Corporate and Operations Committee

Open Agenda

Notice is hereby given that an ordinary meeting of the Corporate and Operations Committee will be held on:

Date: **Wednesday 24 October 2018**
Time: **9:00am**
Venue: **Council Chambers**
35 Kenrick Street
TE AROHA

Membership

Mayor Jan Barnes, JP

Councillors

Donna Arnold
Teena Cornes
Paul Cronin
Neil Goodger
Brian Hunter
Peter Jager
James Sainsbury
Ash Tanner
Kevin Tappin
James Thomas, JP
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1 Meeting Opening

2 Present

3 Apologies

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

4 Notification of Urgent Business

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 6A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

5 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of the Corporate and Operations Committee, held on 26 September 2018

Volunteer Youth Ambassadors 2018

Trim No.: 2071124

Executive Summary

Matamata-Piako's Volunteer Youth Ambassadors have organised several activities this year to highlight the achievements of young people. These include organising the 2018 Youth Awards and administering the WILSS leadership program. Representatives of the VYA in attendance to provide a summary of the year and to talk about what the VYA have planned for the future.

Recommendation

That:

1. The information be received

Attachments

There are no attachments for this report.

Signatories

Author(s)	Jesse Gooding **Graduate Policy Planner**	

Approved by	Sandra Harris **Acting Strategic Policy Manager**	
	Don McLeod **Chief Executive Officer**	

Digital Strategy

Trim No.: 2073201

Executive Summary

Council has indicated a desire to provide our community and staff with the best digital services in local government by being recognised as leaders in the digital space, facilitating digital sharing by opening access to our data, and being digital only (or at least digital first) by 2025.

A Digital Strategy has been developed to provide the guidance and direction for achieving this vision. This report seeks Council approval for the Digital Strategy and its implementation.

Recommendation

That:

1. The Digital Strategy be approved.

Content

Background

Just over 10 years ago (in 2007) the first iPhone was launched, MySpace was the biggest player in social media, and the most popular cellphone in New Zealand was the Nokia 2600. At the same time, broadband overtook dial-up for the first time as the main type of internet connection in New Zealand homes (but wifi was costly and uncommon). Council's website had around 1500 visitors per month, and we had queues out the door of all three offices at peak times – such as when rates were due.

Things have changed dramatically since then. The iPhone is up to version X (ten), and is frequently accompanied by an Apple watch. Facebook is the largest social media platform – but with a whole raft of other key platforms available for targeting specific demographic groups. Wifi is not only common in the home, but is often found for free in public places. Council's website has around 10,000 visitors per month, making a whole range of transactions at times that are convenient for them – so people no longer have to queue at our offices. In fact, 80% of our customers pay us online (by direct debit, or internet banking or credit card).

It's also now common to see new technology significantly affect the value proposition of well-established goods and services – good examples of this are IPTV/Netflix (which essentially eliminated the video hire industry), or Uber (who have fundamentally changed the taxi industry), or Air BnB (who are the world's largest hotel chain, without owning a single hotel). These are well known examples, but these situations where technology fundamentally changes an industry are now common; this is known as digital disruption.

It also significantly alters customer expectations and those customer expectations remain the same for all the services people engage with – whether that's their local store, an online shop, an app based service, local government or central government.

Digital disruption is not a scenario that is unique to business – it has equal potential to significantly alter the services of local government. Consider that Matamata-Piako District Council has only recently started accepting credit cards over the counter, yet in parts of China, customers can pay by facial recognition. Imagine if surveyors or works staff could see the GPS location of utilities by wearing a pair of smart glasses. Consider the additional efficiencies of one driver being able to operate two mowers. Or think of the impact driverless vehicles could have on car ownership, and

what this would mean for roading networks and parking. All of these technologies already exist, and it is not a question of if they will impact Council services, it is a question of when.

Council has held a number of workshops to discuss how digital technology will influence how Matamata-Piako District Council engages with our customers in the future, and what Councillors see as the priorities and direction for our use of digital tools.

Staff across the organisation were also involved in discussions to understand their needs, the needs of their customers, and the digital tools they are aware of that could help improve the services we provide or help the organisation operate more efficiently.

These workshops helped set the direction for developing a digital strategy and roadmap of digital initiatives for the next seven years (2018 – 2025). The Digital Strategy will be circulated separately to this report.

Issues

Security

Security is a key concern for all digital initiatives Council undertakes. Information Technology (IT) security audits have historically been completed approximately every three years. The website servers are tested as a component of the wider IT security audit process. The Audit and Risk Committee have recently recommended that the audits be undertaken annually, in recognition of the rapidly growing threat of cyber-crime. Funding for this has been included for Council's consideration in draft 2018/19 Annual Plan budgets for both IT and digital enablement.

Appendix B (the Development Framework for the Digital Strategy) identifies security planning and peer review as key stages in any development or procurement Council undertakes. Appendix B is circulated separately to this report.

Privacy

Similarly, making information available electronically (particularly opening our datasets) increases the risk of people accessing information about others. Privacy is a key concern for all digital initiatives Council undertakes. As such Appendix B (the Development Framework for the Digital Strategy) identifies privacy impact assessments (PIA) to be undertaken for any projects that involve significant risks from collecting, using or handling personal information.

Ad hoc development

Projects currently tend be tackled on an ad hoc basis across the organisation, with teams jumping to or being sold a solution without fully analysing the problem, or investing in solutions that benefit one area of Council, without looking at wider issues (such as how it will integrate with existing Council systems) or potential (how other's may be able to leverage off the same product). Often the simple projects are tackled first, to achieve easy wins, or projects will begin with phased implementation to get the ball rolling, but the second or third phases remain undelivered due to other priorities. This ad hoc approach to investing in digital systems means that progress is made at a slow, but steady rate, but is not as efficient or effective as it could be.

Appendix A (the Roadmap for the Digital Strategy) has been developed to address this ad hoc approach and clearly identify priorities moving forward. Appendix B (the Development Framework for the Digital Strategy) has been also been developed to deliver greater consistency in how Council approaches development and procurement of digital systems. Appendices A and B will be circulated separately to this report.

Current resourcing

Staff and elected members generally see significantly value in delivering online services, with many positive initiatives included in staff work programmes for the coming years. The majority of Council's digital projects are undertaken in house, generally led by IT or Communications staff. However, current staff have reached a tipping point where the maintenance and development of existing systems is outweighing their abilities to support or develop new systems. This slows Council's progress and can easily lead to attitudes that inhibit innovative solutions.

Appendix A (the Roadmap for the Digital Strategy) has helped to identify what additional funding and staff resources are required to deliver on the planned initiatives. This means funding can be included in future budgets to enable projects to be delivered at a faster rate.

Analysis

Options considered

Council can approve the Strategy as proposed or make amendments to it.

It is suggested the Strategy be subject to a three-yearly review period by Council, with appendices able to be reviewed and adjusted by staff as required.

Analysis of preferred option

The preferred option is for Council to adopt the strategy as proposed however Council can make amendments if desired.

Legal and statutory requirements

There are no legal and statutory requirements. The strategy is voluntary (non-statutory).

Impact on policy and bylaws

There is no impact on existing policy and bylaws. If Council adopts this Strategy, it will be a new Strategy for Council.

Consistency with the Long Term Plan / Annual Plan

This Strategy supports the proposed Long-Term Plan 2018-28 and Economic Development Work programme previously agreed by Council.

Impact on Significance and Engagement Policy

This issue is not significant in terms of the Significance and Engagement Policy.

Communication, consultation and decision making processes

The Strategy has not specifically been subject to public consultation. However, during workshops on this topic Council has expressed the need to take the community along on this digital journey/keep customer needs at the centre of all digital initiatives. A communications plan has been prepared to assist with this and will be circulated separately to this report.

Consent issues

There are no consent issues.

Timeframes

If Council approves the Digital Strategy it will become effective immediately and published on the Council website (excluding appendices, which will be subject to change). Implementation of a number of the initiatives for 2017/18 has already begun as part of current work programmes. Implementation of other initiatives from this strategy has been included for Council's consideration in draft 2018/19 Annual Plan budgets.

Contribution to Community Outcomes

The Digital Strategy contributes to the following community outcomes:

- Economic Opportunities

  We are a business friendly Council.

  We provide leadership and advocacy to enable our communities to grow.
- Healthy Communities

  We support environmentally friendly practices and technologies.

  We encourage community engagement and provide sound and visionary decision making.

Financial Impact

i. Cost

The total costs to implement the digital initiatives that have been identified in the road map in the digital strategy is $2.8 million (including a mixture of capital and operating costs).

If this is spread evenly over the next seven years (the proposed timeframe for the implementation), this equates to $403,000 per year. However, it is more practical to include the required funding for each year in Annual Plans (and the next Long Term Plan) to ensure the projects planned for that year are sufficiently resourced. This may mean higher funding in some years, and lower funding in others.

While these are significant costs, it is important to recognise that they are for a total of 54 projects, and their ongoing maintenance and development. Every one of these projects will either improve the level of service we are delivering to our customers, make internal improvements (such as creating efficiencies, greater standardisation and better value for money), or make our data more accessible for collaboration and innovation.

A number of these projects were also already planned to take place in the coming years (for example, online voting or a Council app), and would have been budgeted for individually, or spread across multiple budgets. Incorporating these into one 'Digital Enablement' budget allows Council and the community to see a true picture of Council's investment in providing leadership, supporting environmentally sustainable technologies and being more business friendly.

ii. Funding Source

It is recommended that the required funding for digital enablement be included in Annual Plan (and future Long Term Plan) budgets. A digital enablement budget of $865,800 has been included for Council's consideration in draft 2018/19 Annual Plan budgets.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Jenni Cochrane **Communications Manager**	

Approved by	Don McLeod **Chief Executive Officer**	

Future Matamata Stadium - Feasibility and Site Assessment

Trim No.: 2072178

Executive Summary

In September 2017 the Matamata Futures Trust (the Trust) presented a proposal to Council for the development of a purpose built two court indoor arena for Matamata. Subsequently $2 Million capital funding was allocated in the 2018-2028 Long Term Plan towards additional indoor court capacity in Matamata.

In March 2018 it was decided that the proposal should be developed further using the framework provided by Sport New Zealand's *Community Sport and Recreation Facility Development Guide.* Council also allocated funding towards this work.

A Project Working Group (PWG) was formed to progress the initial stages of the process. , The PWG membership includes Trust and Council Staff appointees. The report outlines the work that the PWG has done over the past months which has included:

- Identifying priority user needs
- Defining the catchment area and population
- Defining gaps in facility provision
- Facility comparisons (including cost and timeline)
- Identifying site options (including SWOT analysis)
- Site options assessment

The PWG has developed an Aspiration Statement for the proposed facility:

- A two court indoor sports facility that enables key codes to undertake sport to a local and regional level. The focus is on netball, basketball, futsal, volleyball and badminton, but the facility will be designed in a way that is future proofed and adaptable enabling future sports to be catered for as needs change in the community.

Members of the Project Working Group in attendance

Attachment A provides details of the research that was undertaken by the PWG in terms of identifying priority users, defining the facility catchment and population, gaps in facility provision, defining the project, facilities comparison, and identifying potential location options.

Attachment B presents an assessment of the potential site options. The PWG recommends that Matamata College Site 1 is investigated further and that Swap Park should be considered for further investigation should the results of further investigation into Matamata College Site 1 be unfavourable.

The Project Working Group recommends the following next steps:

1. Confirm Matamata College Site 1 as priority #1 (subject to confirmation of the stadiums location and fit) investigation and Swap Park as priority #2 investigation
2. Develop and maintain risk register for project
3. Formalise partnership between Futures Trust Working Group, Matamata College and Ministry of Education (Memorandum of Understanding) to progress 2 court facility site investigations
4. Refine scope of facility (components to include in architectural brief)
5. Prepare brief and commission architectural concept plan for Matamata College site
6. Site suitability investigation (including preliminary site testing if required)
7. Undertake detailed planning assessment of Matamata College site
8. Prepare business case (including financial assessment and model, and governance/ operating assessment and models)
9. Present business case to Council and Ministry of Education for approval before proceeding to detailed design.

Council is asked to consider the information provided and to provide guidance on the way forward.

Recommendation

That:

1. The report be received;

2. Council identifies its preferred site and an alternative site for more detailed investigation.

3. Council endorses the next steps in the process as proposed by the Project Working Group.

Content

Background

In September 2017 the Matamata Futures Trust (the Trust) presented a proposal to Council for the development of a purpose built two court indoor arena for Matamata.

An independent review of the proposal was organised by Sports Waikato through the New Zealand Recreation Association.

In December 2017 Council resolved to work with the Trust to progress the proposal.

Council has made provision in the 2018-2028 Long Term Plan (LTP) for additional indoor court capacity in Matamata.

In March 2018 it was decided that the proposal should be developed further using the framework provided by Sport New Zealand's *Community Sport and Recreation Facility Development Guide*. Council allocated funding of up to $150,000 for this purpose.

A Project Working Group (PWG) was subsequently formed to progress the initial stages of the process. The purpose of the PWG is to:

- To explore and identify a preferred location for a new facility in Matamata
- To guide the investigations required to ensure the Facility is developed in a way that achieves the community's needs and is sustainable in the long term.
- Act in a way that ensures the vision (to be confirmed) driving the Facility development is most effectively portrayed through the work undertaken
- To identify the realistic budget costs to develop a new facility to enable the Trust to understand the level of funding it will likely need to raise in addition to the Council contribution and the generous pledge

The PWG includes Bruce Magan and Frank Healey (representing Matamata Futures Trust), Council's Parks and Facilities Planner, and Michele Frey from Xyst Consultants. Xyst was engaged by Council to help lead the concept and feasibility stage of the project and provide technical advice and support. Michele Frey was selected to lead the process due to her experience in feasibility studies for sports facility developments.

This report will outline the work that the PWG has done over the past months which has included:

- Identifying priority user needs
- Defining the catchment area and population
- Defining gaps in facility provision
- Facility comparisons (including cost and timeline)
- Identifying site options (including SWOT analysis)
- Site options assessment

Attachment A provides details on the further research that was undertaken by the PWG in terms of identifying priority users, defining the facility catchment and population, gaps in facility provision, defining the project, facilities comparison, and identifying potential location options.

Attachment B presents an assessment of the potential site options.

Council is asked to consider the information provided and to provide guidance on the way forward.

Issues

Research methodology and findings

On 11 June 2018 the PWG met to confirm matters that required further investigation based on the feedback of the NZRA Peer Review and the Sport New Zealand facility development guidelines.

The PWG also met with representatives of Matamata College and the Ministry of Education. Available data was shared from within the PWG and additional data was sourced from Statistics NZ census data, Council publications, Sport Waikato and other sports organisations. Xyst analysed this data to identify priority user needs and define a catchment for the proposed facility. Facilities provision gaps were identified and analysed based on sporting trends and population data. This process led to the formulation of an Aspiration Statement for the project. A comparison of fairly recent indoor sports facility projects was undertaken in terms of costs and timeframes. Attachment A provides more detail on the research undertaken.

Aspiration statement

The PWG has developed the following aspirational statement:

- A two court indoor sports facility that enables key codes to undertake sport to a local and regional level. The focus is on netball, basketball, futsal, volleyball and badminton, but the facility will be designed in a way that is future proofed and adaptable enabling future sports to be catered for as needs change in the community.

The rationale behind this statement being that a two court facility has greater potential for more tournaments, with pressure taken off the main centres. There is an opportunity to develop more tournaments, competitions and programmes to be rolled out across the region.

Needs assessment

Based on current demographic and sports data and taking into consideration sector benchmarks it is difficult, from a technical point of view, to justify an additional two court facility in Matamata at this time.

Attracting significant funding from funding agencies may therefore present a challenge.

It has however been demonstrated in similar situations, such as with the Te Aroha and Morrinsville Event Centres, that community aspirations and community-driven fundraising efforts can potentially fund the building of facilities that exceed immediate/foreseeable demand requirements and which provide a higher level of service than would normally be associated with a catchment population of that size and nature. The $2 Million that was allocated in Council's Long Term Plan was based on the assumption that the same philosophy as with the Te Aroha Event Centre would apply i.e. that Council would effectively fund one court and the community would be expected to fund the additional court they desire.

It is Council's prerogative to provide a higher local level of service than what sector benchmarks suggest however there are associated risks in terms of operating costs, depreciation, utilisation etc.

Preferred site

<u>Assessment methodology</u>

The PWG members undertook an initial desktop assessment of potential sites in Matamata to identify potential issues, advantages and disadvantages. The data was collated by Xyst into a SWOT Analysis (See slide 6 of Attachment A). Site visits and further research was undertaken to qualify/quantify some issues. A scoring matrix was then developed to rank the sites. There were some differences of opinion within the PWG about the relative weighting of some factors. Matamata Futures Trust representatives considered Profile/Exposure to be very important especially in terms of potential sponsorships or naming rights. Council staff tended to rate factors affecting utilisation potential, lifecycle costs and development constraints highly. Some weightings were therefore moderated based on feedback from the group. Michele Frey from Xyst assessed

each site from a technical perspective against the scoring matrix which considered multiple criteria relating to accessibility, profile/exposure, ownership/association, reverse sensitivity, environment, and future development (Attachment B). Table 1 below summarises the sites that were considered.

Table 1

Site	Assessment Score
Matamata College Site 1 (along State Highway)	40
Swap Park	38
Matamata College Site 2 (rear of College)	37
Bedford Park	32
Matamata Domain	27
Pohlen Park	5

No geotechnical or contaminated land investigations have been undertaken on any sites due to the cost involved. It was considered that it would be more cost-effective if such investigations be undertaken on the preferred site (once confirmed) and (if necessary) the alternative site.

Factors influencing location

The PWG considered the following factors to influence the suitability of a site:

- Accessibility
    - Carparking
    - Walkability
    - Cycling
    - Drivability
    - Safe access
    - Distance to schools and education facilities

- Profile/exposure
    - Visibility
    - Site orientation
    - Accessibility of frontage
    - Links to complementary facilities

- Ownership/association
    - Public land vs. private land
    - Perceived ownership

    - Utilisation potential

- Reverse sensitivity
    - Adjacent land uses (current and future)
    - Existing sport facilities in area
    - Sports hubs or partnerships in area
    - Potential for loss of existing sports use or amenity

- Environment
    - Consent requirements
    - Buildable land?
    - Opportunity costs
    - Land contamination
    - Notable trees
    - Utilities/services

- Future development
    - Opportunities for support outside of Council/Trust?
    - Conflicting development plans for site/adjacent sites?
    - Future expansion potential
    - Infrastructure limitations
    - Land shape limitations

Many of these factors can be scored objectively from a technical point of view (e.g. some environmental factors such as whether or not it would need resource consent) however some factors are potentially more subjective and are likely to require political decisions.

These may for example include:

- Accessibility
    - How much of an issue is travel time?
    - Who is the facility being provided for and how are they going to get there?
    - What modes of transport are most important to consider?

- Profile/exposure
    - How important is it that the complex is visible from a main road?
    - Are other factors of lesser, equal or greater importance e.g. visibility compared to utilisation?

- Ownership
    - Does it matter who owns the land/building?

- What level of risk/mitigation is Council comfortable with?
- Are there any "not negotiables"?

- Environmental
  - Appetite to potentially upset some neighbours/community groups that might oppose the building of a stadium in their neighbourhood

- Future Development
  - How important is the potential for future expansion on site?

Matters where there are different views within the PWG

As noted in the assessment methodology above, some moderation was undertaken on the weightings assigned to some of the scoring criteria. The Trust placed higher importance on Profile of the site whereas Council Staff rated utilisation potential and development related factors higher.

The Trust representatives are confident that a two court facility is required and that there will be sufficient community support for such a facility.

Next steps

The Project Working Group recommends the following next steps:

1. Confirm Matamata College Site 1 as priority #1 (subject to confirmation of the stadiums location and fit) investigation and Swap Park as priority #2 investigation
2. Develop and maintain risk register for project
3. Formalise partnership between Futures Trust Working Group, Matamata College and MoE (Memorandum of Understanding) to progress 2 court facility site investigations
4. Refine scope of facility (components to include in architectural brief)
5. Prepare brief and commission architectural concept plan for Matamata College site
6. Site suitability investigation (including preliminary site testing if required)
7. Undertake detailed planning assessment of Matamata College site
8. Prepare business case (including financial assessment and model, and governance/ operating assessment and models)
9. Present business case to Council and Ministry of Education for approval before proceeding to detailed design.

Project cost

The Matamata Futures Trust provided an indicative cost estimate of $5 to $6.5 Million for the construction of a two court facility. A comparison of recent sports facility construction costs is provided on Slide 5 of Attachment A. Council staff are of the opinion that build costs are likely to be higher than anticipated by the Trust. As construction is unlikely to occur for a few years the cost of building materials is also likely to increase. More accurate cost estimates should however be possible once architectural designs concepts have been developed.

Timeframe

Slide 5 of Attachment A provides examples of planning and build times for recreation facilities. An optimistic scenario would involve a planning phase of 2 to 3 years and a build period of one year i.e. 3 to 4 years in total. A worst case scenario could involve a planning period of 5 to 10 years followed by a construction period of 2 years i.e. up to 12 years. The planning phase is critical to ensure that the design is fit-for-purpose and that any negative effects are mitigated. There is always a degree of risk in the planning phase. Factors such as agreements between parties and consent processes can be time consuming and by influenced by matters beyond the control of the facility developer.

Analysis

Options considered

Several potential locations were considered. Attachment B provides a detailed initial assessment of the potential site options.

Matamata College Site 1 scored the highest in the assessment followed by Swap Park.

Analysis of preferred option

The Project Working Group recommends that Matamata College Site 1 is investigated further and that Swap Park should be considered for further investigation should the results of further investigation into Matamata College Site 1 be unfavourable.

Legal and statutory requirements

Various legal and statutory requirements are likely to apply to various sites. It is recommended that further investigations into legal and statutory requirements be limited to the two highest scoring sites.

Impact on policy and bylaws

None.

Consistency with the Long Term Plan / Annual Plan

Council has allocated $2 Million towards increased court capacity in Matamata in the Long Term Plan 2018-28.

Impact on Significance and Engagement Policy

None at this stage.

Communication, consultation and decision making processes

There is no requirement to consult the public at this investigatory stage of the process.

Consent issues

None at this stage. Site specific consent issues will be reported on as part of the more detailed site investigation and concept design phases of the process.

Contribution to Community Outcomes

The project potentially contributes towards the following Community Outcomes:

- Connected Infrastructure
- Health Communities

Financial Impact

i. Cost

Of the $150,000 that was allocated towards concept and feasibility work, $16,854 has been spent to date.

The cost of the next steps recommended above is likely to cost in the region of $45,000 to $75,000.

ii. Funding Source

The concept development work is funded from the Operational Surplus.

Attachments

A. Futures Trust Update on Progress 1st August, 2018

B. Decision Criteria Options Report - 10 October 2018

Signatories

Author(s)	Mark Naude **Parks and Facilities Planner**	

Approved by	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Manaia Te Wiata **Group Manager Business Support**	

Item 6.3

Attachment A

Futures Trust Proposed Facility

(Further Research)

10 October, 2018

Context:

- $850,000 contribution for a new indoor sports facility was offered through private donation.
- Commitment has been made by Council to progress a new facility with $2M allocated in the LTP.
- A number of studies have been undertaken:
  - Matamata Stadium Strategy Assessment June 2016 (Giblin Group Ltd)
  - On Your Marks Sept 2017 (The Matamata Futures Trust)
  - Matamata Indoor Arena Strategic Assessment & Proposal Peer Review Nov 2017 (NZRA)
  - Futures Trust Two Court Indoor Facility Proposal (Matamata Domain) - Further Consideration Report (Frey, March 2018)
- Project Working Group has been established to inform the direction of the 'The Futures Trust Facility Investigation' work. Work has been progressing, investigating conceptual feasibility and site options.
- This presentation provides a summary of the further research undertaken and recommends the preferred way forward.

Research Tasks

1. Identify priority user needs
2. Define the catchment area and population
3. Define gap in facilities provision
4. Facility comparisons (including cost and timeline comparison)
5. Identify site options (including SWOT)
6. Site options assessment (including decision making matrix)
7. Recommended next steps

Task 1 & 2 - Methodology

(Identify User Needs and Catchment)

Methodology:

- Scanned all data from existing reports plus census and school data where available
- Made contact with regional level core sports codes, local sports clubs, local school teams to source sports code player participation
- Undertook phone conversations with key sport codes to understand future use
- Mapping exercise
- Analysed data
- Drew conclusions

1. Identify priority user needs (Snapshot of sports demand - key codes)

Sport	Current Stats	Local/ Regional Trend
Netball	690 players (81 - 97 teams) Does not include participants involved in tournaments and umpires, scorers and coaches (1,747)	Static (or decline) local & regionally/ increase in social
Basketball	193 players (Includes 24 primary school miniball teams/ College plays in competitions outside of Matamata)	Increase regionally/locally (boys)/ Decrease in girls
Futsal	51 Players (in Matamata Schools/ AIMS) 42 players (6 teams) compete in main centres outside Matamata + school programmes	Increase 2 fold over last 3 years (regionally)
Badminton	96 players Does not include school programmes (Shuttle Time numbers)	Increase
Volleyball	53 players	Decline Matamata College/ Increase in Hamilton

General Observational Comments:

- Time constrained
- Compete with other sports i.e. Rugby
- Distance to venues limits participation (requires transport)
- Rural nature of Matamata Catchment restricts ability for families to make commitment to sport during certain times of the year i.e. calving season.
- Schools are small so may not have enough players for full team (combine with another school)
- Primary Schools do not typically have any teams/ players participating in Futsal, Volleyball or Badminton but exposure is provided

1. Identify priority user needs

(Snapshot of netball)

- Netball is a popular sport with strong numbers from junior and senior players through to adult competitions as well as annual tournament and league competitions.
- Netball has the highest numbers of girls participation in sport at Matamata College.

Group	Number of Players (2018)
Junior (year 1 - 8)	300
Senior (year 9 - 13)	100
Adult	170
Mixed/ Business House	100 - 120
Other -umpires, coaches.	70
Total	**760**

- Both regionally and nationally, netball numbers remain static for junior and senior groups, with some question that numbers are in fact declining. This is the case for Matamata College as there are a variety of other sporting choices available. For example girls volleyball is particularly strong at Matamata College, which may contribute to the decline in netball.
- It is also well known regionally, that there are a growing number of social teams that are not affiliated with any clubs which could influence user needs in the future.

1. Identify priority user needs

(Snapshot of basketball)

- Basketball teams from Matamata College play in their own competition or in the Waikato Country Association Competition. The sport is popular with students but it has been acknowledged that they would have more numbers (amongst other factors), if they did not rely on travel.
- There are no basketball team at Matamata Intermediate.
- Miniball is steady or static throughout primary schools with player numbers indicated in the table below.
- Miniball competes against other sport codes for numbers especially rugby and sometimes other family commitments in the rural areas (for example the season starts during calving times so parents often are unable to commit to sport).
- An adult social competition has been run in the past but has since been disbanded as interest waned.

Group	Number of Players (2018)
Year 3 - 4 - Mini- ball	60 - 72 players (12 teams)
Year 5 - 6 - Mini- ball	60 - 72 players (12 teams)
Year 9 -13 - Basketball	49 players
Total	**193 Children**

- Basketball is a growing sport overall and there is an increase in representative teams as well, however, there is a decreasing number of girls who are playing basketball and there is concern amongst basketball circles of this trend.
- It is considered that the numbers playing basketball increase with the availability of 2+ courts gyms. The new courts around the region are being built at international length which is now becoming the standard for courts and is attracting teams from other areas to play. For example, it is understood that Te Aroha is attracting more teams because of the new two court gym and they have a men and a women competition. Whanagamata has returned to the Thames Valley competition as a result of their new facility.

1. Identify priority user needs

(Snapshot of badminton)

- Badminton is steady/ increasing in participation and numbers are indicated in the table below.
- If the sport were to expand, it would need to go to a bigger venue than Headon Stadium or split the group into two sessions.
- Senior badminton fluctuate and the sport is reliant on volunteer help.
- AIMS (The Anchor AIMS Games is a National/International Championship, growing in popularity each year, for Intermediate and Middle Schools).

Group	Number of Players (2018)
Junior (Club)	30
Senior (Club)	30
Matamata Intermediate AIMS - competition held annually	16
Matamata College (lunchtimes)	20
Total	**96 Children**

- Shuttle time is a badminton programme aimed at introdcuing children to the sport which has been run successfully through Waikato Badminton including schools within the Matamata Catchment (over 7,000 students participated regionally in 2017 and 5,800 so far in 2018). Court facilities are not specifically required for this programme to be undertaken, however, it would look to utilise a facility if available.
- Regionally, the sport has grown substantially, especially amongst older people. For example in Hamilton alone, there has been a 150% growth over the last year and 13 new clubs have started up.
- The courts capacity in some regional areas are only just coping with the demand of this sports uptake.

1. Identify priority user needs

(Snapshot of futsal)

- In Matamata, fustal is only played by Matamata College in Term 1 due to avaiablility of the gyms and particiation numbers have increased.
- Matamata Intermediate see around 20 students play futsal in AIMS (The Anchor AIMS Games is a National/International Championship, growing in popularity each year, for Intermediate and Middle Schools).
- No known primarly school teams.

Players	Number of Players (2018)
Matamata College	31
Matamata Intermediate (AIMS Games)	20
Total	**51 Children**

- Futsal is primarily played in the main centres of Hamilton, Tauranga and Rotorua, with a handful of children that are known to travel from Matamata (Term 1 - 2018 - 2 junoir teams, 3 youth teams, 1 senior team).
- Regionally, the sport has grown two fold in the last three years according to Football Waibop, with around 80- 100 teams competing in 2015 and around 320 teams in 2017. Around 160 teams were from the Waikato Region.
- Expect 2018 to reach around 400 teams.
- In the future, futsal is expected to have a slower increase which may likely be limited by the availability of facilities.
- As the sport continues to grow, the association (WAIBOP) has recognised the number of good facilities that exist out in the rural sections that may not be currently utilised to their full potential.
- Ideally multi-court facilities are best and a shift to focus on the rural centres would take a lot of the growth pressure off the main centres and allows for the development of more competitions and tournaments to be organised in the rural townships as well.

1. Identify priority user needs

(Snapshot of volleyball)

- Matamata College is considered to have a strong and long standing history of quality volleyball players that have been recognised both regionally and in some cases nationally in teams. This sport is particularly popular with girls. A '4-aside' social competition runs in Matamata Gym for juniors every second week in term 3.
- At Matamata Intermediate, a sports camp is run annually which sees 35 children compete for a week against eight other schools.

Number of teams Matamata College	2015	2016	2017	2018
Girls	2 Junior/ 2 senior	2 Junior/ 1 Senior	1 Junior/ 2 Senior	2 Junior/ 1 Senior
Boys	1 Junior/ 1 senior	1 Junior/ 1 Senior	1 Junior/ 0 Senior	1 Junior?/ 1 Senior
Social				1 Girls B Team?
(9-10 average per team) Total Children	70	50	40	53

- The sport is in decline at Matamata College, (amongst other factors) due to travel restrictions and existing facilities that are not fit for purpose.
- These factors play a role for why teams are dropping out of competitions (i.e. college only has 3 vans and coaches are taking on responsibility of driving players as it is difficult to get parents to commit to the travel required for competitions. Subsequently, this has resulted in limited opportunity and exposure of the mid/lower level teams to participate in Volleyball.
- The Kiwivolley activities programme has been run successfully in primary and intermediate schools in Matamata by Volleyball Waikato.
- Social beach volleyball competitions have been run in Matamata previously as well (3 beach courts exist at Matamata College) and ambition for College Students to coach younger age groups (year 6-8) .
- There is the potential to grow a local competition with support from Waikato Volleyball.
- There is growth in Hamilton with 60 - 70 teams playing in two different competitions and it appeals especially to social teams as

Item 6.3

Attachment A

2. Rationale and assumptions for defining catchment

Catchment area based on:

- Other available facilities
- Distance to walk, cycle and drive
- Populations of people
- School areas (including consideration of Kahui Ako boundaries)
- Physical barriers

Assumptions:

- That people are willing to drive up to 20 minutes.
- That people in Matamata will walk or cycle to a facility located in the township.
- That the facilities people are most drawn to are; full sized for the sport they undertake and are warm, inviting, functional and safe.

