

# Te Manawhenua Forum Mo Matamata-Piako



## Kaupapataka Wātea | Open Agenda



Notice is hereby given that an Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako will be held on:

**Ko te rā | Date:** Tuesday 3 June 2025  
**Wā | Time:** 10:00  
**Wāhi | Venue:** Council Chambers  
35 Kenrick Street  
TE AROHA

### Ngā Mema | Membership

te kaunihera ā-rohe o |  
Matamata-Piako District  
Council

**Manuhuia | Mayor**  
Adrienne Wilcock, JP

**Koromatua Tautoko | Deputy Mayor**  
James Thomas

### Kaunihera ā-Rohe | District Councillors

Mātua Gary Thompson

### Mema Tūturu | Principal Member

### Mema Tautoko | Alternate Member

**Ngāti Hinerangi**  
**Ngāti Hauā**

Tiamana Hinerangi Vaimoso (Chair)  
Whaea Te Ao Marama Maaka

Whaea Rangitionga Kaukau

**Ngāti Maru**

Mātua Craig Solomon

Mātua Wati Ngamane

**Ngāti Rāhiri-Tumutumu**

Whaea Jill Taylor

Mātua Norm Hill

**Ngāti Pāoa**

Mātua Tahuariki Thompson

Whaea Glenice Puke

**Ngāti Whanaunga**

Mātua Michael Baker

Mātua Gavin Anderson

**Raukawa**

Mātua Leo Whaiapu

Whaea Andrea Julian

**Waea | Phone:**

07-884-0060

**Wāhitau | Address:**

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

Chairperson to welcome members and open the meeting.

**2 Karakia | Prayer**

The opening karakia is to be performed.

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

At the close of the agenda no apologies had been received.

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

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

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

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

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

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

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

**5 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.

**6 Whakaaetanga mēneti | Confirmation of Minutes**

Minutes, as circulated, of the Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako, held on 1 April 2025

7 Pūrongo me whakatau | Decision Reports

## 7.1 New appointment for Te Puāwaitanga o Ngāti Hinerangi Iwi Trust

CM No.: 3013141

### Te Kaupapa | Purpose

The purpose of this report is to inform Te Manawhenua Forum of the new membership from Te Puāwaitanga o Ngāti Hinerangi Iwi Trust.

### Rāpopotonga Matua | Executive Summary

Te Puāwaitanga o Ngāti Hinerangi Iwi Trust is giving formal notice to the Te Manawhenua Forum of the new appointment of Whaea Dianna Vaimoso, replacing Matua Reece Marsh as their principle representative on the Forum.

Formal notification from Te Puāwaitanga o Ngāti Hinerangi Iwi Trust is attached.

### Tūtohunga | Recommendation

That:

1. **Whaea Dianna Vaimoso be welcomed to the Forum and appointed as the new Te Puāwaitanga o Ngāti Hinerangi Iwi Trust principal representative.**

### Ngā Tāpiritanga | Attachments

[A↓. N Hinerangi appointment to Forum\\_DVaimoso](#)



### Ngā waitohu | Signatories

Author(s)	Tuatahi Nightingale-Pene <b>Pou Tūhono   Iwi Relationship Manager</b>	
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Approved by	Tuatahi Nightingale-Pene <b>Pou Tūhono   Iwi Relationship Manager</b>	
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Ngāti Hinerangi  
Te Puāwaitanga o Ngāti Hinerangi Iwi

4 March 2025

Attention: Te Manawhenua Forum  
c/- Matamata-Piako District Council

email: [info@mpdc.govt.nz](mailto:info@mpdc.govt.nz)

Kia ora koutou katoa

**Re: Te Puāwaitanga o Ngāti Hinerangi Iwi Trust Primary Representative for Te Manawhenua Forum**

We write to give formal notice of the appointment of Te Puāwaitanga o Ngāti Hinerangi Iwi Trust trustee member Dianna Vaimoso, as the primary representative for Ngāti Hinerangi Iwi on the Te Manawhenua forum.

If you have any pātai, or require any further information, please feel free to contact me by email at [celia@ngatihinerangiwi.co.nz](mailto:celia@ngatihinerangiwi.co.nz)

Nāku noa,

Celia Douglas  
Governance Executive Administrator  
Te Puāwaitanga o Ngāti Hinerangi Iwi Trust

7 Pūrongo me whakatau | Decision Reports

## 7.2 Standing Orders

CM No.: 3033728

### Te Kaupapa | Purpose

The purpose of this report is to seek agreement to amend the Standing Orders adopted by the Te Manawhenua Forum mō Matamata-Piako on 6 December 2022, to:

- include the provision for members to attend meetings via audio and visual links, and be counted towards a quorum
- extend the timeframe for requesting public forums from one clear working day to three clear working days
- extend the timeframe for requesting deputations from five clear working days to eight clear working days.

### Rāpopotonga Matua | Executive Summary

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

The Standing Orders can be found here: [standing-orders](#). Matamata-Piako District Council adopted the suggested amendments to Standing Orders at their meeting on 26 March 2025.

## Tūtohunga | Recommendation

**Note: amendment of Standing Orders requires a vote of not less than 75% of members present**

That:

1. The information be received.
2. Standing Orders are amended to reflect Schedule 7 or the Local Government Act, clause 25A, which now allows provision for Council and Committee members to attend meetings by audio / visual link as follows:
  - **Clause 13.8: Member's status: quorum – Provided conditions in 13.1, 13.7, 13.11 and 13.12 of the Standing Orders have been satisfied, and in accordance with Schedule 7 of the Local Government Act, clause 25A (4), a member of the local authority or committee who attends a meeting by means of audio link or audio-visual link, is to be counted as present for the purpose of a quorum.**
3. Standing Orders are further amended to:
  - **Clause 15.1: Time limits to request to speak at a public forum – requests to speak at a public forum must be made to the Chief Executive, or their delegate, at least three clear working days before the meeting (previously one clear day). However, the requirement of notice may be waived by the Chairperson.**
  - **Clause 16.1: Deputations – requests to speak at a deputation must be made to the Chairperson, or their delegate, at least eight working days before a meeting (previously five working days). However, the requirement of notice may be waived by the Chairperson.**

## Horopaki | Background

Standing Orders contain rules for the conduct of the proceedings of local authorities, committees, sub-committees and subordinate decision-making bodies. Their purpose is to enable local authorities to exercise their decision-making responsibilities in a transparent, inclusive and lawful manner.

