract, lease, or funding agreement that can be changed but may involve cost, notice periods, or disruption</i>	Decision is highly difficult to reverse <i>E.g. Transferring of strategic assets or a long-term commitment that would be costly or difficult to unwind</i>
10)	Climate/ environmental impact	Little to no impact on the district's environment <i>E.g. Change to an existing policy or process, with no material change to emissions, energy use, waste, land use, or climate resilience.</i>	Some impact on the district's environment <i>E.g. Upgrade of a Council facility or service that changes energy use, waste generation, stormwater management, but can be managed through standard measures.</i>	Significant impact on the district's environment <i>E.g. A major infrastructure, land-use, or service-level decision that is likely to reduce resilience or affect the district's ability to adapt to flood risks, or severe weather impacts.</i>
11)	Knowledge of community views	Community views are already known <i>E.g. a recent consultation or survey on the same or similar topic</i>	Community views are already known but may have changed <i>E.g. a recent consultation or survey on a similar topic but some information (like</i>	Community views are not known <i>E.g. Council has limited or no recent information about community views on a new, sensitive, or potentially contentious proposal.</i>

Whakaritenga | Schedule 3: Engagement – what might this involve?

Low	Moderate	High
If a matter is of low significance, Council can inform the community by providing information about a relevant decision or issue. Informing the community can facilitate openness and transparency in its decision-making. Council may use a range of engagement tools to inform the community, including but not limited to: • Newspapers • Facebook • E-newsletters • Websites • Brochures/Fact Sheets • Public Notices • Publishing the decision on Council's website	If a matter is of medium significance, Council may decide to engage. This may involve two-way communications designed to obtain public feedback, ideas, and suggested alternatives on proposals to inform decision-making. Council may also decide it is not appropriate or necessary to engage with the community. It may be appropriate for Council to consider more participatory processes such as co-design or participatory budgeting to ensure that community views are understood and considered prior to decision-making. This may involve the use of the below tools as well as those listed in the 'low' column: • Open Days • Attending community events (e.g. market days) • Formal submissions and hearings • Surveys • Workshops/Focus Groups	If a matter is of high significance, Council must engage with the community under this Policy. Depending on the degree of significance, Council would work together with the community to develop understanding of all issues and interests to work out alternatives and identify preferred solutions. This would likely involve large scale publicity and may include both informal engagement/discussions with the community followed by formal consultation in accordance with the LGA. This may involve the use of the below tools as well as those listed in the 'low' and 'medium' columns: • Partnering with the community, e.g. co-drafting, co designing • Citizens Assemblies
Examples: • Minor amendment to an existing bylaw or policy that has low community interest • Adoption of an Annual Plan that largely reflects what was agreed in the Long-Term Plan • A change to Council user fees and charges that affects a sub group, e.g. Building Consent fees. • An operational decision made by Council officers under delegation during the implementation of a Council decision. • Information campaign. E.g. food waste, dog safety, or what rates pay for.	Examples: • Adoption of or major/significant amendment to a bylaw or policy • Adoption of an Annual Plan with minor changes to what was agreed in the Long Term Plan • Proposing a moderate change to Council's level of service of a significant activity that will have a moderate impact on a sub group of the community, e.g. library opening hours. • A moderate investment, e.g. a project partially funded through other sources (an example of this may be a community playground).	Examples: • Adoption of a Long Term Plan • Adoption of an Annual Plan that proposes major changes to what was agreed in the Long Term Plan • Ceasing a Council activity • Proposing a large change to the level of service for a significant activity that will have a major impact on a large number of people, e.g. parks and open spaces. • Transfer of a strategic asset.

Whakaritenga | Schedule 4: Strategic Assets

The following is a list of Council's "strategic assets" for the purposes of section 97 of the Local Government Act 2002.

The assets listed refer to the assets "as a whole". Where a strategic asset is a network or has many components, decisions may be made in respect of individual components within the networks to transfer ownership or control, without those components being regarded as strategic assets. For example, this means it is the Stormwater Network as a whole that is the strategic asset rather than each individual pipeline, filter and pump station. Likewise, the Roding Network is a strategic assets, but small parcels of land that make it up may not be, and the purchase (or sale) of such parcels of land is unlikely to amount to a significant decision.

