Kaunihera | Council

Mēneti Wātea | Open Minutes

te kaunihera ā-rohe o matamata-piako district council








Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 25 November 2026 at 9:00.

NGĀ MEMA | MEMBERSHIP

Tiamana | Chairperson: **Koromatua | Mayor**
Ash Tanner

Mema | Members: **Koromatua Tautoko | Deputy Mayor**
James Sainsbury

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

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

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

Recording	Document Reference#
Council – 25 November 2026	3254600

Minutes prepared by:
Tamara Kingi
Kaiārahi Kāwana | Governance Team Leader

Ngā whakapāha | Apologies

Tyrel Glass	Te Aroha Ward Councillor

Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae | Chief Executive Officer	
Ally van Kuijk	Hautū Kaitiaki, Rāngai Mahitahi me te Whakawhanake | Kaitiaki, Partnerships and Development General Manager	
Tamara Kingi	Kaiārahi Kāwana | Governance Team Leader	
Sandra Harris	Pou Kaupapahere me te Kāwana | Policy and Governance Manager	
Kelly Reith	Hautū Tāngata me te Tutukinga | People and Performance General Manager	
Anne Gummer	Kaitohu Kaupapahere Mātāmua | Senior Policy Advisor	
Ken Morris	Mōrearea, Kai-whakahaere ā Pakihi hoki | Risk and Business Excellence Advisor	7.1
Ryan Johnston	Pou Whakamaru Hapori, Tūtohu | Community Protection and Compliance Manager	7.2
Niall Baker	Kaiārahi Kaupapahere | Policy Team Leader	7.2, 7.3
Jayshree Kanji	Kaitohu Tipu me te Kaupapahere Whakamahere | Growth and Planning Policy Advisor	7.3, 7.4
Fiona Hill	Kaiārahi Tipu me te Kaupapahere Whakamahere | Growth and Planning Team Leader	7.3, 7.4
Nathan Sutherland	Pou Whakamahere | Planning Manager	7.3, 7.4
Carolyn McAlley	Kaitohu Tipu me te Kaupapahere Whakamahere Matua | Senior Growth and Planning Advisor	7.3, 7.4

1 Whakatūwheratanga o te hui | Meeting Opening

The Mayor declared the meeting open at 9.00am.

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

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the apology from Councillor Tyrel Glass be accepted and leave of absence from the meeting be granted.

Resolution number CO/2026/00001

Moved by: Deputy Mayor J Sainsbury
Seconded by: Cr A McGiven

KUA MANA | CARRIED

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

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

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

(a) The local authority by resolution so decides; and

(b) The presiding member explains at the meeting, at a time when it is open to the public,-

(i) The reason why the item is not on the agenda; and

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting."

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

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

(a) That item may be discussed at that meeting if-

(i) That item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

4 Whākī pānga | Declaration of interest

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

5 Whakaaetanga mēneti | Confirmation of minutes

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That the minutes of the meeting of the Extraordinary meeting of Matamata-Piako District Council held on Wednesday, 18 November 2026, be confirmed as a true and correct record of the meeting.

Resolution number CO/2026/00002

Moved by: **Cr S Whiting**
Seconded by: **Cr A McGiven**

KUA MANA | CARRIED

6 Take i puta mai | Public Forum

There were no speakers to the public forum.

7 Ngā Pūrongo A Ngā Āphia | Officer Reports

7.1 Approval of Top Risks 2026/27

CM No.: 3251907

Te Kaupapa | Purpose

To provide the Top Risks 2026/27 document to Council for approval and adoption, as recommended by Council's Risk and Assurance Committee.