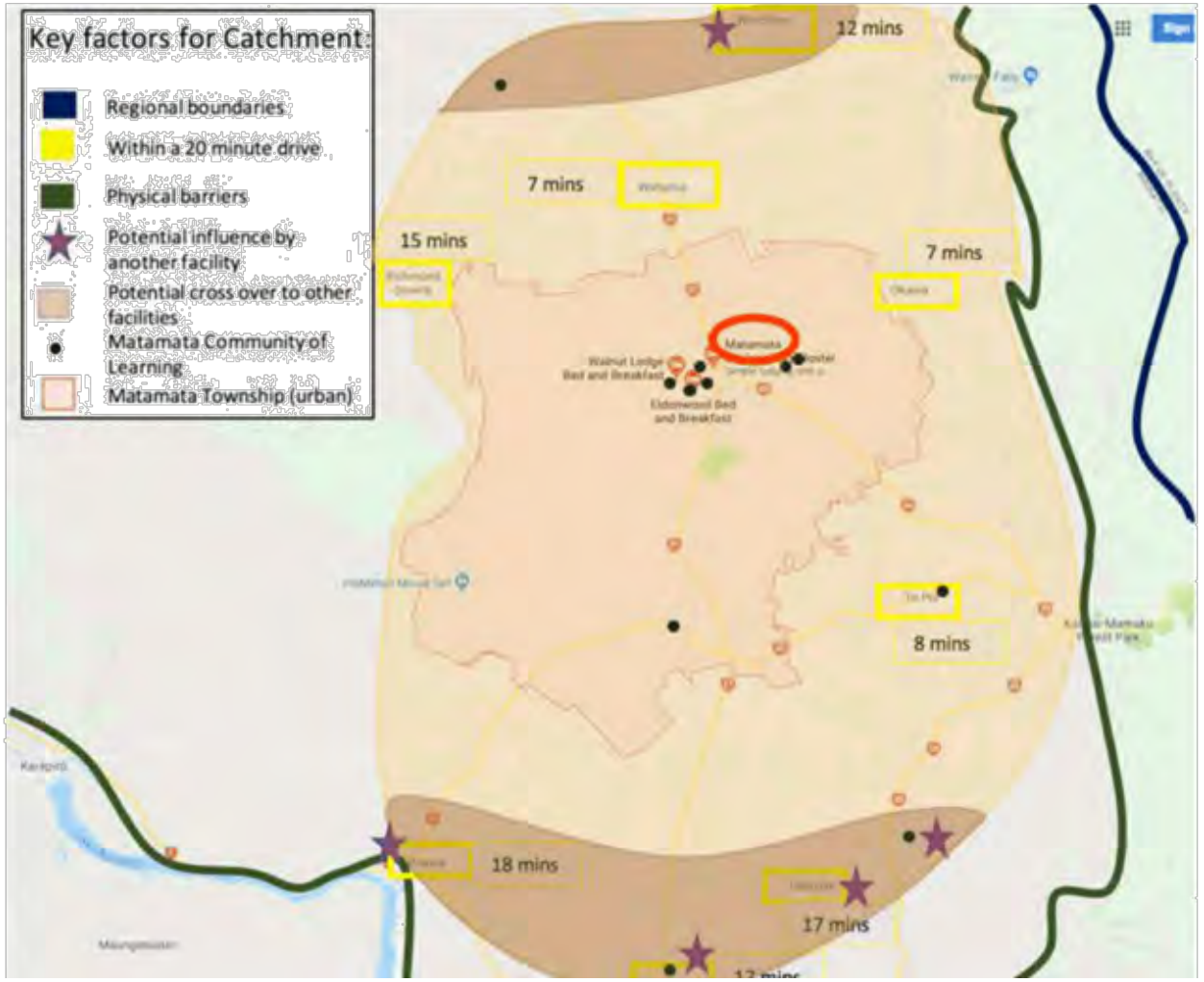
2. Defining the Matamata catchment area (existing facilities)

3 existing in the Matamata Piako District

9 existing approximately 1 hour of Matamata Township

Putaruru Sports Stadium	26min
Westpac Morrinsville Event Centre	30min
Silver Fern Farms Event Centre - Te Aroha	34min
Robb Sports Centre - St Peter's Cambridge	38min
South Waikato Sports and Events Centre	44min
ASB Bay Stadium - Tauranga	47min
Trust Waikato Te Awamutu Events Centre, ASB Stadium	53min
Energy Events Centre - Rotorua	57min
The Peak - Hamilton	58min
Waihi Event Centre	1hour 6min
Thames High School Gymnasium	1hour

2. Matamata catchment area characteristics factors



2. Matamata catchment area (for walking and cycling)

Walking catchment with 10 minutes of a proposed facility location:

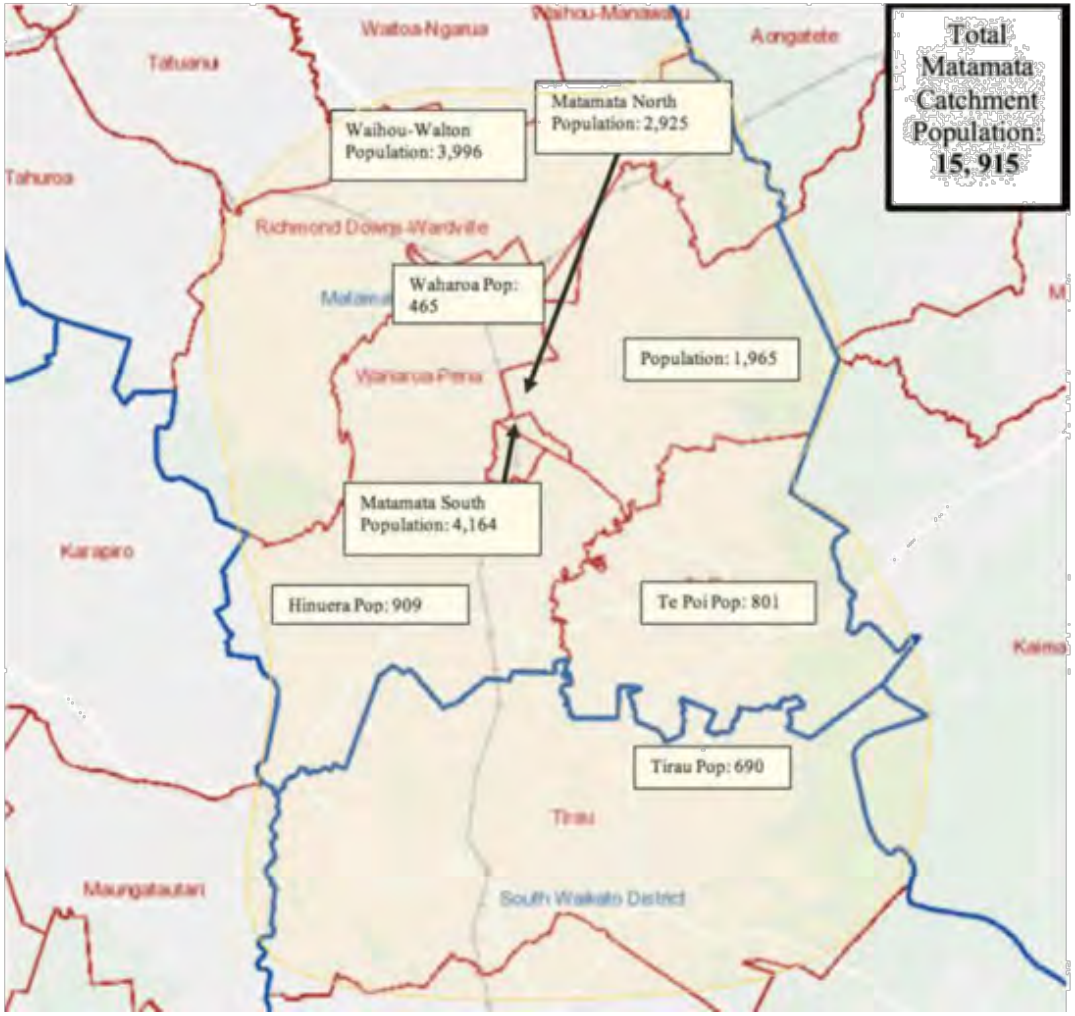
Cycling catchment with 10 minutes of a proposed facility location:

Estimated population that could walk/ cycle to facility:

7,089

(Matamata South and Matamata North population statics data)

2. Define the population of the Matamata catchment area



2. Matamata catchment area's key statistics

ey haracteristics	Proposed Futures Trust Facility Catchment Statistic	Matamata Piako District Statistic
ge 013)	Mean age is 43 years	Median age is 40.5 years (NZ 38.0 years) 18.0 percent are aged 65 years (NZ 14.3 %) 21.5 percent are aged under 15 years (NZ 20.4%)
ex 013)	Female: 8,148 Male: 7,767	Female: 16,125 Male: 15,411
hnicity 013)	European: 71% Maori: 22.2% Pacific Peoples: 1.7% Asian: 1.9%	European: 86.3% (NZ 74.0%) Maori: 14. 8% (NZ 14.9) = 4,491 people Pacific Peoples: 1.6% (NZ 7.4%) Asian: 3.9% (NZ 11.8%).
cio-economic*	Mean annual earning was $30,125 (2013)	Median annual earning was $29,700 (2013) Mean annual earnings was $55,320 (NZ$57,780) (2016) Increased by 4.8% over year (NZ 3.1%) (2016)
ommon nployment	Mainly Labourer's and Managers	Managers and Professionals
ansport	Mean of 17.3 percent have access to three or more motor vehicles	16.8 percent have access to three or more motor vehicles, compared with 16.1 in 2013

mitations - economic downturn was noted in 2013, which is the most current data that exists from Statistics New Zealand.

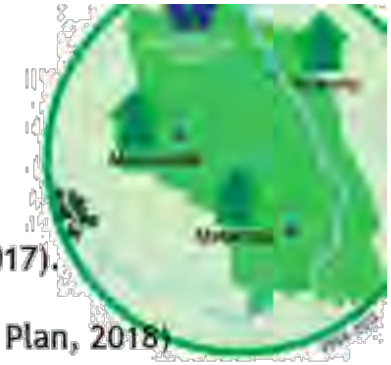
2. Conclusions drawn

From the information above we can see that:

- Time is valued highly
- Travel time has limited or stopped people from participating in indoor court sports, with limited opportunities/ exposure for med/low level players to participate in the sport
- People who live in Matamata have 2 options;
  - use Headon Stadium which is under size for netball and basketball, has limited availability and is old and cold or
  - drive more than 30 minutes to another facility that is the correct size, has some availability and is attractive and comfortable
- People in Matamata are not able to/ attracted to participate in some indoor court sports because the facilities aren't available/ are not inviting.
- A range of options for sport and having an attractive indoor facility helps the community to encourage indoor court sports participation.
- With an aging population, there is a need for warm, comfortable facility to encourage ongoing physical activity.
- Regional sport programmes would utilize an indoor sports facility for schools.

3. Define gap in facilities provision

(Trends and Population Projection)



A medium growth profile for Matamata Piako, up 1.8% from a year earlier (NZ up 2.1%) (Annual Economic Profile, 2017).

A growing aging population and declining population under 15 years for Matamata Piako (Section 5 in the Long Term Plan, 2018)

From 2006 to 2013 the population in Matamata has increased by 12% to and the population in Morrinsville by 5% (Statistics New Zealand, 2013). And Matamata will remain the largest of the three main townships for the majority of the next 20 years however, Morrinsville is expected to reach the same population as Matamata by 2048 (Section 5 in the Long Term Plan, 2018).

GDP in Matamata Piako measured $1,767m in the year to March 2017, up 1.3% from a year earlier (NZ up 3.5%) and total employment in the District averaged 17,498 in the year to March 3027, up 1.4% from the previous year (NZ up 2.4%) (Annual Economic Profile, 2017)

As the population continues to age, core facilities provision will need to meet the growth and demand in this shift. Thus investing in sport facilities will necessitate a strategic business approach (Matamata Piako District Sports Facilities and Development Plan, 2018).

Changing preference in sports participation will require the need for more adaptable and resilient development of facilities at the more local and sub-regional levels to meet the shift and new sporting demands (Waikato Regional Sports Facility Plan Summary, 2014).

Images:
Long term plan(2018)

Attachment A

3. Define gap in facilities provision

(Policy analysis)

Level One Criteria - initial evaluation Waikato Regional Sports Facility Plan Summary, 2014):

- *Alignment of facility with national and regional facility strategy's and wider strategic documents/ plans* (table below)
- *Degree to which any existing or proposed facility matches the projected needs of the community within its core catchment area* (Section 1 above and appendices)

Document	Key Points	Analysis in relation to proposed new facility
Waikato Regional Sports Facility Plan Summary (2014)	- 2x 2/3 basketball court (one full size netball court) model facility in Thames-Coromandel, Hauraki or Matamata Piako DC (4-10 years). - Matamata Piako to investigate sub regional partnership with Hauraki District Council. - Maintain and where possible optimize existing assets.	The potential to develop another court facility in the Matamata Piako District is an option from a regional stand point in the next 4-10 years (acknowledging that Te Aroha has since been built). However, the current view is to maintain and optimize existing assets in the District.
Moving Waikato 2025 (2016)	- A strategy to grow participation in sport, recreation and physical activity with a vision for a healthy, vibrant, physically active and successful sporting region. - More adults, more children out there and active - Helping communities to help themselves - Working together to lead change	A new build facility could align with the strategic direction for this Strategy as it would provide additional space for people to utilize indoor court for sports. A facility such as the new build proposed, would be a multi-use hub which could encourage 'communities to help themselves' by providing more room, in a quality, comfortable space to initiate programmes and competitions in Matamata.
Long Term Plan (2018 - 2028)	- The 2009 Community Leisure Provision Strategy identified that Matamata could potentially support an additional facility, provided a comprehensive feasibility study is completed completed first. - Along with proceeding with the major renewals and maintenance works to Headon Stadium (up to $1.5 million) in 2018/19, a further $2 million in 2019/20 has been allocated to contribute to building a new indoor facility in Matamata (subject to the results of the feasibility study).	Medium growth will occur in the catchment area. Regionally, a number of indoor court sports codes are being stretched in their current facilities in the main centres (i.e. Hamilton) and are interested in the potential of rural facilities to assist with demand, i.e. futsal and volleyball.
Matamata-Piako District Sports Facilities and Development Plan (2018)	- Potential to better develop existing facilities to maximize the community benefit of the spaces for the Matamata-Piako District. - Many of the existing facilities in the Matamata-Piako District are unable to be adapted for different functions. This is to be considered as buildings and other facilities reach the end of their useful lives. - Assist Matamata Netball Centre to find a solution for damaged courts - Develop an approach to maintenance and repair request with regard to Headon Stadium and potential new indoor stadium. - Matamata Piako District Council Visions: *The place of Choice - Lifestyle. Opportunities. Home.* Sport Waikato Vision: *Everyone Out there and Active.*	The proposal seeks to provide a facility that will serve the purpose of a range of sporting needs especially as existing facilities reach the end of their useful lives. The proposal could provide a response to the damaged courts for Matamata Netball Centre. The proposal could provide opportunities for increasing the number of people who participate in sport and assist with getting people 'out there and active' in some capacity by providing a more comfortable and inviting facility that is the appropriate size for the sporting need. In addition, the regional roll out of programmes and developing more sporting competitions such as volleyball have the potential to be provided through the proposed facility.

3. Standards for Court Dimensions

Dimensions	Netball	Basketball	Badminton	Futsal	Volleyball
Width	15.25 metres	15 metres	6.1 metres	15 metres	7 metres
Length	30.5 metres	28 metres	13.4 metres	28 metres	18 metres
Height	8.3 metres	7 metres	7.6 - 9 metres	7 metres	7 metres
Run-off Margin	3.05 metres all sides	2 metres (3 metres wheelchair Basketball)	2 metres	2 metres	2 metres

*Sourced:
Netball: file:///Users/pip/Downloads/Venue%20specification%202011.pdf
Basketball: http://www.fiba.basketball/documents/FIBAGuidetoBasketballFacilities.pdf
Badminton: https://www.sportengland.org/media/4169/badminton-design-guide-dec-2011.pdf

3. Analysis of gap in facilities provision

- Currently there is no facility in the local Matamata community that enables premier netball and basketball games to be played.

  Basis:

  Current sports court at Headon Stadium is undersized (court run off)

  The minimum height clearance of a netball court should be 8.3 metres, Headon Stadium is 5.5 metres.

- Currently there is limited ability for indoor sports court tournaments to be played concurrently in Matamata.

  Basis:

  Currently Matamata only has a one court indoor sports community stadium being Headon.

- Diverse sports codes are limited in terms of ability to grow, due to lack of indoor sports facility space

  Basis:

  Headon Stadium is the primary facility and is booked out most evenings when sports codes want to use the facility.

  Gym sports are limited to training infrequently due to the heavy volunteer effort required each time they train (i.e. setting up/ packing away equipment).

  Badminton is limited to one day per week, and cannot practice individually beyond this because there is no space/ availability.

- There is a lack of an attractive, inviting, warm, comfortable place to encourage new participants in sport

  Basis:

  The current facilities are old, dated and cold.

4. Defining the proposed futures trust project

Aspiration Statement:

- A two court indoor sports facility that enables key codes to undertake sport to a local and regional level. The focus is on netball, basketball, futsal, volleyball and badminton, but the facility will be designed in a way that is future proofed and adaptable enabling future sports to be catered for as needs change in the community.

- A two court facility has greater potential for more tournaments, with pressure taken off the main centres. There is an opportunity to develop more tournaments, competitions and programmes to be rolled out across the region.

4. Defining the proposed futures trust project

Project Objectives:

- To provide a facility that enables indoor sports (netball, basketball, futsal, volleyball and badminton) to be played regularly in Matamata.
- The facility will complement other local and regional facilities.
- To provide a safe and attractive space that encourages participation in sport.
- To design and build a facility that achieves the needs of the Matamata community now, but with a view to catering for future needs. This will mean the facility needs to be adaptable and able to hold regional competitions for the wider district and surrounding regions.
- To ensure an operating structure is in place that encourages planned and spontaneous use of the facility for all of the community to use and enjoy.
- To embed a governance structure that means the facility will be run well, and will achieve its purpose for the long term in conjunction with other facilities.
- To generate funding for the construction, maintenance, operation and eventual replacement in a planned way so that the facility is kept to a good standard for the length of its life.

5. Facilities Comparison (including cost and timeframes)

ther Sports Facility	Description	Cost	Timeframe
e Kuiti Community ym	2 court indoor sports facility on school grounds (new build)	$6,500,000	3 years planning and currently awaiting funding grants to determine built time
ilver fern farms Event entre (Te Aroha)	2 court indoor sports facility (new build)	$5,068,180	10 years decision making and planning. Under 1 year to build
he Peak - Hamilton Rototuna Junior High chool)	4 court indoor sports facility on school grounds (new build)	$10,000,000 (Sport fit out - $500,000)	10 years decision making and planning. Under 1 year to build, approximately 7-8 months
sck McLean ommunity Recreation entre -(Thames High chool)	2 court indoor sports facility on school grounds. Extension to existing 1 court sports facility	[awaiting data]	2 years decision making and planning. 18 months to build
outh Taranaki TSB Hub	3 court indoor sports facility adjacent to school grounds (10 years old). Community facility with use as school gym	$14, 000, 000 building ($20 mil included carparking, outdoor fixtures such as rugby lights).	5 year total (2 years planning and 3 year staged building approach)

Indicative Futures Trust Cost Estimate:

$5 - $6.5 million

Indicative Futures Trust Timeframe Estimate:

Best case scenario:
Planning: 2 -3 years
Build: 1 year
Total: 3 - 4 years

Worst case scenario:
Planning: 5 - 10 years
Build: 2 years
Total: 12 years

6. Identify location options (SWOT)

Pohlen Park	Bedford Park	Matamata College Site 2
S – Existing infrastructure and range of facilities at this site. S – Existing car parking. S – Council owned land so neutral location for community. S – A variety of community sports facilities exist at the site. W – Expensive to do even minimal upgrades i.e. earthquake strengthening. W – Likely to be near the end of its useful life. W – Off the main road. W – Certification of buildings fitness structurally long and expensive process. O – Existing sport field here to develop. O – The community already associate this site as a sports facility O – Room to expand existing infrastructure. T – Residential bordering the site immediately on three sides with threat of creating additional noise that could cause nuisance with upgrade.	S – Central to the main highway. S – Existing clubrooms and grandstand. S – Multiple existing fields to utilise. W – Privately owned (Bowler Family), so community might not necessarily feel like they could take ownership of this site. W – Limited room to expand parking. O – Highly visible from the main state highway. T – Residential on three sides (although northern boundary well covered by trees). T – Intersection into existing driveway looks like it could become quite congested during high volume traffic. T – Access by Matamata College is across the state highway.	S – Room for parking S – Large number of outdoor courts S – Lower density residential surrounding. S – Would be highly utilised by students during the day and near to a number of schools for after school practice S – Near to schools (Matamata College, Firth Primary School, Matamata Intermediate, Matamata Christian School). W – Primarily for school children rather than shared community facility. W – Not visible from the main road. O – Facility would be well utilised throughout the day by range of school children due to location. T – Ensuring children's safety by others in the community on School grounds. T – Perception of ownership by the School, not the community.
Matamata College Site 1	**Matamata Domain**	**Swap Park**
S – Near to the main road. S – Large number of outdoor courts. S – Lower density residential surrounding. S – Would be highly utilised by students during the day and near to a number of schools for after school practice. S – Near to schools (Matamata College, Firth Primary School, Matamata Intermediate, Matamata Christian School). W – Primarily for school children rather than shared community facility. W – Limited parking. O – Facility would be well utilised throughout the day by range of school children due to location. T – Ensuring children's safety by others in the community on School grounds. T – Perception of ownership by the School, not the community.	S – Wide range of existing facilities on site including club rooms, outdoor toilet. S – Near to number of Schools (Matamata Primary School, St Joseph's Catholic School). S – Near to number of church and youth centres (multi-purpose hub potential). S – Other community facilities exist near to/on site i.e. swimming pool, extensive playground. W – Limited space available for development. W – Off the main highway. O – Close proximity to town. O – Council owned/ neutral. T – Established residential area immediately adjacent. T – No on-site parking available.	S – Visible from road side but site hidden by established trees. S – Facilities nearby include Matamata BMX track, helicopter pad and the Matamata South Water Treatment Plant. W – Limited visible street profile due to trees. W – Not close to local amenities or schools. W – Close to, but divided from the College and adjacent schools by main state highway and railway (i.e. not accessible). O – No current developments which may be helpful for starting with a new concept. O – Council owned. O – Ample space on site for future expansion. O – Terraced level but both areas are flat. T – Too far away from town for community hub.

7. Site Options Assessment - process

Decision criteria were developed under six headings;

- Accessibility
- Profile/ Exposure
- Ownership and Association
- Reverse Sensitivity
- Environment
- Future Development

Criteria assigned a weighting relative to importance/ significance.

Each of the 6 site options scored against decision criteria, scorings weighted and options ranked.

Refer to Site Options Assessment Report - Oct 2018

7. Site Option Assessment - results

Ranking #1: Matamata College (Score: 40)

- High collaboration potential resulting in high utilisation potential
- Site has a number of existing complementary facilities and activities on site
- Prominent site location
- Will have to overcome carparking and access challenges

Ranking #2: Swap Park (Score: 38)

- Unconstrained greenfield space with very few known restrictions to develop 2 court facility
- Safe, easy access to site
- Site is the furthest from residents/ complementary activities when compared with other options presented

Ranking #3: Matamata College Site 2 (37)

- Unconstrained greenfield space
- Site has a number of existing complementary facilities and activities on site
- Will need to overcome access/ lack of frontage/ perception as school facility

Ranking #4: Bedford Park (Score: 32)

- Site is in prominent location and accessible
- Little appetite to locate facility on this Park
- Facility would result in loss of rugby fields

Ranking #5: Matamata Domain (Score: 27)

- Site has a number of complementary activities
- Site is high amenity and a 2 court facility could detract from this
- Limited carparking and prominent road frontage exposure

Ranking #6: Pohlen Park: (Score: 5)

- Facilities are already in this location and the site is known for this activity
- 1 court facility upgrade already being planned for this site, which would complement 2 court facility in the future

8. Recommended Next Steps

1. Confirm Matamata College Site 1 as priority #1 (subject to confirmation of the stadiums location and fit) investigation and Swap Park as priority #2 investigation
2. Develop and maintain risk register for project
3. Formalise partnership between Futures Trust Working Group, Matamata College and MoE (Memorandum of Understanding) to progress 2 court facility site investigations
4. Refine scope of facility (components to include in architectural brief)
5. Prepare brief and commission architectural concept plan for Matamata College site
6. Site suitability investigation (including preliminary site testing if required)
7. Undertake detailed planning assessment of Matamata College site
8. Prepare business case (including financial assessment and model, and governance/ operating assessment and models)
9. Present business case to Council and MoE for approval before proceeding to detailed design

Futures Trust - Site Options Assessment Short Report

Purpose of Short Report:
The purpose of this assessment is to critically assess each of the 6 site options being considered for the Futures Trust 2 court facility proposal. The 6 sites being considered are shown in Attachment 1 and are:

- Pohlen Park
- Bedford Park
- Matamata College Site 1
- Matamata College Site 2
- Matamata Domain
- Swap Park

The outcome of the site options assessment has resulted in **Matamata College Site 1** ranking the highest and being the recommended site for further investigation. Swap Park was ranked second and should also be considered for further investigation should Matamata College not result favorably following further investigation.

Description of the Matrix:

The following matrix has been developed as a tool for thinking about site options for the Matamata Futures Trust 2 Court Facility project. The Decision criteria categories of; accessibility, profile/ exposure, perception, reverse sensitivity, environment and future development, help to provide a thought process for considering each site.

Each decision (sub) criteria has been assigned a weighting based on importance; deal breaker, important, marginally important, neutral.

Each site is then considered against each decision (sub) criteria with a (-1 = No/ Negative, 0 = Indifferent, +1 Yes/ Positive) score, multiplied by the weighting and then given a total score. Total scores can then be compared across the 5 site options.

Weighting – 1 to 4.
4 = deal breaker
3 = important
2 = marginally important
1 = neutral

Assumptions when Scoring:

- 2 court facility
- Locations as per maps in Attachment 1.
- Number of users for car parking purposes - assumes two courts fully utilised, with some spectator capacity, at any one time (200 people) [to be verified]

- Matamata College are open to site location options, and the removal/ adjustment of infrastructure to cater for development. Two site options have been presented within this report.

The Decision Matrix:

Decision Criteria	Weighting (multiplier)	Site 1: Pohlen Park	Site 2: Bedford Park	Site 3: Matamata College Site 1	Site 4: Matamata College Site 2	Site 4: Matamata Domain	Site 5: Swap Park
Accessibility							
Carparking – Can the site cater for carparking associated with the project?	3	0	3	0	3	0	3
Walkability - is the facility within 10 minutes' walk for most residents? Are those routes safe?	3	3	3	3	3	3	0
Cycling – is the facility within 10 minutes' cycle for most residents? Are those routes safe?	3	3	3	3	3	3	3
Drivability – is the site easily accessible for drivers (within 20-minute drive of most residents)?	3	3	3	3	3	3	3
Safe access - ability to manoeuvre off road safely (consider type of road access).	3	3	0	-3	3	3	0
Centrality – is the facility located in a central area that is close to nearby schools and other education facilities?	3	0	3	3	3	3	0
Profile/ Exposure							

Decision Criteria	Weighting (multiplier)	Site 1: Pohlen Park	Site 2: Bedford Park	Site 3: Matamata College Site 1	Site 4: Matamata College Site 2	Site 4: Matamata Domain	Site 5: Swap Park
Are there any barriers around the boundary that would impede the view of the facility?	1	0	1	1	-1	1	-1
Is the site orientated to fit a facility with road frontage exposure?	3	0	3	3	-3	0	3
Does the site provide a frontage that is easily accessible by all (including those with a disability)?	3	-3	3	3	-3	0	3
Does the site have the ability to link with adjacent or complementary facilities or services (e.g. schools, cycle trails, convenience stores)?	3	0	3	3	3	3	0
Ownership and Association							
Is the site publicly owned (i.e. school/ Council)?	3	3	-3	3	3	3	3
Does the site currently identify with specific clubs/ perceived owners?	2	2	2	2	2	2	2
Known utilisation potential of 2 court facility.	4	0	0	4	0	0	0
Reverse Sensitivity (Compatibility/ Complimentary)							
Is the site located adjacent to residential land uses (current or future) or other	2	-2	2	0	0	-2	2

Decision Criteria	Weighting (multiplier)	Site 1: Pohlen Park	Site 2: Bedford Park	Site 3: Matamata College Site 1	Site 4: Matamata College Site 2	Site 4: Matamata Domain	Site 5: Swap Park
land uses that may find operating next to this facility a hindrance?							
Are there existing sports facilities currently located in the immediate area?	3	3	3	3	3	3	0
Are there sports club hubs/ partnerships currently existing in the immediate area?	3	3	3	3	3	3	0
Does the site have existing amenity/ sport features that are considered important to the local community and could be lost as result of the development?	2	-2	-2	-2	0	-2	0
Environment							
Does the site require a resource consent (district/ regional)?	2	-2	-2	-2	-2	-2	-2
Is the land stable/ buildable? (geotechnical report)	3	3	3	3	3	3	3
There is no opportunity cost associated with the use of the site i.e. the loss of greenspace, football fields etc.	3	-3	-3	-3	0	-3	0
Is the land contaminated?	3	0	0	0	0	0	0
Are there trees and shelter belts that will be of value?	1	1	1	0	1	1	1

Decision Criteria	Weighting (multiplier)	Site 1: Pohlen Park	Site 2: Bedford Park	Site 3: Matamata College Site 1	Site 4: Matamata College Site 2	Site 4: Matamata Domain	Site 5: Swap Park
Does the site have existing services i.e. power, reticulated water, reticulated waste, stormwater infrastructure capacity?	1	1	0	0	0	0	0
Future Development							
Is there an immediate opportunity for external support (beyond Council and Futures Trust support) for the site?	3	0	-3	3	-3	0	0
There are no conflicting future development activities adjacent to the site.	3	-3	0	3	3	0	3
Is there provision for future expansion at the site?	3	-3	0	0	3	0	3
The site has permanent infrastructure that will limit development potential.	4	-4	0	0	4	0	4
Does the shape of the site inhibit the potential for future development?	3	-3	0	0	3	0	3
	TOTAL:	**5**	**32**	**40**	**37**	**27**	**38**

Decision Criteria Discussion:

Accessibility:

Generally all of the sites shortlisted for consideration, are located centrally and within reasonable walking, cycling and driving distance of Matamata residents. Swap Park however would take more than 10 minutes to walk to for most residents in the Matamata township. Matamata Domain, Matamata College (Site 1) and Pohlen Park are currently limited in terms of carparking capacity. Matamata College (Site 1) is located on a busy State Highway so access into the site, especially if carparking is limited, may cause congestion/ safe access issues if not appropriately addressed. Carparking at Matamata College (Site 2) could be provided more readily at the rear of the site due to the amount of space there. This however would come at a cost to sportsfields.

Profile/ Exposure:

Pohlen Park – Pohlen Park is located away from main road frontages, with the main access point being at the end of Western Street which is a no exit road. This means, that unless there is significant signage on the main road frontage, this option has less visibility to the residents and visitors. While the site is reasonably easy to access in terms of proximity from existing carpark and has flat terrain, there would be potential congestion during major events due to the limited parking area available (even the potential carparking development options would be limited). The site can be accessed (by walking and cycling) from other parts of Pohlen Park however.

Bedford Park – Bedford Park is situated on a prominent road frontage (can be seen from State Highway 27), and therefore highly visible to visitors and residents. The potential site location could be located within close proximity of a potential carpark and therefore easily accessible for all abilities in this regard. The site would provide reasonable walking and cycling access and has the potential to complement the adjacent Matamata College if a way to cross the State Highway 27 was resolved.

Matamata College Site 1 – The proposed location of a facility at Matamata College (Site 1) at the front of the grounds, would result in high visibility, and would be reasonably accessible to all abilities, provided that adequate carparking is provided so as not to cause congestion on the State Highway 27. There are a number of nearby schools that would benefit from the location of the facility.

Matamata College Site 2 - The proposed location of a facility at Matamata College (Site 2) at the rear of the school, would result in poor visibility, and while easy access (including good signage) could be created, its perception as a community facility may be limited due to its less prominent location at the rear of school. There are a number of nearby schools that would benefit from the location of the facility.

Matamata Domain – While the facility could be located near a road frontage at Matamata Domain, it is not a main thoroughfare road, and would be less visible in comparison with other sites such as Matamata College or Bedford Park. Therefore less exposure to visitors and residents. It is located within close proximity of a primary school and other complementary facilities (swimming pool, sportsfields, church etc).

Swap Park – The profile of the facility would be limited at present due to the shelterbelts that obscure it from all frontages including State Highway 27. With this said, this could be mitigated through vegetation removal, and the facility could be located in a prominent orientation on site (the site is large with a number of possible locations). The site is not located within close proximity of other complementary facilities or services in comparison with other site options.

Ownership and Association:

All sites with the exception of Bedford Park are publicly owned. Bedford Park is owned by the Bedford Park Trust. Matamata College (Site 1 and 2) may have the perception of being less available due to being Ministry of Education land however initial discussions show that there is an appetite to consider an indoor court facility at this site. There are a number of other examples of this type of partnership working effectively in other areas.

All sites are currently used for different sports codes, with the exception of Swap Park and Matamata College (Site 1 and 2) which is primarily school use (however as mentioned previously there is an appetite to consider a new sports court facility). There is significant potential for Matamata College site options 1 and 2 to be highly utilised through a partnership between the College and Community for compatible use.

Reverse Sensitivity:

Pohlen Park – Pohlen Park is located in a residential area and development of a 2 court facility may create additional disruption to residents, especially during weekends and tournaments. There is however an existing sports facility, so the activity would not be inconsistent with the current situation. There are a number sports clubs currently using the existing facility or situated nearby including cricket, croquet, netball and bowls. The outdoor sports such as cricket could be impacted by the development of a 2 court facility in this location.

Bedford Park – Bedford Park would have minimal reverse sensitivity issues given that it is some distance from residential areas. The United Matamata Sports (UMS) Rugby Club is currently located at this site and therefore would not be inconsistent with existing similar activities. There is adequate space to cater for a 2 court facility without disrupting current provision.

Matamata College – Matamata College (Sites 1 and 2) would have minimal reverse sensitivity issues given that the site is already used for sports activities and by young people who generate noise anyway. The site location is some distance from residential areas. There

would however need to be consideration for school time use and how this could feasibly work alongside community use.

Matamata Domain – Matamata Domain is located in a residential area and has an attractive, park like setting. Development of a 2 court facility in this location may disrupt that amenity. Further to this, a 2 court facility would cause additional disruption to surrounding residents, especially during weekends and tournaments. With this said, sport activities are currently played on this facility and therefore not inconsistent with the current situation. There are a number sports clubs currently using the existing facility or situated nearby including netball, soccer, tennis and athletics. The outdoor sports such as soccer would be impacted by the development of a 2 court facility in this location.