Matamata-Piako District Council (MPDC) adopted its Standing Orders on 9 November 2022 and adopted the amendments on 26 March 2025. The Te Manawhenua Forum mō Matamata-Piako adopted its Standing Orders on 6 December 2022.

The decision to amend Standing Orders requires a vote of not less than 75% of its members present. This equates to a minimum of five members required if all members are present to agree for a decision to be carried.

## Ngā Take/Kōrerorero | Issues/Discussion

Right to attend by audio or audio-visual link

Standing Orders adopted by MPDC in 2022, do not allow for attendance by elected / committee members via audio or audio-visual link to be counted towards a quorum as this was not allowed under legislation at the time.

Schedule 7 of the Local Government Act 2002 clause 25A, now allows provision for a member of a local authority, unless lawfully excluded, the right to attend any meeting of the local authority or committee by means of audio link or audio-visual link to be counted towards a quorum. This only applies where Council adopt Standing Orders equivalent to:

- Provided all required conditions are met, members of the local authority and its committees (and members of the public for the purpose of a deputation approved by the chairperson), have the right to attend meetings by means of an audio or audio-visual link, unless they have been lawfully excluded.
- Noting the above, the chairperson may give approval for a member to attend meetings by audio or audio-visual link, either generally or for a specific meeting. Examples of situations where approval can be given include:
  - i) Where the member is at a place that makes their physical presence at the meeting impracticable or impossible;
  - ii) Where a member is unwell; and
  - iii) Where a member is unable to attend due to an emergency.
- Where possible, a member will give the chairperson and the Chief Executive Officer (CEO) at least two business days' notice when they want to attend a meeting by way of audio or audio-visual link. Should, due to sickness or emergency, this is not possible the member may give less notice. Where such request is made, and the technology is available, the CEO will take reasonable steps to enable the member to attend by audio or audio-visual link. MPDC has no obligation to make the technology available. Therefore, if the member's request cannot be accommodated, or there is a technical issue with the link, it will not invalidate any acts or proceedings.
- Where an audio or audio-visual link fails, or there are other technical issues that prevent a member who is attending via an audio or audio-visual link from participating in a meeting, that member must be deemed to be no longer attend the meeting.
- A member who is attending a meeting by audio or audio-visual link must ensure that the meeting's proceedings remain confidential during any public excluded items. At such time, the chairperson may require the member to confirm that no unauthorised people are able to hear or view the proceedings. Should the chairperson not be satisfied, they may direct that an audio or audio-visual link be terminated.

### Public Forum

The current Standing Orders state that requests to speak to a public forum must be received by the CEO (or their delegate) at least one clear day before the meeting. There is an opportunity to extend this timeframe. It is suggested that this timeframe be extended to 3 clear working days for scheduling purposes.

### Deputations

In contrast to public forums, deputations allow individuals or groups to make a formal presentation to a meeting as an item on the agenda. The current Standing Orders state that requests to speak to a deputation must be received by the chairperson, or an official with delegated authority, 5 working days before a meeting. However, this requirement may be waived. Agendas close 7 working days before a meeting. It is suggested that this timeframe be extended to 8 working days to align with the closing of the agenda.

### Adoption of Standing Orders

The adoption of Standing Orders and any amendments to Standing Orders must be made by Council/Committees of not less than 75% of the members present.

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

### **23 Quorum of councils and committees**

- (1) A meeting is duly constituted if a quorum is present, whether or not all of the members are voting or entitled to vote.*
- (2) Business may not be transacted at any meeting unless at least a quorum of members is present during the whole of the time at which the business is transacted.*
- (3) The quorum at a meeting of—*
  - (a) a local authority consists of—*
    - (i) half of the members if the number of members (including vacancies) is even; or*
    - (ii) a majority of members if the number of members (including vacancies) is odd; and*
  - (b) a committee—*
    - (i) is not fewer than 2 members of the committee (as determined by the local authority or committee that appoints the committee); and*
    - (ii) in the case of a committee other than a subcommittee, must include at least 1 member of the local authority.*

### **25A Attendance at meetings by audio link or audiovisual link**

- (1) A member of a local authority, or of a committee of a local authority, has, unless lawfully excluded, the right to attend any meeting of the local authority or committee by means of audio link or audiovisual link if—*
  - (a) the standing orders of the local authority permit attendance at that meeting by means of audio link or audiovisual link; and*
  - (b) the presiding member at that meeting is satisfied that all conditions and requirements in the standing orders in relation to attendance at that meeting by means of audio link or audiovisual link are met.*
- (2) A person other than a member of a local authority, or committee, may participate in a meeting of the local authority or committee by means of audio link or audiovisual link if—*
  - (a) the standing orders of the local authority permit participation at that meeting by persons other than members by means of audio link or audiovisual link; and*
  - (b) the presiding member at that meeting is satisfied that all conditions and requirements in the standing orders are met in relation to—*

- (i) participation at that meeting by persons other than members; and*
  - (ii) the use of audio link or audiovisual link for that participation.*
- (3) The person presiding must, for the purposes of subclause (1) or (2), ensure that—*
  - (a) technology for the audio link or audiovisual link is available and is of suitable quality; and*
  - (b) the procedure for the use of that technology in all the circumstances of the particular meeting will ensure that—*
    - (i) all those participating in the meeting can hear and be heard by each other; and*
    - (ii) in relation to subclause (1), the attendance of a member by means of audio link or audiovisual link does not reduce the accountability or accessibility of that person in relation to the meeting; and*
    - (iii) the requirements of [Part 7](#) of the Local Government Official Information and Meetings Act 1987 are met.*
- (4) A member of the local authority or committee who attends a meeting by means of audio link or audiovisual link, in accordance with this clause, is to be counted as present for the purposes of [clause 23](#).*
- (5) Nothing in this clause requires a local authority to make technology for an audio link or audiovisual link available.*
- (6) A document may be given or shown to, or by, a person appearing at a meeting by way of audio link or audiovisual link—*
  - (a) by transmitting it electronically; or*
  - (b) by use of audiovisual link (if the person is appearing by audiovisual link); or*
  - (c) by any other manner that the person presiding thinks fit.*
- (7) In this clause,—*
  - audio link** means facilities that enable audio communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting
  - audiovisual link** means facilities that enable audio and visual communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting.