Rāpopotonga Matua | Executive Summary

A Top Risks 2026/27 document has been developed, endorsed by Council's Risk and Assurance Committee, and is attached to this report for adoption by Council. The Top Risks document builds on work done over the past few months, within the organisation, in Council workshop sessions, and in the Risk and Assurance Committee, to review, confirm, and re-rate the Top Risks of the organisation. That work has now been reflected, and extended, in a register that provides fairly comprehensive detail for each of the Top Risks identified, including Inherent, Residual and Risk Appetite ratings, detail of controls already in place, Key Risk Indicators that assist in determining the existence and effectiveness of those controls and early warning of potential control failure, and further controls that could be implemented to further mitigate the risks.

There are Eight Top Risks proposed. The first workshop with Councillors and Risk and Assurance Committee members sought a rationalisation of the 11 Top Risks from the 2025/26 year and that has been achieved. The same workshop also sought a short descriptor title for each risk to assist easier referencing and recollection of the risks, and this has also been incorporated. A 'Top Risk' is seen as a risk of any nature – strategic, operational, project – so significant, that it could result in the non-achievement of any or all of Council's strategic objectives. It is important to remember this when considering the identified risks – these are the key risks of the organisation. For that very reason, the Risk and Assurance Committee will closely monitor these risks on an ongoing basis. A summary table of these risks including an assessment of any change in trend of that risk will feature in each Quarterly Risk Report, together with a heat map visual showing where the Residual Risk sits relative to Risk Appetite. The Quarterly Risk Reports will also include Key Risk Indicator information and indicate progress on the implementation of additional controls.

In recommending the 2026/27 Top Risks document through to Council, the Risk and Assurance Committee sought an update of the document to put greater focus on the key controls already in place – the controls that were making the most difference in reducing the risk to residual risk level. This has now been done. There have also been some changes made to the Key Risk Indicators and the proposed additional mitigations and a re-assessment of the residual risk for risk #4 Cyber to High. All aspects of each of the Top Risks will be tested before the next annual review in Risk and Assurance Committee 'deep dives'. This will provide opportunity for further detailed examination of the nature and management of each risk, enabling better, more informed, management over time.

An important matter for Council consideration is the determination of Risk Appetite, and it is important this is given due consideration. This determination has been guided in this year's review by the recently adopted Risk Appetite Statement, but it is still important for the appetite setting to be reviewed and confirmed.

This has been pre-tested by the Risk and Assurance Committee. Of the 8 Top Risks it is noted that only one is currently at appetite, and two (Risk #4 Cyber, and Risk #8 Workforce and Safety) are noted in the Top Risks document as risks for which the currently determined Risk Appetite is considered unachievable. It is not necessarily surprising that most of the risks are currently outside appetite, they are the most significant risks to the strategic objectives of the organisation. However, it is important to note the tension between achieving a certain appetite level in the context of the cost of the additional mitigations required to achieve that appetite, and other practicalities such as the inherent nature of the risk.

Because responsibility for Enterprise Risk should be with the governors of the organisation, staff ask that Council approve and adopt the Top Risks 2026/27 document (including the risk and appetite ratings assessed within it), knowing that the document has already been reviewed and endorsed by Council's Risk and Assurance Committee, and it is recommended to Council by that Committee.

A full review of the Top Risks document is proposed to be carried out annually.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION
That:

1. The information be received.

2. Council approves and adopts the Top Risks 2026/27 document.

Resolution number CO/2026/00003

Moved by: Cr A McGiven
Seconded by: Cr G Bonnar

KUA MANA | CARRIED

7.2 Dog Control Policy and Practice 2025/26

CM No.: 3245371

Te Kaupapa | Purpose

The purpose of this report is to adopt the 2025/26 Annual Dog Control Report.

Rāpopotonga Matua | Executive Summary

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

The attached report includes all the information required under section 10A(2) of the Act for the 2025/26 financial year

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION
That:

1. The report be adopted; and

2. The report be publicly notified on Council's website.

Resolution number CO/2026/00004

Moved by: Cr G Marshall
Seconded by: Deputy Mayor J Sainsbury

KUA MANA | CARRIED

7.3 Long Term Plan 2027-37 Progress Update: November 2026

CM No.: 3250582

Te Kaupapa | Purpose

The purpose of this report is for Council to receive an update on progress towards the development of the Long Term Plan 2027-37.