Swap Park - Swap Park would have some reverse sensitivity issues in the location currently presented however the site is large and this could be mitigated through strategic positioning on site. There would be visual and traffic implications on residents immediately adjacent along Burwood Road with the facility in the current proposed location.

Swap Park is currently a sportsfield site and recreational use is undertaken here. A 2 court facility located at this site would therefore not be inconsistent with the recreation activities. With this said, the open space nature of the site would be potentially lost through the development of a 2 court facility and this should be considered in decision making.

Environment:

In terms of resource consenting, all sites would require resource consent.

From the research undertaken to date, all sites appear to be well placed in terms of buildability – no site contamination, or geotechnical issues identified. This would require further research in next stages of planning however. All sites would lose some open greenspace if a 2 court facility was developed, with greatest amenity impact created at Matamata Domain and Matamata College Site 1 which both have a number of large trees that add to the overall amenity. Given the proximity of the sites' to the township it is unlikely that there would be servicing issues however this requires further investigation.

Future Development:

Pohlen Park – An existing 1 court facility is in the process of being upgraded, and is intended to complement the proposed 2 court facility. The placement of the 2 court facility at Pohlen Park would replace the 1 court facility and may impede on existing outdoor sports codes such as cricket.

Bedford Park – Bedford Park is owned by the Bedford Park Trust and there is currently little trustee appetite to accommodate a 2 court facility on the site. Placement at this site would likely impede on the rugby fields and compensation may be sought for this displacement.

Matamata College – Matamata College have indicated a willingness to consider a 2 court facility on their site. Discussions are ongoing about placement and accommodating such a

facility. Two options have been presented for decision making. Site 1 is restricted, however this could be overcome through negotiating removal of some existing infrastructure in the future. Site 2 has extensive open space available for future development however this could have an effect on existing sports fields.

Matamata Domain – The site has greenspace available to build the facility however this would displace the sports codes currently located there such as soccer. Netball could be accommodated in the facility. The site could accommodate future expansion assuming sports codes like athletics and soccer can relocate elsewhere.

Swap Park – There are few known impediments to future development potential at this site. The site is not being considered for other developments at this time.

Conclusion:

Ranking #1: Matamata College Site 1 (40)

- High collaboration potential resulting in high utilisation potential
- Site has a number of existing complementary facilities and activities on site
- Prominent site location
- Will have to overcome carparking and access challenges

Ranking #2: Swap Park (38)

- Unconstrained greenfield space with very few known restrictions to develop 2 court facility
- Safe, easy access to site
- Site is the furtherest from residents/ complementary activities when compared with other options presented

Ranking #3: Matamata College Site 2 (37)

- Unconstrained greenfield space
- Site has a number of existing complementary facilities and activities on site
- Will need to overcome access/ lack of frontage/ perception of school facility

Ranking #4: Bedford Park (32)

- Site is in prominent location and accessible
- Little appetite to locate facility on this Park
- Facility would result in loss of rugby fields

Ranking #5: Matamata Domain (27)

- Site has a number of complementary activities
- Site is high amenity and a 2 court facility could detract from this
- Limited carparking and prominent road frontage exposure

Ranking #6: Pohlen Park: (5)

- Facilities are already in this location and the site is known for this activity

- 1 court facility upgrade already being planned for this site, which would complement 2 court facility in the future
- Limited carparking and prominent road frontage exposure

Item 6.3

Attachment B

Attachment 1: Indicative 2 Court Facility Locations

12

Matamata College Site 2
Matamata College

Item 6.3

Attachment B

Futures Trust Site Options Assessment Short Report – October 2018

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Pohlen Park Site

Swap Park Site
Swap Park

Matamata Domain Site
Matamata Piako District Council
Matamata Bible Church
Swim Zone Matamata
All Saints Anglican Church
Evolve Fitness
Matamata Domain
St Joseph's Catholic School - Matamata
St Andrew's Presbyterian Church

Funding for the proposed Morrinsville Carpark at the end of Ron Ladd Place in Morrinsville

Trim No.: 2065589

Council resolved to proceed with developing the land at the end of Ron Ladd Place in Morrinsville for additional carparking. In addition, there is also a Resource Consent condition to provide carparking at this location for the Morrinsville Event Centre.

Some capital funding was provided in the 2018 Long Term Plan to upgrade the current carpark, but this was only to improve what was there. To promote it as a public carpark for the community, it needs to be designed correctly and have an all-weather surface. The estimated project cost is $125,000.

It is requested that Council consider providing additional funding of $100,000 to have the carpark constructed.

There is the option of funding the shortfall through existing committed budgets or by some alternative funding.

Recommendation

That:

1. **Council receives the report;**
2. **Council approves additional funding of $100,000 to construct the new carpark at the end of Ron Ladd Place in Morrinsville.**

Content

Background

The carpark between the Morrinsville Events Centre and the rail corridor at the end of Ron Ladd Place is located on land previously owned by the Office of Treaty Settlements. This parcel of land is now in the ownership of Matamata-Piako District Council.

Previous decisions by Council have supported the provision of a formed carpark to service both the Events Centre (Resource Consent condition) and the business community.

The report on the 11 July 2018 resolved for Council to proceed with the car parking implementation by the events centre.

In the 2018 Long Term Plan, some capital funding to upgrade the carpark was included in 2018/19.

The consent condition for the Event Centre also requires Council to provide parking for the users of the Event Centre and provide a turning area for buses.

A detailed design has been completed for the carpark and the final project cost is estimated to be $125,000. The carpark will cater for 40 parks and be sealed and lighting will also be installed. Quotes for the work have been asked for and the work is planned to begin shortly.

Issues

Design

Proximity to rail corridor – limited circulation/turning space particularly for buses. The end of the road is being utilised for the turning of buses as there is insufficient space for a full turning circle within the carpark itself. The rail corridor has an indent towards the road however KiwiRail is not prepared to permit any development in that part.

Funding

Only $25,000 is included in this year's funding for the carpark. This budget was only allocated to have a slightly improved carpark to what is there currently. The design completed includes pavement construction, surfacing with asphalt, stormwater and kerb and channelling to tidy up the site. This is the requirement for a public carpark.

Alternative funding sources could be some of the capital NZ Transport Agency unsubsidised funding allocated in 2018. There is the capital kerb and channel fund of $55,000. There is potentially $55,000 available from the capital streetlighting budget. This would mean some other work would need to be re-prioritised. Or council could fund the $100,000 shortfall from other unallocated funding like reserves funding.

Staff are currently investigating whether any carparking financial contributions have been collected in Morrinsville through the District Plan. These contributions are collected as a result of a shortfall in on-site parks in our main shop frontage areas when development occurs that requires additional parking as a result of a change in use or an increase in use (floor area increase of shop). These funds should be used to offset the cost of the development of the carpark.

Analysis

Options considered

1. Not proceed with the carpark development.
2. Find alternative funding to complete the carpark project.

Analysis of preferred option

If Council is wanting to meet its Resource Consent condition for the Event Centre and provide additional parking for the Central Business District users, it is recommended that the additional funding is provided to complete the carpark.

Legal and statutory requirements

None

Impact on policy and bylaws

None

Consistency with the Long Term Plan / Annual Plan

The carpark upgrade was included as a project in the Long Term Plan. The Morrinsville Chamber of Commerce has identified this as one of their critical projects for 2018/19 to assist with Economic Development and free up some all-day parking currently occurring in the main streets.

Impact on Significance and Engagement Policy

N/A

Communication, consultation and decision making processes

Consultation has been undertaken with Kiwi Rail, the business community and the Events Centre users.

Consent issues

None

Timeframes

Commence work by 30 October 2018, completed before Christmas.

Contribution to Community Outcomes

Financial Impact

i. Cost

The financials are included in the main body of the report.

The estimated project cost of the carpark is $125,000.

ii. Funding Source

There is the option of funding the shortfall of $100,000 by existing committed budgets or by alternative funding.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Roger Lamberth **Kaimai Consultants Manager**	

Approved by	Manaia Te Wiata **Group Manager Business Support**	
	Don McLeod **Chief Executive Officer**	
	Fiona Vessey **Group Manager Service Delivery**	

Naming of Reserve in Morrinsville

Trim No.: 2066155

Executive Summary

On 25 July 2018 Council proposed naming the Reserve between Seales Road and Deanna Avenue, Morrinsville, 'Gregdon Reserve'.

Public Notices seeking public submissions on the proposal were placed in the *Piako Post* and *Matamata Chronicle* on 29 August 2018. The period for submissions closed on Saturday, 29 October 2018. One submission was received. The submission was in favour of changing the name to Gregdon Reserve.

Council is required to give consideration to the submissions received. A resolution is required to enable Council Staff to place the Gazette Notice to formally name the Reserve.

Recommendation

That:

1. **The report be received;**
2. **Council gives consideration to the submissions received;**
3. **Council resolves to name Lot 21 DPS 72438 'Gregdon Reserve';**
4. **Council staff are authorised to place the necessary gazette notice to give effect to the official new name.**

Content

Background

On 25 July 2018 Council proposed naming the Recreation Reserve located between Seales Road and Deanna Avenue, Morrinsville, 'Gregdon Reserve'. The legal description of the land is Lot 21 DPS 72438.

Public Notices seeking public submissions on the proposal were placed in the *Piako Post* and *Matamata Chronicle* on 29 August 2018. The period for submissions closed on Saturday, 29 October 2018. One submission was received. The submission was in favour of changing the name to Gregdon Reserve.

Council is required to give consideration to the submissions received. Council is asked to resolve whether it wishes to proceed with naming the Reserve 'Gregdon Reserve'.

Issues

Naming policy

The General Policies Reserve Management Plan 2009 prescribes the following process when wishing to name/rename a Reserve:

- Council consults with donors, user groups, community groups and Iwi in the vicinity and come up with a short list of potential names

- Council makes a Resolution to name/rename the Reserve with list of suggested names to go out for consultation
- A month is allowed for public consultation
- Council considers submissions from the public
- A Council Resolution approves the chosen name
- A Gazette Notice is published naming the Reserve.

An assessment of the requirements appears in Table 1 below:

Table 1

	Requirement	Comment
1	Consult with donors, user groups, community groups and Iwi	Council has consulted with Tui Martin (widow of the donor) and Ngāti Hauā Iwi Trust. There are no known, identifiable user groups. Public notice was given in the *Piako Post* and *Matamata Chronicle* providing an opportunity for public submissions.
2	Resolution to name/rename the Reserve with list of suggested names to go out for consultation	On 25 July 2018 Council resolved to name the Reserve 'Gregdon Reserve'.
3	A month for public submissions	Public submissions were sought on 29 August 2018 by public notice in the *Piako Post* and *Matamata Chronicle.* The submission period ended on 29 September 2018. One submission was received.
4	Council considers submissions	Council is asked to consider the submission
5	Council resolves to approve the chosen name	A resolution is sought
6	A Gazette Notice is published naming the Reserve	A resolution is required to enable Council Staff to place the Gazette Notice (Attachment B)

Analysis

Legal and statutory requirements

Steps 1-3 of the process prescribed by the General Policies Reserve Management Plan 2009 has been followed. Council is now asked to consider steps 4 & 5.

Communication, consultation and decision making processes

The consultation process as prescribed by the management plan has been followed.

Financial Impact

i. Cost

The cost of public notices was approximately $1500. The cost of a Gazette Notice will be around $60 to $80.

ii. Funding Source

Operational budgets.

Attachments

A. Attachment A - Public Notice

B. Attachment B - Draft Gazette Notice

Signatories

Author(s)	Mark Naude **Parks and Facilities Planner**	

Approved by	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Manaia Te Wiata **Group Manager Business Support**	

Attachment A

Copy of Public Notice

26 PIAKO POST, AUGUST 29, 2018

Public Notices

matamata piako district council

Naming of Reserve

Pursuant to Section 16(10) of the Reserves Act 1977, Matamata-Piako District Council seeks to name the Recreation Reserve described in the Schedule that is located between Seales Road and Deanna Avenue, Morrinsville.

Council is proposing the following official name(s) for the Reserve:

- Gregdon Reserve

The Reserve was originally planned as a road to link between Deanna Avenue and Seales Road to be known as Gregdon Street after the sons of the developer, Gregory and Brendon. The land was later vested in Council as reserve in 1996 and a public walkway was constructed over the land.

The reserve is currently referred to as Seales Road Reserve.

Written comments about the proposal may be submitted to Council until 5pm on 29 September 2018.

Submissions must be addressed to:

The Chief Executive
Matamata-Piako District Council
Attention: Parks & Facilities Planner
35 Kenrick Street
Te Aroha 3320

Electronic submissions may be submitted with the subject line 'Gregdon Reserve' to: info@mpdc.govt.nz

Schedule
Lot 21 DPS 72438
Certificate of Title 588/221

Land Notices

Naming of Reserve— Gregdon Reserve

Under Section 16(10) of the Reserves Act 1977, the Matamata-Piako District Council resolved on 24 October 2018 to declare the reserve land described in the Schedule to this notice to be given the name Gregdon Reserve.

South Auckland Land District—Matamata-Piako District

Schedule

Area ha	Description
0.0543 (more or less)	Lot 21 DPS 72438 (Certificate of Title 58B/221)

Dated at Te Aroha this 24th day of October 2018.

DONALD J McLEOD, Chief Executive Officer, Matamata-Piako District Council.

Amendment of Road Naming Policy

Trim No.: 2071602

Executive Summary

The Council Road Naming Policy needed amendment to allow Iwi and Te Manawhenua more opportunity to have input into district road names. The proposed policy amendment ensures there are opportunities for both the Developer and Iwi to discuss road name options.

Option A: The proposed policy amendment gives more weight for sharing the opportunity to name roads.

Recommendation

That:

1. **That Council receive the report.**
2. **That Council approve option A to amend the "Naming of Roads and Access Ways" policy with the addition of the first 3 items under Procedure.**

Content

Background

Te Manawhenua Forum were of the understanding that they would be consulted with regarding the choice of road names.

Due to the fact Te Manawhenua Forum only meet quarterly it has been difficult to consult with Te Manawhenua Forum. We endeavoured to improve the process. It was proposed at Te Manawhenua Forum that the road naming consultation should be taken to the respective Iwi initially and shared with others of Te Manawhenua Forum. Prior to Councils approval of the road names.

There are some developers that have been very positive with the consultation process, and others that are not so amicable.

Matamata Piako's Road Naming Policy aims to ensure we have appropriately named roads that reflect the history and culture of our district. With Council having a definitive Policy document. To stipulate the process and give clear direction and understanding of the Road Naming Process.

This amendment endeavours to address changes in the Resource Management Act and a cultural awakening. The amendment comprises of the addition of the first three items of "Procedure", the remainder of the policy items remain unchanged.

The three items added are:

1. The developer must consult with local Iwi through/with Councils Roading Asset Engineer. (Private Roads are excluded from this requirement.) The Iwi of the respective location shall be contacted by the Roading Asset Engineer upon application of a resource consent pertaining to a road to be vested in Council. Preferred name/s plus two alternatives for the road or access way will be recommend to Te Manawhenua Forum representative and then to Council in a report for their approval.

2. Council is encouraging Te Reo. Councils preference is that if more than one road is to be named, one road name should be the choice of local Iwi. This should still be in consultation with the Developer and be appropriate.

3. If there are multiple roads to be named Iwi has the opportunity to name up to 50 % of the roads to be named.

Issues

Some of the issues we are currently having with the process of naming roads in our district.

- Sometimes developers are struggling to come up with appropriate road names that suit our district. Consultation with Iwi opens up a wider range of options.
- Not all developers are culturally aware and may be insensitive to building cultural relationships. This can at times make it difficult to initiate dialogue/consultation with Iwi. Having a policy that stipulates consultation is compulsory eliminates developers avoiding consultation.
- Some Maori names can be challenging to pronounce and spell. Therefore with consultation appropriate names should be able to be agreed.
- Developers are not always local or representative of the community. This can result in road names being approved that have no historical or cultural importance in our district.
- Resource Management Act (RMA) requires Iwi Participation. This is a new requirement under the RMA and had not been emphasised in the current policy. The new policy will address this issue.

Analysis

Options considered

A / Accept proposed amended policy as supplied.

B / Propose amendments to the proposed policy

C / Do not accept proposed amendment and maintain the status quo

Analysis of preferred option

Council staff propose option A as an appropriate way forward for Council management of Road and Access Way naming.

Legal and statutory requirements

Land Information New Zealand (LINZ) requires all public roads and appropriate private roads have a name that adheres to LINZ naming requirements.

Impact on policy and bylaws

Amendment to existing Road Naming Policy with the addition of the first 3 items under “Procedure”.

Consistency with the Long Term Plan / Annual Plan

Councils vision in the Long Term Plan views Matamata Piako as The Place of Choice - Lifestyle. Opportunities. Home.
Enabling Vibrant Cultural Values:

- Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

Impact on Significance and Engagement Policy

No impact on the Significance and Engagement Policy

Communication, consultation and decision making processes

Councils vision in the Long Term Plan views Matamata Piako as The Place of Choice - Lifestyle. Opportunities. Home.

Strategic Priorities – One of the important Strategic Priorities identified for Council to focus on first was

- Building relationships with Iwi and other groups within our community that represent our cultural diversity.

Consent issues

Resource Management Act (RMA) Mana Whakahono a Rohe: Iwi Participation Arrangement is a new tool to assist tangata whenua and local authorities to discuss, agree and record how they will work together under the RMA. This includes agreeing how tangata whenua will be involved in decision making processes.

Timeframes

It is requested that the policy be implemented immediately. The surveyors that we have on our register will be notified of the amended Road Naming Policy Council has adopted.

Contribution to Community Outcomes

Councils vision in the Long Term Plan views Matamata Piako as The Place of Choice - Lifestyle. Opportunities. Home.

One of the anticipated outcomes is to have Vibrant Cultural Values

Financial Impact

i. Cost

Not applicable

ii. Funding Source

Not applicable

Attachments

A. Naming of Roads and Access Ways

Signatories

Author(s)	Raymond Short **Roading Asset Engineer**	

Approved by	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Manaia Te Wiata **Group Manager Business Support**	

Naming of roads and access ways

Department: Assets, Policy and Strategy

Policy Type: External Policy

Council Resolution Date: _____

Introduction

This policy covers both the naming of access ways and the naming of roads to ensure there is consistency. The policy is also intended to eliminate the present confusion around private access ways. .

Objectives

1. To ensure consistency in naming of roads and access ways in the district.

2. To clarify the meaning of access ways and to provide clear rules for the naming of these.

3. To ensure roads are named to reflect the identity of the local areas as well as ensuring ease of identification for the Council, emergency services and others.

Policy

Definitions

Access ways: a single 'lot', right of way or a series of right-of-ways that will be occupied by a physical driveway, providing vehicle access to those lots.

Roads: a strip of land (formed or not) owned by the Council that the public has access to.

Refer section 315(1) (a) to (g) of the Local Government Act 1974 and section 43 of the Transit New Zealand Act 1989.

Procedure

The naming of a road or access way will be as follows:

1. The developer must consult with local Iwi through/with Councils Roading Asset Engineer. Private Roads are excluded from this requirement. The Iwi of the respective location shall be contacted by the Roading Asset Engineer upon application of a resource consent pertaining to a road to be vested in Council. Preferred name/s plus two alternatives for the road or access way will be recommend to Te Manawhenua Forum representative and then to Council in a report for their approval.

2. Council is encouraging Te Reo. Councils preference is that if more than one road is to be named, one road name should be the choice of local Iwi. This should still be in consultation with the Developer and be appropriate.

3. If there are multiple roads to be named Iwi has the opportunity to name up to 50 % of the roads to be named.

4. The proposed road name should be a single word. They must also include a reason for each name, including any meaning, origins, historical background, and relationship with a theme or area.

5. A plan identifying all roads or access ways must be included in the request for Council to name a road or access way. All proposed roads or access ways to be named must be clearly labelled.

6. If more than one road or access way is being named, the names must share a common theme. Where there is an established theme in the area, new names within the area should reflect this theme.

The Roading Asset Engineer, Strategy and Policy, will check the suitability of the name/s against Council policy and the National Land Information New Zealand database to ensure no other duplicate or similar name exists in our district. Names must not include a numeral (e.g. 5 Oaks Drive but can include a number as a word e.g. Five Oaks Drive).7.

8. The name 'Lane' may not be used for a Public road."Lane" is for private access ways only.

9. If the vehicle access way currently services other existing properties then the property owners must be consulted.

10. The name of an existing road or access way may only be changed by Council if a clear benefit to the community can be demonstrated. Examples of this are the incorrect spelling of a name, eliminating duplication in spelling or sound, preventing confusion arising from major changes to road layout or to make geographical corrections.

For the naming of an access way, the following rules also apply:

11. The name chosen for an access way must be a 'Lane' (e.g. Oaks Lane)

12. The private access way must not be vested in Council

13. The access way must service a minimum of six lots which includes the potential for future subdivision of the lots.

14. The numbering of the street where the access way is created must not be altered with the exception of the lot being subdivided in its entirety.

15. The numbering of the lots within the subdivision that will be serviced by the access way must follow Council's existing numbering system.

16. Council is not responsible for any external agencies refusal to acknowledge the access way name.

17. Council's refuse collection service will only collect from the road (not up the access way).

18. Signage displaying the name must be within the boundaries of the access way or as agreed on private property created by the subdivision. This signage must be in reverse colours to that used by the public street name system. Supplementary signage must be fixed to the access way name blade stating that the access way is 'Private Access' and 'No Exit'.

19. All costs associated with the construction and maintenance of the access way may not be charged to Council without specific written approval.

Effects and Risks

The effects of this policy is to give a name to access ways serving six or more properties so that communication will be improved and give better directional information to emergency services who now use GPS to give the quickest route to properties having a number and name. The use of the name 'Lane' will also indicate to Council that the caller is talking about a private access way.

The risk of not implementing this policy is that some access ways would be named and others would not. This may cause confusion and delay to essential emergency services.

Relevant Legislation

Matamata-Piako District Council is responsible for the naming of roads under the Local Government Act 1974 Section 319. There is no legislation regarding the naming of private lanes

Related Policies, Strategies or Guidelines

AS/NZS 4819:2003 Geographic information – Rural and Urban addressing.
EP-36. 7/8/2009. Naming of New Roads, Renaming of Existing Roads and Naming of Private Lanes.

Audience

Council staff and the community.

Measurement and Review

This policy will be reviewed every three years by the Asset Manager – Strategy and Policy.

Authorisation

Authorised by: Susanne Kampshof
Asset Manager – Strategy and Policy
Matamata-Piako District Council

Signed:_____ _____
(Divisional Manager) (Department Manager)

Road Naming off Florence Drive in Morrinsville

Trim No.: 2072477

Executive Summary

Council is asked to approve the new private road name Gulati Lane. This new private road has come about due to the subdivision of 15 Florence Drive, Morrinsville creating 6 house lots.

Recommendation

That:

1. **The report be received;**
2. **That Council accept the new road name for a private access way Gulati Lane**

Content

Background

Council granted consent for a subdivision at 15 Florence Drive, Morrinsville.

A short length of right of way/access that services six lots requires a road name to comply with Land Information New Zealand (LINZ) requirements.

Issues

Proposed Name	Existing Streets or Roads with the same names
Gulati Lane	No other
Onil Gulati Lane	No other
Onil Lane	No other

Note: Onil Gulati Lane is outside of our Road Naming Policy without any significant reasoning.

Analysis

Options considered

The 3 Proposed names in order of preference for naming the one private lane are:

	Proposed Name	Reason for choosing the name
1	Gulati Lane	Gulati is the Family name.
2	Onil Gulati Lane	Patriarch of the Gulati Family
3	Onil Lane	As above

Analysis of preferred option

1 Gulati Lane

Impact on policy and bylaws

The preferred proposed Road name aligns with Councils policy. It is a single word name and there are no other similar named roads in the district.

Communication, consultation and decision making processes

There has been no consultation with Iwi or Te Manawhenua. This will be a private road. Therefore the naming of this road is purely to adhere to Land Information NZ requirements. As a single, private road, Council's responsibility is to ensure the road name avoids confusion or disruption to traffic flow and enables addresses to be issued.

Timeframes

It is preferred to have the private road name approved by Council prior to 224 of the subdivision being awarded.

Contribution to Community Outcomes

Financial Impact

i. Cost

Developers expense to supply, install and maintain road sign in Council format.

Attachments

A. Florence Drive

Signatories

Author(s)	Raymond Short **Roading Asset Engineer**	

Approved by	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Manaia Te Wiata **Group Manager Business Support**	

Sign in
Gummer Pl
Clifford St
Snell St
Young St
Bexley Way
Lorne St
Morrice Ave
Page St
Lear St
Spence Pl
Maber Pl
Florence Dr
McPhers
3D

Road Naming Ancroft Subdivision in Matamata

Trim No.: 2072482

Executive Summary

Council is requested to approve the road names Ancroft Drive and Summer Eve Place that have occurred as a result of the Ancroft Subdivision in Matamata.
Refer to the attachment for the location of the roads.

It is recommended that the Council accept the proposed road names.

Recommendation

That:

1. **The report be received.**
2. **That Council accept the proposed road names Ancroft Drive and Summer Eve Place as a result of the Ancroft Developments Subdivision in Matamata.**

Content

Background

Mr Philip Brown and Mrs Kathryn Brown would like the following road names submitted to Council for approval. The road names are for two new roads in Ancroft Developments subdivision that come off their extension of Kaimai Drive, Matamata.

Main road off **Kaimai Drive**:

Road 1 – continuation of **Kaimai Drive**

Road 2 – **Ancroft Drive**. Ancroft is the name of the horse stud that that has operated on the site for several generations.

Road 3 – **Summer Eve Lane**. This is the name of the horse stud's first award winning brood mare.

Issues

Proposed Name -	Existing Streets or Roads with the same names
Ancroft Drive	Ancroft Street, Papakura
Summer Eve Place	No other "Summer Eve"

Ancroft Drive is in-line with Council's Naming of Roads and Private Right of Ways.

Summer Eve Place is outside of Council's Naming of Roads and Private Right of Ways with regards to having two words in the name. As this name is the name of an award winning brood

mare it is inappropriate to use a single word. We request dispensation from this condition in this instance.

Both of the roads are to be public and vested in Council.

Options

There are two roads to be named.

1. Council accepts the proposed road names.
2. Council declines the proposed road names.

Impact on policy and bylaws

There is a minor discrepancy with one of the proposed Road names alignment with Councils policy. Summer Eve Place is not a single word name where as Ancroft Drive is a single word road name and there are no other similar named roads in the district.

Communication, consultation and decision making processes

Te Manawhenua Forum have approved the proposed names.

Consent issues

The Naming of vested roads is part of a resource consent condition.

Timeframes

The road name needs to be approved by Council prior to 224 of the subdivision is awarded.

Attachments

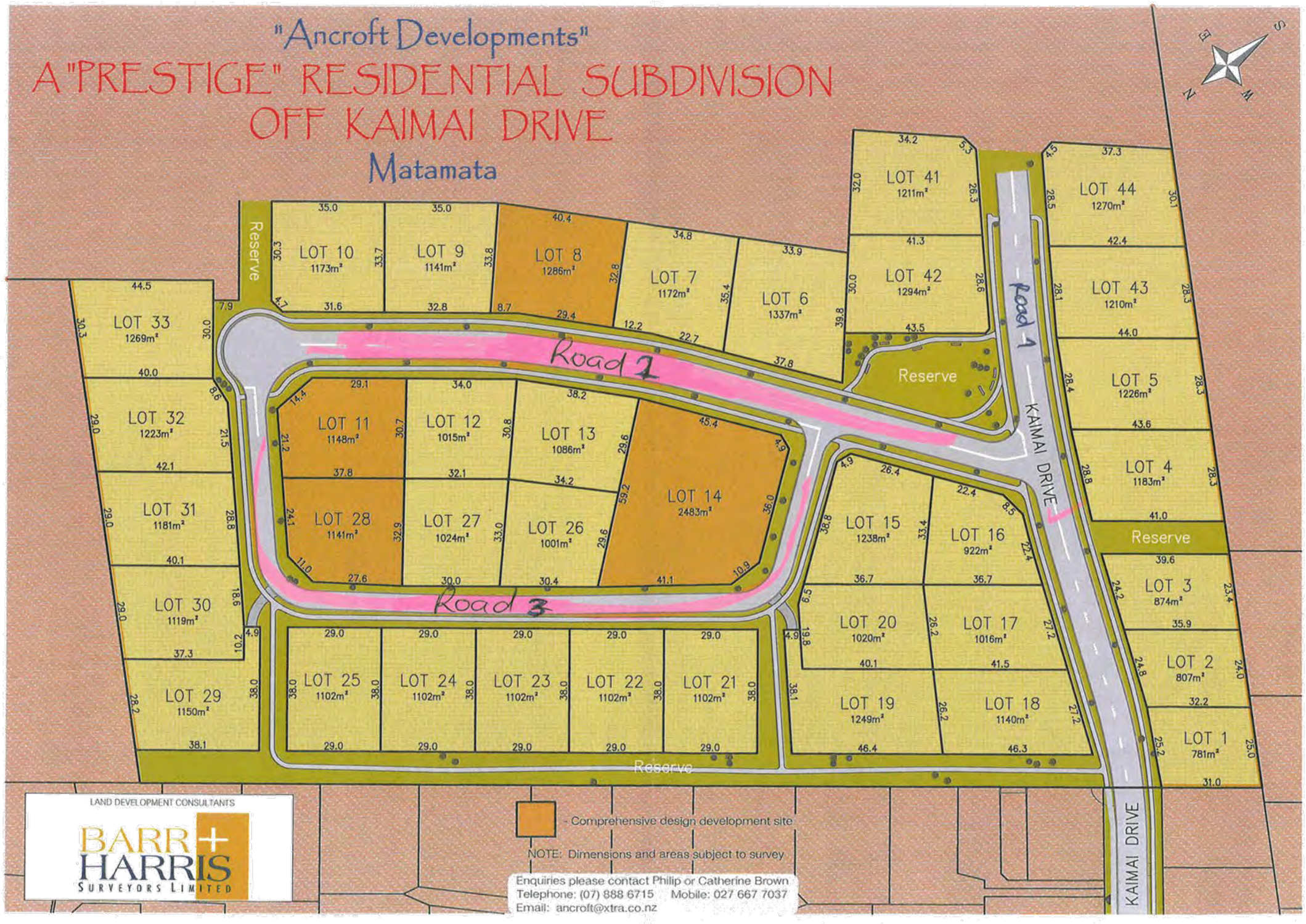
A. Ancroft

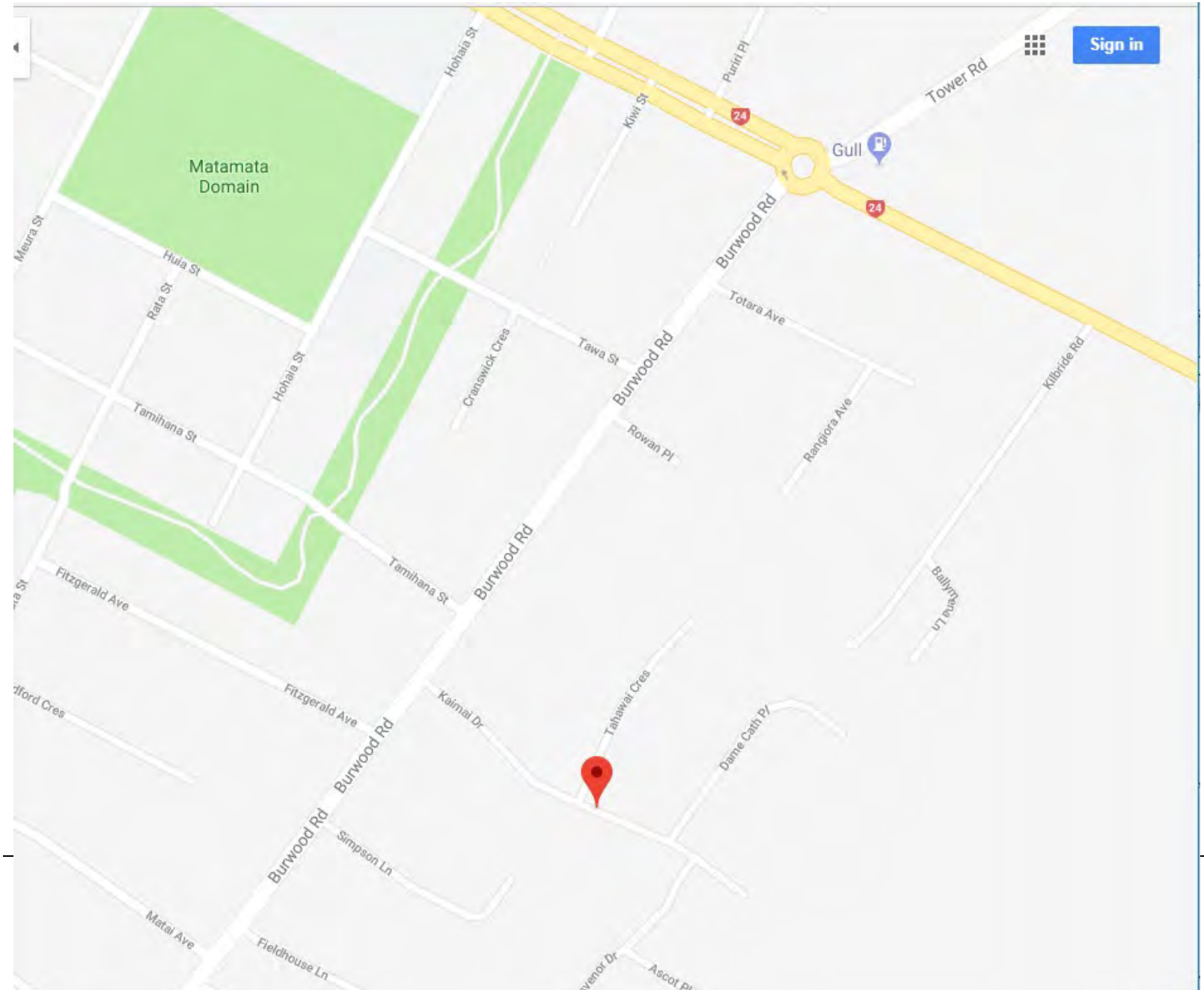
B. Ancroft Location

Signatories

Author(s)	Raymond Short **Roading Asset Engineer**	

Approved by	Susanne Kampshof **Asset Manager Strategy and Policy**	
	Manaia Te Wiata **Group Manager Business Support**	


"Ancroft Developments"
A "PRESTIGE" RESIDENTIAL SUBDIVISION
OFF KAIMAI DRIVE
Matamata
Reserve
LOT 10 1173m²
LOT 9 1141m²
LOT 8 1286m²
LOT 7 1172m²
LOT 6 1337m²
LOT 41 1211m²
LOT 42 1294m²
LOT 44 1270m²
LOT 43 1210m²
LOT 5 1226m²
LOT 4 1183m²
LOT 33 1269m²
LOT 32 1223m²
LOT 31 1181m²
LOT 30 1119m²
LOT 29 1150m²
LOT 11 1148m²
LOT 12 1015m²
LOT 13 1086m²
LOT 14 2483m²
LOT 28 1141m²
LOT 27 1024m²
LOT 26 1001m²
LOT 25 1102m²
LOT 24 1102m²
LOT 23 1102m²
LOT 22 1102m²
LOT 21 1102m²
LOT 15 1238m²
LOT 16 922m²
LOT 20 1020m²
LOT 17 1016m²
LOT 19 1249m²
LOT 18 1140m²
LOT 3 874m²
LOT 2 807m²
LOT 1 781m²
Road 1
Road 2
Road 3
KAIMAI DRIVE
Reserve
Reserve
Reserve
LAND DEVELOPMENT CONSULTANTS
BARR + HARRIS
SURVEYORS LIMITED
- Comprehensive design development site
NOTE: Dimensions and areas subject to survey
Enquiries please contact Philip or Catherine Brown
Telephone: (07) 888 6715 Mobile: 027 667 7037
Email: ancroft@xtra.co.nz


Sign in
Matamata Domain
Hohaia St
Kiwi St
Puriri Pl
Tower Rd
Gull
24
Burwood Rd
Meura St
Hula St
Rata St
Totara Ave
Tawa St
Cranswick Cres
Kilbride Rd
Rangiora Ave
Rowan Pl
Tamihana St
Fitzgerald Ave
Kaimai Dr
Tahawai Cres
Dame Cath Pl
Ballymena Ln
Simpson Ln
Matai Ave
Fieldhouse Ln
Ascot Pl

Item 6.8

Attachment B

Enviroschools Presentation

Trim No.: 2073065

Executive Summary

Representatives from Enviroschools in attendance to present their Annual Report to Council as part of Council and Enviroschools Toimata Foundation Long Term Plan 2018-28 funding agreement.