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

Having regard to the decision-making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is assessed as having a low level of significance.

All Council decisions, whether made by the Council itself or under delegated authority, are subject to the decision-making requirements in sections 76 to 82 of the LGA 2002. This includes any decision not to take any action.

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

Matamata-Piako District Council's Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO   OUR PLACE	MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI   STRATEGIC DIRECTION
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<b>TŌ MĀTOU WHAKAKITENGA   OUR VISION</b>			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. 'The heart of our community is our people, and the people are the heart of our community.			
<b>TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)</b>			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

All of the above community outcomes relevant to this report.

### **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

### **Ngā waitohu | Signatories**

Author(s)	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
Approved by	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	

## 8 Ngā Pūrongo Whakamārama | Information Reports

### 8.1 District Plan & RMA Update

CM No.: 3031440

#### Te Kaupapa | Purpose

The purpose of this report is to provide Te Manawhenua Forum with an update on the rolling review of the District Plan, the proposed Growth Strategy and Resource Management Act Reform.

#### Rāpopotonga Matua | Executive Summary

A District Plan and Resource Management Reform summary is provided below. The update specifically refers to Waharoa (PC49), Papakāinga (PC54), Fonterra Waitoa (PPC55), Calcutta (PPC57), and the National Planning Standards (PC61), the proposed MPDC Growth Strategy, Resource Management Act Reform (RMA Reform) and the Hauraki Gulf Forum (HGF). Jayshree Kanji and Carolyn McAlley are available to deliver the update and answer any questions.

#### Tūtohunga | Recommendation

That:

1. The report be received.

#### Ngā Take/Kōrerorero | Issues/Discussion

##### Plan Change 49 - Waharoa

This Council initiated District Plan change seeks to review the zoning and development controls of Waharoa. To date, a preliminary community Hui was held in partnership with Ngāti Hauā to understand the invited stakeholder's aspirations for the town, followed by the establishment of a Working Group. On 30 November 2022, Matamata-Piako Te Manawhenua Forum and Ngāti Hauā held a community consultation event at Te Kura O Waharoa in order to understand if the initial spatial plan that was developed meets the communities' aspirations and needs for Waharoa. A report that summarises the outcomes of the consultation is available to view on the Council's website. In addition, Warren Gumbley consultants have been engaged to undertake an archaeological assessment of the plan change area. This work was completed in November 2023.

The Council has completed drafting the issues and option paper, which signals the likely key objectives of the plan change. After the break needed at the time of Covid, the Governance Group has reformed, with Lisa Gardiner as chair. A local panel of champions (3) have been appointed to work in conjunction with the project to ensure local interests are reflected in that work stream.

As the informal consultation phase of the plan change had identified some community aspirations regarding the Waitoa River, including provision for recreational access, staff have proposed several additional areas of Natural Open Space Zone along its banks. Feedback has been sought from affected property owners regarding this proposal. Three of the affected owners made a response to this consultation, with one very opposed to the idea of public access, the other sought clarification as to the area to be included in the changes, while the third party was supportive while seeking clarification related to stormwater disposal from their sites. Staff will consider this feedback, as they look further into river access, and how this could be achieved in the context of access and pedestrian links within the wider Plan Change area. On 3 April 2025, a site visit was undertaken by staff, the Governance Group, technical experts and local champions to gain a better understanding of the issues and possible solutions in the key areas of interest within Waharoa. Our technical experts are currently working on producing a traffic report and a set of draft provisions.

### Plan Change 54 – Papakāinga

This plan change involved an update the District Plan provisions to allow for papakāinga development. The aim is to ensure that the District Plan provides an enabling framework for quality papakāinga development that supports the social, cultural and economic wellbeing of tangata whenua. The plan change was originally raised by Te Manawhenua Forum and recommended to Council as a priority. Council took on this recommendation and initiated a plan change, which is now operative in our district plan.

The new Māori Purpose Zone (Precinct 1 – Papakāinga Tahī) will provide the most enabling provisions for papakāinga by increasing housing density in comparison to the Rural Zone and enabling the establishment of home businesses and small-scale community facilities, education facilities and healthcare facilities.

Sites to be rezoned as Māori Purpose Zone (Precinct 2 - Papakāinga Rua) have existing papakāinga. In addition to the Māori Purpose Zone, the plan included general provisions (district-wide) in the Rural and Rural-Residential Zones enabling papakāinga development on Māori Freehold Land, General Land owned by Māori (if it can be demonstrated there is an ancestral connection and a legal mechanism in place to ensure the land is maintained in whanau ownership in perpetuity), and Treaty Settlement Land.

As part of the earlier plan change process, an Iwi Working Group (IWG) Hui was held to discuss key themes that were raised in the submission and members viewed an unbranded papakāinga Toolkit. Council staff are now near completion of the draft toolkit and working with our Iwi Working Group Chairs to organise a Hui to discuss matters related to ‘ancestral connection’ and to test-run the toolkit document. Council staff have also commenced work on a practice note, which will help the Council’s consents planners implement the District Plan’s papakāinga provisions.

### Private Plan Change 55 – Fonterra Waitoa

On 13 November 2020, Council received a private plan change request regarding the Waitoa manufacturing site Development Concept Plan (DCP). The request proposed the expansion of the site’s Noise Emission Control Boundary (NECB). It also seeks to amend the rules associated with this boundary. Council made a request, on 22 January 2022, for further information under Clause 23, RMA Schedule 1. Council received a response to this further information request at the end of November 2022 and worked with the applicant to finalise this information.

