

# Kaunihera | Council

## Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 5 March 2025 at 09:00.

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### Ngā Mema | Membership

#### **Manuhuia | Mayor**

Adrienne Wilcock, JP (Chair)

#### **Koromatua Tautoko | Deputy Mayor**

James Thomas

#### **Kaunihera ā-Rohe | District Councillors**

Caleb Ansell

Sarah-Jane Bourne

Sharon Dean

Bruce Dewhurst

Dayne Horne

Peter Jager

James Sainsbury

Russell Smith

Kevin Tappin

Gary Thompson

Sue Whiting

## Ngā whakapāha | Apologies

Cr Gary Thompson

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae   Chief Executive Officer	
Sandra Harris	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships & Governance Manager	
Tamara Kingi	Kaiārahi Kāwana   Governance Team Leader	
Samantha Oosthoek	Kaiwhakarite Kaupapa, Whai Wāhi   Projects & Engagement Administrator	
Marsha McMillan	Kaitohu Kāwana   Governance Advisor	
Anne Gummer	Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor	7.1, 7.2, 8.2
Charlotte Walker	Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor	7.2, 8.1
Ryan Johnston	Pou Whakamaru Hapori, Tūtohu   Community Protection & Compliance Manager	7.2, 7.3
Barry Reid	Pūkenga Rawa Rori   Roding Asset Engineer	7.2, 7.3
Laura Hopkins	Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor	7.3, 7.4, 8.1, 8.2, 8.3
Niall Baker	Kaiārahi Tīma Kaupapahere   Policy Team Leader	7.3, 7.4, 8.1, 8.2, 8.3, 8.4
Olivia Picard	Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor	7.3, 7.4, 8.1, 8.2, 8.3
Nathan Sutherland	Pou Whakamahere   Planning Manager	7.3, 7.4
Larnia Rushbrooke	Pou Pūtea, Ratonga Pakihi   Finance & Business Services Manager	8.2, 8.3
Andrea Durie	Pou Whakapā, Whai Wāhi   Communications and Engagement Manager	8.4

## I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
Jaydene Kana	Risk and Assurance Committee Chairperson	7.1	9.00am	9.06am
Kevin McGrath	Power Solutions Limited	7.2	9.06am	9.37am

**1 Whakatūwheratanga o te hui | Meeting Opening**

Mayor Adrienne welcomed elected members, staff and those online. The meeting was declared open at 9.00am.

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

**WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION**

That an apology from Councillor Gary Thompson be received and accepted.

**Resolution number CO/2025/00001**

**Moved by: Cr J Sainsbury**

**Seconded by: Cr K Tappin**

**KUA MANA | CARRIED**

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

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

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

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

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

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

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (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 Whāki pānga | Declaration of interest**

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

**5 Whakaaetanga mēneti | Confirmation of minutes**

**WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION**

That the minutes of the meeting of the ordinary meeting of Matamata-Piako District Council held on Wednesday, 5 February 2025, be confirmed as a true and correct record of the meeting.

Resolution number CO/2025/00002

Moved by: Cr S Whiting

Seconded by: Cr C Ansell

**KUA MANA | CARRIED**

**6 Take i puta mai | Public Forum**

At the close of the agenda there were no speakers scheduled to the public forum.

## 7 Pūrongo me whakatau | Decision Reports

### 7.1 Risk and Assurance Committee Report of 25 February 2025

CM No.: 3001699

#### Te Kaupapa | Purpose

The purpose of this report is to provide Council with an update from the Risk and Assurance Committee following its meeting on 25 February 2025.

#### Rāpopotonga Matua | Executive Summary

Risk and Assurance Committee Chairperson, Jaydene Kana, in attendance to update Council on the committee business, provide an overview of the minutes and any recommendations from the Risk and Assurance Committee meeting held on 25 February 2025.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00003

Moved by: Cr K Tappin

Seconded by: Cr C Ansell

**KUA MANA | CARRIED**

7 Pūrongo me whakatau | Decision Reports

## 7.2 Carbon Emissions Inventory Report FY24

CM No.: 2996063

### Te Kaupapa | Purpose

The purpose of this report is to present the Carbon Emissions Inventory Report FY24 to Council.  
Report author, Kevin McGrath will be in attendance.

### Rāpopotonga Matua | Executive Summary

The Carbon Emissions Inventory Report (Report) is a deliverable within the Climate Change Rivermap in the Long Term Plan 2024-2034. It reports on the greenhouse gas emissions from the operation of Council's assets and services during the period 1 July 2023 to 30 June 2024 (FY24).

The Report shows that the top five greenhouse gas emission sources for Council are:

1. Wastewater biogenic emissions
2. Electricity
3. Diesel for transport
4. Petrol for transport
5. Natural gas (used to heat Morrinsville Pool)

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The report be received.
2. Council provided feedback that staff to provide understanding on the benefits of the Carbon Emissions Inventory Report FY24.

Resolution number CO/2025/00004

Moved by: Cr C Ansell

Seconded by: Cr S Whiting

**KUA MANA | CARRIED**

#### ATTACHMENTS

- A Additional Information - Item 7.2 Carbon Emissions Inventory Report FY24 - Emissions Inventory

## 7 Pūrongo me whakatau | Decision Reports

### 7.3 Delegations - Addition of Land Transport Act 1998

CM No.: 2963967

#### Te Kaupapa | Purpose

The purpose of this report is to seek Council approval for the amendment of the Delegation Register 2025, to include the Land Transport Act 1998, which will provide delegations to the CEO, the power of parking wardens, which will then be sub-delegated, by the CEO to the appropriate staff.