Recommendation

That:

1. The information be received

Analysis

Consistency with the Long Term Plan / Annual Plan

As part of the funding agreement for Enviroschools, they must present their annual report to Council in order to fulfil the contractual conditions of the agreement.

Financial Impact

i. Cost

Toimata Foundation funding is included within our Long Term Plan with $11,000 in 2018/19, $12,000 in 2019/20 and $13,000 in 2020/21 granted.

Attachments

A. Enviroschools Annual Report Jan 2017-18

Signatories

Author(s)	Meghan Lancaster **Committee Secretary**	

Approved by	Sandra Harris **Acting Strategic Policy Manager**	
	Don McLeod **Chief Executive Officer**	

Item 6.9

Attachment A

Report to Matamata-Piako District Council

File No:	18 02 00
Date:	9th July 2018
To:	Sandra Harris
From:	Ruairi Kelly –Senior Education Advisor
Subject:	**Enviroschools Waikato Region Enviroschools Annual Report 2017 To Matamata-Piako Council**

Overview of the Enviroschools Programme

The Enviroschools Programme was launched nationally in 2001 with its background in the Waikato region. As the programme continues to be developed and supported by the Toimata Foundation, Enviroschools is supported by a network of stakeholders with councils making up the core of the network. It is based on the principle of sustainability and the programme aims to integrate environmental education into the whole of school life.

The guiding principles of Enviroschools are - Empowered Students, Sustainable Communities, Learning for Sustainability, Maori Perspectives and Respect for the Diversity of People and Cultures, and deepen the connections between them through inquiry learning.

The key values are:

- a sense of place – the whole school environment is a learning resource
- a participatory environment – involving the whole school community, including students, teachers, caretakers, boards of trustees, families / whanau and the wider community
- a sense of purpose – students are inspired to create a healthy, peaceful and sustainable school.

These values are indicative of the programme's strategic alignment and desired outcomes of both the Waikato Regional Council and local authorities such as Matamata-Piako District Council. As a result, the partnership continues to witness community integration between localised student experiences and Enviroschools' learning opportunities.

Matamata Piako District Enviroschools Programme

Currently 10 schools in the Matamata Piako district programme, which sees more than 1200 youth empowered to become active environmental citizens with a deep connection to their community and environment. The programme is working across Year 1-13 students from the Matamata Piako district, and spans all social demographic areas. In addition the network includes centres from the Waikato Kindergarten Association and Central Kids Kindergartens who self-facilitate the programme. Inquiries have been received by WRC around the Enviroschools programme, from Te Aroha Kindergarten Association and other schools, which indicates the demand and appetite of local schools for integrated environment community education, mirroring the wider commitment and leadership shown by Matamata Piako District Council in this space.

Below are the specific units and areas of concentration for the schools involved in 2017

Doc # 12726412

(Key: *** Significant Sustained Action, ** Actions Established * Actions developed

School	Waste	Water	Biodiversity	Food	Energy	Building	Enviroschools Networking	Achievement Status
Elstow-Waihou School	**	**	**	***	*		*	Silver
Firth School	**	**	***	***	*		*	Bronze
Hinuera School	**	**	***	***	*		*	Bronze
Kiwitahi School	*	*	**	**			**	
Manawaru School	***	**	**	**			**	Silver
Motumaoho School	*	*	*	*			**	
Stanley Avenue School	*	*	*	*				
Tatuanui School	***	***	***	**			***	Green-Gold
Te Aroha Primary School	**	**	**	***			**	Silver
Te Poi School	*	*	**	*			*	Bronze

Reflection Enviroschools Holistic Reflections

Holistic Reflection is an essential part of an Enviroschools journey and allows a decision to be made about a centre or school having a close fit to a particular Enviroschools Reflection Statement. – Bronze, Silver and Green Gold.

It is a robust process of reflection, discussion and future planning based on evidence of the centre or school's journey so far, the current situation, and a deepening understanding of, and commitment to, sustainability.
Invitations to participate in the reflection day and celebration days are sent to Councils to reflect the support that Councils give schools and are a good opportunity for Council members and staff to engage with Enviroschools and witness the programme in action.

2017 Focus for Region – *Catalysts for Change….*

The Waikato Enviroschools team provided resources to inspire connection with the question that drove the establishment of Enviroschools: "What if school could be a place that empowers young people to design, plan, take action **and lead the change** - in their classrooms, in their schools, in their neighbourhoods, in their country?"

Teacher workshops provided were based around the focus and the Inquiry 'Action Learning Cycle Model' as well as; sustainable community clusters, case studies and links via the blog and Facebook page that met a range of needs. The Focus culminated in three Children Events around the Region during September attended by over 300 students from over 35 schools.

2018 Regional Focus –*Using the Enviroschools theme Areas –Living Landscapes, Water of life & Zero Waste.*

This involves learning about these themes through a range of activities such as sensory experiences, scientific investigations, exploring cultural knowledge and quantitative audits. The Theme Areas are designed to be used alongside the Enviroschools Kit, and the resources in it can guide the planning, action and reflection process.

The Waikato Enviroschools team have focussed on the school and community-based interaction with these theme areas including;

- how our current waste management creates problems
- designing for Zero Waste, fresh, clean water is a relatively scarce resource
- people can work with nature to create healthy water
- people value and change landscapes in different ways
- how to co-create & care for Living Landscapes

Next Steps identified for the Enviroschools Programme in Matamata-Piako

1. Facilitate local teacher's day workshop around delivering the new Theme Area kit of 'Water of life', 'Zero Waste' and 'Living Landscapes'.
2. Facilitate 'Termly' cluster meetings or excursions: visiting significant ecological sites and meeting local care/action groups / General cluster meeting hosted by Green-Gold or Silver Enviroschool (after school).
3. Re-engagement workshop for Stanley Ave and support Green Gold Reflection at Te Aroha
4. Support Te Aroha Primary with their Water inquiry and planning for riparian planting mid-year.
5. Support Manawaru with plans for continued development of gully and possibly becoming a Trees for Survival School.
6. Meeting between MPDC Enviroschool facilitators Alex Daniel, Beccy Dove & Anita Richmond

In conclusion, the value of the Enviroschools Programme continues to be evidenced in the contextualised learning and behaviour change outcomes across participating schools. Please refer to Appendix 1 that refers to the experiences and work undertaken by Enviroschools in the Matamata-Piako district.

APPENDIX 1
Sharing the Outcomes

Elstow-Waihou – Silver
Enviro-projects are a strong part of the culture of the school. Students maintain an integrated food garden, worm farm, chickens are an important part of the school. The school is continuing to develop its orchard, class gardens and produce is regularly shared with students and families including growing kumara and student learning around traditional Māori practices. There is ongoing development of native area on school grounds. A relationship with a local farmer provides opportunities for the school to get involved in riparian planting and learn about water issues.

Firth Primary School – Bronze

Firth Primary school vegetable garden has been extended with rain water harvesting and they now have chickens, with all classes using gardens for creating school meals. Vegetables are sold to the school community and funds help to purchase resources for the garden. Biodiversity is explored by work in Native plantings and garden, students potting on, weeding, building insect habitats, pest mitigation in gardens and weeding. They plan on a bee-friendly garden for 2018. There is also interest in investigating local water issues. Zero waste practices are being maintained –with worm farms. Composting, paper recycling, and a plan for curriculum integration 2018. The school has developed a visual Enviro-Journey on permanent display in the school hall which allows students and staff to see changes over time. They are very proud of it.

Hinuera Primary School - Bronze
Te Ao Maori has been a major area of focus for staff professional development. The school is continuing to build knowledge of Maori culture integrating kai and Healthy eating. Redevelopment of class rooms has led to improving energy efficiency. Waste has been a focus for 2017, with a waste audit conducted and followed up with curriculum focus, sustainability unit and a student presentation. They would like to explore further options regarding waste reduction.

Kiwitahi School
Kiwitahi have been focusing on the role of bees, their impact on the environment and issues bees face. This has been followed up by the introduction of leaf cutter and bumblebee hives on site at school. Some small vegetable gardens have been developed by the children, and chickens are now part of the school. They also took part in the Karapiro Children's Day, and were involved in activities like making reusable cloth bags as an alternative to plastics (pictured). In 2018, they are looking to build learning and action in school native area, with a native forest planned, bee-friendly planting & connecting with apiculture specialists; continuing learning about reducing the waste output of the school, by contacting MPDC regarding recycling options, waste infrastructure, providing a petition/letter writing opportunity for students.

Manawaru - Silver
A highly engaged Enviroschool with the kaupapa ingrained in curriculum and everyday learning. A good degree of community involvement. The senior students manage a zero waste draw weekly at assembly. Food waste goes to the worm farm or in a pig bucket. An edible garden and orchard is maintained by students and a community helper. The main project in the pipeline is the gully and the school is looking at coming on board to the Trees for Survival Programme. Working in with Waikato Regional Council and the Enviroschools Facilitator on this.

Motumaoho School
The Principal wants to develop a gully restoration plan and set up long term plan for learning and action of stream biodiversity. A school vegetable garden is being developed with children, complemented by a school orchard, to continue and expand. There has been a focus on water health after concerns with bore water which will lead into a riparian and stream study focus and looking into funding options for rainwater catchment. The school has paper recycling but would like to explore waste issues further with a waste audit, worm farm and further detail into recycling options in the area.

Stanley Avenue
Contact was re-established with a new Lead teacher in term 3 and solid next steps set towards re-engagement. Decisions will need to be made within the school as to the long term commitment to the programme or freeing resource for a different school.

Tatuanui School – Green Gold
Tatuanui is a highly engaged Enviroschool and sustainability is woven into all aspects of the curriculum. The school is involved in growing on native seedlings and planting out each year as part of wetland restoration at Wallace Corporation Waitoa site. The school is very water conscious school as they rely on pump water which can potentially run out. Food gardens are well established and related practices maintained. The community can buy produce from the gardens for the enviro funds to buy more seeds for the gardens. A school orchard is established. Composting – is part of daily student duties. Children take organic waste from around the school, any food that cannot go in

the worm bins, shredded paper, weeds, grass clippings, leaves. Worm Farm practices work well and Worm juice used on the gardens and trees. The school is working with Ngati Haua to develop better relationship with our Maori Community. Matariki celebrated with community.

Te Aroha Primary School – Silver

Te Aroha Primary is working towards reflection at Green-Gold. Class food gardens used by different areas of school – vegetables sold, used by classes in cooking or given away to school families. An Envirogroup attended the Enviroschools Children's Day at Karapiro. Composting systems in school are running well. Facilitated staff meeting to look at water resources and begin to plan inquiry around water for 2018. The school aim to engage in riparian restoration of Tunakohia Stream for 2018 and beyond. Small group of students with teacher have already begun to research this and do water testing there.

Te Poi - Bronze

There has been development of the school vegetable garden; flax weaving; riparian planting and nature activities. This has proven to be a hugely popular and effective way of involving students and families in enviro-type projects with adults from the school community sharing specialist skills children. Te Poi School undertakes part in an annual riparian planting project on the local Moss Farm, with potential learning by undertaking a stream study on site 2018. They have had trips to Maungatautari & Otorohanga, as part of exploring 'Our Place' within the Living Landscapes Theme area. They have a new worm bin providing worm juice for the school gardens and have extensively planted fruit trees this year with help from the Avis Leeson fruit trust.

Item 6.9

Attachment A

Community Grants 2018/19 First funding round

Trim No.: 2074142

Executive Summary

Council has a Community Grants Policy to administer the $30,000 contestable grant. The first of two funding rounds held each year was open between 1 August and 5 September 2018 where Council invited applications to the fund. In total 35 applications were received. Councillors determined the outcome of the applications at their respective ward meetings.

The purpose of this report is to provide information on the allocations for the first funding round of 2018/19.

Recommendation

That:

1. The information is received.

Content

Background

Following the disestablishment of the Community Boards, Council adopted the Community Grants Policy (Policy) on 11 June 2014 to guide the administration of the $15,000 contestable grant.

At its meeting of 26 July 2017, Council adopted the revised policy and approved an increase to the total budget per year to $30,000, with $10,000 available for each ward of Matamata, Morrinsville and Te Aroha. The new Policy and budget became effective immediately (2017/18 financial year).

The $30,000 contestable fund is shared evenly among the wards and is distributed in two funding rounds held in approximately August and February each financial year. Council resolved to carry forward leftover funding from last year's funding round. This gave each ward the ability to use any extra funding across the next two funding rounds, bringing Matamatas total to allocate to $11,905, Morrinsville, $17,429.25 and Te Aroha $16,494.24

The Policy gives delegated authority to the ward Councillors to determine the outcome of applications received that are relevant to their ward. The results of each application are to be reported back to Council.

Issues

In total 35 applications were received throughout the district – 18 from Matamata, 10 from Morrinsville and 7 from Te Aroha.

Summary follows of the applications received, and the funding decisions by the respective ward Councillors.

Matamata Ward	Funding towards	Amount requested	Amount granted	Reason for decline
Matamata Household Budget Advisory Service Inc	Santa's grotto	$500.00	0.00	Prioritising organisations that do not receive govt funding/fund over subscribed
Matamata Geriatric Day Care	End of year Christmas Celebration	$250.00	$250.00	
Matamata Recreational Gymnastics	Purchase new safety equipment	$2,000	0.00	Previous funding received/fund over subscribed
Matamata Public Relations Association	Provide x30 Christmas and 'welcome' flags to decorate Matamata	$2,300	$2,300	
Matamata Hearing Association Inc	Advertising campaign	$880	0.00	Not prioritising advertising campaigns/fund over subscribed
Matamata Christmas Choir	Pay for conductor's travel expenses	$665	0.00	Ineligible -operating expenses
Matamata Bible Church	Create Play area for children	$2,500	0.00	Limited accessibility to the wider community/fund over subscribed
Matamata Baptist Church	Provide Community Dinners	$2,500	0.00	Difficult to delineate from other Baptist Church projects
Matamata Citizen's Band Inc.	Fundraising for "festival of music" and Christmas carolling	$1,198	$600	Partially granted - fund over subscribed
Transition Matamata	"Bee Fruitful" (fencing fruit trees)	$500	$500	
Matamata Community Food Bank	Travel expenses of employee and purchasing food supplies	$2,500	0.00	Ineligible - operating expenses
St Andrews Presbyterian Church	Construct safer driveway	$2,500	0.00	Limited accessibility to the wider community/fund over subscribed
Matamata Primary School BOT	Upgrade court facilities	$2,232.96	0.00	Prioritising organisations that do not receive govt funding/fund over subscribed
SeniorNet Matamata Inc.	Provide IT assistance to elderly	$1,000	$1000	

Te Ohaki Whanau Matamata	Tirohanga Matakite Project - uncover historic account to facilitate Whakawhanaungatanga	$2,300	$700.00	Partially granted - fund over subscribed
Matamata Dramatic Society	Purchase building material to build ramps, step and safety rails	$1917.27	$500	Partially granted - fund over subscribed
Wardville Tennis Club	Upgrade LED lighting	$2,500	0.00	Funds not required this year
Matamata Equestrian Group	Portaloo and Marque Hire for Community event	$2,114	0.00	Previously received funding/fund over subscribed
Total funding requested/allocated		**$30,357**	**$5,850**	
Remaining budget for funding round February 2019 - $6,055				

Morrinsville Ward	Funding towards	Amount requested	Amount granted	Reason for decline
Morrinsville Kiwanis Club	One Day Fun Day 2018	$800	$800	
Morrinsville Agricultural & Pastural Association	Advertising/promotion of the Morrinsville A & P sw 2018	$2,500	$2,000	Partially granted – For stuff advertising. Fund over subscribed
Morrinsville Rugby Football Union	Research history of Morrinsville Rugby Union for Centennial	$1,500	$750	Partially granted – For seed funding. Fund over subscribed
Morrinsville Care and Craft Charitable Trust	Funding travel and entertainment	$400	$250	Partially granted – travel not funded. Fund over subscribed
On the Edge Youth Empowerment	Provide for on the Edge Youth empowerment program	$2,500	$500	Partially granted – For vouchers due to other funding stream being available. Fund over subscribed
Morrinsville Baptist Church	Provide, budgeting, counselling, youth programmes etc.	$2,340	$500	Partially granted – For vouchers due to other funding stream being available. Fund over subscribed
Morrinsville Knitter Knatters	Provide knitted items for the community from donated wool	$1,000	$500	Partially granted. Fund over subscribed
No 31 Squadron Air Training Corp (Morrinsville)	Plan overnight tramps for cadets	$2,500	$1,250	Partially funded – 10 packs funded. Fund over subscribed
Morrinsville Scout Group	Improve toilet facilities	$1,328	$1,328	

Morrinsville Lacrosse Association	Purchase set of goals	$840	$840	
Total funding requested/allocated		**$15,708**	**$8,718**	
Remaining budget for funding round February 2019 - $8,711.25				

Te Aroha Ward	Funding towards	Amount requested	Amount granted	Reason for decline
Te Aroha Family Budgeting Services Inc.	Money Mates Initiative	$300	$300	
Te Aroha Scout Group	Fund Attendance of CNI Summer Camp	$500	$500	
Our Village Garden - Te Teke o Te Aroha Inc	Purchase garden mix for raised vegetable gardens	$798	$798	
Te Aroha and District Riding for the Disabled	Replace alarm to achieve insurance compliance	$840	$840	
Te Aroha Domain day	Domain day activities	$1,000	$1,000	
Te Aroha Croquet Club Inc.	Purchase new fridge/freezer	$988	$500	Group in strong financial position so can self-fund some of fridge/freezer
Future Te Aroha	New Laptop and projector	$970	$970	
Total funding requested/allocated		**$5,396**	**$4,908**	
Remaining budget for funding round February 2019 - $11,586.24				

Communication, consultation and decision making processes

The funding round was advertised in the local papers, on our website and an e-newsletter was sent to the Grants and Funding mailing list. The funding round was open between 1 August and 5 September. Councillors assessed the applications at ward meetings on or before 26 September. All applicants were contacted within a week of the ward meetings.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Meghan Lancaster **Committee Secretary**	

Approved by	Sandra Harris **Acting Strategic Policy Manager**	
	Don McLeod **Chief Executive Officer**	

Annual Declarations Of Interest

Trim No.: 2071657

Executive Summary

Each year we require elected members and other key management personnel to complete an annual declaration of their interests. This is in order to assist members in complying with the Local Authorities (Member's Interest) Act 1968, and to assist Council staff to compile the Annual Report disclosure on related party transactions.

Declaration of interest forms will be circulated separately to elected members and should be completed and returned to the Committee Secretary by 14 November 2018.

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Larnia Weir **Deputy Finance Manager**	

Approved by	Manaia Te Wiata **Group Manager Business Support**	
	Don McLeod **Chief Executive Officer**	

Item 6.12

2017/18 State of the Environment Report

Trim No.: 2073327

Executive Summary

The Matamata-Piako District State of the Environment Report has been updated with 2017/18 information. Council planning staff will be in attendance to give a presentation on the draft report, which has been circulated separately, and councillor comment is invited before the report is finalised.

Recommendation

That:

1. That the report be received.

Content

Background

The Matamata-Piako District State of the Environment Report 2017/18 was prepared to fulfil the requirements of section 35(2)(a) of the Resource Management Act 1991, which states that:

(2) Every local authority shall monitor—

(a) the state of the whole or any part of the environment of its region or district—

(i) to the extent that is appropriate to enable the local authority to effectively carry out its functions under this Act.

It is based on indicators developed under the 1999 Matamata-Piako District Council Environmental Monitoring Strategy and based on the 'anticipated environmental results' stated in the Matamata-Piako District Plan.

It is currently updated on an annual basis, using information from resource consents and information from Council and other agencies, and is presented on the Council website.

The District Plan contributes to the community outcomes set out below (and as reported in the 2016/17 Annual Report):

Community Outcome	Rationale	Level of service	How we measure performance
4 c) Council will protect and regenerate our native flora, wetlands and significant natural features. 4 d) The adverse effects of development, industry and farming will be managed, monitored and minimised.	Monitoring and reporting on the state of our environment allows us to identify if we are achieving our objectives to protect the environment and highlights any issues	We will provide an annual update on progress on land use and development, and the protection of natural and physical resources of the district.	State of the Environment monitoring reports will be updated on Council's website each year.

4 e) High quality soils in our district will be protected.	that need to be addressed during District Plan reviews.		

Council must publish the State of the Environment Report annually, by 20 November of each year. Council staff seek councillor feedback on the draft report, which has been circulated separately, and will incorporate changes before it is finalised and published online.

Attachments

There are no attachments for this report.

Signatories

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matamata piako district council

State of the Environment Report 2017/18

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The People in Our District

Growth

There was a 3.3 percent population growth in Matamata-Piako between 2001 and 2006, to 30,483, and 3.5 percent growth between 2006 and 2013, to 31,536. Between 1991 and 2001 the population of the district was declining.

The Matamata, Morrinsville and Te Aroha townships all increased in size between 2006 and 2013. Morrinsville increased by 6 percent, Matamata by 12.4 percent and Te Aroha by 3.7 per cent.

2013 Census figures

Total population 31,536
- Morrinsville 6,999
- Matamata 7,089
- Te Aroha 3,906

- 18% of district over 65 years of age
- 21.5% percent aged less than 15 years
- 86.3% European, 14.8% Maori
- Rural/Urban mix: 43% rural, 57% urban

In May 2017, infrastructure strategy specialists Rationale Limited delivered a review of growth projections for Matamata-Piako District Council. The main purpose of the review was to provide population, and dwelling projections for the District out to 2048. Council has adopted this report as the basis for its Long Term Plans and future District Plan Changes.

Below is an overview of the predicted population data for the District for 2018 as supplied by Rationale:

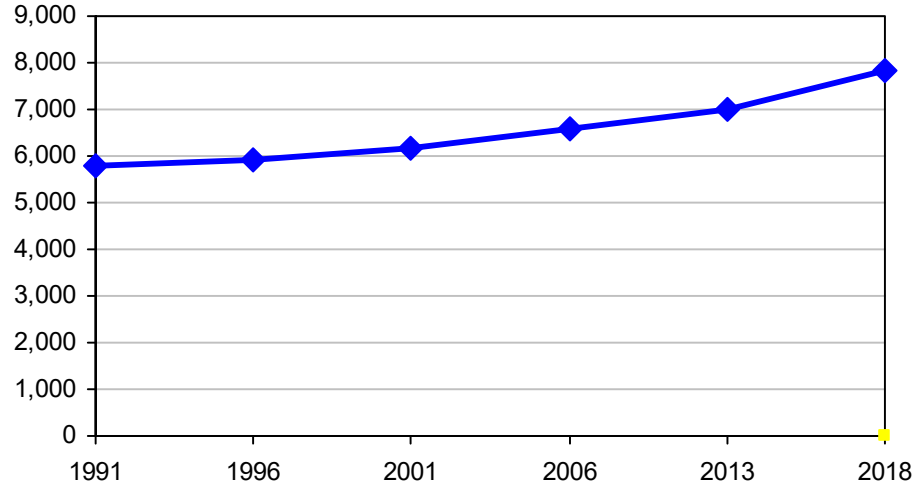
2018 Rationale medium growth projection

- Total population 34,980
- Morrinsville 7,839
- Matamata 8,297
- Te Aroha 4,258

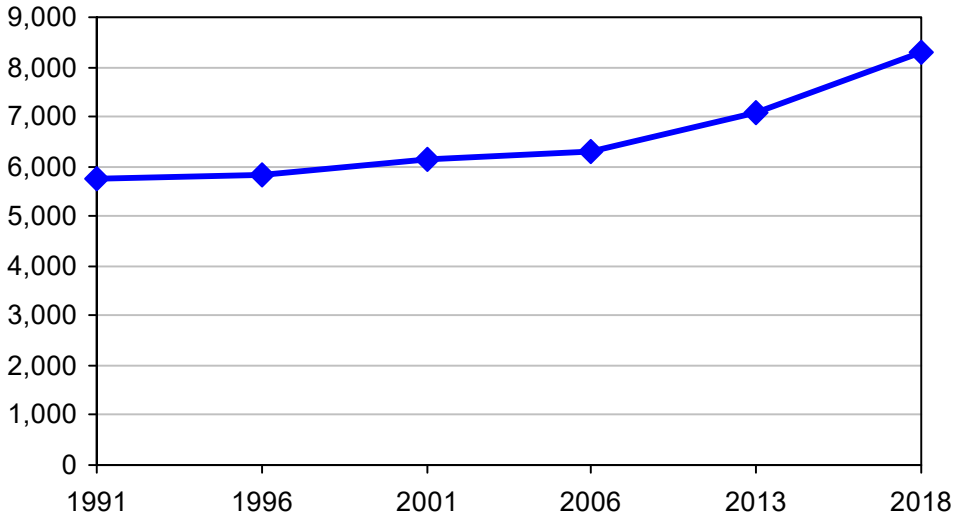
Town Populations

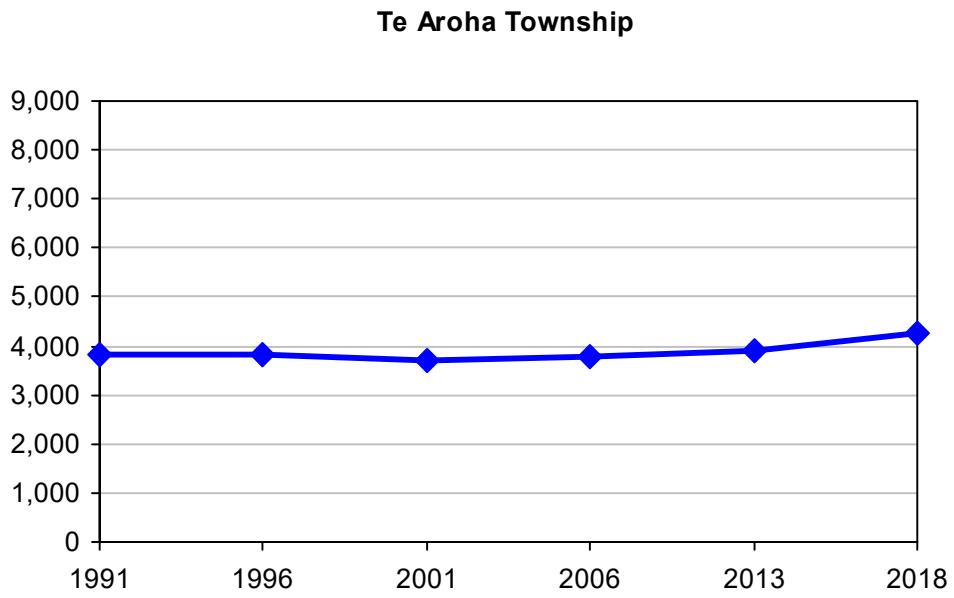
The following graphs record the population census figures between 1991 and 2013, and include the Rationale prediction for 2018 for each of our three mains towns.