The application (including the further information) was finalised in February 2024 and lodged with the Council. At the Council meeting on the 27 March 2024, the Council formally accepted the Plan Change for notification. The application was limited notified on 14 May 2024 to those affected parties within the Waitoa community. Two identical submissions from an adjacent landowner were received in response to this notification. A summary of submissions was notified in late November 2024, where Council received two identical further submissions. A hearing was held on 6 May 2025. Council staff are currently awaiting a decision.

### Private Plan Change 57 - Calcutta

On 3 August 2022, the Matamata-Piako District Council received a request for Private Plan Change 57 - Calcutta. This plan change seeks to rezone approximately 41ha of rural land along the southern side of Tauranga Road, Matamata to Industrial Zone. It also proposes to introduce a new General Industrial Zone into the District Plan in accordance with the National Planning Standards. On 11 October 2022, submissions opened for the Calcutta private plan change and closed on Wednesday 9 November 2022. Matamata-Piako District Council received 28 submissions in total. The Council summarised the submissions received and opened for further

submissions on 7 March 2023 with a closing date of 21 March 2023. During this submission phase, a further 20 submissions were received. A hearing date was initially scheduled for February 2024, however, the applicant had asked for this to be deferred.

Due to this delay, the application exceeded the two-year threshold in which a decision has to be made on a plan change. To be able to progress the existing application beyond a two-year timeframe, approval was required from the Minister for the Environment. The applicant requested that the Council make an application for this to occur. Council requested a two-year extension, which was declined. The Ministry indicated that the Council should not have let the application be placed on hold. Staff have met with the applicant to discuss the potential next steps.

### National Planning Standards (NPS) (PC61)

The Council continues to work on reformatting its District Plan to comply with the National Planning Standards (NPS). The purpose of the NPS is to make council plans and policy statements easier to prepare, understand and comply with. They do this by improving the consistency of the format and content across all resource management documents throughout New Zealand.

Some changes are simply a reorganisation of the Operative District Plan provisions, while other changes are more significant. While this work has taken longer than expected to develop, it is now sufficiently progressed to be subject to informal consultation with iwi, stakeholders and the public and will be known as Plan Change 61 (PC 61). An informal public consultation process was undertaken in October 2024 with some additional meetings in early November. The feedback from the informal consultation, together with suggested amendments was presented to the Council workshop on 11 December 2024.

On 5 February 2025, the revised draft material was taken to Council for content approval and approval to forward to iwi authorities. Following approval from Council, the draft material was sent to all relevant iwi authorities from mid Feb until the end of March 2025. No feedback was provided during this consultation. Following this, Council staff made 'tidy up' changes to PC 61, which largely involved formatting and cross-referencing changes to the text alongside fixing any inconsistencies on the planning maps. On 30 April 2025, the revised draft material, which included all PC61 District Plan chapters and mapping, was taken to Council to seek approval for formal notification. Council has approved the Plan Change for formal notification, which will start in early June. Additionally, Council staff will hold information sessions in each town to engage with public and stakeholders during the formal notification period.

### MPDC Growth Strategy

Recently, Council staff took an item to the 14 May Council workshop to seek support to commence work on a proposed Growth Strategy. The workshop discussion covered matters related to the proposed scope and timeline of the work. Council has given support for staff to progress this work subject to early-targeted consultation and additional investigation into achieving a thriving Māori economy. The matter of the growth strategy is covered in more detail as a separate item as part of the agenda for this meeting.

### Resource Management Act Reform (RMA Reform)

In March 2024, the Government made an announcement regarding its proposed RMA reform processes, which would occur in three phases. The first phase repealed existing RMA reform legislation. The second phase is to occur in two stages.

#### **Second phase**

The first stage of phase two was the introduction of the new Fast-track Approvals bill, which came into force as an Act in December 2024.

The second stage of phase two made targeted changes to the RMA through two series of changes. The first was the Resource Management (Freshwater and Other Matters) Amendment Bill, on which Council submitted. That came into force in late October 2024. The second was the Resource Management (Consenting and Other System Changes) Amendment Bill, on which Council submitted. After consideration by the Environment Select Committee, it is expected the second RMA amendment bill will be passed into law in mid-2025.

### **Third phase**

In the third phase of the reform, the Government is proposing to replace the RMA with two new acts. One act will manage environmental effects arising from activities that use natural resources. The second is intended to enable urban development and infrastructure, and will be aligned with the Government's Going for Housing Growth plan and its 30-year National Infrastructure Plan. This work is being signalled to come out as a draft for comment in mid-2025.

### Hauraki Gulf Forum (HGF)

Councillor James Sainsbury and staff attended the Hauraki Gulf Forum (HGF) meeting held on 3 March 2025 at Waikato Regional Council in Hamilton.

The meeting commenced with the public forum, which included a presentation from Environment Law Initiative (ELI) regarding two significant recent High Court judgements. In the case between ELI and Environment Southland, it was determined that Environment Southland failed to carry out its obligations under s35 of the RMA to effectively monitor and protect its wetlands. ELI also challenged the Minister for Oceans and Fisheries on the Total Allowable Catch decision for crayfish in Northland (NZ Rock Lobster Fishery extending from the Kaipara Harbour on the west coast of the North Island around North Cape and then south to Te Arai Point). In both situations, Environment Law Initiative won the case.

The Co-Chairs report signified that 2025 is an important year for the Forum as it celebrates its 25th anniversary. Additionally, 2025 also marks 50 years since the establishment of New Zealand's first Marine Reserve at Cape Rodney-Okakari Point (Goat Island). Concerns over the ecological health of the Gulf were also expressed particularly regarding exotic caulerpa infestation and the need to continue community education to enable rapid responses.

In August 2024, Co-Chairs announced the appointment of Lucy Baragwanath to the role of Executive Officer, replacing Alex Rogers. However, Lucy recently resigned from her role and left on 4 April 2025. On 3 December 2024, Mayor Toby Adams resigned from his position as Co-Chairperson. However, he will continue to remain as a member of the Forum.

Co-chairperson Nicola MacDonald led a discussion regarding the timing of the election of the new Co-chairperson and their responsibilities and governance functions. Forum members collectively agreed to hold an election during this meeting. Two nominations were received and a vote was held among forum members that attended both in person and remotely. Councillor Warren Maher from Waikato Regional Council was formally appointed as Co-chairperson after receiving the most votes.

