

Te Manawhenua Forum Mo Matamata-Piako



Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held in the Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 3 June 2025 at 10:00.

[The meeting livestream link is available to view here](#)

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

Ngāti Hauā

Mema Tūturu | Principal Member
Whaea Te Ao Marama Maaka

Mema Tautoko | Alternate Member
Whaea Rangitionga Kaukau

Ngāti Hinerangi

Whaea Dianna Vaimoso

Hinerangi Vaimoso (Tiamana | Chair)

Ngāti Maru

Mātua Craig Solomon

Mātua Wati Ngamane

Ngāti Rāhiri-Tumutumu

Whaea Jill Taylor

Mātua Norm Hill

Ngāti Pāoa

Mātua Tahauariki Thompson

Whaea Glenice Puke

Ngāti Whanaunga

Mātua Michael Baker

Mātua Gavin Anderson

Raukawa

Mātua Leo Whaiapu

Whaea Andrea Julian

Ngāti Tamaterā

Vacant

Vacant

Ngā whakapāha | Apologies

Name	Position/Organisation
Norm Hill	Ngāti Rāhiri-Tumutumu
Gary Thompson	Matamata-Piako District Council

Ngā mema i reira o runga te tūhono ipurangi | Members present via audio/visual link

Name	Position/Organisation	Time In	Time Out
Michael Baker	Ngāti Whanaunga	10.00am	10.28am

Ngā mema kua tae ā-tinana | Members Present

Name	Position/Organisation	Time In	Time Out
Hinerangi Vaimoso	Ngāti Hinerangi	10.00am	10.28am
Dianna Vaimoso	Ngāti Hinerangi	10.00am	10.28am
Jill Taylor	Ngāti Rāhiri-Tumutumu	10.00am	10.28am
Leo Whaiapu	Raukawa	10.00am	10.28am
Rangitonga Kaukau	Ngāti Hauā	10.00am	10.28am
Adrienne Wilcock	Matamata-Piako District Council	10.00am	10.28am
James Thomas	Matamata-Piako District Council	10.00am	10.28am
Andrea Julian	Raukawa	10.15am	10.28am

Kaimahi i reira | Staff Present

Name	Title	Item No.
Tuatahi Nightingale-Pene	Pou Tūhono Iwi Relationship Manager	7.1
Tamara Kingi	Kaiārahi Kāwana Governance Team Leader	7.2
Jayshree Kanji	Kaiwhakamahere Rautaki RMA Paetahi Graduate RMA Policy Planner	8.1
Carolyn McAlley	Kaiārahi Rautaki RMA Team Leader RMA Policy	8.1
Charlotte Walker	Kaitohu Kaupapahere Paetahi Graduate Policy Advisor	8.2
Tamara Kingi	Kaiārahi Kāwana Governance Team Leader	8.3

I reira | In Attendance

There were no external speakers in attendance.

1 Whakatūwheratanga o te hui | Meeting Opening

Tiamana Hinerangi Vaimoso, welcomed members and staff and declared the meeting open at 10.00am.

2 Karakia | Prayer

Matua Leo Whaipa, performed the opening Karakia.

Pou Tūhono | Iwi Relationship Manager, Tuatahi Nightingale-Pene, performed a mihi whakatau to acknowledge and welcome Whaea Dianna Vaimoso, to the Forum.

**3 Ngā whakapāha | Apologies/Leave of Absence
Apology**

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the apology from Cr Gary Thompson and Mātua Norm Hill be accepted and leave of absence from the meeting be granted.

Resolution number AC/2025/00001

Moved by: Whaea J Taylor

Seconded by: Mātua L Whaiapu

KUA MANA | CARRIED

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
 - (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.”

5 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.

6 Whakaaetanga meneti | Confirmation of Minutes

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary meeting of the Te Manawhenua Forum Mo Matamata-Piako held on Tuesday, 1 April 2025, be confirmed as a true and correct record of the meeting.

Resolution number AC/2025/00002

Moved by: Deputy Mayor J Thomas

Seconded by: Mayor A Wilcock

KUA MANA | CARRIED

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 Mātua Reece Marsh, as their principle representative on the Forum.