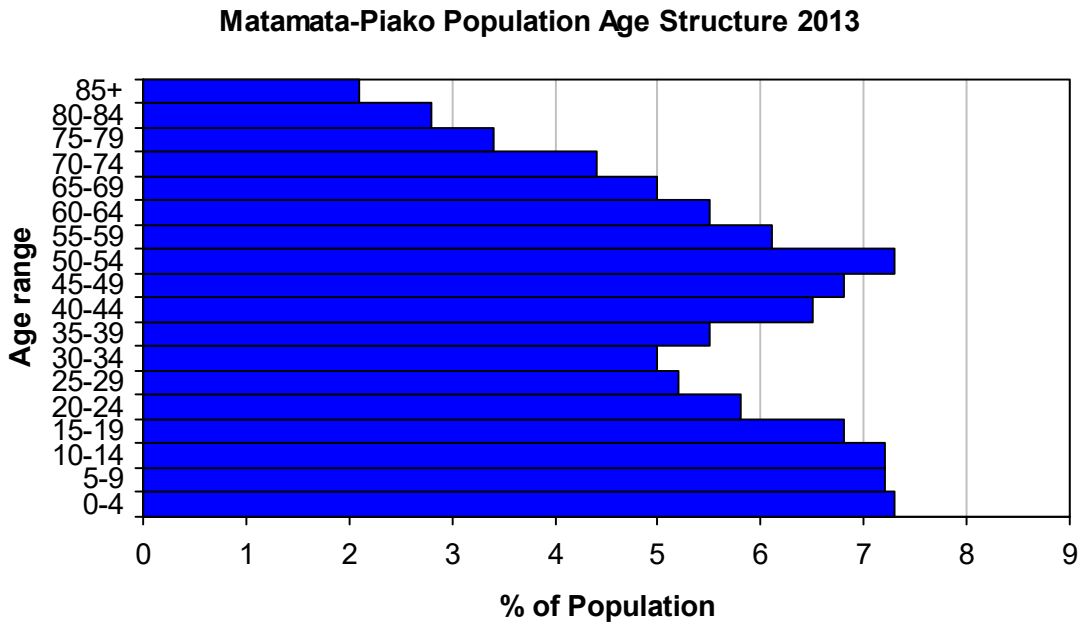
Morrinsville Township



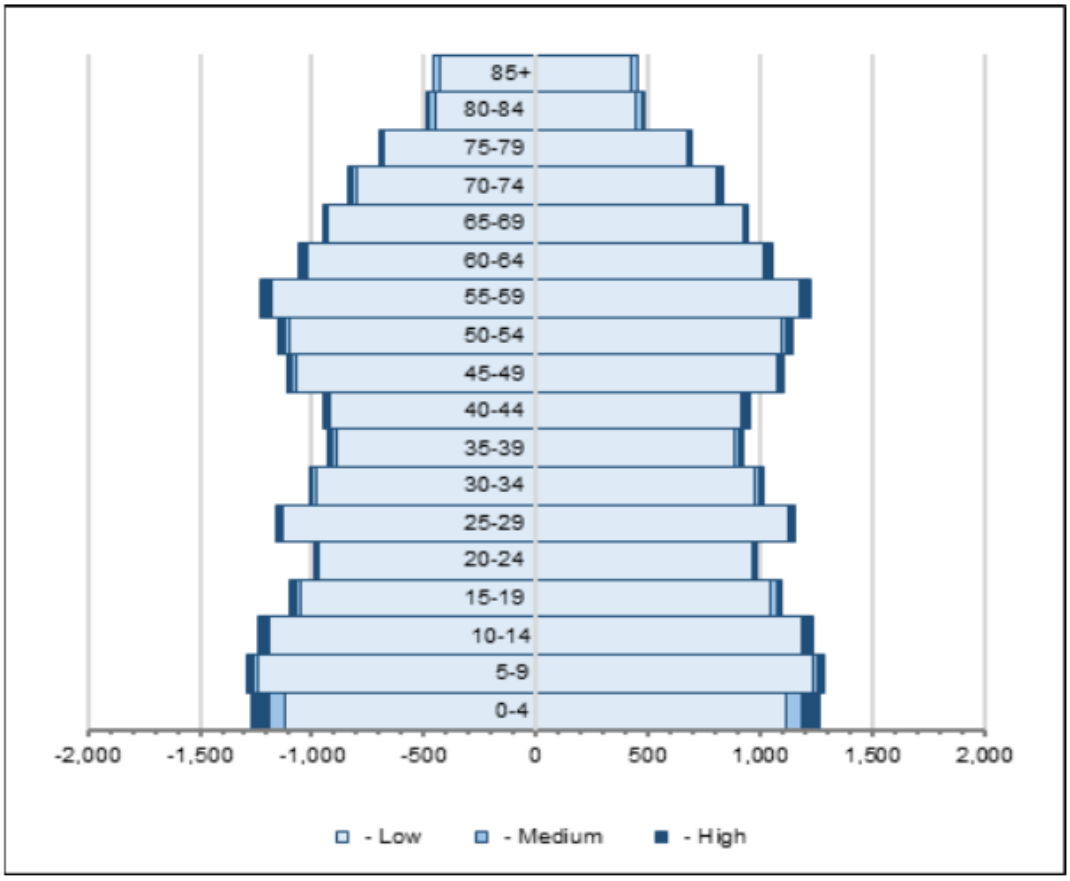
Matamata Township




Te Aroha Township
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
1991
1996
2001
2006
2013
2018

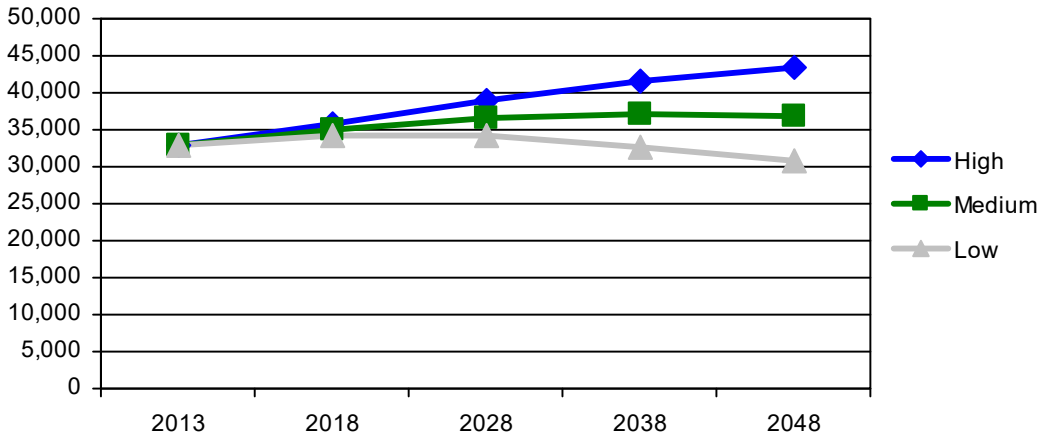

Matamata-Piako Population Age Structure 2013
Age range
85+
80-84
75-79
70-74
65-69
60-64
55-59
50-54
45-49
40-44
35-39
30-34
25-29
20-24
15-19
10-14
5-9
0-4
0
1
2
3
4
5
6
7
8
9
% of Population

Change in Matamata-Piako age structure based on projections

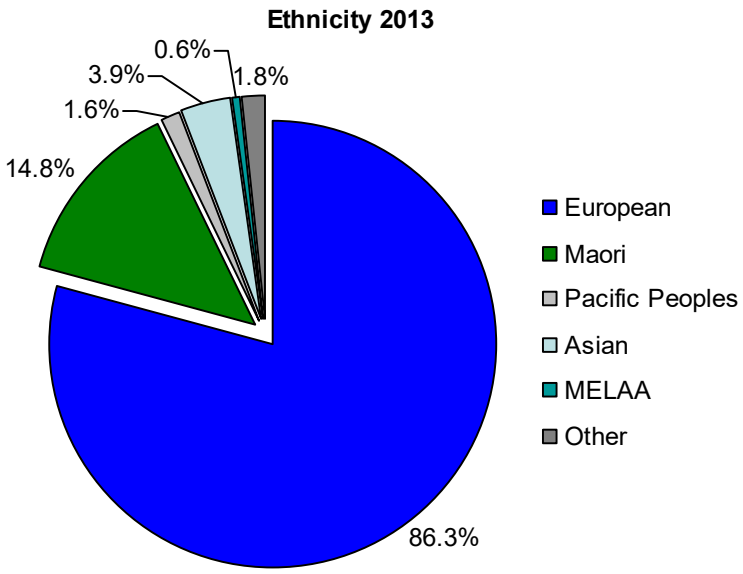


The light blue bars show the low growth scenario, darker blue the medium growth and the navy bars depict the highest growth scenario.

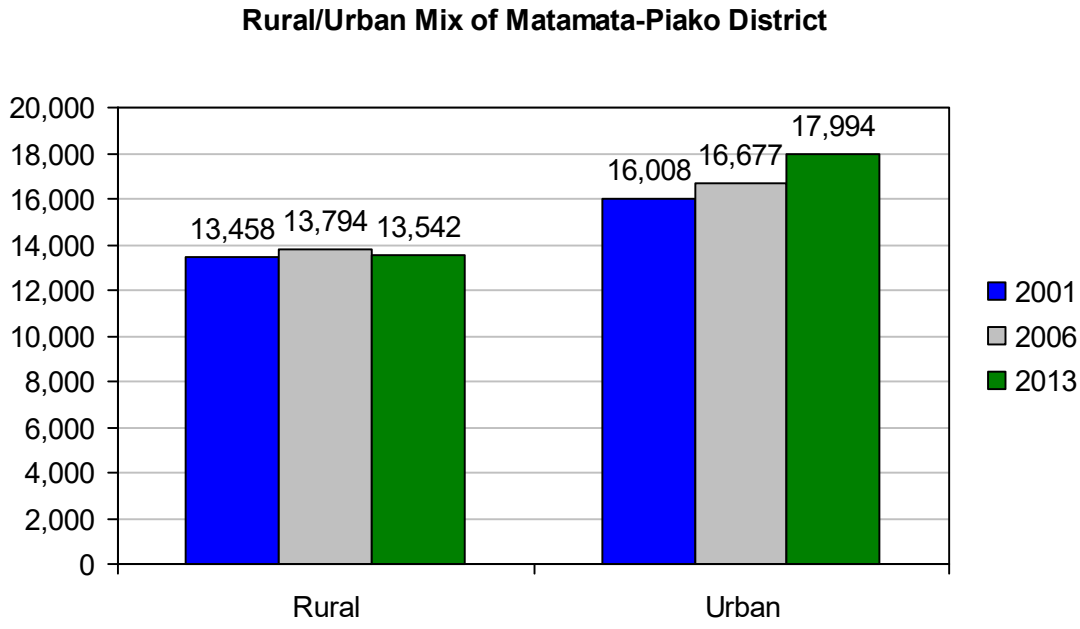
Matamata-Piako District Population projections 2013 - 2048



Source: Rationale Limited for both the above graphs



(Total percentage is greater than 100% as more than one ethnicity can be chosen



(Source of all data unless otherwise noted: Statistics New Zealand)

Useful Links
http://www.mpdc.govt.nz/MPDC Growth Projections to 2048
http://www.mpdc.govt.nz/pdf/OurCommunity/SocioDemographicProfile.pdf
http://www.stats.govt.nz

Amenity

[Amenity Indicators]

Overview

Amenity values are natural or physical qualities and characteristics of an area that contribute to people's appreciation of its pleasantness, and cultural and recreational values.

Having a safe and healthy environment for living, working and recreation is important for Matamata-Piako residents. This involves maintaining generous access to daylight and private open space, especially in urban areas. Amenity values can differ in rural areas to those in urban areas, as people in rural areas commonly both live and work on the land, and can be involved in activities that generate noise, odour, dust and other effects.

Pressures

The amenity and heritage values of Matamata, Morrinsville and Te Aroha could be adversely affected by unsuitable development. Amenity in rural areas can also be compromised by rural activities that generate noise, odour, dust and other effects.

In general, disturbance to amenity values as a result of legitimate farming activities undertaken in accordance with best practice is acceptable; however in urban areas and near large-scale rural industry, it is expected that any significant negative effects on amenity values will be avoided, remedied or minimised.

Our Situation

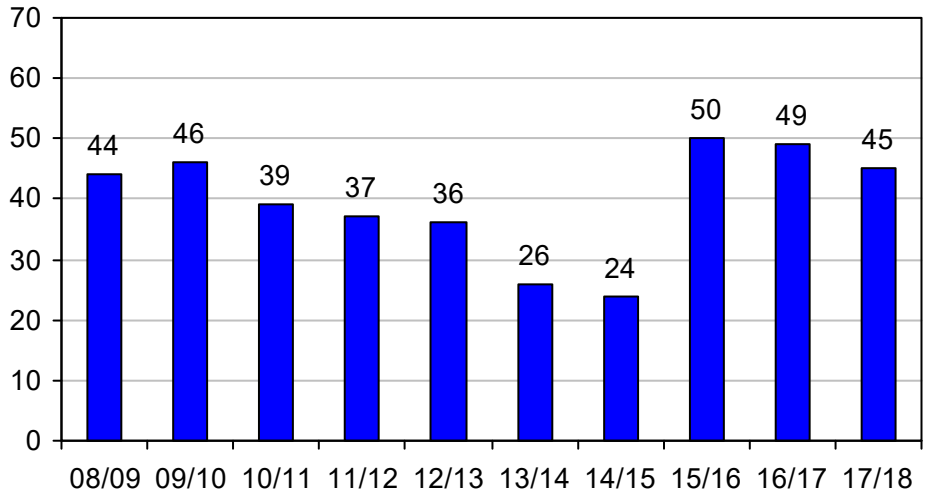
Development Controls

The number of resource consent applications to breach Council's development control rules in the District Plan had decreased since 2009/10, but increased again since 2015/16. This is likely due to the relative number of dwellings being constructed, which has increased over the past two years. In 2015/16 44 of 50 resource consents to breach development controls were for yard encroachments and in and in 2016/17, it was 40 of 49 of resource consent applications. In 2017/18, 39 of 45 consents to breach development controls were for yard encroachments. The other six consent applications were for five applications to encroach upon the height-to-boundary rules and one application to encroach on recreational space requirements. The

ongoing volume of applications to breach development control rules is in line with the overall increase in the number of building consent applications. Yard areas provide space for outdoor activities and landscaping, and also create a pattern of open space and built up space, which forms the character of the district.

The Council's Plan Change 47 – Plan Your Town reviewed the sections of the District Plan relating to the planning rules and zoning for each of the district's largest three towns and the areas around them. Rule changes included a reduction in the building setback distances from some boundaries for residential and rural-residential properties, changes to residential infill subdivision around town centres and identifying likely future urban growth areas. A hearing was held in June 2017 and a decision was notified in April 2018, allowing the plan change to become part-operative.

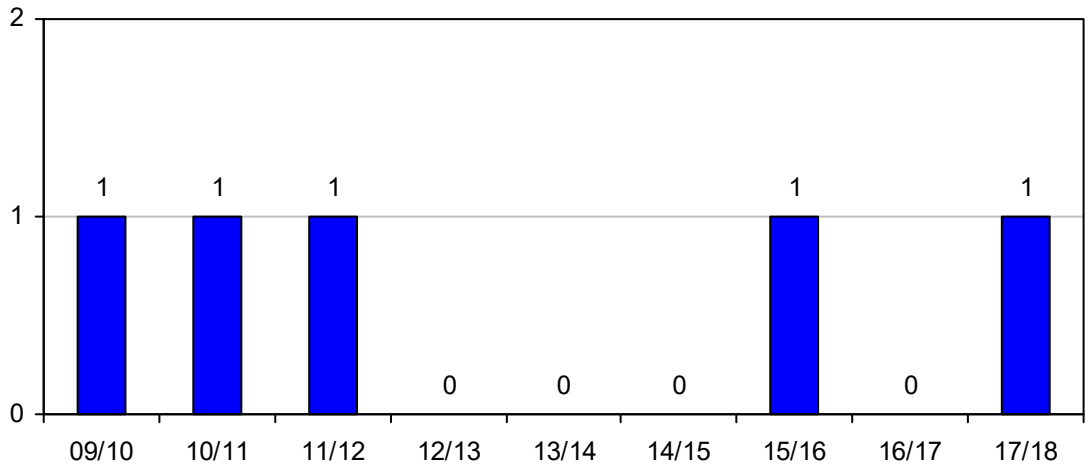
Number of resource consent applications to breach development standards (e.g. daylight admission and bulk and location requirements)



Offsite Signage

Increased signage and advertising can also impact upon the visual amenity and traffic safety of the environment; however, the number of resource consent applications for off-site signage has remained low since 2008/09. There have been only two applications received since 2012/13. One application was received in 2015/16 for a billboard in Thames Street, Morrinsville, predominantly used for community or local advertising. The only other application in the last six years was for a petrol station price display sign to be located on a neighbouring property.

Number of resource consent applications received for off-site signage

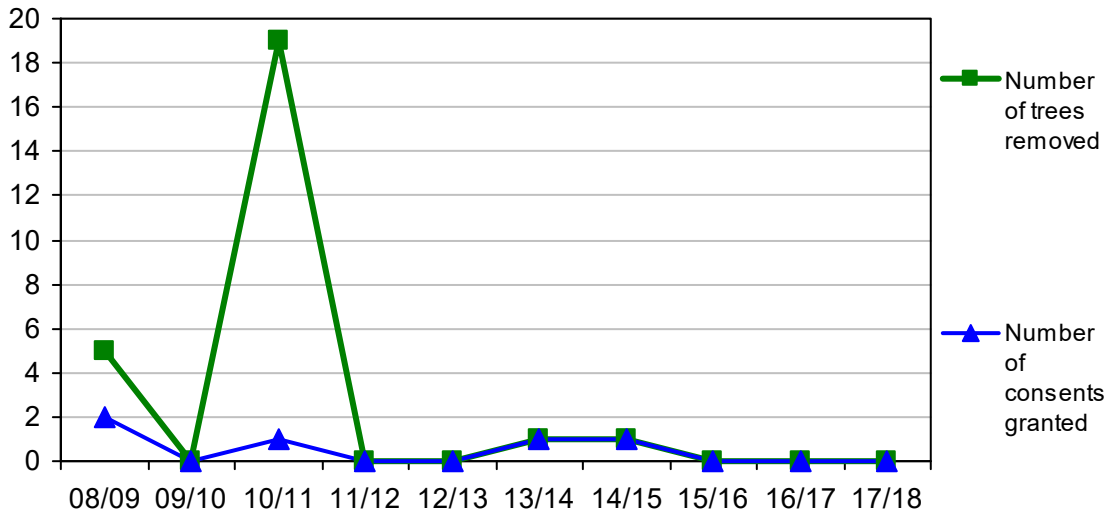


Complaints about signage can relate to the size of text, content, location and size of a sign. In 2015/16, six complaints were received about signage, four of which related to signage for business activities. 10 complaints were received in both the 2016-17 and 2017/18 years about signage; mainly about real estate or business's sandwich-board style signs.

Protected Trees

Removing trees can also have an impact on amenity values. As of 2017/18, there are 97 scheduled protected tree sites in the district. Very few resource consents have been granted for the removal of protected trees since two were granted in 2008/09, as shown below:

Number of Resource Consents granted for removal of protected trees



During 2008, Council completed a plan change to amend the tree protection provisions within the District Plan. Previously, a resource consent was needed to remove, or do any major work to any tree over 10 metres in height. This approach was deemed to be too restrictive by Council, and changes to the Resource Management Act meant that only trees specifically listed in a schedule of the District Plan could be protected.

A process was undertaken to identify those trees which added to the amenity of the district and these were added to the schedule of outstanding or significant natural features and trees and other protected items. This plan change aimed to give confidence to whether or not a resource consent would be needed to remove a tree and to remove any unnecessary restrictions. The plan change allows notable trees to be removed as a permitted activity if they were dead, dying or terminally damaged.

This has had an effect on the number of consents granted and trees removed over the past five years. The number of trees removed as a result of being considered a permitted activity has not been monitored; however, at least some trees have been removed each year under this provision.

In 2010/11 there was an application for the removal of 19 scheduled trees within a woodlot adjacent to the Morrinsville Stream, to allow for construction of a wastewater treatment plant. The trees were seen as being significant because they were part of the woodlot, not as individual trees, and replanting with 38 trees was seen as an effective mitigation measure. Resource consents were granted in both 2013/14 and 2014/15 to remove single protected trees. No resource consents were granted in 2011/12, 2012/13, or since 2015/16 to remove protected trees. However, as referred to

above, protected trees may have been removed as a permitted activity if considered by an approved arborist to be dead, dying or terminally damaged.

Two consent notices required the protection of notable trees in 2012/13. There have been no similar consent notices in the years since.

In 2014/15, Plan Change 48 – Protected Trees commenced, which reviewed the rules and provisions relating to protected trees, as well as Schedule 3 in the District Plan, which lists all protected trees in our District.

All currently protected trees were examined by an arborist, using the Standard Tree Evaluation Method to assess and score them. Council nominated a threshold score of 140 that all trees proposed for protection must meet and then held a public formal submission process in 2015/16.

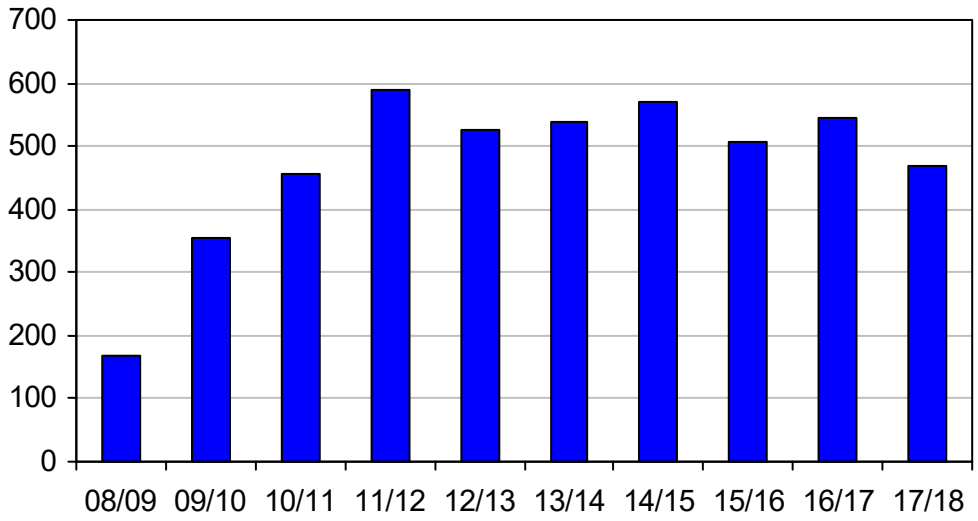
As a consequence of Plan Change 48, which became operative in 2016/17, 97 individual or groups of trees achieve the threshold of 140 and have been protected by Schedule 3A the District Plan. 129 trees or groups of trees were removed from the schedule and are longer protected by the District Plan. A further 46 items, including stands of trees and remnants of bush, were transferred to schedule 3B: “Outstanding or Significant natural features and other protected items”.

Council will maintain a record of location, by ward, of protected trees that are removed annually. None were removed in either the 2016/17 or 2017/18 years.

Complaints

Council receives many complaints concerning amenity values. The majority of complaints are about noise, mainly loud music. There was a large increase in the number of complaints between 2008/09 and 2011/12 and a moderate increase in 2016/17. In 2017/18, the number of complaints dropped to its lowest rate in seven years. The reduction was mainly due to a reduction in the number of noise complaints. Other noise complaints were about machinery or tools, motorbike and car noise, or noise early in the morning. It is these complaints, which are few in number, that are more likely to affect people’s perception of the amenity of the district.

Number of complaints received concerning amenity values



Matamata-Piako Residents' Perception of Their Local Environment

The 2013 Waikato Regional Perception Survey found that 76.4 per cent of respondents from the Matamata-Piako District were satisfied with the 'unique or special character of your town'. This has increased from 74 per cent satisfaction in the 2010 survey.

The 2013 survey also asked 'how strongly do you agree or disagree with that you feel a sense of pride in the way your district looks and feels'. 76 per cent of respondents agreed with this statement, which is consistent with the survey in 2007 and 2010.

In 2000, 2003 and in 2006 the Waikato Regional Council surveyed people in the Waikato region to get their views on environmental issues. A similar study was repeated in 2013,

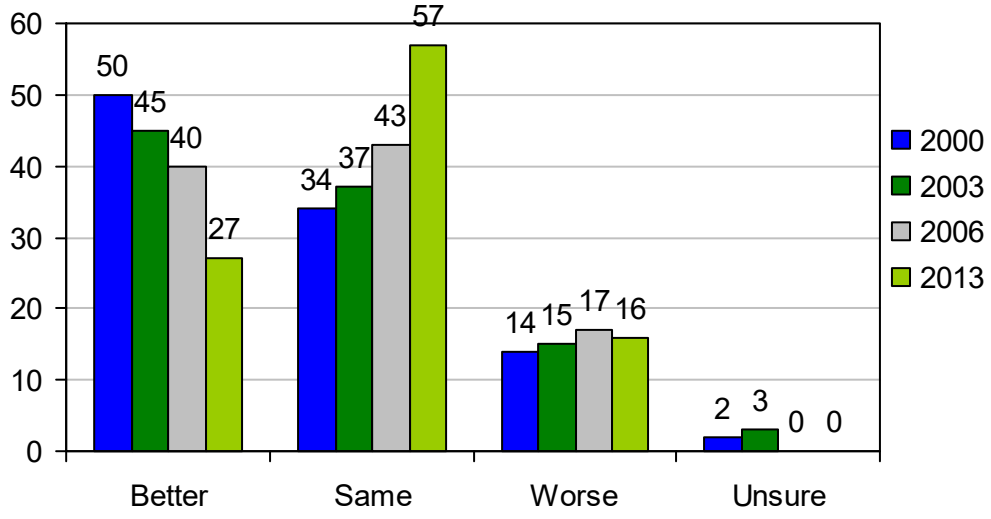
The most important environmental issues that were identified by Matamata-Piako residents were:

2000	2003	2006	2013
Water Pollution – 28%	Water Pollution – 25%	Water Quality and Supply – 19%	Water – Pollution/Quality – 32%
Waste Disposal – 27%	Sprays and Pesticides – 6%	Water Pollution – 15%	Water – availability and suitability for use – 19%
General Pollution – 8%	General Pollution – 6%	Don't Know/ No Reply – 10%	Don't Know – 15%
Air Pollution – 6%	Rubbish Disposal – 6%	Air Pollution – 8%	Drought – 10%
Don't Know – 14%	Animal Pest and Disease – 4%	Effluent disposal/ run off- 8%	Waikato River – 5%

The Waikato Regional Council also asked residents if they thought the overall state of their local environment had improved.

Since 2000 the number of Matamata-Piako residents who consider the overall state of their local environment to have improved has decreased steadily. However, an increasing number of people consider that the overall statement of the environment is the same, and slightly fewer people think it is worse.

Community perception of the change in the overall state of the environment 2000–2013



Participation in Protecting the Environment

In the Matamata-Piako District in 2000, 18% of residents had taken action to protect the environment and 42% of those people believed their action was effective.

In 2003 16% of residents had taken direct action for the protection of the environment through methods such as attending meetings, preparing submissions or writing to Council. Of the residents that had taken direct action, 49% believed that their actions were effective. 14% of respondents had not taken any action to protect the environment.

In 2006, of the respondents who had been involved in public action, 87% of these perceived the effectiveness of the public action to be fairly or very effective. This is a significant increase from 2003.

In 2013, some survey questions were worded differently from those in the earlier surveys, and the overall percentage of people who took action to protect the environment was no longer recorded. However, the following statistics were recorded:

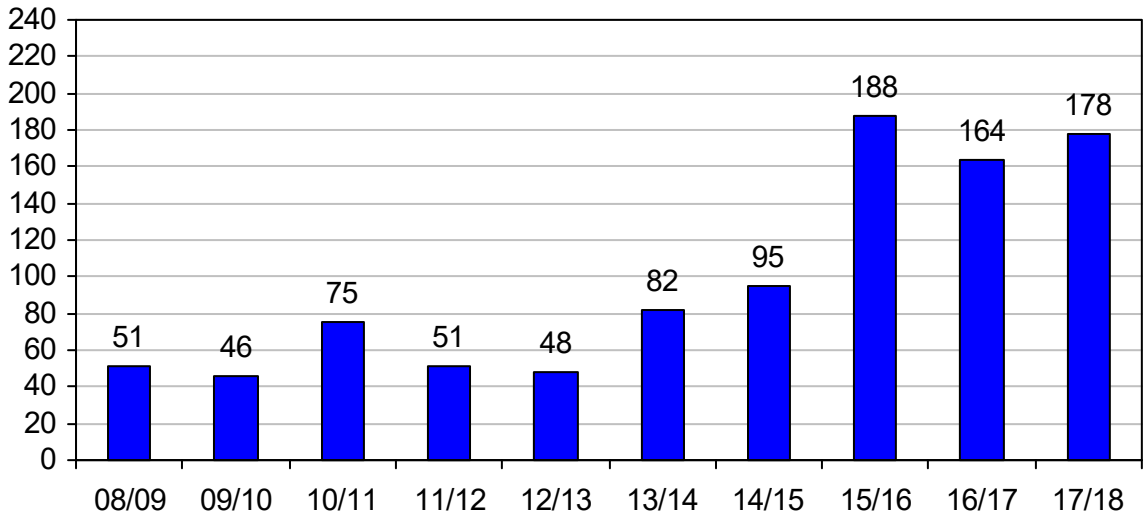
8% of residents were involved in public action or meetings. Of those residents who had taken public action, 39% were on a committee or attended a meeting, and 30% participated in an action group. 50% of people who were involved in public action perceived the effectiveness of that action to be very effective.

What Council Is Doing

Council is able to impose conditions on new development to reduce impacts on amenity. These include the control of noise, dust, odour, glare, vibration, spray drift and signage, and more than one condition may be imposed on a resource consent. The number of conditions imposed has increased since 2012/13. The 188 conditions imposed on 94 resource consents in 2015/16 is the highest number recorded to date.

The number of amenity conditions varies from year to year with the type of activities applying for consent and the environmental effects they may have. Council's Regulatory Planners apply conditions to consents clearly stating the limits of what is acceptable in terms of amenity effects.

Number of resource consent conditions imposed to control noise, dust, odour, glare, vibration, spray drift and signage



Significant Natural Features Grant

Council is also working with local land owners to protect the district's significant natural features. Landowners who think they have a significant site on their property can apply for a Significant Natural Features Grant to help pay for fencing off the site. This grant was established in 2006 when Council worked with an ecologist to determine significant native vegetation in the district. 667 units of habitat totaling 3,111 hectares have been surveyed and 23% of this area (721 hectares) was considered significant. Of the total area surveyed, 78% was determined to be indigenous (predominantly native species), 20% (mainly non-native species) and 2% was not determined. The significant features included native indigenous vegetation, such as native tree stands, areas of bush, and wetlands. Council, along with a working party made up from different sectors of the community, considered different incentives to offer landowners who fence off and protect significant natural features.

Council is happy to provide an ecologist to survey potentially significant sites that have not already been visited within the district. Please contact Customer Services to discuss this further.

What You Can Do To Help

Contact Council if you are affected by loud noise or offensive odours.

Useful Links

Matamata-Piako Noise Control Information

Incompatible Activities

Environmental Awareness, Attitudes and Actions Survey

Waikato Region Perception Survey

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Our Economy

Matamata-Piako is one of eight full and four part districts that comprise the Waikato Region. In 2015, the Matamata-Piako district had a Gross Domestic Product per capita of $50,956, the second highest in the region, behind Hamilton City.

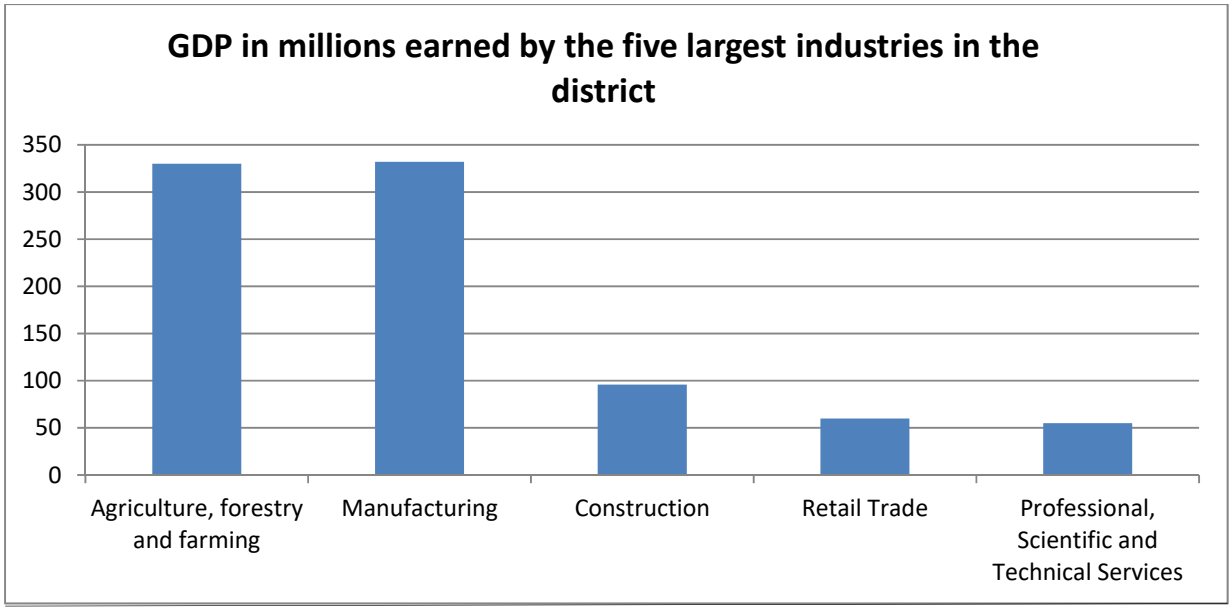
Learn more about our district and its economy here.

Economic Significance of Matamata-Piako to New Zealand

The proportion of the national Gross Domestic Product produced in the Matamata-Piako District has increased from 0.8% in 2013 to 0.96% in 2015. Matamata-Piako's GDP growth of 2.9% was greater than the national growth in GDP of 2.0%.

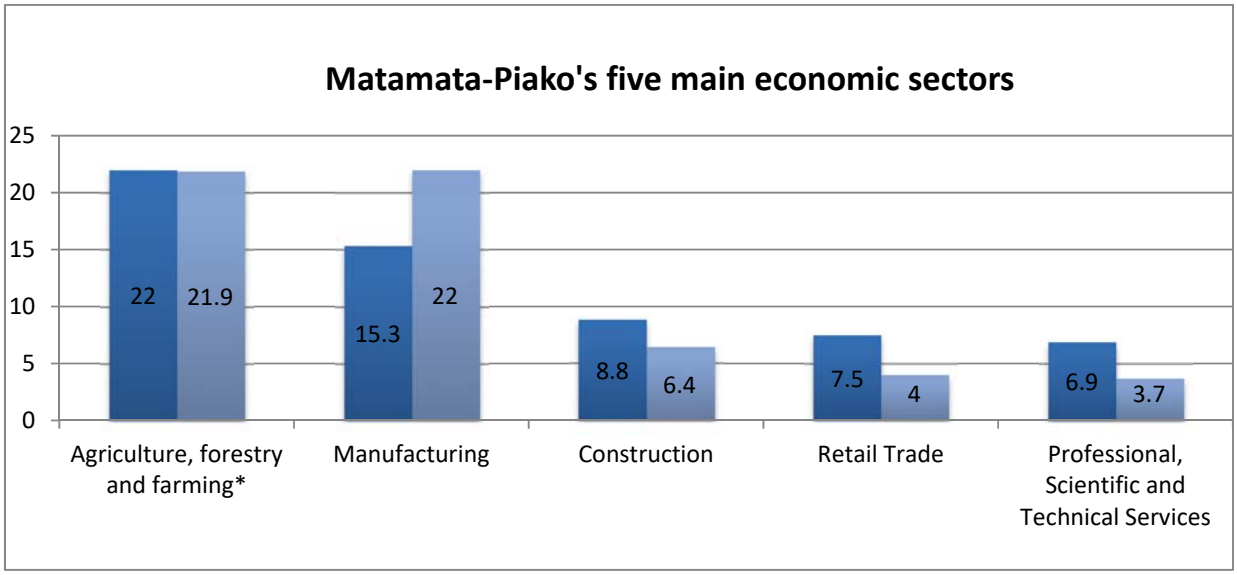
The five leading employers in the district in the year to March 2015 are:

- Manufacturing
- Agriculture, forestry and fishing
- Construction
- Retail Trade
- Professional, Scientific and Technical Services



With some of the best quality soils in New Zealand our district is one of New Zealand's cornerstones of the dairy industry. There is also a strong presence of other large primary industries such as horticulture and meat processing. These all play a major role in building a strong local economy.

The graph below shows the Matamata-Piako's five largest industries (by employee number) in 2015, the percentage of the district's workforce that they employ (dark blue) and the share of the District's total GDP that they produce (pale blue).



*Due to way that the data is produced by MBIE, the employment count for Agriculture, Forestry and Farming is calculated as one figure, however, the GDP of these industries is calculated separately. The percentage of the district's GDP earned by Agriculture, as the leading earner, has been displayed above. The percentage of GDP earned by forestry is therefore not included above.