There were several Constituent party reports, the purpose of which is to brief Forum members on key priorities and work programmes occurring among the Forum's Constituent parties. This included presentations from Waikato Regional Council about the Ohinemuri River Mine Discharge Event that occurred on 23 August 2024 due to a historic mine shaft near the Karangahake Gorge car park. This caused the Ohinemuri River to turn into a bright orange colour, which was observed as far as Mackay Town, just upstream of Paeroa. Biosecurity New Zealand also presented their findings on exotic caulerpa and provided further information about the Sea Eagle superyacht that was permitted to enter the Hauraki Gulf despite biosecurity compliance issues. Concerns were

raised due to the vessel's dirty hull while competing in a regatta within the Gulf. However, Biosecurity NZ confirmed that there were no high-risk organisms associated with the vessel.

The Department of Conservation and Fisheries NZ provided a brief oral update in relation to their written report on progress and actions to revitalize the Gulf.

Forum members also agreed to endorse the position that the Forum calls for the Government to discard the proposed amendments and pass the Hauraki Gulf Tikapa Moana Bill in the form recommended by the Select Committee. The proposed amendments to the Bill would allow limited ring net fishing in two of the high protection areas within the Gulf.

Co-chairperson Nicola MacDonald also provided an update on the RMS Niagara. Mapping of the remaining oil at the site has been undertaken with the support of Mana whenua. The mapping data should be available and presented in 3D to determine the extent and severity of the remaining oil and potential next steps.

The Forum discussed the schedule of meetings for 2025. This included a request for volunteers to host the upcoming May and August meetings.

At the time of writing, the next HGF meeting is scheduled for 19 May 2025 in Auckland. The minutes for the 19 May meeting can be made available through the Governance team.

Alternatively, you can view the agenda and minutes (once published) through this link <https://infocouncil.aucklandcouncil.govt.nz/>

## **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

## **Ngā waitohu | Signatories**

Author(s)	Jayshree Kanji <b>Kaiwhakamahere Rautaki RMA Paetahi   Graduate RMA Policy Planner</b>	
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Approved by	Nathan Sutherland <b>Kaiārahi Rautaki RMA   Team Leader RMA Policy</b>	
	Ally van Kuijk <b>Hautū Tipu me te Whakamatua   General Manager Growth &amp; Regulation</b>	

## 8 Ngā Pūrongo Whakamārama | Information Reports

# 8.2 Policy and Bylaw Update

CM No.: 3032698

### Te Kaupapa | Purpose

To provide an update on the adoption of the Policies and Bylaws which were open for consultation from February to April 2025 and provide the opportunity to give feedback on upcoming reviews and engagement processes.

### Rāpopotonga Matua | Executive Summary

Consultation was open from February to April 2025 on the following:

- Fees and Charges 2025/26;
- Gambling Venue Policy;
- TAB Venue Policy;
- Dangerous and Insanitary Buildings Policy;
- Community Safety Bylaw;
- Cemeteries Bylaw;
- Alcohol Licensing Fees Bylaw.

A hearing was held on 7 May 2025 where Council considered all verbal and written submissions. All the policies and bylaws were adopted at the hearing, including some minor amendments following community feedback.

The planned work programme for 2025/26 includes the Policy on Dogs, Dog Control Bylaw, Land Transport Bylaw and Local Easter Sunday Shop Trading Policy, alongside regular legislative reviews of Council's Annual Plan and Fees and Charges for 2026/27.

### Tūtohunga | Recommendation

That:

1. **The report be received.**
2. **Te Manawhenua Forum mō Matamata-Piako provide any feedback on the policy and bylaw review process to inform future reviews *[feedback to be specified]*.**

### Horopaki | Background

Council is required to regularly review its policies and bylaws under central government legislation. In general, bylaws are required to be reviewed five years after they were first made, and then every ten years after that. Most policies are reviewed either every three or five years, and Council reviews its Fees and Charges every year alongside the Long Term Plan/Annual Plan process. Policies and bylaws can be reviewed earlier than the statutory requirements, which may be done to implement central government changes, address areas of concern or to ensure there is adequate resourcing to undertake the review process.

Council's 2024/25 work programme included review of the following:

- Fees and Charges 2025/26;
- Gambling Venue Policy;
- TAB Venue Policy;
- Dangerous and Insanitary Buildings Policy;
- Community Safety Bylaw;
- Cemeteries Bylaw;
- Alcohol Licensing Fees Bylaw.

Consultation (using the special consultative process of the Local Government Act 2002 (LGA) was open from February to April 2025. Council received 72 submissions across all topics as detailed in the table below:

Policy, Bylaw, and Fees and Charges consultation 2025 (including late submissions)	
Total number of submissions (topics) (Policies, Bylaws and Fees and Charges)	72
Number of submissions per topic	
1) Draft Fees and Charges 2025/26	3
2) Draft Gambling Venue Policy	21
3) Draft TAB Venue Policy	20
4) Draft Dangerous and Insanitary Buildings Policy	3
5) Draft Alcohol Licensing Fees Bylaw	4
6) Draft Community Safety Bylaw	14
7) Draft Cemeteries Bylaw	7

A hearing was held on 7 May 2025 where Council heard from 7 submitters who wished to speak on their submission. The above documents were adopted at the hearing on 7 May 2025 as they were consulted on, including some minor amendments following community feedback, and will come into force on 1 July 2025.

Key submission themes that arose from each of the documents are as follows.

### **Fees and Charges 2025/26**

Proposal: Council proposed to update most of its Fees and Charges 2025/26 by inflation to ensure they reflect actual and reasonable costs.

3 submissions were received.

- 1 supported the proposed option.
- 2 supported the 'other' option.