#### Rāpopotonga Matua | Executive Summary

Under the Local Government Act 2002, Council may delegate its statutory powers and its functions to a committee or other subordinate decision-making body, or member or officer of the local authority. The Delegation Policy and Delegation Register provides the framework for this and illustrates all the delegations made to staff across multiple legislations.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received, and
2. Council delegated the Chief Executive Officer the following powers under the Land Transport Act 1998 and any rules and regulations made under that Act:
  1. Section 128D and 128E – To appoint parking wardens under section 128D and issue warrants under section 128E.
  2. General – To take enforcement action (including any prosecution) under this Act, and these rules and regulations, together with the power to make any decision pertaining to such an action, and
3. Council recognises the Chief Executive Officer will sub delegate these powers to the appropriate staff.

Resolution number CO/2025/00005

Moved by: Cr J Sainsbury

Seconded by: Cr B Dewhurst

**KUA MANA | CARRIED**

#### ATTACHMENTS

- A Additional Information - Item 7.3 Delegations - Addition of Land Transport Act 1998 - Delegations Image

7 Pūrongo me whakatau | Decision Reports

## 7.4 Approval for MPDC's submission to the RMA (Consenting and Other System Changes) Amendment Bill

CM No.: 2998691

### Te Kaupapa | Purpose

The purpose of this report is to gain retrospective endorsement for a submission on the Resource Management (Consenting and Other System Changes) Amendment Bill by the Council's RMA Policy Team.

### Rāpopotonga Matua | Executive Summary

The Council's RMA Policy Team recently submitted on the Resource Management (Consenting and Other System Changes) Amendment Bill. The Council has not yet formally endorsed the submission.

The objective of the Government's Resource Management (Consenting and Other System Changes) Amendment Bill is to "progress the Government priorities, including making it easier to consent new infrastructure, encouraging investment in renewable energy, and making medium-density residential standards optional for councils". In its submission, the Council provided qualified support for the Bill, but questioned the timing of the amendments given a proposed reform of the entire RMA that is signalled for later in 2025.

Nathan Sutherland attended to speak to the report and answer any questions.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The Council retrospectively endorses the submission on the Government's Resource Management (Consenting and Other System Changes) Amendment Bill.

Resolution number CO/2025/00006

Moved by: Cr S Whiting

Seconded by: Cr J Sainsbury

**KUA MANA | CARRIED**



8 Ngā Pūrongo Whakamārama | Information Reports

## 8.1 Civic Financial Limited Statement of Intent for 2025

CM No.: 2988629

### Te Kaupapa | Purpose

The purpose of this report is to inform Council of the Civic Financial Services Limited Statement of Intent for 2025.

### Rāpopotonga Matua | Executive Summary

Civic Financial Services Limited have provided their Statement of Intent for 2025 for Council's information.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00007

Moved by: Cr B Dewhurst

Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.2 Six Month Report: July - Dec 2024

CM No.: 2998736

### Te Kaupapa | Purpose

To provide an update on the financial and non-financial performance for the six months of July to December 2024.

### Rāpopotonga Matua | Executive Summary

This report shows the financial and non-financial performance of Council against the targets set out in the 2024-34 Long Term Plan. The report is attached. This report is not externally audited, but provides an interim update and highlights potential areas of risk prior to the final Annual Report.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council receives the Six Month Report 2024.

Resolution number CO/2025/00008

Moved by: Cr C Ansell

Seconded by: Cr B Dewhurst

**KUA MANA | CARRIED**

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.3 Audit Management Report for Annual Report 2023/24

CM No.: 2998784

### Te Kaupapa | Purpose

The purpose of this report is to:

- 1) Receive the Audit Management Report for the Annual Report 2023/24 and provide any feedback if desired (attached).
- 2) Receive the Audit Recommendations Register and provide any feedback if desired (attached).

### Rāpopotonga Matua | Executive Summary

Audit New Zealand (Audit) is Council's external auditor appointed by the Office of the Auditor General to conduct the auditing of Council's Annual Report and reporting process on their behalf.

Audit issue an Audit Management Report following each Annual Report with recommendations on processes and issues that can be fixed or improved for future auditing processes. This report for the 2024/25 Annual Report is attached with accompanying staff comments.

Staff have developed a register of all Audit recommendations from previous reports and how we are tracking against these.

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. Council note the recommendations made by Audit New Zealand in the Audit Management Report on the Annual Report 2023/24.
2. Council note the Audit Recommendations Register and note staff will be making improvements to this register.

Resolution number CO/2025/00009

Moved by: Deputy Mayor J Thomas

Seconded by: Cr K Tappin

**KUA MANA | CARRIED**

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.4 Chief Executive Officer's Report

CM No.: 2991716

### Rāpopotonga Matua | Executive Summary

As this is my first report as Chief Executive Officer, Council is invited to provide feed-back on the information and format for future reports.

The following information is provided that may assist these discussions:

- Chief Executive Officer report to the Risk and Assurance Committee
- Chief Executive Officer Key Performance Indicators February 2025 Update
- Projects update report

#### WHAKATAUNGA A TE KAUNIHERA | COUNCIL RESOLUTION

That:

1. The information be received.

Resolution number CO/2025/00010

Moved by: Cr C Ansell

Seconded by: Cr D Horne

**KUA MANA | CARRIED**

10.38 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF KAUNIHERA | COUNCIL  
HELD ON 5 MARCH 2025.

**KO TE RĀ | DATE:**

26 March 2025

**TIAMANA | CHAIRPERSON:** .....

Mayor Adrienne Wilcock (JP)