This graph shows that the manufacturing sector contributes a higher proportion of the total economic output of the district (22%) than the percentage of people that are employed in the sector (15%). It is thus the most productive large industry when GDP is divided by number of employees.

Sources:

Statistics New Zealand
Ministry for Business, Innovation and Employment Regional Economic Activity Report

Heritage

Heritage Indicators

Overview

Heritage refers to things of historic value, including buildings, possessions, and culture that have been passed on to us by previous generations. There are a number of sites in the district that contain heritage values, including:

- The Te Aroha Heritage Character Area, which is a unique array of historic buildings and places.
- Historic buildings and places that are registered on the New Zealand Heritage list (formerly the Historic Places Trust Register) and within the District Plan.
- Archaeological sites that contain features such as middens and pa sites.
- Culturally significant sites, including pa sites, urupa (burial sites), and marae.

Our Situation

Te Aroha Heritage Character Area

Development in the district can result in pressure to inappropriately use and develop heritage and cultural sites. The Te Aroha Heritage Character Area has special recognition to protect its unique buildings and places.

Plan Change 47 – Plan Your Town examined both the extent of the Te Aroha Character area and the mechanism for protection of character values for buildings within the area. To make the rules more effective, the Character Area was reduced in size to a central area around Whitaker Street and Boundary Road, and it was also renamed the Te Aroha Heritage Character Area. The rules now also focus on building frontages rather than applying to all buildings on the sites in question.

From 2008/09 to 2017/18, 12 resource consents have been applied for (and granted) to substantially modify scheduled buildings in the Te Aroha Heritage Character Area. These have mainly related to altering the appearance of buildings by the addition of signage or decks.

In 2012/13 two consents were granted. Extensions were made to the Te Aroha fire station. This was granted with the effects being considered minor given that the appearance of the original building appeared unchanged from the street frontage, with the additions being recessed from the main building, and that the upgrade allowed for its continued use as a fire station.

The Te Aroha Masonic Lodge was rebuilt for use as a veterinary clinic. This included demolition of the building, which was in disrepair, apart from the floor, and reconstruction using the original bricks, and replica stucco detailing, and wooden framed doors and windows. The form, materials and detailing of the building were reinstated, and therefore the effect on the Te Aroha area was considered limited. One consent was granted in 2013/14 to refurbish an existing retail facility within

the Te Aroha Heritage Character Area while a consent was granted in 2014/15 to erect a workshop in the Character area on Rewi Street. No consents have been granted since 2014/15.

Two consents were granted in the 2006/07 year to develop structures in the Heritage Character Area. One structure was a covered outdoor area for a hotel and the other was a garage. There have been no consents granted to construct new buildings within the Te Aroha Heritage Character Area in the last 10 years.

Heritage Features

Since 2008/09, two resource consents have been granted to modify listed heritage features outside the Te Aroha Heritage Character Area. The most recent consent application was granted in 2013/14. It was an extension of time for a resource consent first granted in 2008/09. This was for the removal of the Thames Valley Power Board building in Matamata. Council worked through conditions for this consent with the Matamata Historical Society and a condition was imposed requiring that if the building is removed then a monument be built in its place.

Number of resource consents granted to modify listed heritage features outside Te Aroha Heritage Character Area

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of consents granted	1	0	0	0	0	1	0	0	0	0

The number of resource consents applied for and granted involving sites that contain or adjoin a known culturally significant site has been very low. In 2011/12, there was one application involving the relocation of the Horahora Historical Power Pylon to the Firth Tower Reserve, and also an upgrade of buildings at the Rukumoana Marae. In 2012/13 there was an application to construct a new wharenui meeting house to replace an existing building at Raungaiti Marae in Waharoa. There was also an application to quarry adjacent to the Ongatiti Ignimbrite Bluffs, which were found to be unaffected by the proposal. In 2016/17, two consents were granted for erosion protection works beside Lake Karapiro, and for the construction of a farm bridge over the Topehahae stream.

Number of resource consents applications involving sites which adjoin or contain a culturally significant site

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of applications	0	1	0	2	2	0	0	0	2	0

There are 88 listed heritage features in the Matamata-Piako District Plan. These include historic buildings such as churches and commercial buildings, as well as monuments, geological formations, and landing sites.

In the 2010/11 year the Te Aroha Power House was added to the heritage schedule. Electric current was provided to the Te Aroha Borough in 1906 through this facility, making the borough the first local body in the Thames Valley to provide this amenity. Water was taken from the Tunakohoia and Omahu Streams, stored in a reservoir above Hamilton Street, and then delivered by pipeline to the power house. The plant became a standby electricity source in 1923 after power from the

Arapuni Hydro Dam became available. The listing in the district plan schedule was in response to a 2006 request from the community that the Power House, water reservoir and the Tunakohoia Pipeline at the Hamilton Street site be protected.

There are 78 other culturally significant sites in the district including urupa (Maori burial site), pa and midden sites, and marae. One of these culturally significant sites (a pa site) was added to the District Plan in the 2006/07 financial year after a plan change was undertaken.

The 2013 Waikato Regional Perception Survey found that 76 per cent of respondents in the Matamata-Piako District were satisfied with the 'unique or special character of your town'. This has increased from 74 per cent satisfaction in the 2010 survey.

What Council Is Doing

Development pressures are the biggest threat to the rich heritage history in the district. Council is continuing to monitor development to ensure heritage values are maintained. Six consent conditions have been imposed on resource consents to protect or enhance heritage resources since 2008/09. These conditions related to a variety of issues including; waiving car parking requirements, erection of signage, constructions of decks and the control of a building's appearance.

In 2009/10 the conditions imposed related to the erection of district-wide Heritage Trail signage by Council, and the replacement of a building within the Te Aroha Heritage Character area.

Plan Change 47 has reviewed the extent of the Te Aroha Heritage Character area to ensure that it forms a precinct of historic buildings - to act as a focal point - near to the centre of the town. Section 10 of the District Plan has also been reviewed to ensure that the rule framework is not unduly restrictive to these building owners.

Number of imposed conditions on resource consents to protect or enhance heritage

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of conditions imposed	4	2	0	0	0	0	0	0	0	0

Council has allocated funds for the protection and promotion of the heritage resources in the district, including managing the Matamata, Te Aroha, Morrinsville and Matamata-Piako District Heritage Trails. Each of the four heritage trails has a corresponding brochure which is distributed through our information centres.

In addition, heritage funding assists with advertising for the Te Aroha Leisure Pools and Spas, and assisting with funding of the three museums in Morrinsville, Matamata (Firth Tower) and Te Aroha.

Amount of Council spending on protecting, enhancing and promoting heritage features

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Amount spent ($ 000) * approximate	412*	21*	107	43	30	283	154	175	62	13

In 2015/16, $14,692 was spent on Firth Tower maintenance and operating costs, $3,848 was spent on the repair and maintenance of Peterson's Fountain, and $107,190 was contributed to the Firth Tower operating budget. In 2016/17, $3,824 of heritage funding was spent on building maintenance at Te Aroha Domain and $7,227 at Firth Tower. $1,527 was paid toward Firth Tower operating costs and a further $448 was spent on the maintenance and repair of the three town clocks.

In 2017/18, the largest contribution from Council was that of $5,500 to help maintain historic buildings at the Te Aroha Domain, A further $3,667 was spent to assist with the Te Aroha Museum operating costs. $2,892 was spent on building maintenance at Firth Tower.

What You Can Do To Help

- You can register any heritage site with Heritage New Zealand.
- Apply for heritage protection funding

Useful Links

Heritage New Zealand

Waikato Regional Council Perception Survey

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Incompatible Activities

[Incompatible Activities Indicators]

Overview

What are incompatible activities?

Incompatible activities happen when one activity has a negative impact on another nearby activity. This can happen when farming activities affect nearby dwellers, or dwellers intrude on farmland or nearby businesses. The most common negative effects that create these situations are loud noise, offensive odours and nuisance from dust, vibration, and glare. Incompatible activities have a higher chance of occurring if new developments and new houses are built in certain areas such as sites neighbouring industrial spots or established intensive farms (e.g. chicken and pig farms).

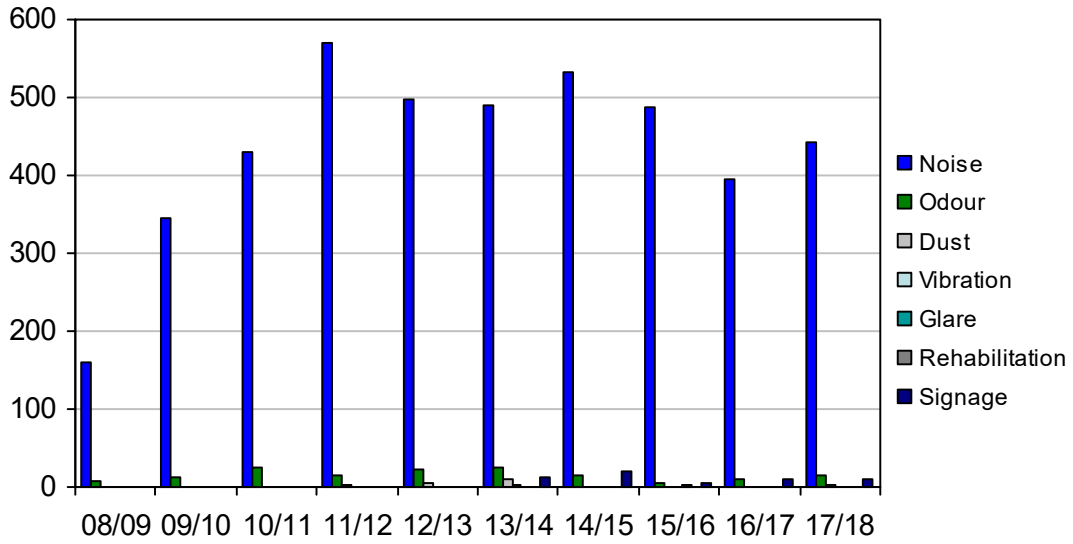
Our Situation

The most common complaint received by Council is about noise. Most of these complaints are related to loud stereos in urban areas; however noise from activities such as industry, farming and other activities also has negative effects.

Odour from farm activities, particularly from chicken and dairy farming, along with other activities such as effluent disposal, smoke from fires, and rubbish, also contribute to the issues within the district. Dust and vibration also create a nuisance, although these are less common than noise and odour.

Noise complaints increased steadily until a peak of 570 in 2011/12, before dropping slightly over the next two years. In 2014/15, noise complaints rose again to 533 before fluctuating over the next three years. In 2017/18, there were 442 noise complaints. Odour complaints, which are consistently the second greatest cause of complaint after noise, have remained more constant, but at much lower levels. There have been only two complaints about vibration, four about glare, and no complaints about rehabilitation since 2011/12. The vast majority of noise complaints since 2010/11 have been about loud music in residential areas.

Complaints received for adverse effects from activities



Number of building or resource consents granted within 500m of an intensive farm or within a scheduled industrial site

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number	6	1	0	2	0	0	0	0	0	0

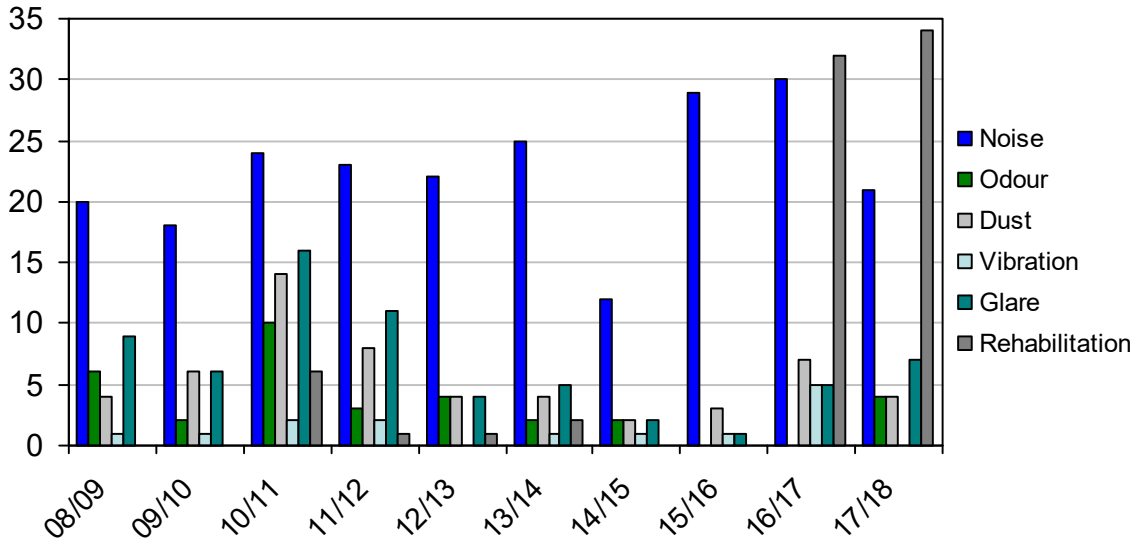
The two consents granted in 2011/12 were for additional dwellings located within 500 metres of the intensive farms with which they were directly associated.

What Council Is Doing

Council is able to control the effects of new developments through provisions in its District Plan. Zones set environmental standards, which reflect the desired values and environmental outcomes for within that zone. Performance standards also control potential nuisance effects of activities, and conditions may be imposed on resource consent applications to control these nuisances.

In 2015/16 38% of consents had conditions imposed to prevent incompatible activities. In 2016/17, 61% of resource consent applications were approved with conditions on noise, dust, vibration, glare and rehabilitation. This figure was 57% in 2017/18. Conditions of resource consent are not likely to prevent effects of loud music in residential areas. This issue is addressed through the excessive noise provisions under the Resource Management Act 1991.

Number and type of resource consent conditions imposed to control adverse effects from activites



The conditions relating to rehabilitation are often in the form of a requirement on the consent holder to ensure that damage to a relocated building or a footpath as a result of a consented activity is remedied in a set time frame. This helps to ensure that matters such as neighborhood amenity values or pedestrian safety are maintained.

What You Can Do To Help

- Consider the effects of your activities
- Let us know if you are being affected by noise, odour, dust, etc
- Control noise

Also see our amenity indicator information

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Natural Environment

Natural Environment Indicators

Overview

Our ‘Natural Environment’ means our native ecosystems, such as wetlands, lakes, bush, forests and geothermal areas. It includes both the physical and biological components of natural areas.

Before settlement, the district was covered in indigenous vegetation. The Kopuatai Peat Dome made up the majority of this vegetation. It stretched from the Hauraki Gulf to Matamata and from the Kaimai Ranges to the Western Ranges.

The Matamata-Piako natural environment contains outstanding natural features; in some cases these are of national and international significance.

- The Kaimai Ranges are considered to be the most outstanding natural feature in the district.
- The Hinuera Valley is an important regional feature due to its rarity and landscape features.
- The Kopuatai Peat Dome is the only true peat/dome/restaid bog remaining intact in New Zealand. As well as the largest remaining freshwater wetland left in the North Island, it is the best example of its kind in New Zealand. It supports a vegetation type unique to the world.

Our Pressures

The primary activity affecting our natural environment is changes in land use such as land drainage, bush clearing, subdivision and development.

The health of our native plants and animals is also threatened by predation and competition from introduced species. 69 regional plant pests and 35 animal species to be managed were identified in the Waikato Regional Pest Management Plan 2014-2024. The Plan includes five groupings of plant pests, and a table of animal pests that hold a production, environmental or public threat. The Waikato Regional Council will directly control and manage some pests and will provide advice and assistance for others.

Plant pests include Manchurian wild rice (particularly in the Piako and Waihou rivers), Noongoora

bur, and the Water poppy. Moth plant, Nodding thistle and Pampas are also significant plant pests in the district. Some of the animal pests damaging our natural environment include possums, feral goats, feral cats and mustelids such as ferrets and stoats.

Our Situation

In 2017/18 native vegetation made up 11.8% (20,786 ha) of the Matamata-Piako District, of which 19,475 ha is held within the Department of Conservation Estate. Council owns and manages around 12.6 hectares. The largest area of Council-owned and fenced reserve is Hawes Bush, which has an area of 2.2 hectares.

Within Matamata-Piako, the Kaimai Forest Park makes up an area of 14,670 hectares, and the Kopuatai Peat Dome an area of 5,313 hectares (approximately one third of the Dome is within Matamata-Piako). There are 5911 hectares of peat soil in the district. The Te Tapui Reserve comprises 2370 hectares. There are 338 hectares within Matamata-Piako that are protected by covenants from the Queen Elizabeth II Trust.

Activities within the Kaitiaki Zone

A small number of resource consents are applied for to carry out activities within the Kaitiaki (Conservation) Zone each year. This shows development is generally occurring in conjunction with existing land use, facilities and zoning, rather than in areas with conservation values.

There were three resource consents granted in 2017/18 for activities in the Kaitiaki Zone: these were for the construction of a weir on the Piako River, the construction of a back country hut and vegetation clearing and for road embankment earthworks. There were 6 consents granted in 2016/17 for activities in the Kaitiaki Zone. Two related to the harvesting of plantation forestry and two others related to earthworks near, and the construction of a jetty on, Lake Karapiro. There were 3 consents granted in 2015/16 for activities in the Kaitiaki Zone. These were for the construction of a dwelling, the extension of the Hauraki Rail Trail and assorted work including channel excavation and remediation work on the Tui mine site.

Resource Consents granted in the Kaitaiki Zone

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of consents	1	0	1	5	4	1	0	3	6	3

Protection of Natural Resources

In the 2005 Operative District Plan, Council listed outcomes they wished to achieve relating to protecting and enhancing the natural resources within the district. Significant steps have already been taken towards meeting these outcomes.

In 2012/13 two subdivision consents were granted with conditions requiring the protection in perpetuity of areas of native vegetation, amounting to an area of 8,200m². There were no similar consents granted in 2013/14. There were two consents granted in 2014/15. Both had conditions requiring effluent systems to have specific engineering designs. No consents have been granted since.

In 2006 Council worked with an ecologist to determine significant native vegetation. 667 units of habitat totaling 3,111 hectares were surveyed, resulting in 23% of this area (721 hectares) being considered significant. Of the total area surveyed, 78% was determined to be indigenous

(predominantly native species), 20% exotic (mainly non-native species) and 2% was not determined. These significant features include native indigenous vegetation, such as native tree stands, areas of bush and wetlands. Native fauna also exist in significant areas.

There are a number of rare or threatened species that are still considered to be living within the district. These include:

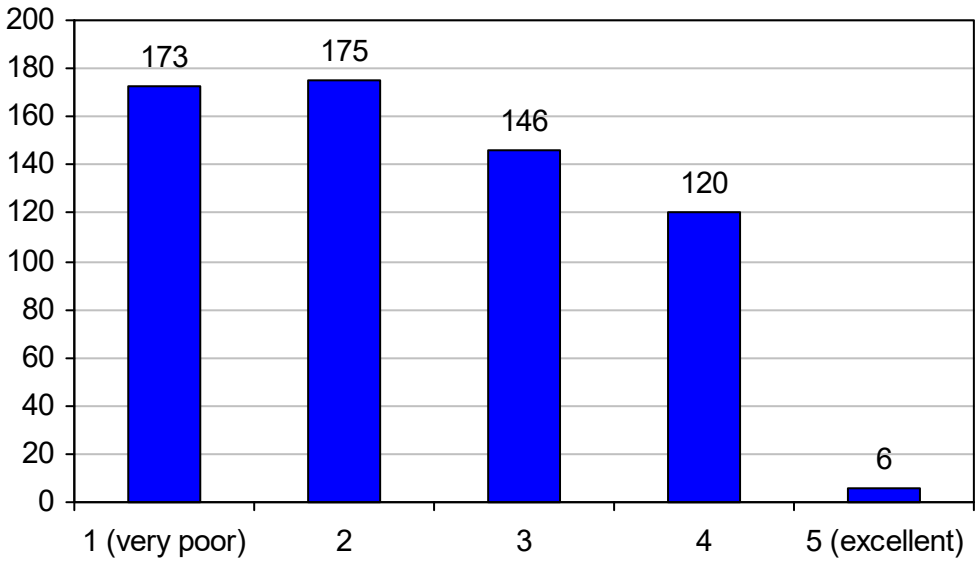
Threatened species	Where you might see them
Birds	
North Island brown kiwi	Kaimai/Mamaku ranges
North Island kokako	
NZ falcon	
Kereru	
North Island kaka	
Australasian bittern	Kopuatai Peat Dome
Branded rail	
Marsh crake	
North Island fernbird	
Reptiles	
Striped skink	Kaimai/Mamaku ranges
Amphibians	
Hochsetters frog	Kaimai/Mamaku ranges
Mammals	
Both short and long tailed bat	Kaimai/Mamaku ranges
Fish	
Giant kokopu	Kaimai/Mamaku ranges
Banded kokopu	
Black mudfish	Kopuatai Peat Dome
Invertebrates	
Te Aroha stag beetle	Kaimai/Mamaku ranges
Plants	
Stout milfoil	Kaimai/Mamaku ranges
Scarlet mistletoe	
Red mistletoe	
King fern	
Clubmoss	Kopuatai Peat Dome
Giant Wire Rush	

These rare or threatened species are present in the above locations, but may also be present in other, smaller, areas in our district.

The Condition of Our Native Vegetation

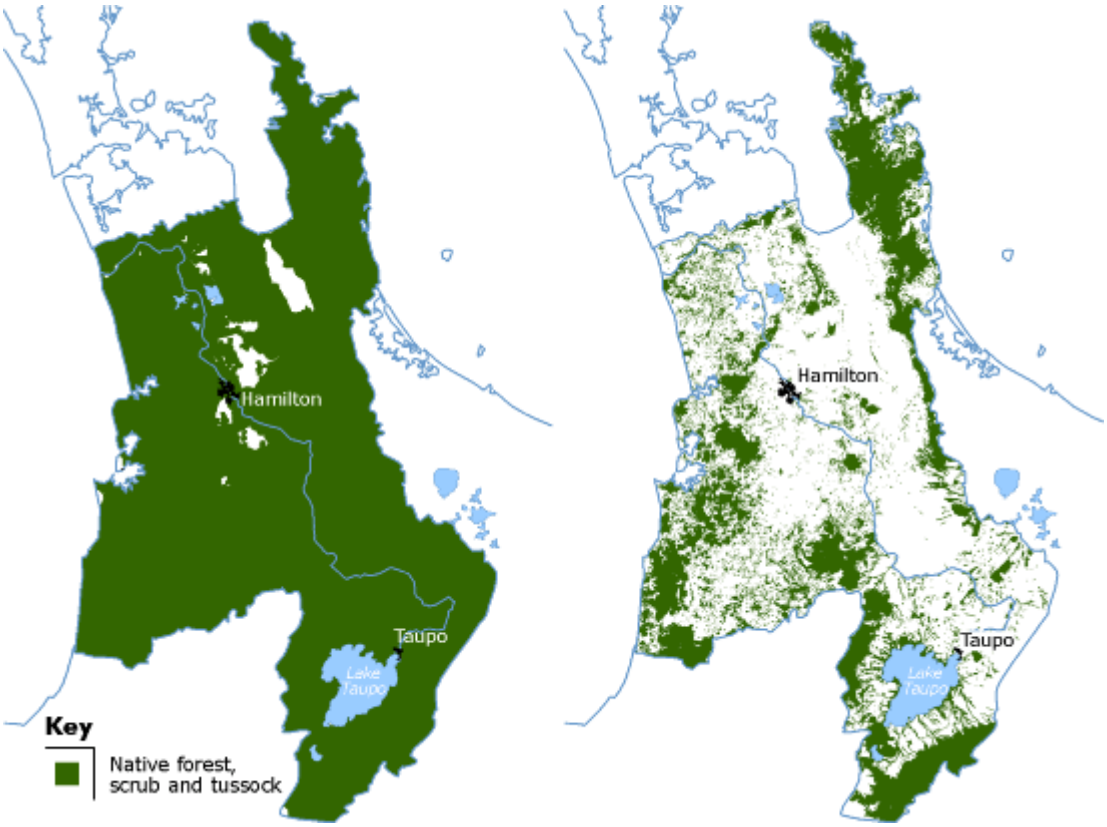
As part of the identification of areas of significant native vegetation within the district the condition of the vegetation was also assessed. Vegetation units were given a rating between 1 (very poor condition) and 5 (excellent condition). The average condition was 2.36. Only 6 of the 667 units of vegetation surveyed were considered to be in an excellent condition.

Condition of Vegetation Surveyed

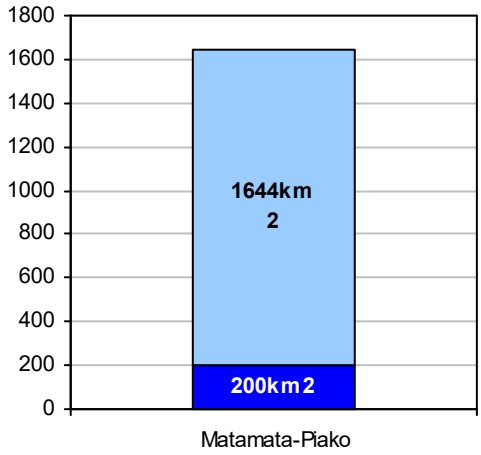


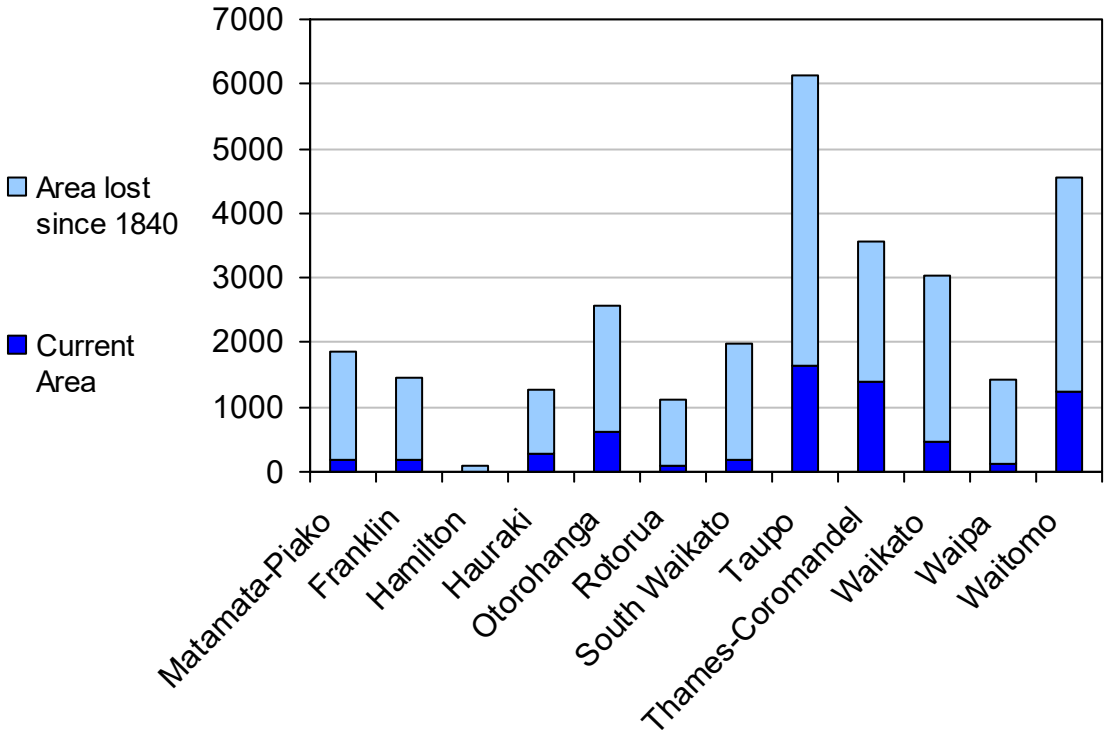
In 1840, 95% of the district was covered in native vegetation; this figure is now 15%, most of which is in the Kaimai ranges. Through provisions of the District Plan, Council is attempting to manage the natural environment; this includes zoning and putting methods in place for the protection of areas of significance.

The maps below show the historic (around 1840, on the left) and current (right) extent of native forest, scrub and tussock in the Waikato Region.



Change in areas of native forest, scrub and tussock from 1840 – present (km2)





From the 2013 Waikato Regional Perception Survey, 73.5 per cent of respondents in the Matamata-Piako District were satisfied with 'community treatment of your district's natural assets'.

Incentives

In 2006 Council approved the introduction of funding rounds, allowing landowners and Community Groups to apply for financial assistance to undertake projects such as fencing significant sites and controlling pests. Landowners who have a significant natural feature on their land can also apply for rates remissions. Funding rounds occur once a year around September. To establish this process, Council has worked with numerous organisations and people including Federated Farmers, Department of Conservation and individual farmers. Two areas along a stream on

Council-owned land in Te Aroha were fenced off and native plants were planted between the stream and the fence in both 2014/15 and 2015/16. Council is happy to provide an ecologist to survey potentially significant sites that have not already been visited within the district. Please contact Customer Services to discuss this opportunity.

What else is Happening?

Council is aware of a number of landcare groups operating in Matamata-Piako that are taking measures to benefit waterways and their margins. The Mangawara Landcare Group and the Morrinsville Landcare Group aim to improve environmental health by protecting river margins and increasing biodiversity by planting and fencing streams and bush remnants. The Kaimai Mamaku Catchments Forum has representation from iwi, recreational groups, primary industry and conservation groups and aims to restore forest biodiversity, enhance recreational activities and provide for sustainable land use across the entire Kaimai-Mamaku area, straddling several territorial boundaries. There are several other initiatives with a focus on waterway rehabilitation.

See Riparian Management for more information about these groups.

The Matamata-Piako District Council also contributes to the general landscape of the district through tree planting programmes such as Arbor Day. From the Arbor Day celebrations held in 2011/12, 186 children attended from eight schools and planted trees at the Howarth Memorial Wetland in Te Aroha, Howie Park in Morrinsville and Furness Reserve in Matamata.

What You Can Do To Help

- Protect your vegetation by fencing and controlling pests and weeds
- Become involved in initiatives such as tree planting and associated conservation programmes
- Become involved in landcare groups

You may be eligible for funding to protect biodiversity. Check out the Ministry for the Environment website, or contact Council to discuss the Significant Natural Features annual funding round.

Useful Links

For more information on landscape types, plant and animal pests, soils see;

http://www.mpdc.govt.nz/component/content/article/99-council-documents/soe-report-1999/416-state-of-the-environment-report-1999?Itemid=647

Waikato Regional Council's Land and Soil Indicators

Department of Conservation

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Natural Hazards

Natural Hazards Indicators

Overview

The district is subject to a wide range of natural hazards. Several significant natural events have been recorded that have caused loss of life, and damage to property and the environment. Our district's hazards include:

- **Earthquakes and volcanic hazards –** the Matamata-Piako District contains several active fault lines. Geothermal activity occurs at the hot springs at the Te Aroha Domain, the Opal Hot Springs near Matamata and the Okauia and Taihoa geothermal fields in the south of the district.
- **Flooding –** extensive flood protection schemes have been implemented to minimise flood damage in the district.
- **Erosion and landslides –** these are important concerns in hill country in the district, particularly on the steep slopes of Mount Te Aroha, and along the Kaimai Ranges.
- **Fire –** forest fires are a rare event within the district, but still pose a significant risk.
- **Wind –** this can be a problem in areas adjacent to the Kaimai Ranges, and in known wind tunnelling areas.
- **Peat Soils –** these represent a hazard because of the subsidence, fire and flood risks that are associated with them.

Te Aroha Flood 1985

Our Situation

Flooding

There are approximately 8,091 hectares of land that has been identified by Council as being at risk of flooding. A 'flood event' is a mean annual event or higher. In 2015/16, in a weather event on 31st July, flooding was recorded on Te Aroha-Gordon Road and the Old Te Aroha Road and a footbridge across the Waihou River was closed. In a weather event recorded from 31st December to 2nd January 2016, trees were blown over and there were four incidences of roofs lifting.

In April 2017, Cyclone Cook and Debbie caused widespread flooding. Matamata and Waharoa residents were asked to conserve water as the heavy rain caused flooding at a water treatment

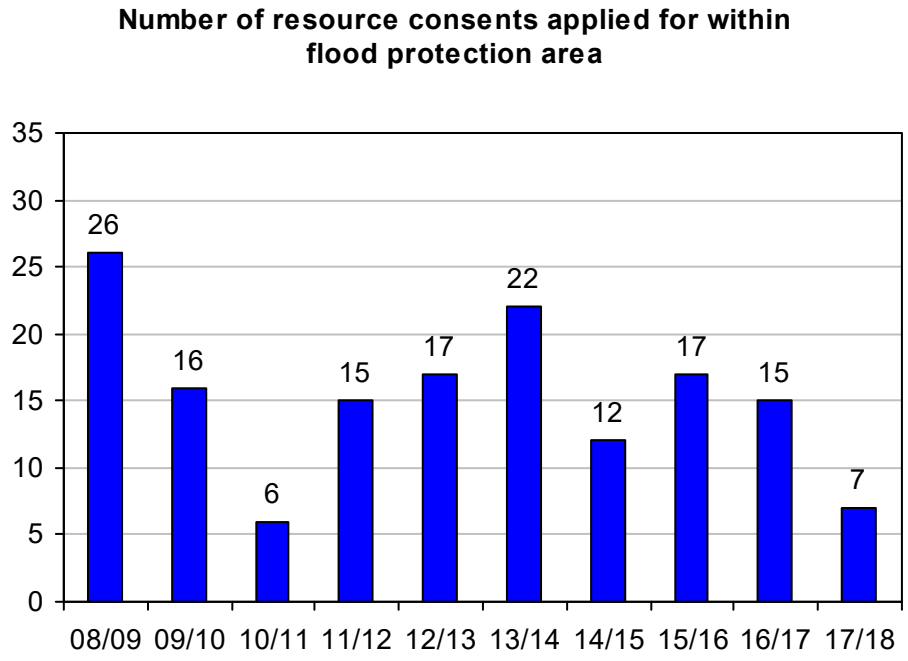
station, causing damage to pumps. A number of roads throughout the district were closed for several days and flooding to a number of buildings was reported.