Key themes from the submissions received included:

- Concerns about new/increased Council fees and their impact on residents, especially during a time of economic hardship. They suggested that if additional revenue is needed, the Council could consider reinstating library late fees or increasing charges for non-essential services such as pools, spas, and libraries rather than raising building consent fees, which they see as a barrier to private property improvement.
- One submitter was particularly concerned about dog registration fee increases, noting that responsible dog owners—who do not require services like Animal Control Officers, are unfairly penalised for the actions of those who let their dogs roam or don't register them. They noted that the increase may discourage compliance and create financial strain, particularly for those on fixed incomes like pensions.

Decision: Council adopted its Fees and Charges for the 2025/26 year with minor corrections and amendments.

### **Gambling Venue Policy and TAB Venue Policy**

Proposal: Council proposed updates to its Gambling Venue Policy and TAB Venue Policy, aiming to take a balanced approach that helps minimise gambling harm while managing the growth of gambling in the district. The draft policies included the following changes:

- Requiring all new gambling venues with pokies and TAB venues to be at least 100 metres away from 'sensitive sites' (places like schools, churches, marae, and playgrounds).
- Allowing no more than 15 gambling venues with pokie machines to operate in the district at one time.
- Allowing no more than 201 pokie machines to operate in the district at one time.
- Setting the number of pokie machines, gambling venues, and TAB venues allowed in the district at one time until the next review.
- Updating the application requirements for new gambling or TAB venues.

21 submissions were received.

### **Question 1: Gambling**

- 4 supported the proposed option.
- 14 supported the 'sinking lid' option.
- 2 supported the decrease cap option.
- 1 supported the increase cap option.

Key themes from the submission received included:

Submissions note that gambling harm disproportionately affects Māori and Pacific Peoples, and people in high deprivation areas. Some submissions note the harm gambling has had on themselves, someone close to them, or people they work with. Submissions also note that electronic gaming machines are the most harmful forms of gambling and the harm caused by

gambling (such as emotional and psychological stress, financial harm such as increased credit card debt, reduced performance at work or education, relationship conflict, disruption and breakdown, and criminal activity) can also harm children by extension.

### **Question 2: TAB Venues**

- 3 supported the proposed option.
- 10 supported the no venues option.
- 1 supported the 'other' option.
- 6 indicated no selection.

Key themes from the submission received included:

Submissions note that Māori and Pacific Peoples are at higher risk of gambling harm, and allowing other forms of gambling like TAB venues will negatively impact wellbeing. Submissions also note that as there are no in-person gambling specific support services in the district, there are limited options for people to access gambling support.

### **Question 3: Sensitive Sites**

- 7 supported the proposed option.
- 9 supported the current option.
- 1 supported the 'other' option.
- 3 indicated no selection.

Decision: Council adopted both Policies as consulted on with the community.

### **Dangerous and Insanitary Buildings Policy**

Proposal: Following an audit by the Ministry of Business, Innovation and Employment, Council proposed to update its Dangerous and Insanitary Buildings Policy to include:

- Confirmation of priorities when performing functions related to the Policy.
- Adjusted monitoring and enforcement systems for buildings issued with notices under section 124 of the Building Act 2004.
- Wording adjustments to fit legislative requirements of the Building Act 2004.

3 submissions were received.

- 3 supported the proposed option.

Key themes from the submissions received included:

- All three submissions were in support of the proposed option. One submitter highlighted the significant challenges facing St Marks Church in Te Aroha, noting it will cost around \$4 million to repair, with additional unknown costs for converting it from a heritage building and potential insurance liabilities. This submission comment was not in direct relation to any of the options and appeared to be raised for awareness and information purposes.

Decision: Council adopted the Policy as consulted on with the community.

### **Community Safety Bylaw**

Proposal: Council proposed to update its Public Safety Bylaw, including renaming it to the Community Safety Bylaw to better reflect its broader focus and alignment with Council's responsibilities.

The draft Bylaw was restructured to improve clarity and readability, grouping similar clauses together and adding explanatory notes to help the community understand purpose and context.

In response to community concerns about nuisance behaviours—such as roaming animals and smoke issue, the relevant clauses were strengthened and the Health Act 1956 referenced to support enforcement.

Council also proposed removing provisions outside its jurisdiction, such as clauses on illegal behaviour and hostel safety, to ensure the Bylaw focuses on matters Council can effectively manage. Topics now governed by national legislation, like food safety under the Food Act 2014, were also removed.

14 submissions were received.

- 4 supported the proposed option.
- 5 supported the proposed option with amendments.
- 1 supported the 'other' option.
- 4 indicated no selection.

Key themes from the submissions received included:

- Many submitters supported the overall direction of the bylaw review but offered suggestions for improvement, clarity, and enforcement. There was support for clearer, plain language to make bylaws more accessible. Overall, submitters stressed the need for targeted enforcement and community education.
- Some submitters raised concerns around animal management including dogs in shops and roaming or feral cats. There was a call for stronger rules around the feeding, relocating, or dumping of cats and the submitter highlighted the environmental harm they can cause.
- Some submissions called for more effective enforcement and signage to support compliance with bylaws—particularly in parks, reserves, and alcohol ban areas. Submitters wanted alcohol bans to be more widely known and enforced, noting incidents involving intoxicated individuals in public places. Safety for tamariki and kaumātua was mentioned as priorities, with support for retaining no-skate areas and the inclusion of more signage to back them up.
- There was support for bylaws to play an important role in setting clear expectations for acceptable public behaviour and support for a focus on crime prevention and of anti-social behaviour. A submitter cautioned that leaving offences unaddressed or assuming Police or central government will handle them can lead to the normalisation of harmful behaviour, especially given Police resourcing challenges. Therefore, they did not support removing the bylaw clauses relating to illegal behaviour.
- Support of the alcohol ban areas was noted including the submission received from the NZ Police.

Decision: Following feedback received, Council adopted the bylaw with a number of changes to incorporate feedback from the community and operational staff. These included:

- Clarifying that the Freedom Camping Act 2011 allows waste to be placed in public bins under certain conditions, with an explanatory note added to reflect this.
- Language throughout the bylaw was further simplified for easier understanding. An explanatory note was also added to clarify that Council may approve certain activities (such as events or emergency works) that might otherwise be considered a nuisance.
- The clause on poultry housing was simplified to require housing that is well maintained and in good repair, without setting specific construction requirements.