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

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

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

Resolution number AC/2025/00003

Moved by: Whaea J Taylor

Seconded by: Mayor A Wilcock

KUA MANA | CARRIED

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.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- 1. The information be received.**
- 2. Standing Orders are amended to reflect Schedule 7 of 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.**

Resolution number AC/2025/00004

Moved by: Whaea J Taylor

Seconded by: Whaea D Vaimoso

KUA MANA | CARRIED

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.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.

Resolution number AC/2025/00005

Moved by: Whaea R Kaukau

Seconded by: Whaea J Taylor

KUA MANA | CARRIED

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.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.

Resolution number AC/2025/00006

Moved by: Mātua L Whaiapu

Seconded by: Whaea J Taylor

KUA MANA | CARRIED

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.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information is received.

Resolution number AC/2025/00007

Moved by: Whaea R Kaukau

Seconded by: Mātua L Whaiapu

KUA MANA | CARRIED

Item Discussion notes:

Matariki Grant

Ngāti Hinerangi

- Hautapu at the Ancestral Maunga (first ever for Ngāti Hinerangi)
- Privately owned farm and have been given permission to give public access for their Matariki celebration.

Ngāti Tumutumu

- Range of things in Te Aroha – working with staff at the pools to run a series of sound baths and organising a range of activities at their office at old train station.

Ngāti Hauā and Ngāti Paoa

- Partnering to combine their events (Mātaai Whetū ki Ngāti Hauā and Matariki Breakfast) to celebrate.

Ngāti Hauā – Rangitionga Kaukau - Kaitiaki Trap n Train

- Nga wa tupu kai o Matariki – Planting and artwork event where community is invited to share a light breakfast and work on their māra kai (gardening for food).

General update

Ruakawa

- Three Wahi Tapu/Marae (Te Pou o Mōtai, Ngāti Wehi Wehi and Ruakawa) were going to do combined 100 years celebration of their marae being open but the planning has fallen through due to capacity from a recent large reunion and Easter weather.

8.5 Urgent/Additional Business: Submission to Regulatory Standards Bill

Raised by: Tiamana Hinerangi Vaimoso

Te Kaupapa | Purpose

The purpose of this report is to hear a urgent/additional business item requested by Tiamana Hinerangi Vaimoso.

The Regulatory Standards Bill is currently open to public submissions.

Tiamana Hinerangi Vaimoso, queried members if there was interest from the Forum on whether they would like to make a submission and if they are in agreement for Tiamana Hinerangi Vaimoso, to draft the submission on their behalf.

Submissions close at 1.00pm on 23 June 2025.

The bill aims to support Parliament's scrutiny of legislation, and its oversight and control of the use of delegated powers to make legislation.

Rāpopotonga Matua | Executive Summary

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."*

Due to the date of submissions closing, this item is considered as a major item to enable the Forum to make a decision on whether they make a submission. The next Forum meeting is not scheduled until after submissions to the Regulatory Standards Bill close.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

- 1. The Forum considers this item as a major item not on the agenda, pursuant to Section 46A(7)(a)(b) of the local Government Official Information and Meetings Act 1987, to enable a decision to make a submission before the deadline.**
- 2. The Forum approves Tiamana Hinerangi Vaimoso, to draft a submission on behalf of iwi representatives to submit to the Regulatory Standards Bill.**

Resolution number AC/2025/00008

Moved by: Whaea R Kaukau

Seconded by: Whaea D Vaimoso

KUA MANA | CARRIED

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.

WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number AC/2025/00009

Moved by: Mātua L Whaiapu

Seconded by: Whaea R Kaukau

KUA MANA | CARRIED

10.28 am

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed and invited Tuatahi Nightingale-Pene, to perform the closing karakia.

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF TE MANAWHENUA FORUM
MO MATAMATA-PIAKO HELD ON 3 JUNE 2025.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON:

Minutes prepared by:
Stephanie Hutchins
Kaitohu Mātāmua Kāwana |
Senior Governance Advisor