In the 2017/18 year, two weather events caused flooding and road closures, particularly in rural areas. On 29 April 2018, there was flooding on the Te Aroha-Gordon and Old Te Aroha Roads and both Mace Road and Armadale Road were closed due to the Waihou River overtopping. On 6 June, the Ohinewai-Tahuna Road and the Te Aroha-Gordon Road were flooded, and Mace Road was again closed due to the height of the Waihou River.

Between 2010/11 and 2012/13 and from 2014/15 onwards no damage was recorded to public property from natural hazards. However, in the 2013/14 year, the 17th April flooding caused approximately $20,000 damage to Thompsons Track on the Kaimai Ranges.

Hazard Zones

New developments in known hazard zones are potentially at high risk of being damaged by hazard events. Between 2008/09 and 2017/18, 153 resource consents have been applied for within the flood protection area in the district. All of the consents were granted, subject to conditions to mitigate potential adverse effects. These consents were for activities such as building new sheds to house livestock or poultry, relocating dwellings, upgrading buildings and to build a jetty.



In 2016/17, and 2017/18, four and three resource consents, respectively, were approved on land subject to fire. These consents were granted subject to conditions to mitigate potential adverse effects. No resource consents were approved for either year on land subject to instability.

Since 2008/09 there has been a decreasing trend in the number of building consent applications within the flood protection area. This trend is representative of a decrease in building consents district wide. The most likely cause would originally have been the economic recession of the late 2000's, although resource consent figures on land subject to flooding have remained low since then, despite the overall increase in consents, especially in 2015/16.

Erosion can also be a potential problem on the steeper slopes of the district. According to data taken from the 1992 Regional Indigenous Vegetation Inventory, there is approximately 20,686 hectares of vegetated land classified as having severe erosion potential in the district.

Rural Fire

Local Authorities no longer have any financial or operational responsibility for rural firefighting, as of 1 July 2017. The New Zealand Fire Service Act and the Forest and Rural Fires Act have been repealed and replaced by the Fire and Emergency New Zealand Act.

Consequently, the data collection and reporting formerly completed for rural firefighting is no longer carried out.

Earthquakes

The table below shows the number of earthquakes recorded in the district each year, at a depth of 70 km or less. The 2010 District Plan Effectiveness Report notes that the District Plan includes an objective to minimise the risks of earthquakes affecting people and property in the district, but that research is not sufficiently advanced to permit detailed land use management and planning controls to be implemented to mitigate these risks. Data for 2012/13 was not available from GeoNet due to a changeover in their recording systems.

Number and magnitude of Earthquakes	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of Earthquakes	1	0	2	11	9		10*	3*	7*	14*	2*
Magnitude of Earthquakes	2.6		2.6 2.8	3.5 3.4 3.3 3.1 2.5 2.5 2.4 2.1 2.0 1.8 1.6	3.4 2.8 2.5 2.5 2.2 2.2 2.2 2.0 1.9		From 1-3*	From 2-4*	From 2-3*	From 2-4*	From 2-3*

Source: http://www.geonet.org.nz/
*Geonet now depicts earthquake information in map form over specified time periods so the numbers and magnitude of earthquakes is an approximate figure

What Council Is Doing

Council has identified 8,091 hectares of land as being subject to flooding in the district. New development on areas identified in this flood zone can be regulated by Council to prevent flood damage. Potentially unstable land has also been identified as a hazard within the Council's District Planning Maps. There are approximately 11.3 hectares of this land identified in the district.

Civil Defence plays a role in community protection. In 2011/12, 30 hours of Council time was spent delivering presentations to community groups and training of Council staff, and in 2012/13, 41 hours.

Additional presentations have been made by Civil Defence staff in each subsequent year. The financial value of these education sessions was not recorded as it is considered part of the core service of Civil Defence and covered by the levy paid to Civil Defence by Council. Council has concentrated on increasing emergency information on its website and increasing its presence on Facebook during natural hazard events.

The Waikato Regional Council completed a Natural Hazard risk assessment report for the Matamata-Piako District in 2014/15. The report provided an overview of natural hazards in our district as a basis for guiding and prioritising work activities for both the Matamata-Piako District and Waikato Regional Councils. This information will assist in the future review of the Natural Hazards provisions in the Matamata-Piako District Plan.

What You Can Do To Help

- Keep your insurance cover up-to-date.
- Ensure that your family has an emergency plan.
- Know whether you live near potential hazard areas.
- Have an emergency kit and drinking water ready at all times.

Useful Links

Ministry of Civil Defence and Emergency Management

GeoNet

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Works and Network Utilities

Works and Network Utilities Indicators

Overview

Council aims to provide effective and environmentally efficient water, stormwater and sewage reticulation and treatment to meet the needs of our communities. Council provides network utilities to houses and businesses within the district.

Works and network utilities provide services essential to our social and economic well being, and to our health and safety. Other utilities in our district include electricity and telecommunications.

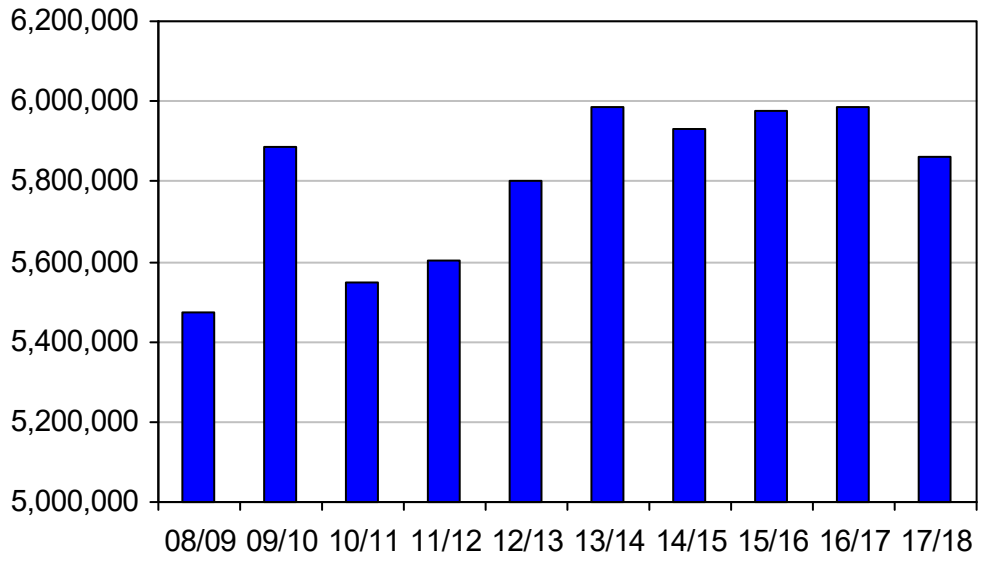
While there are positive effects to infrastructure, works and network utilities may potentially have some negative effects on the community and our environment. These are addressed through resource consent conditions that aim to remedy, mitigate and avoid any adverse effects of activities. There could also be negative social, economic and environmental effects if these works and infrastructure services were not provided.

A summary of our situation:

Water

The total quantity of water being consumed in Matamata-Piako District has remained largely unchanged since 2013/14, when it peaked, after having fluctuated in the six years prior.

Quantity of water consumed (m^3)



In 2008/09, due to extremely dry weather, sprinkler bans were instigated for approximately one month over summer during both years. In 2009/10 water restrictions were not required as a result of responsible water use during the dry summer months. In 2010/11 restrictions lasted for three weeks but there were no restrictions in 2011/12. In the three years 2012/13 to 2014/15 there were again water restrictions resulting from drought conditions. The restrictions related to either dwindling raw water sources or short term peak demands during the height of summer. Although a 'conserve' water reminder was issued in 2015/16, there have been no water restrictions in the past two years.

An upgrade to the Matamata water treatment plant took place in 2008/09 and further plant and water capacity upgrades were completed throughout the entire district in the 2011/12 year.

The Te Aroha water supply is adequate for residential growth, but if water consumption by industrial users increases significantly, upgrading of treatment facilities will be required. Council budgeted $2 million in 2016/17 for the Te Aroha Water Treatment Plant capacity expansion project. The progression of this project is dependent on demand from industrial consumers, which has not yet been established

Water Quality

Council provides clean, safe drinking water as this core service is essential to the health of our communities. Our focus is on improving the water quality through water treatment plant upgrades to comply with New Zealand Drinking Water Standards (2008) and ensure we are complying with our resource consents.

The Ministry of Health sets 'New Zealand Drinking Water Standards' (NZDWS) to ensure that safe drinking water is available to everyone. The NZDWS define the minimum standards for drinking water in New Zealand, and the water the Council treats and supplies needs to meet those standards. To meet these requirements, we started upgrading water suppliers and water treatment facilities five years ago in order to meet these requirements.

Public Health Management Plans for the Matamata and Morrinsville water supplies have been approved and approval for the Te Aroha water supply plan is expected in the near future.

There are seven water supply schemes in the district:

- Three larger supplies for Matamata (including Waharoa), Morrinsville and Te Aroha
- Four small schemes in Te Poi, Tahuna, Hinuera and Te Aroha West.

There are eight treatment plants and approximately 336 kilometres of water pipes. Water is supplied 24 hours a day, seven days a week, which means we operate and maintain equipment, machinery and backup facilities, and train staff to respond rapidly in the event of a problem.

In 2013/14, Council upgraded existing reticulation pumps at the Burwood Road Water Treatment Plant to improve the flow of water in to the reticulation network. The cost was $35,000. A 148 metre deep replacement bore was drilled to supply the Tahuna community at a cost of $49,000. A backup generator was installed, at a cost of $60,000 at the Tawari Street Water Treatment Plant. The backup generator will ensure that Council can continue to supply water to the Waharoa community in the event of a prolonged power outage.

A new bore was drilled at Waharoa in 2014/15 to reduce the demand on the Matamata reticulation network, but there has been no increase in the volume of water that Council is permitted to extract. Instead of constructing a new reservoir for Matamata, modifications will be made to the water mains which will improve supply to most properties.

Wastewater

Despite improvements on the metering of discharges and efforts by large industry to reduce the volume they discharge to Council treatment plants, there is a general trend of an increase in the quantity of sewage treated by Council. This trend correlates to an increase in the consumption of water over the same period. This trend is likely to be the result of an increasing population. This includes the increase from 2009/10 to 2010/11, which is due to the sewerage connection to Tahuna and Waharoa. The figures for the quantity of sewage treated in 2017/18 were not available at the time of writing.

In order to improve the efficiency of our district's wastewater network Council has instigated a programme to measure and reduce stormwater infiltration to our sewerage systems.

Quantity of sewage treated by Council services (m³)

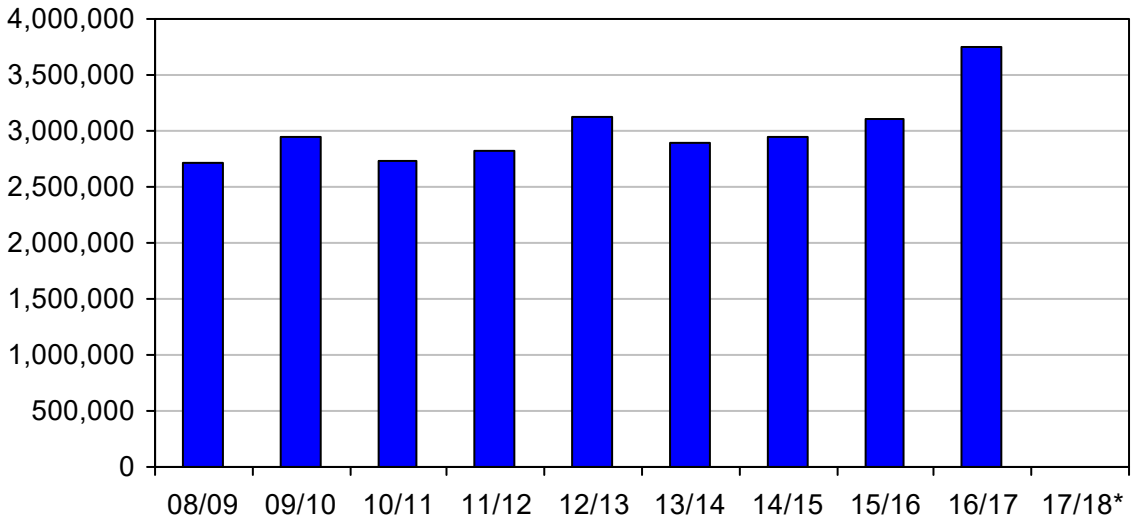


*Figure not available

Discharge Quality

Improvements to waste water treatment plants (WWTP) has seen a steady increase in the level of discharge compliance throughout the district. Council commissioned a new $4.5 million WWTP for Te Aroha in December 2006 and the effluent discharge from this plant is fully compliant with the current discharge consent.

The Matamata and Morrinsville WWTPs were upgraded in 2009/10 and 2012/13, respectively, in order to comply with resource consent requirements. The Waharoa/Raungaiti sewerage scheme, completed in 2012/13, is connected to the Matamata sewage system and allows nearly 200 septic tanks to be decommissioned.

Compliance rates with resource consent conditions

Year	Level of Compliance
2008/09	Council complied 100% with water resource consent conditions, 95% with stormwater resource consent conditions and 96% with wastewater discharge consent conditions.
2009/10	Council complied 100% with water and storm water resource consent conditions and 94% for waste water.
2010/11	High compliance with conditions.
2011/12	High compliance with conditions.
2012/13	High compliance with conditions.
2013/14	High compliance with conditions.
2014/15	High level of compliance except for two water and two wastewater sites
2015/16	Most Resource Consents have achieved a high level of compliance except two wastewater sites. Matamata and Te Aroha wastewater treatment plants are not compliant during specific times of the year. Council and the Waikato Regional Council (WRC) are working together to resolve this and Council may apply for a variation to the resource consents. Council is still awaiting the annual reports from the Regional Council for our water consents.
2016/17	All but two sites achieved compliance with resource consent conditions. The two non-compliances were both Matamata bores which exceeded their annual water take.
2017/18	Figures were unavailable at time of writing

Stormwater

Information on the volume of stormwater discharged from Council reticulation is not monitored. Council does, however, monitor the quality of stormwater discharged as per conditions detailed in our discharge consents. Visual inspections of key stretches of open channel are carried out.

Other Network Utilities

Number of new network utilities granted resource consent

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of new network utilities granted resource consent	2	0	1	4	0	3	0	0	1	0

Three new network utilities resource consents were granted in 2013/14, for a substation and two telecommunications facilities. No network utilities were granted resource consent in 2014/15 or 2015/16. In 2016/17, a resource consent was granted for the upgrade of aircraft navigational infrastructure on the Kaimai Ranges.

Reserves

As of 2017/18 there were 519.55 hectares of reserves under Council management.

What Council Is Doing

Council has spent a considerable amount of money on the maintenance and upgrading of urban services such as wastewater, water and stormwater. The community receives education material regarding water conservation through the fortnightly publication 'Council in Focus'.

Amount of Council spending on upgrading & renewing urban services

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
($000s)	9,735	8,195	5,994	7,258	8,014	8,124	8,463	13,248	11,281	15,816

To help Council provide for increased demand and growth, development and financial contributions are collected by Council on all new developments and subdivisions.

Number and value of development contributions collected per year*

Year	08/09*	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number	135	229	238	114	84	73	76	107	205	627
Value in ($000)	1,136	336	373	168	133	132	147	432	304	1,149

*Includes Network contributions and Parks and Reserves contributions

When these contributions were originally collected, the majority of them were for Council recreation reserves but in recent years the contributions have related more to services. Significant Development contributions were collected between 2009/10 and 2010/11 from the first stage of a development for 89 lots in Banks Road, Matamata.

Between 20011/12 and 2014/15 the amount of money received from contributions reduced significantly. This is primarily because there was less demand for residential sections as a result of the economic downturn. Consequently fewer 224 certificates (completion certificates) have been issued and fewer development and financial contributions have been received by Council. However, in the last three years both the number and value of contributions has climbed significantly when compared to the previous four years, in line with the growth in development in the district. The figures for 2017/18 are the highest recorded over the past 10 years.

What can consumers do to assist Council with our environmental obligations?

Water

- Try not to waste water unnecessarily. Every drop of water coming from Council reticulation systems has been treated and this is expensive.
- Fix leaking taps & valves as soon as possible.
- Conserving water helps the environment by leaving more water in streams & rivers.

Wastewater

- Do not connect down pipes or stormwater drains to the sewerage system (gully traps).
- Up to 75% of sewage pumped & treated during wet weather is directly related to stormwater infiltration. This costs Council (and ratepayers) thousands of dollars per year.

Stormwater

- Don’t dispose of waste down stormwater drains.
- Water running out onto the road ends up in our rivers and waterways. Wash the car on the grass, not the driveway.

Useful Links

Ministry for the Environment
Ministry of Health

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Residential Growth

[Residential Growth Indicators]

Overview

The most recent census data shows a slight growth in population of the three main centres of Morrinsville, Matamata, and Te Aroha. Rural population shows a slight decrease between 1996 and 2006, but a slight increase between 2006 and 2013.

Residential growth puts extra pressure on the use of good quality soils for agricultural purposes, and also can create adverse effects from the construction, location and dominance of new buildings. New development can also impact on the open space character of residential and rural areas. Growth in the number of dwellings is likely to be an issue, as between 2006 and 2013 the district's population increased by 3.5 per cent, while the number of dwellings increased by 8.8 per cent.

Our Situation

Subdivision

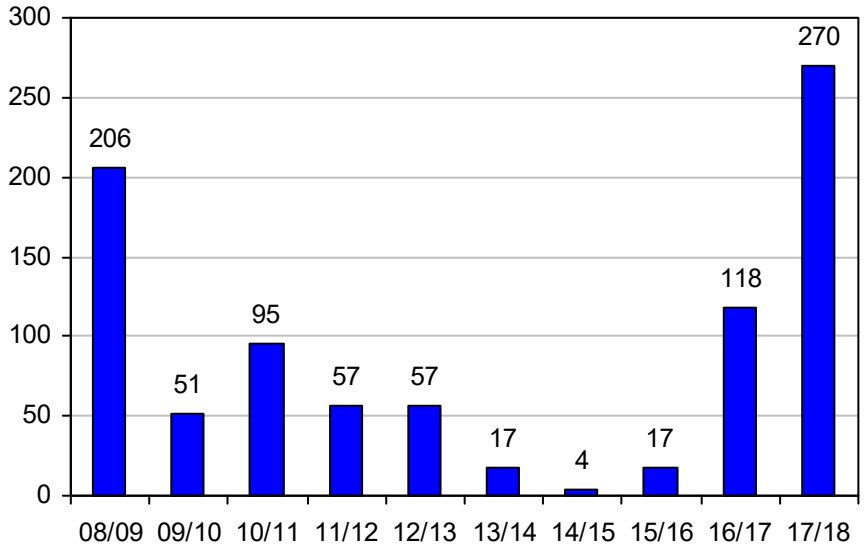
As of 2009/10 there are a total of 1896 hectares of land zoned for residential and rural-residential purposes in the district. In 2015/16 there were 460 lots between 2,500 and 10,000 m² in the areas zoned Residential and Rural-Residential. 14 residential or rural-residential lots between 2,500m2 and 1 hectare in area were granted consent in 2016/17, and 16 additional lots were granted consent in 2017/18.

Between 2008/09 and 2017/18, 892 new residential lots have been granted subdivision consents. This has included major developments such as:

- An 86 lot development in Banks Road, Matamata, in two stages from 2009/10 to 2010/11.
- A 44 lot development in Mangawhero Road, Matamata in 2016/17.
- A 32 lot development in Fairway, Morrinsville in 2016/17.
- A 155 lot development in Jellicoe Road, Matamata, in 2017/18, to be created in five stages.

In 2017/18, the total of 270 new lots was the highest in the last 10 years. Residential subdivision between 2013/14 and 2015/16 all stemmed from small-scale, two lot subdivisions, except for a four lot subdivision in 2015/16.

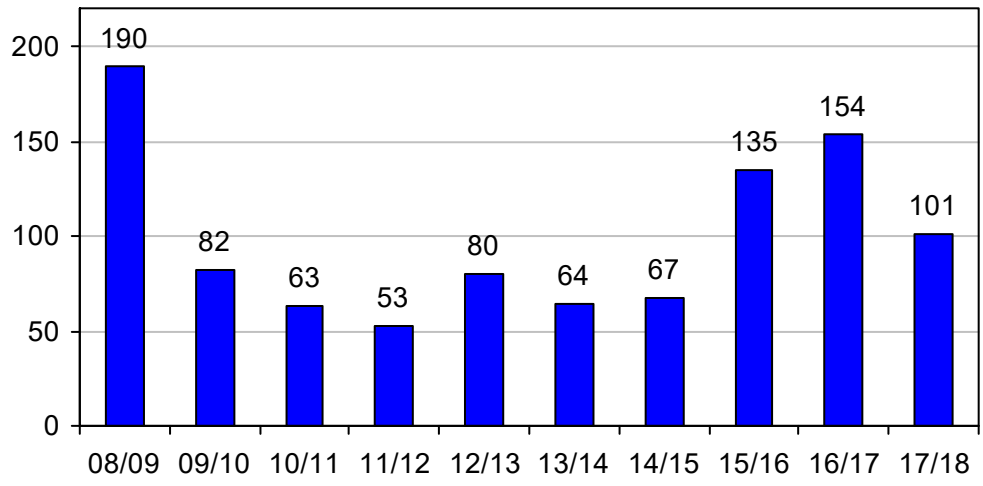
Number of lots created in the Residential zone



Between 2008/09 and 2017/18, 989 building consents have been granted for the creation of new dwellings within the Residential Zone. Nearly a fifth of these consents were granted in the 2008/09 year, after which the number of building consents granted dropped sharply, until a rebound in 2015/16 and 2016/17. This is likely to be due to the economic recession of the late 2000s and its lingering impact on the economy. The increasing economic confidence of recent years has resulted in house price growth and a building boom which helps explain the sharp increase of building consents granted in 2015/16 to 2016/17. However, the 2017/18 figure of 101 building consents is very close to the annual average over the last ten years.

The Resource Management Amendment Act 2017 amended the RMA so that from 2017/18 subdivision will be permitted unless it is expressly restricted by a District Plan rule or a National Environmental Standard, which indicates that subdivision is potentially acceptable as a permitted activity in certain circumstances.

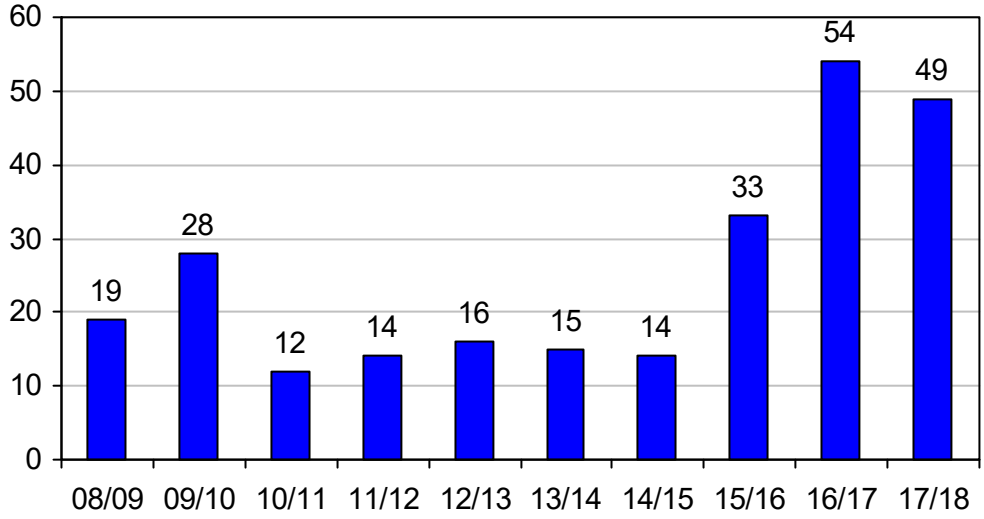
Number of building consents granted for new dwellings in the Residential zone



Development Controls

Development controls are in place for new developments to ensure any negative impacts are minimised. These include 'maximum heights for buildings', 'yard setbacks', 'site coverage' etc. The number of resource consents granted to breach development controls has generally followed the level of activity in residential subdivision and building construction over the last ten years. This suggests that at this stage the existing development controls are not creating increasing pressure on the efficient use of land.

Resource consent applications granted for the dispensation of residential development controls



Since 2008/09 no resource consent applications have been declined for non-compliance with Council development controls. The potential cost of making a resource consent application may discourage people from submitting designs which contravene the development control rules. It's possible that the costs involved with an unsuccessful resource consent application might offset the potential gain made from increased building intensity or height.

Protected Trees and Amenity

New development can also affect amenity values through the removal of trees protected by the District Plan. A total of five consents have been issued to remove trees in the last 10 years.

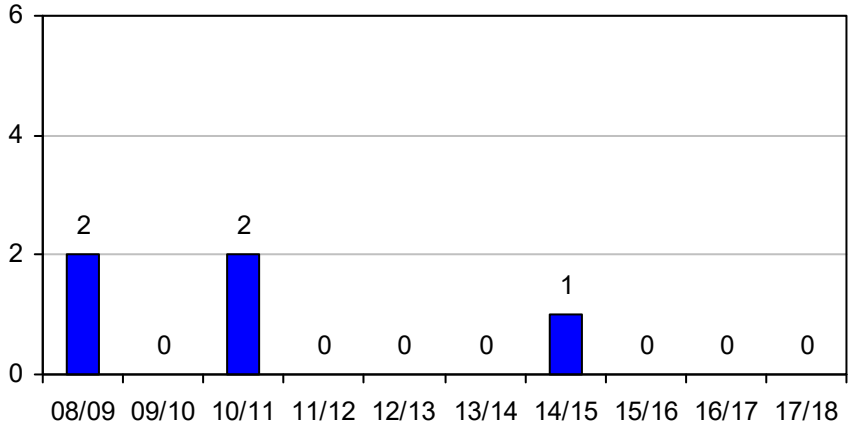
During 2008, Council completed a plan change to amend the tree protection provisions within the District Plan. Previously, a resource consent was required to remove, or do any major work to any tree in the urban area that was over 10 metres in height, which was deemed to be too restrictive. In addition, changes to the Resource Management Act meant that only trees listed in a schedule of the District Plan could be protected. A process was undertaken to identify those trees which added to the amenity of the district and these were added to the schedule of outstanding or significant natural features and trees and other protected items. This plan change aimed to give confidence to whether or not resource consent was needed to remove a tree, and to also remove unnecessary restrictions.

The plan change allows notable trees to be removed as a permitted activity if they are dead, dying or terminally damaged. This change has been reflected in the reduced number of consents granted for tree removal.

In 2014/15, Plan Change 48 – Protected Trees commenced, which reviewed the rules and provisions relating to protected trees, as well as Schedule 3 in the District Plan, which listed all 272 protected trees and outstanding or significant natural features in our District.

All currently protected trees were examined by an arborist, using the Standard Tree Evaluation Method to assess and score them. Council nominated a threshold score of 140 that all trees proposed for protection must meet and then held a public formal submission process in 2015/16. As a consequence of Plan Change 48, which became operative in 2016/17, 97 individual or groups of trees achieve the threshold of 140 and have been protected by Schedule 3A the District Plan. 129 trees or groups of trees were removed from the schedule and are longer protected by the District Plan. A further 46 items, including stands of trees and remnants of bush, were transferred to schedule 3B: “Outstanding or Significant natural features and other protected items”.

Number of resource consents granted for removal of protected trees as a result of residential development



Provision of Services

By the 2015/16 year, 9,649 properties had access to water and 9,143 had access to wastewater. By 2016/17 this increased to 9,706 properties with access to water and 9,217 properties with access to waste water. The 2017/18 figures were not available at the time of writing.

The Morrinsville water supply will support the forecast population growth over the next five years, with a new bore completed in 2014/15 and the construction of a new reservoir, completed in October 2017. The upgraded Morrinsville wastewater plant will have sufficient capacity well into the future.

A new bore was drilled at Waharoa in 2014/15 to reduce the demand on the Matamata reticulation network, but there has been no increase in the volume of water that Council is permitted to extract. A larger reservoir has been established at the Matamata water treatment plant. The town’s sewer plant was upgraded in 2011 and has adequate capacity for forecast growth, but an upgrading of reticulation will be required.

The Te Aroha water supply is adequate for residential growth, but if water consumption by industrial users increases significantly, upgrading of treatment facilities will be required. Council budgeted $2 million in 2016/17 for the Te Aroha Water Treatment Plant capacity expansion project. The progression of this project is dependent on demand from industrial consumers, which has not yet been established.

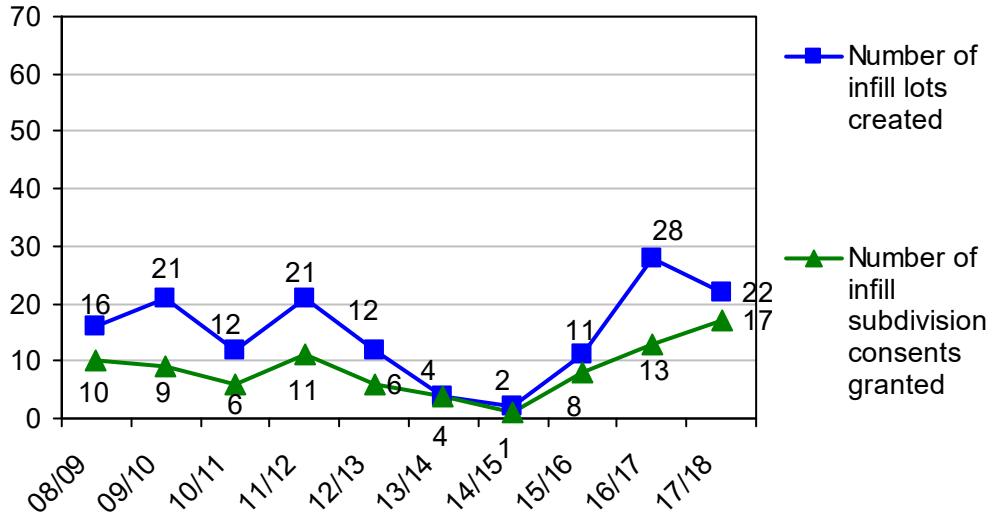
The Te Aroha waste water plant has adequate capacity to meet forecast population growth in the town.

What Council Is Doing

Council wishes to encourage new development within existing zone boundaries where possible, as infrastructure services are readily available. This should result in contiguous growth within urban areas. In 2016/17, Council notified for submission Plan Change 47 which, as part of reviewing the extent of existing zoning in our three main towns, proposed a reduction in the minimum lot size for residential zoned properties, and for infill subdivision properties close to the town centres.

Infill subdivisions are subdivisions in residential areas, on lots with existing dwellings. In 2015/16, 11 new infill lots were created and in 2016/17, 28 new residential infill lots were created. In 2017/18, there were 22 new infill lots. Smaller developments are likely to subdivide existing residential properties, whereas larger developments are more likely to create residential development on previously undeveloped land.

Infill subdivision in the district



Development contributions are collected by Council from developers to assist in providing works and services to residential communities. They are paid when a development has been completed.

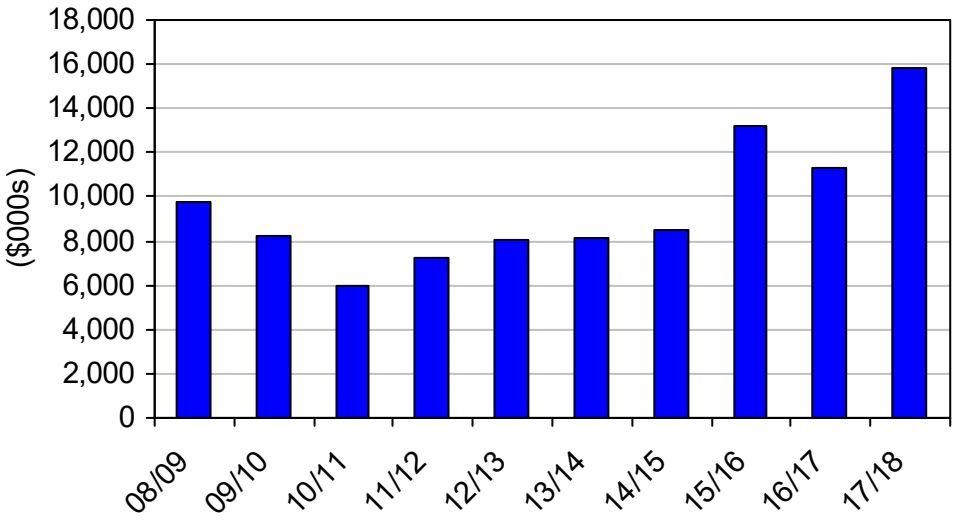
In 2015/16, the number of development and financial contributions increased by about a fifth over the previous year, but their value more than doubled. The amount collected from Residential development, roading, and works and network utility development contributions all rose considerably from the previous year. In 2016/17, the number of contributions climbed again, but their value dropped nearly 60%. In 2017/18, the number and value of development contributions more than tripled, in line with a three-fold increase in Residential development, roading, and works and network utility development contributions,

Number and value of development and financial contributions collected per year

Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number	135	118	238	219	160	196	181	220	347	1,078
$ Value (in 000's)	1,136	297	373	394	421	366	315	895	524	1,795

Includes Network contributions and Parks and Reserves contributions

Amount of Council spending on upgrading and renewing urban services



Council spends considerable amounts of money on maintaining and upgrading urban services such as sewerage, water and stormwater. Council spent $13,248,075 in 2015/16, $11,281,143 in 2016/17 and $15,816,111 in 2017/18.