### **Cemeteries Bylaw**

Proposal: Following a review of its Public Amenities Bylaw, Council proposed to change the name to the Cemeteries Bylaw to focus solely on issues related to cemeteries. The parts of the Bylaw unrelated to cemeteries were included in the Community Safety Bylaw. Having a standalone bylaw provides targeted rules to help support the maintenance and amenity of our cemeteries.

7 submissions were received.

- 3 supported the proposed option.
- 2 supported the proposed option with amendments.
- 1 supported the 'other' option.
- 1 indicated no selection.

Key themes from the submissions received included:

- Positive feedback on the clarity of the bylaw was received whilst one submitter asked for the term "people without means" to be used instead of "poor persons" to be used in the bylaw.
- One submitter noted support for Council to enable natural burials, reflecting growing public interest.
- There were some submissions concerned about Council placing restrictions on headstone decorations with feedback reflecting that families should be able to decide this themselves with only offensive items restricted.
- General agreement was received relating to the rule against breakable containers. One submitter suggested flowers etc. should be allowed in non-breakable containers and to state in the bylaw how they must be placed (for amenity/maintenance reasons).
- Operational comments were received relating to the requirement for consistency in specifications for memorials and plaques across the three main cemeteries.

Decision: Following feedback received, Council adopted the Bylaw with the following changes to incorporate feedback from the community and operational staff:

- Updating the term "poor persons" to "publicly funded interments," with an explanatory note referencing the original wording in the Burial and Cremation Act 1964.
- Clarifying that decorations may be placed on concrete berms to support maintenance and amenity of cemeteries, noting this is not intended to be onerous on families.
- Minor updates including removal of a duplicated clause about burial times.
- Incorporating advice from Manatū Taonga (Ministry for Culture and Heritage) regarding official war graves, which require specialist care and must not be included in volunteer maintenance, and inclusion of a new clause to ensure any repairs/maintenance to monuments is carried out with approval from Council and families to prevent any accidental damage and ensure appropriate methods are used.

### **Alcohol Licensing Fees Bylaw**

Proposal: Council proposed a new Alcohol Licensing Fees Bylaw to better reflect the true cost of processing and monitoring alcohol licenses. While Council currently charges the statutory fees set under the Sale and Supply of Alcohol Act 2012, these fees have not kept pace with rising costs. The Bylaw was proposed to allow Council to adjust fees to recover more of these costs.

4 submissions were received.

- 2 supported the proposed option.
- 2 supported the status quo option.

Key themes from the submissions received included:

- The feedback received expressed concern about proposed fee increases to alcohol licensing. One submitter queried the costs to Council especially given the new requirement for individual licenses unless they are considered linked. Submitters highlight the financial strain already faced by businesses during a time of economic hardship. They suggest that

raising fees will ultimately lead to increased costs for consumers and place further pressure on the hospitality sector, which may not be in a position to absorb additional expenses.

- Submitters in support of the proposed option did not provide reasoning.

Decision: Council adopted the Policy as consulted on with the community.

To close the loop on this process, the Forum are invited to provide feedback to support learning and to implement improvements for the next round of policy and bylaws reviews.

## **Ngā Take/Kōrerorero | Issues/Discussion**

Council's 2025/26 work programme includes review of the following:

- [Policy on Dogs](#)
- [Dog Control Bylaw](#)
- [Land Transport Bylaw](#)
- [Local Easter Sunday Shop Trading Policy](#)

This will occur alongside review of Council's Annual Plan and Fees and Charges for 2026/27.

Staff are expecting that the Policy on Dogs and Dog Control Bylaw will be of high public interest. The current documents are linked above and a summary is provided below:

### Policy on Dogs

This policy outlines the Council's approach to supporting responsible dog ownership and addressing the effects of irresponsible ownership to ensure public safety. The policy is designed to comply with the Dog Control Act 1996 and is implemented through the Dog Control Bylaw.

The policy aims to balance the enjoyment of dog ownership with the need to minimise risks and nuisances to the community. It provides a framework for the Council to manage dog-related issues effectively and in accordance with legislative requirements.

### Dog Control Bylaw

The Dog Control Bylaw establishes regulations to ensure responsible dog ownership and minimise risks associated with dogs in public spaces. It complements the Council's Dog Control Policy and aligns with the Dog Control Act 1996. The bylaw contains prohibited areas (including CBDs between the hours of 8.00am and 6.00pm), areas where dogs must be on leash as well as dog exercise areas.

The bylaw aims to balance the needs of dogs and their owners with the safety and well-being of the broader community.

### Land Transport Bylaw

This bylaw is designed to manage and control various aspects of land transport within the district. Its primary purpose is to ensure the safe and efficient use of roads, footpaths, bridges, and culverts under the Council's jurisdiction.

The Land Transport Bylaw 2008 (Amended 2022) serves to regulate and manage land transport activities within the Matamata-Piako District, promoting safety, efficiency, and the preservation of infrastructure.

Council can make rules (after public notice) about how roads and Council-owned land are used. This includes the power to:

- Prohibit or limit parking or stopping of vehicles in certain areas.
- Set aside specific areas for things like:
  - Bus stops, taxi stands, and loading zones;
  - Car parking;
  - Reserved parking areas;
  - Cycle lanes and shared paths;
  - Footpaths, clearways, and one-way streets;
  - Stock underpasses;
  - Lanes for buses, vehicles with multiple people, or carrying certain loads.

### Local Easter Sunday Shop Trading Policy

The policy aims to provide consistency and clarity for businesses and consumers regarding Easter Sunday trading, allowing individual businesses to make their own decisions about opening on that day.

This policy currently enables shops throughout the district to open on Easter Sunday if they choose to. It is made under Part 2 (subpart 1) of the Shop Trading Hours Act 1990, which provides councils with the ability to establish local policies permitting shops to open on Easter Sunday.

The policy does not control the types of shops that may open, their opening hours, or address shop employee rights, which are governed by the requirements of the Act. It also does not apply to the sale and supply of alcohol, which is regulated under the Sale and Supply of Alcohol Act 2012.

Forum members are invited to provide initial feedback to support engagement planning for the review of these policies and bylaws.