Assets	Detail
Parks and Open Spaces (as listed)	• Firth Tower Reserve • Hetana Street Reserve • Howie Park • Te Aroha Domain • Boyd Park • Matamata Domain • Morrinsville Recreation Ground • Matamata Cemetery • Maukoro Cemetery • Old Morrinsville Cemetery • Piako Lawn Cemetery • Te Aroha Cemetery • Waharoa Cemetery • Matamata (Waharoa) Aerodrome
Community facilities and buildings (as listed)	• Libraries • Council offices • Morrinsville Events Centre • Matamata-Piako Civic and Memorial Centre • Open Country Community Stadium, Matamata (note: majority owned by Council, with shared use by Matamata College) • Headon Events Centre, Matamata • Silver Fern Farms Events Centre, Te Aroha • Swim Zone Matamata • Swim Zone Morrinsville • Swim Zone Te Aroha • Te Aroha Mineral Spas
Elderly Person Housing	
Roding and footpath network as a whole.	
Stormwater reticulation network as a whole	

Assets	Detail
Refuse Transfer Stations	
Shareholding in Waikato Waters Limited	Council's shareholding/interest in the company (as a jointly owned Council Controlled Organisation)
Shareholding in Waikato Regional Airport Limited	Equity held in an airport company within the meaning of the Airport Authorities Act 1966

Whakaritenga | Schedule 5: Definitions

Community	Includes people or groups of people who live in the district and/or have a connection with the district and may be affected by the issue, proposal, decision, or matter subject to engagement. Includes interested parties, affected people and key stakeholders.
Consultation	Involves Council providing information relevant to an issue, proposal, decision, or matter, seeking information and perspectives that may not otherwise have been taken into account, listening to what the community has to say, considering their responses, and then making a decision. Consultation is one of the tools used in engagement.
Council	Matamata-Piako District Council
Decision	Refers to all the decisions made by, or on behalf of, Council including those made under delegation. (Management decisions made by officers under delegation during the implementation of Council decisions will not be deemed to be significant).
Engagement	The process of working collaboratively with the community to develop ideas, concepts and/or proposals in order to inform and assist Council decision-making. There is a continuum of community engagement.
Joint water arrangements	As per Part 1 (4) of the Local Government (Water Services) Act 2025.
Policy	Refers to the Matamata-Piako District Council Significance and Engagement Policy (this document).
Significance	In relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for, — a) the district or region b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter c) the capacity of the local authority to perform its role, and the financial and other costs of doing so
Significant	In relation to any issue, proposal, decision, or other matter, means that the issue, proposal, decision, or other matter has a high degree of significance
Significant Activity	Is an activity (or group of activities) as listed below: • Parks and open reserves network as a whole • Library services • Cemeteries • Elderly person housing • Aquatic facilities (including spa facilities) • District event centres • Rubbish and recycling (solid waste) • The roading network as a whole • The stormwater reticulation network as a whole.
Significant Contract	means a proposed contract for water services that meets the criteria for significance set out in this Policy, having regard to the requirements of section 24 of the Local Government (Water Services) Act 2025.

Strategic Asset	Means an asset or group of assets as set out in section 5(1) of the LGA. Council's strategic assets are listed in schedule 4 of this Policy.
Sub Group	Means an assortment of people commonly recognised as a group/collection within the district's community, i.e. residents of a recognised town e.g. Morrinsville, ward or particular area (e.g.; CBD), households/businesses along the length of a major road, dog owners, users of a district reserve/facility/service, etc.

Bulk Fund Application Eligibility Checklist and Activity Brief

The Bulk Fund is intended to fund small to medium-sized capital projects relating to the activities that fall under the Buildings and Parks & Open Spaces groups in the Long Term Plan. The Bulk Fund can also be used to fund renewals in cases where there is no dedicated renewal budget or the cost is likely to exceed the available budget.

1. Bulk Fund Eligibility Checklist

Please complete this checklist before proceeding. If any answer is NO, the activity is not eligible for Bulk Fund consideration.

1. Is this a capital project in accordance with the Capitalisation Policy (CM-3139360)? ☒ Yes ☐ No
2. Is the total project cost (excluding GST) between \$2,500 and \$20,000? ☐ Yes ☒ No
3. Can the project be fully delivered within the same Financial Year (1 July – 30 June)? ☒ Yes ☐ No

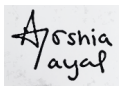
Eligibility Declaration

I confirm that all eligibility criteria have been met and that this project is suitable for assessment under the Bulk Fund.