Rāpopotonga Matua | Executive Summary

The key milestones for development of the Long Term Plan (LTP) are as follows:

Task	Dates
LTP development	Jan 2026 – Jun 2027
Consultation Document development	Sep 2026 – Feb 2027
Quality assurance (underlying information)	Dec 2026
Risk and Assurance and Council approval of the underlying information for interim audit	Dec 2026
Interim audit (financial model and assumptions)	Dec 2026
Interim audit (underlying information)	Jan-Feb 2026
Quality assurance (Consultation Document)	Feb 2027
Risk and Assurance and Council approval of the Consultation Document for audit	Feb 2027
Audit (Consultation Document)	Mar 2027
Public consultation	April - May 2027
Deliberations and decision-making	May 2027
Quality assurance (final LTP)	May 2027
Final audit	June 2027
Adoption of final LTP	June 2027
LTP in force	1 July 2027

Progress update

The development of the LTP is well underway and is generally on track. Council has provided key budget direction and options for consultation. Staff are now finalising the budget and completing draft strategic documents for Council review.

Further progress updates will be provided at Te Manawhenua Forum, Risk and Assurance Committee, Waharoa (Matamata) Aerodrome Committee and Council meetings through the remainder of 2026, and the first half of 2027.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION
That:

1. **Council receives the Long Term Plan 2027-37 Progress Update: November 2026 report.**

2. **Council acknowledges the direction provided through workshops open to the public to inform the development of the Long Term Plan 2027-37.**

Resolution number CO/2026/00005

Moved by: **Cr A McGiven**
Seconded by: **Cr G Thompson**

KUA MANA | CARRIED

7.4 District Plan and RMA Reform Update

CM No.: 3248508

Te Kaupapa | Purpose

The purpose of this report is to provide Council with an update on work being carried out in relation to the Matamata-Piako District Plan (MPDP) and the Resource Management Act (RMA) Reform.

Rāpopotonga Matua | Executive Summary

An update on the District Plan and Resource Management Reform is provided below. The update covers Plan Change 49 (Waharoa), Private Plan Change 62 (Calcutta), Private Plan Change 64 (Banks Road), Plan Change 65 (Minor Matters), the MPDC Growth Strategy, and Hauraki Gulf Forum. Jayshree Kanji, Carolyn McAlley, and Fiona Hill are available to present the update and respond to any questions.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION
That:

1. **The report be received.**
2. **Council accepts Councillor Vincent Andersen's resignation from the Plan Change 49 (Waharoa) Governance Committee.**
3. **Council appoints Councillor Sailimalo Rewiti Vaimoso to the Plan Change 49 (Waharoa) Governance Committee.**

Resolution number CO/2026/00006

Moved by: **Cr S Whiting**
Seconded by: **Cr G Thompson**

KUA MANA | CARRIED

7.5 Mayoral Diary for October 2026

CM No.: 3247860

Te Kaupapa | Purpose

The purpose of this report is to present the Mayoral Diary from the previous few months.

Rāpopotonga Matua | Executive Summary

Attached is a summary of the Mayor's Diary for October 2026. This diary provides a high-level overview of scheduled meetings, events and engagements undertaken during the month. As part of the Mayor's role, there are also impromptu conversations, phone calls, community interactions and stakeholder engagements that occur throughout the reporting period that may not be captured in this summary.

WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION
That:

1. The information is received.

Resolution number CO/2026/00007

Moved by: **Cr S Whiting**
Seconded by: **Cr D Horne**

KUA MANA | CARRIED

9.35am	The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD OF THE MEETING OF KAUNIHERA | COUNCIL HELD ON 25 NOVEMBER 2026.

KO TE RĀ | DATE: .....

TIAMANA | CHAIRPERSON: .....