Forum members are invited to provide early feedback to help inform the upcoming policy and bylaw reviews. This initial input will support the development of an effective engagement approach and ensure that the views of iwi and Māori are considered from the outset. Early involvement helps identify key issues, priorities, and opportunities for involvement throughout the review process.

### **Mōrearea | Risk**

No risks have been identified.

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

The Local Government Act 2002 (LGA) requires all local authorities to develop ways to involve Māori in the Council decision-making processes.

Section 81(1) requires that a local authority must:

- a) Establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and

- b) Consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and
- c) Provide relevant information to Māori for the purposes of paragraphs (a) and (b)

Legislative requirements for the policy and bylaw reviews are noted in the relevant Statements of Proposal provided at the time of consultation and available on Council's [Kōrero Mai | Let's Talk website](#). Consultation has been undertaken in accordance with the special consultative procedure of the LGA and to give effect to section 82 (principles of consultation).

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

Matamata-Piako District Council's Community Outcomes are set out below:

MATAMATA-PIAKO TŌ MĀTOU WĀHI NOHO   OUR PLACE		MATAMATA-PIAKO DISTRICT COUNCIL TE ARA RAUTAKI   STRATEGIC DIRECTION	
<b>TŌ MĀTOU WHAKAKITENGA   OUR VISION</b>			
Matamata-Piako District is vibrant, passionate, progressive, where opportunity abounds. 'The heart of our community is our people, and the people are the heart of our community.'			
<b>TŌ MĀTOU WHĀINGA MATUA   OUR PRIORITIES (COMMUNITY OUTCOMES)</b>			
			
He wāhi kaingākau ki te manawa   A place with people at its heart	He wāhi puawaitanga   A place to thrive	He wāhi e poipoi ai tō tātou taiao   A place that embraces our environment	He wāhi whakapapa, he wāhi hangahanga   A place to belong and create

The bylaws and policies contribute to the achievement of all of Council's community outcomes above.

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

The costs of reviewing Council's policies/bylaws are funded within existing budgets through the Strategies and Plans activity as outlined in Council's Long Term Plan 2024-2034.

## **Ngā Tāpiritanga | Attachments**

There are no attachments for this report.

## **Ngā waitohu | Signatories**

Author(s)	Charlotte Walker <b>Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor</b>	
	Laura Hopkins <b>Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor</b>	

Approved by	Niall Baker <b>Kaiārahi Tima Kaupapahere   Policy Team Leader</b>	
	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.3 Forum Representatives Update

CM No.: 3033452

### Te Kaupapa | Purpose

The purpose of this report is for Forum representatives to provide an update of their activities.

### Rāpopotonga Matua | Executive Summary

Forum representatives have the opportunity to provide an update of their activities since the last meeting.

### Tūtohunga | Recommendation

That:

1. The information is received.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Kaiārahi Kāwana   Governance Team Leader</b>	
Approved by	Sandra Harris <b>Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships and Governance Manager</b>	

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.4 Te Manawhenua Forum Work Programme Update - June 2025

CM No.: 3033738

### Te Kaupapa | Purpose

The purpose of this report is to provide an update to the forum on the work programme as confirmed for 2025.

### Rāpopotonga Matua | Executive Summary

The work programme is a standing item for each forum hui.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Horopaki | Background

The forum sets a works programme for each calendar year. While priorities can shift during the year as issues arise, the programme is useful to enable forum members to set their direction and to allow staff to understand work priorities that need to be achieved.

### Ngā Tāpiritanga | Attachments

[A↓](#). Te Manawhenua Forum Work Programme 2024 and 2025



### Ngā waitohu | Signatories

Author(s)	Marsha McMillan <b>Kaitohu Kāwana   Governance Advisor</b>	
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Approved by	Tuatahi Nightingale-Pene <b>Pou Tūhono   Iwi Relationship Manager</b>	
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Item (SI = Standing Item)	Frequency	Responsibility	11-Feb-25		01-Apr-25		03-Jun-25		05-Aug-25		07-Oct-25		Dec (to be confirmed following elections)		KEY	Scheduled
			Status	Comment	Status	Comment	Status	Comment	Status	Comment	Status	Comment	Status	Comment		
SI - Update on Te Manawhenua Forum Work Programme	Every meeting	PPG		Workshop item - complete		Workshop item - complete		Complete								
SI - Iwi Representatives Update	Every meeting	PPG		Complete		Complete		Complete								
SI - District Plan and Iwi Management Plans Update	Every meeting	Planning		Complete		Complete		Complete								
SI - Community Facilities Strategy and Policy Update	Every meeting	Parks and Reserves		N/A		No update - to be considered at next meeting		No update - to be considered at next meeting								
SI - Partnership Project update	Every meeting	Pou Tūhono		No update		No update		Not required								
<b>Scheduled Reports</b>																
Te Rā o Waitangi/Matariki Event Planning Update	Annually	Comms		Workshop item - complete		Workshop item - complete		Not required								
Development of Manawhenua Engagement Guide and then annual review	Annually	Iwi						No update - to be considered at next meeting								
Te Reo Māori Policy implementation review	Annually	Iwi		Complete												
Policy/Bylaw Update	As required	Various		Drafts for consultation. Complete		Consultation update. Complete		Complete				Pre-planning and engagement				
Te Manawhenua Forum annual survey	As required	PPG		To be confirmed		Complete		Workshop item								
Procurement Policy	Annually	Procurement						No update - to be considered at next meeting								
Schedule of Meetings/Draft Work Programme	Annually	PPG														
Elections 2025 - update i.e. engagement plan, staff protocols, different phases i) enrol ii) stand iii) vote	Ad-hoc	PPG		Complete		No update, update provided at previous meeting		Not required								
Smoke-free campaign	Ad-hoc	PPG		To be confirmed		Complete		Not required								
Future Ready Team update	Ad-hoc	GM PGR		When available				Not required								
Climate resilience team update	Ad-hoc	PPG		When available		Complete		Workshop item								
Emergency management update	Ad-hoc	EMO				Workshop item - complete										
Heads of Agreement Review	Annually	Pou Tūhono										Workshop item				