Name: _____ Arshia Tayal _____

Position: Parks and Facilities Advisor _____

Signature: _____



Date: 06/08/2026

2. Activity Brief

Please complete **ALL** sections

CM Number:	Activity/Project Title: Hanna Street Reserve path renewal	Date: 06/08/2026
Description <i>Describe what will be delivered, including location, key components, inclusions, and exclusions.</i>	Renew and widen to 1.5m to meet current standards. Length of pathway- appx 130m.	
Rationale, Purpose, Objectives <i>Explain the problem or opportunity, why the project is required now, and what successful delivery will achieve.</i>	The Parks and Open Spaces Asset Management Plan identifies the need to ensure parks and open spaces are accessible and meet the needs of our district's demographics. The district has a high proportion of young families and an ageing population. As the existing pathway is in poor condition, its renewal provides an opportunity to widen it from 0.9m to 1.5m. This will improve accessibility within the park for users with prams, wheelchairs, and mobility scooters, while creating a safer and more inclusive environment for all visitors.	
Renewal Justification (if applicable) <i>If this is a renewal project, explain why it cannot be funded through existing renewal budgets</i>	There is no budget for path in reserves renewals in our current budget.	
Key Risks and Mitigations <i>Identify delivery, cost, safety, consenting, or stakeholder risks and how they will be managed.</i>	Accessibility & safety risks if not improved. Normal construction risks Underground sewer main in vicinity.	
Dependencies and Assumptions <i>Note key dependencies such as approvals, supplier availability, weather, or external funding assumptions.</i>	Weather, Contractor availability, no existing funding availability.	

Costs and Programme Estimated Completion Date:	<u>Demolition Costs:</u> <i>Vehicle/Plant</i> \$352.00 <i>Airman Digger x16 hours x \$62.00 =</i> \$993.00 <i>Workers x2 x16hours x \$66.00 =</i> \$2112.00 <i>Dumping Fees</i> \$1800.00 TOTAL \$5257.00 <u>Cost for concrete +installation:</u> :\$ 250.00 per m² (130*1.5*250) TOTAL= \$48,750 <i>Can be cheaper if concrete is poured by hand</i> 01/05/2026 <i>Quote Supplied?</i> <i>Both are provided by KVS Staff.</i> <i>Demolition costs provided 5/8/2026</i> <i>Concrete/ installation provided on 1/5/2026</i>
Capital Cost Summary (excl GST)	Total Capital Cost: \$54,007
Annual Operational and Maintenance Costs <i>Describe any additional operational, maintenance, or renewal costs resulting from this project.</i>	Total Additional Annual Operational Cost: There won't be any additional maintenance costs.
Asset Information	Expected Asset Life (years): 50+
Cost Estimate Confidence	
Assessment Scoring <i>Complete the assessment scoring in accordance with the scoring matrix</i>	Complete the form on Teams for this assessment
Assessment Outcome:	



Screenshot of quotes:
[demolition cost]

 **Kalvin Field**
To  Arshia Tayal

Follow up. Start by Wednesday, 05 August 2026. Due by Wednesday, 05 August 2026.
You replied to this message on 05/08/2026 15:48.

Wed 05/08/2026 12:22

Hi Arshia

Heres the price for the Hanna St Reserve. Will probably take 2 days to remove.

Vehicle/Plant	\$352.00
Airman Digger x16 hours x \$62.00 =	\$993.00
Workers x2 x16hours x \$66.00 =	\$2112.00
Dumping Fees	\$1800.00
TOTAL	\$5257.00

Hope this works for you, let me know if there is anything else.

The other quote is a little tougher, I need to meet with bowers onsite to see if we can get the concrete mixer where we need it to go.

Thanks

Kalvin Field
Pūkenga Rerenga Wai | Works TeamLleader
Kaimai Valley Services
works division of Matamata-Piako District Council
4271 State Highway 26, Waihou
Postal address: PO Box 266, Te Aroha 3342
07 884 7043 | mpdc.govt.nz

[installation]

Re: things we need a quote for re bulk funds:

 **Kalvin Field**
To  Arshia Tayal

You replied to this message on 04/05/2026 13:05.

Fri 01/05/2026 10:28

As an idea for the concrete the last order we did from Bowers was 8m3 which came to \$2000.00. Making it \$250.00 a square meter. Depending on the length we can do the pour by hand making it cheaper but we can factor the labor cost into it but just take that as a rough costing.

Sorry im in a meeting all day so that's the best I can do for now.

Thank!

Kalvin Field
Pūkenga Rerenga Wai | Works TeamLleader
Kaimai Valley Services
works division of Matamata-Piako District Council
4271 State Highway 26, Waihou
Postal address: PO Box 266, Te Aroha 3342
07 884 7043 | mpdc.govt.nz

Approvals (Office Use only)

Project Manager Endorsement: Name / Signature: _____ Date: Click or tap to enter a date. Asset Manager Approval: Name / Signature: _____ Date: Click or tap to enter a date. Council Approval (if required): Council Approved Date: Click or tap to enter a date. Approval to Begin Planning Phase: Name / Signature: _____ Date: Click or tap to enter a date.	
Project Manager Assigned:	
Work Order Number:	

Proposal Summary

Project Name	Hanna Street Reserve path renewal	Document CM No.	To be assigned
Project Class	Project Bulk Funds		
Prepared	Greg Hall	Revision No.	1
Checked	Mark Naudé	Revision Date	10/08/2026

I. Project Description

Renew and widen the existing pathway at Hanna Street Reserve to meet current standards. The project will renew approximately 130 metres of pathway and widen it from approximately 0.9 metres to 1.5 metres, improving access and usability through the reserve for pedestrians, prams, wheelchairs, mobility scooters, and other park users.

II. Current Situation

The existing Asphalt pathway is in poor condition (breaking up and sinking in places) and does not meet current accessibility expectations. The Parks and Open Spaces Asset Management Plan identifies the need for parks and open spaces to be accessible and responsive to the district's demographics, including young families and an ageing population. There is currently no dedicated renewal budget available for reserve paths, and no works were completed last financial year, meaning this proposal represents catch-up renewal work.

III. Potential Options

Option 1: Renew and widen the full pathway to 1.5 metres using concrete construction for the approximately 130 metre length. This delivers the accessibility, safety, and renewal outcomes identified in the activity brief.

Option 2: Undertake limited repairs or patching only. This may reduce immediate cost but would not address the pathway width, accessibility shortcomings, or longer-term renewal need.

Option 3: Defer the works. This would retain the current accessibility and safety risks and would further delay renewal of an asset that is already in poor condition.

IV. Recommended Option

Option 1: Proceed with renewal and widening of the Hanna Street Reserve pathway to 1.5 metres. This option best addresses the asset condition, accessibility, safety, and inclusiveness objectives for the reserve.

V. Anticipated Results

The project will provide a renewed, wider, and more accessible pathway with an expected asset life of 50+ years. Delivery will improve access for families, older residents, wheelchair

users, mobility scooter users, and other visitors, while reducing safety risks associated with the current poor pathway condition. Key delivery risks include weather, contractor availability, normal construction risks, and the presence of an underground sewer main in the vicinity.

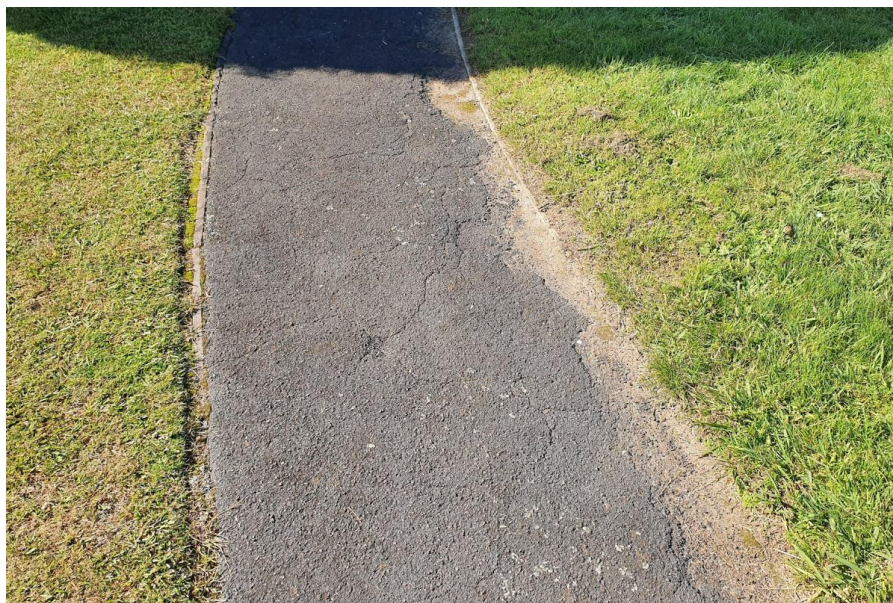
VI. Total Cost

The total estimated capital cost is **\$54,007** excluding GST, comprising demolition costs of \$5,257 and concrete supply and installation costs of \$48,750. This is above the usual \$20,000 Bulk Fund eligibility limit; however, the request is presented as catch-up renewal work because no works were completed last financial year and there is no dedicated reserve path renewal budget currently available.

- Capital Cost: \$54,007 excluding GST. Note: exceeds the \$20,000 Bulk Fund limit; treated as catch-up renewal







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	5.3
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	3.0
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	5.0
Impact on maintenance regime and operational budgets	Significant	Moderate Increase	Minor	Neutral Impact	Costs Maintained	Maintenance/Costs Reduced	5.0
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	9.3
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	2.7
Improved use of facility /Open Space (weighting = 2)	Reduces use	No Change	Minor Improvement	Moderate improvement	High Improvement	Significant Improvement	4.7
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	3.0
						Total	46.3 of 84
							55%