What You Can Do To Help

Support and encourage residential development in line with the Council's resource management policies.

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Riparian Management

[Riparian Management Indicators]

What Are Riparian Margins?

A riparian margin is a strip of land alongside a waterway where the water and land meet. It contributes to the natural functioning, quality and character of the waterway.

Overview

Riparian margins have the ability to prevent, correct or minimise the adverse effects of land based activities on the water quality and the aquatic environment. Improved riparian management can result in cleaner water, which can benefit stock and increase farm production. It also provides habitats for fish, birds and other animal life. Riparian management can enhance the visual attractiveness of a farm and provide more opportunities for recreational activities such as swimming.

Farming has a major influence on the quality of our rivers and streams. Stock effluent and stream bank erosion caused by grazing stock degrade our streams by adding pollutants and increasing sediment levels.

Farming is a dominant activity in our district and 2012 figures show that the Matamata-Piako district had an overall density of between 200 and 300 livestock per square kilometre, including the highest average density of dairy cattle in the country at 208 cattle per square kilometre.

Our Situation

The Waikato Regional Council is responsible for taking samples and measuring the health and bathing quality of our rivers and streams. It is important that we live in a healthy environment. Clean waterways and margins are important to flora and fauna. Unsatisfactory water quality has various negative effects, including making it difficult for aquatic animals to breathe and restricting plant growth. Water pollution can also be bad for human health.

The Waikato Regional Council monitors streams in seven locations within the Matamata-Piako District, which is part of the larger Hauraki water catchment zone. Measurements are taken for ecological health, with the indicators being dissolved oxygen, PH, turbidity, ammonia, temperature, total phosphorus, and total nitrogen and also for bathing quality, with the indicators being baseflow clarity and E-coli.

For links to the individual bathing quality and ecological measurements based on data collected between 2013-2017, respectively, click on the links below:

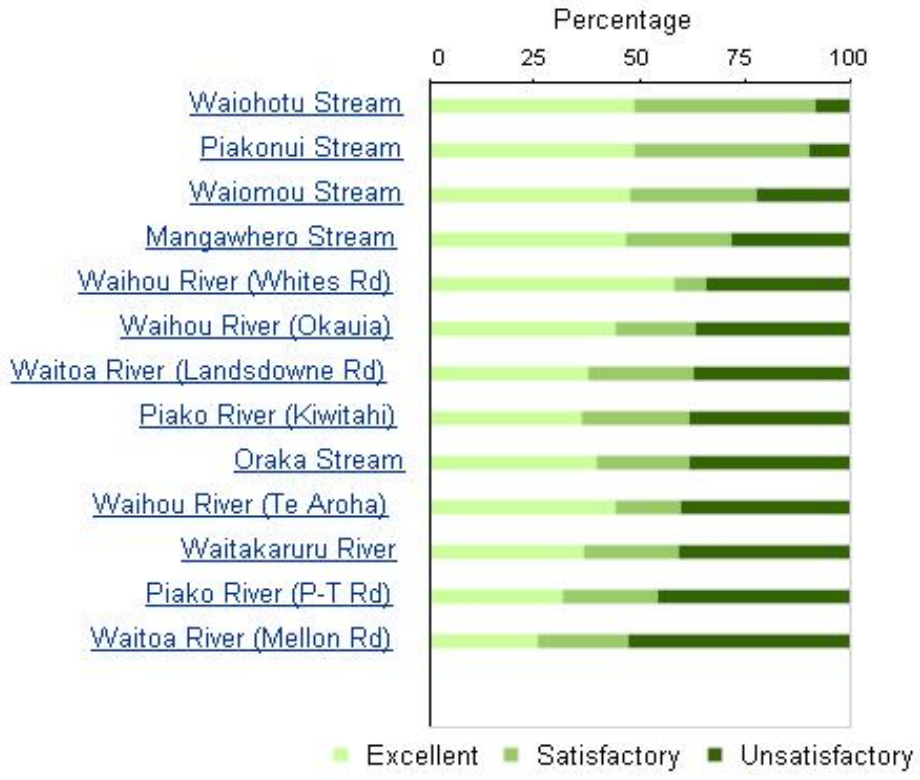
- Waihou River at Okauia
- Waitoa River at Landsdowne Rd Bridge
- Waitoa River at Mellon Rd
- Piako River at Kiwitahi
- Piako River at Paeroa-Tahuna Rd Bridge
- Piakonui Stream at Piakonui Rd
- Waiomou Stream near Te Poi

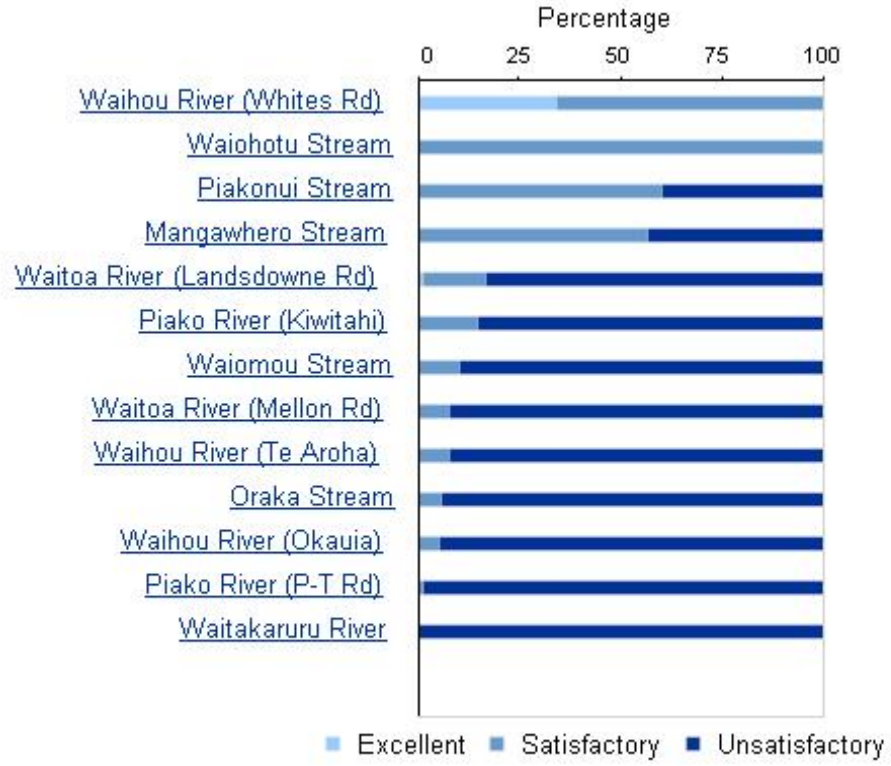
In general the graphs show that:

- Dissolved oxygen levels in most rivers is excellent or satisfactory;
- PH levels in most rivers is excellent;
- Turbidity in most rivers ranges from satisfactory to unsatisfactory;
- Ammonia in most rivers is excellent;
- Temperature in most rivers is excellent or satisfactory;
- Total Phosphorus in most rivers is unsatisfactory;
- Total nitrogen in most rivers is unsatisfactory;
- Baseflow clarity in most rivers ranges from satisfactory to unsatisfactory;
- E-coli in most rivers ranges from satisfactory to unsatisfactory.

Mapped below are the average scores for both ecology (in green) and swimming (blue), measured from the Waihou River at Okauia in 2016/17, compared with other monitored rivers in this district.

It is noted that in 2017/18, only swimming and ecology measurements from individual monitored sites were produced, rather than a comparison of this data between monitored sites as had been done in the past.





Earlier measurements show the water quality in the district's main rivers ranged from excellent/satisfactory to unsatisfactory. From 2000-2004 nearly 38% of the samples taken from rivers within the Hauraki catchment were excellent, while 41.3% were unsatisfactory.

In the Matamata-Piako district, water quality for swimming in all the rivers and streams has worsened. E-coli data from 2006–2010 and water clarity data from 2003–2007 have indicated that a greater number of 'unsatisfactory' periods of water quality for swimming have occurred.

Two complaints of contaminants entering waterways were lodged with Council in 2012/13, and both were passed onto the Waikato Regional Council for investigation.In 2013/14 and 2014/15 there were no complaints received regarding water quality. In 2015/16 one complaint was received about oil entering the stormwater system following a car accident. This was handled by the Regional Council. There were no complaints about water quality.

What Council Is Doing

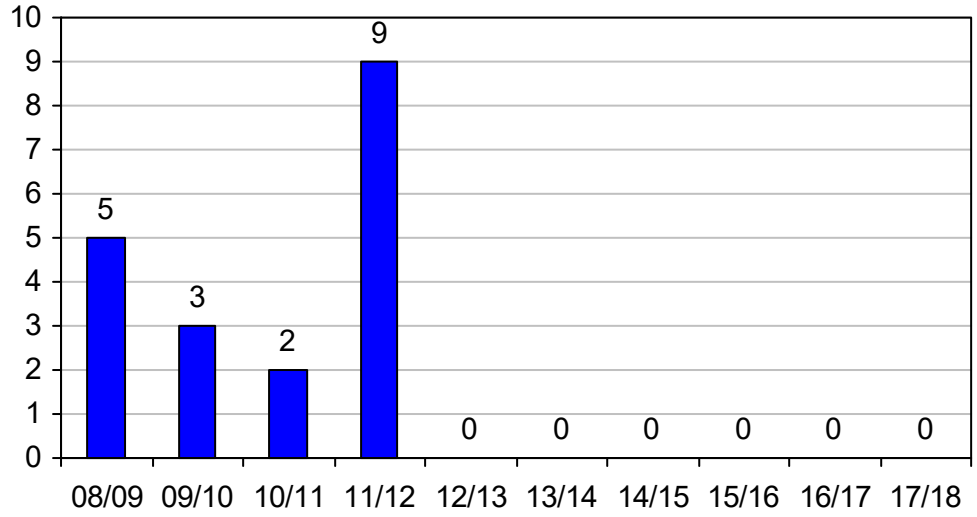
Council owns approximately 68.3 hectares of esplanade reserve within the Waihou and Piako River catchments. This is the land that generally extends 20 metres out from a river, and contains riparian margins. These esplanade reserves make up approximately 13% of all Council owned reserves.

Resource consent conditions are used by Council for the protection or creation of riparian margins

and esplanade reserves.

From 2008/09 – 2011/12 there were 19 consents granted with conditions requiring the creation or protection of existing riparian margins. No consents have been granted in the last six years.

Number of resource consents granted requiring the creation or protection of riparian margins



Council offers the Significant Natural Features Grant to landowners who protect and preserve features such as wetlands or native bush areas, by providing funding of up to 50 per cent towards fencing or legally protecting the site. In 2015/16, 5710.53 in funding was provided in Significant Natural Features Grants. $2,000 and $1250 was provided for these grants in 2016/17 and 2017/18, respectively. The Waikato Regional Council also funds up to 35 per cent of the cost of fencing and planting natural waterways on private property.

Until early 2014, landowners protecting their sites in perpetuity had applications for rates remission assessed by Council. Following a 2014 review of the Significant Natural Features Policy, the policy no longer allows for any new applications for a rate remission. However, Council has committed to an annual rate remission totalling $4,213.63 (excluding GST) to land owners who have made an application to the Significant Natural Features Grant and have protected their site in perpetuity.

In 2013/14 there was some work done in fencing off watercourses on Council-owned land on Rewi Street and Gilchrist Street in Te Aroha that is subject to grazing licences, in response to submissions that stock were entering waterways on this land. In 2016/17, a plan was being developed with local community groups to permanently fence off additional native trees and bush on Council reserve land along the eastern bank of the Waihou River in Te Aroha and to supplement this with native planting.

Landcare groups also take an active role in improving the environment. They take practical steps that benefit the whole community. Council wants to ensure we have sustainable farm production, protection and rehabilitation of sensitive environmental areas, pest and weed control, native bush monitoring, river monitoring and rehabilitation, as well as biodiversity enhancement (protection of native flora and fauna). Landcare groups help the community to achieve these aims.

Council is aware of three Landcare groups operating in Matamata-Piako that are taking measures to benefit waterways and their margins:

1. Whitehall Landcare Group
This group was formed by members of the community who became concerned with the water quality of the Upper Karapiro Stream. The group undertook fencing for over 17 properties that border the banks of the Upper Karapiro Stream. Since completing the fencing, members still carry out restoration and pest control work on their own properties with a focus on possum control with the Waikato Regional Council.

2. Mangawara Landcare Group
This group was formed in 1994. Their aim was to improve catchment management and flood control in the Mangawara River. They have fenced and planted natives along the river, as well as willows to stabilise eroding banks. This project has resulted in a reduced nitrate runoff and reduced erosion, benefiting the downstream river ecology.

3. Kaimai Mamaku Catchments Forum
The Kaimai Mamaku Catchments Forum has representation from iwi, recreational groups, primary industry and conservation groups and aims to restore forest biodiversity, enhance recreational activities and provide for sustainable land use. A priority is to develop a multi pest management control programme plan. In addition, the Forum intends to ensure genuine community involvement. This community theme will continue with the establishment of new Landcare groups in addition to further support for existing groups.

In addition to the three groups above, there are several other initiatives in the district with a focus on waterway rehabilitation:

The Piako Catchment Forum is a community group formed in Morrinsville in 2016 with the goal of helping clean up the Piako River and to get involved in riparian plantings along the Morrinsville River Walk.

Keep Te Aroha Beautiful has a focus on riparian planting along a stream feeding into the Waihou River.

The Upper Waihou Project is a project supported by the Waikato Regional Council to clear willow and popular from the upper Waihou River and to help restore its margins.

The Regional Council is also coordinating a collaborative project between mana whenua, landowners and local government to help restore wetlands in the Waihou catchment. “Te Puna o Waihou ki Tikapa te Moana” or “Source to Sea” aims to work co-operatively to protect, enhance and restore biodiversity.

The dairy industry has introduced the Sustainable Dairying Water Accord, an initiative to improve environmental performance on dairy farms which required, by May 2017, all dairy cattle to be excluded from any lakes; significant wetlands and all permanently flowing rivers, streams, drains and springs, that are more than a metre wide and 30cm deep. 97.2% of the waterways on New Zealand dairy farms were excluded from dairy cattle by the targeted date of May 2017.

The Resource Legislation Amendment Act 2017 introduced a new subsection, s360 1(hn), which allows the creation of regulations for the purpose of excluding stock from water bodies.

What You Can Do To Help

- Get involved in a Landcare group
- Fence river margins to prevent stock grazing and erosion
- Plant natives to encourage animal life and increase the ecological health of a stream or river
- Obtain technical assistance from the Waikato Regional Council's land management officers: please call 0800 800 401

Useful Links

Landcare Research

AgResearch

https://www.dairynz.co.nz/environment/in-your-region/sustainable-dairying-water-accord/

Environmental Health Indicators New Zealand (http://www.ehinz.ac.nz/publications/factsheets/)

www.waikatoregion.govt.nz/Environment/Natural-resources/Water/Rivers/Our-other-rivers/Water-quality-monitoring-map/

Local Indigenous Biodiversity Strategy (Waikato Regional Council)
https://www.waikatoregion.govt.nz/assets/PageFiles/40706/Full-report-Source-to-the-Sea-Te-Puna-o-Waihou-ki-Tikapa-te-Moana.pdf

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Rural Area Development

Rural Area Development Indicators

Overview

Demand for residential properties and lifestyle blocks in rural settings can create considerable pressure on rural land. Particularly close to townships, areas of rural land on high quality soils are purchased and subdivided into smaller lots for residential and lifestyle purposes.

What is High Quality Soil?

Soil class makes up one of the three components of the Land Use Capability Classification (LUC). The LUC categorises different kinds of land according to those properties that determine its capacity for long-term sustained production. The LUC has three basic components: class, subclass and unit (Landcare Research 2009).

LUC class is most commonly used and classifies land from I (the most versatile and productive class) to VIII (the class with most limitations). Classes I, II, and III are considered high quality soils within Matamata-Piako District Council's District Plan.

The land in each class is further subdivided into sub-classes according to the major kind of limitation to its use. The subclasses are erodibility, wetness, soil or climate.

The LUC unit is the most detailed level of classification and allows for subclasses to be further classified based on the kind of intensity of management or conservation treatment required. Areas of land that have the same unit are capable of growing the same kind of crops, pasture or forest species.

Subdivision on High Quality Soils

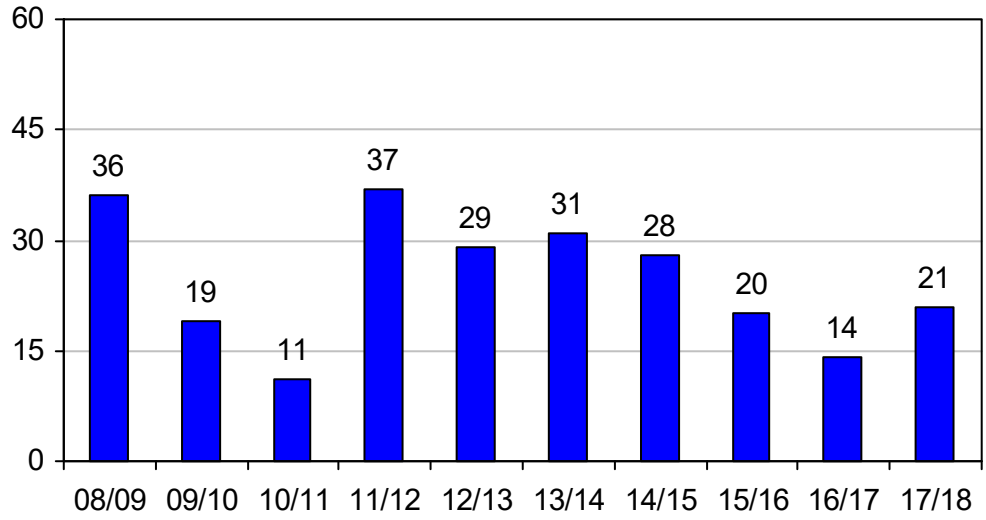
Council monitors the subdivision of rural land on high class soils. This type of land fragmentation could result in future shortages of properties of suitable size for viable farming and horticultural units.

The number of applications received to subdivide Class I, II and III soils into lots less than 8 hectares has varied between 11 and 37 per year between 2008/09 and 2017/18. The large increase from 11 applications in 2010/11 to 37 applications in 2011/12 may be due to the proposed Rural Subdivision district plan change (Plan Change 42), which was consulted on in 2011/12, and proposed to increase the minimum lot size in rural areas to 40 hectares.

Plan Change 42 provided for boundary relocation applications, where two adjoining lots could be reconfigured to allow for one lot of up to one hectare, with the second lot making up the balance area. Although a small lot of less than eight hectares is created it means that, overall, no additional

lots are created and the second lot has a larger area, which fulfills one of the intentions of Plan Change 42, which was to reduce the fragmentation of Rural zoned land.

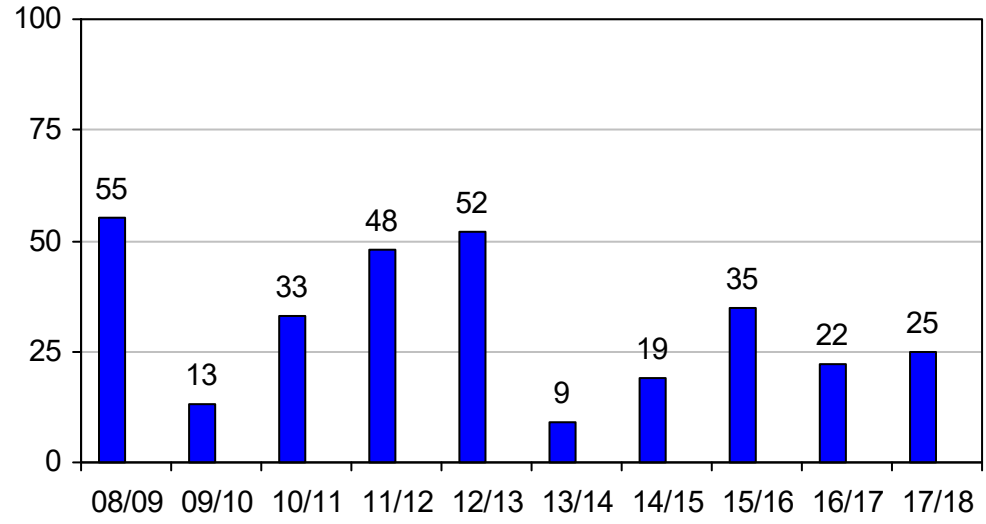
Number of applications to subdivide class I, II and III soils into lots less than 8 ha



Some of the above applications were to subdivide land to create more than one new lot. Of the 20 applications in 2015/16, five were associated with boundary relocations. In 2016/17, there was just one boundary relocation application on high quality soil and only two in 2017/18.

The number of new lots less than 8 ha created as a result of subdivisions on high class soils is shown below.

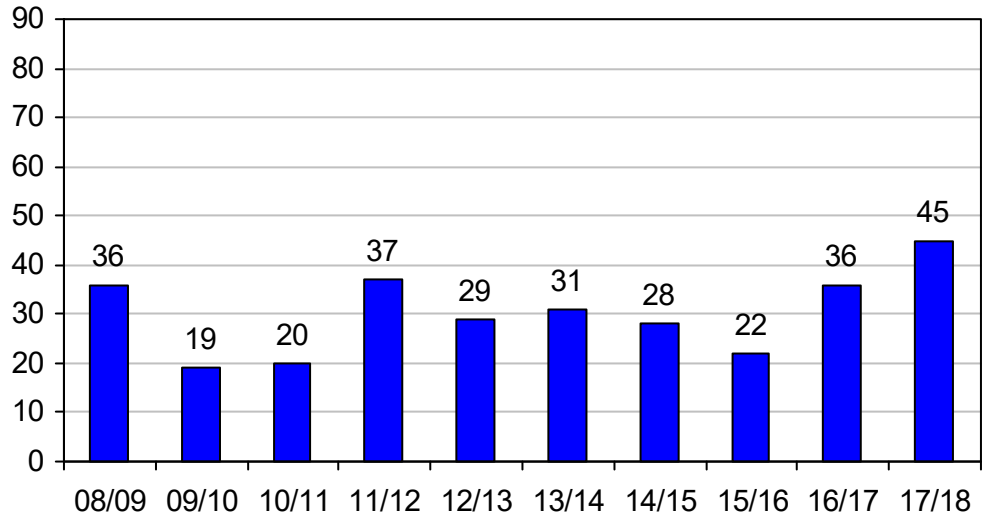
Number of new lots created smaller than 8 ha on class I, II and III soils



New Dwellings in the Rural Zone

The number of building consents applied for on Class I, II and III soils for new dwellings in the Rural Zone steadily decreased from a high of 54 in 2007/08 to the lowest level since state of the environment reporting began, 19 in 2009/10. The trend in the number of building consents has been consistent with the trend in the number of lots created in the Rural Zone.

Number of building consents applied for on class I, II and III soils



Designations in the Rural Zone

A designation is a selected piece of land that is required by an authority for a specific purpose. Designations are listed in Schedule 4 of Council's District Plan and may be required for uses such as roads, water, sewerage, electricity and communication purposes.

In the Matamata-Piako District the area of class I, II and III soils in the Rural Zone designated for non-productive uses decreased, overall, from 1160 hectares in 2010/11 to 634 hectares in 2013/14.

In 2011/12, 23 designations were removed from the District Plan because they had not been given effect to before the date of their expiry. Designations in the district include Council-owned facilities such as cemeteries, recreational reserves, water and sewerage works, roads and other government-owned purposes such as electricity supply, schools, roading and telecommunications and radio. No designations were added or removed in the rural area from 2013/14 or 2014/15. In 2015/16, a designation was added for the Mount Misery water reservoir south of Morrinsville.

Non-productive Activities in the Rural zone

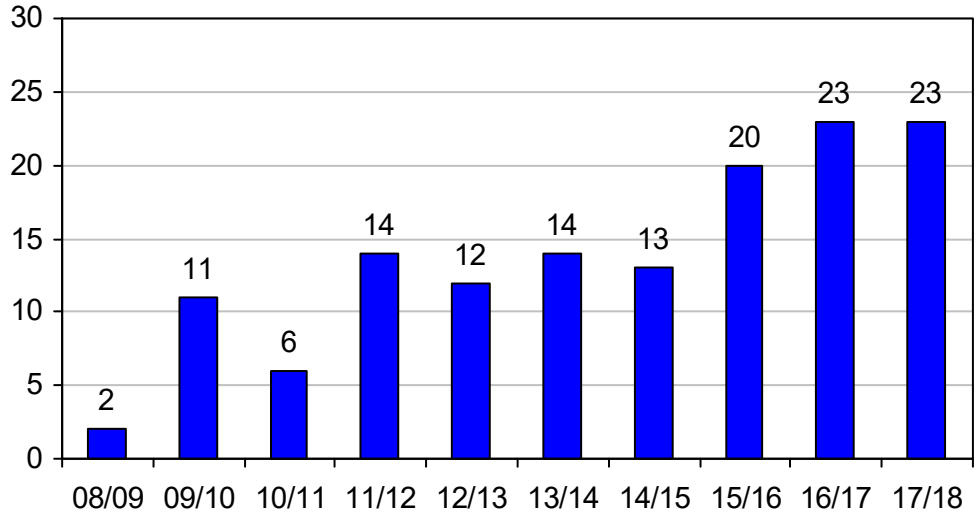
There are non-productive activities other than designations on Class I, II and III soils. Non-productive activities include educational facilities, places of assembly, accommodation facilities, industrial and depot activities, mining/quarrying, offices, marae developments, commercial services and boarding/breeding of domestic pets.

In 2015/16, there were 20 applications granted for non-productive activities in the Rural zone. These included seven yard encroachments, four applications related to poultry farming, an application to renovate a marae and one application to erect a large effluent tank. These are activities that do not depend on soil quality; some have located in the rural environment because of the adverse effects that they create while others serve a rural purpose, or have historically been located in a rural area.

In 2016/17, there were 23 applications granted. Three related to the establishment of depots, and four to the construction of garages. There were also applications for the expansion of a chicken farming operation and a new wastewater treatment plant at an industrial site.

In 2017/18, there were also 23 applications granted for non-productive activities on the highest class soils: two related to the expansion of chicken farms, four related to bridge construction, and 10 were for yard encroachments.

Number of applications for non-productive activities on class I, II and III soils



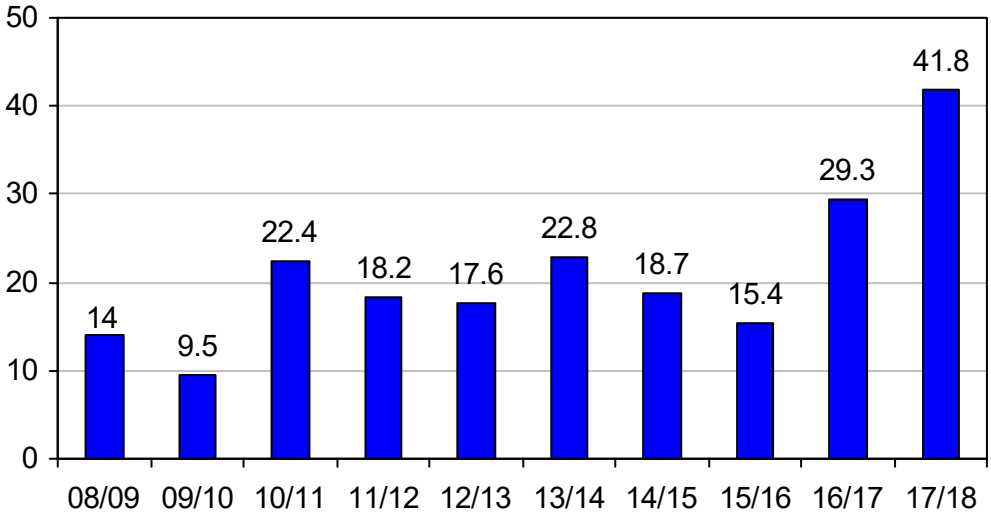
New Lots resulting from Subdivision

The average lot size of rural subdivisions on Class I, II, and III soils has increased in recent years. Before 2010/11, the average newly created lot size of created lots on high quality soils was less than 12 ha. However, since 2010/11 the average lot size is about 20ha, although it has increased in the last two years.

The relatively low number of properties that are subdivided in an average year, and the variability of their size can create distortions in the figures. The recent larger average lot size may have been in response to Plan Change 42 – Rural Subdivision, Council's review of the subdivision rules, which specified a new minimum lot size of 40 hectares in the Rural Zone but did also, however,

introduce the boundary relocation rule. In the years 2015/16 to 2017/18 the average subdivision lot size on high quality soils was 15.35, 29.3 hectares and 41.8 hectares, respectively.

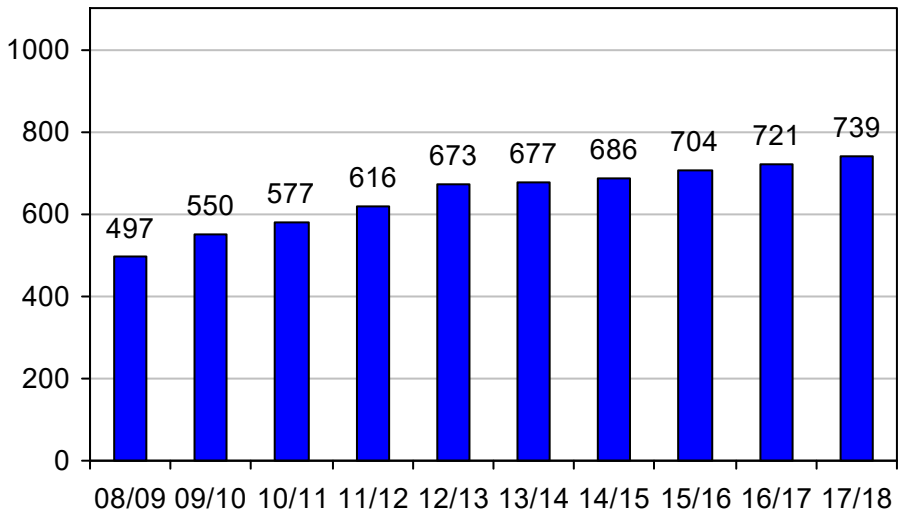
Average lot sizes for rural subdivisions on class I, II and III soils (ha)



Rural-Residential Subdivision

The number of lots between 2,500m² and 1 hectare in the Rural and Rural-Residential zones has steadily increased between 2008/09 and 2017/18.

Number of lots between 2,500m^2 and 10,000m^2 in the Rural and Rural-Residential zones



Approximately 2,727 dwellings exist on Class I, II and III soils in the Rural and Rural-Residential zones within the district. A number of these are small lifestyle and house blocks, and are not used

for productive purposes. However lifestyle blocks are only using a small percentage of our productive land.

- Approximately 98% of the high class soils are likely to be for productive uses on larger blocks of land in the Rural zone
- Approximately 1% of the high class soils is made up of small sized land parcels (up to 4.5 hectares)
- Approximately 1% of the high class soils is made up of designations

What Council Is Doing

Council continues to monitor development on high class soils in the Rural zone. Only one subdivision consent has been declined in the past 10 years.

In 2009/10 Council received an application which proposed to subdivide creating four lots between 5,507 m² and 8,050 m² and a balance larger lot on rural land near Morrinsville. The Hearings Commission declined the application which was then appealed to the Environment Court where the Hearings Commission decision was upheld (Sanson v Matamata-Piako District Council [2011] NZEnvC 165). The judge in making a decision concluded that:

> *"In terms of taking land out of productive use, we would have to agree that losing 10, or even 13 ha, taken as a single instance, is unlikely to have a significant direct adverse effect, locally, regionally or nationally. But the cumulative effect of the loss of even that much cannot be ignored, especially when such an outcome conflicts with the relevant Plan provisions."*
>
> *And also that the proposal would directly be responsible for fragmenting titles and establishing houses on good quality soils: "The outcome would be exactly the opposite of what the Plan says is sought."*

Designations for non-productive activities on Class I, II and III soils can be removed to provide access to these high quality soils. From 2008/09 to 2010/11, no designations for non-productive activities were removed from high class soils, with 23 removed in 2011/12. There have been no designations removed from high class soils in the years since.

The removal of buildings can also make high class soils more available for productive uses. In the 10 years to 2017/18 a total of 70 building consents have been granted for demolition in the Rural Zone.

Removal of non-productive activities on high class soils	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of designations removed	0	0	0	23	0	0	0	0	0	0
Number of building consents granted for demolition	8	13	7	6	3	8	5	1	4	4

For More Information

http://www.landcareresearch.co.nz/__data/assets/pdf_file/0017/50048/luc_handbook.pdf

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
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Waste

[Waste Indicators]

Overview

Waste is generated as part of everyday living when people throw things away that they no longer require. Matamata-Piako is responsible for promoting effective and efficient waste management and waste reduction practices within the district. Refuse collection services are provided to approximately 8,500 households and 800 commercial properties throughout the district.

Our Situation

Landfills

Within Matamata-Piako, Council has three refuse transfer stations, located at Waihou, Morrinsville and Matamata. Each is adjacent to closed, former landfills, which are managed to reduce unfavourable effects on the environment. Waste from the transfer stations is transported out of the district to a privately owned landfill at Tirohia, south of Paeroa.

Compliance of the district's landfills with their respective resource consent conditions is monitored regularly. Council monitors the amount and quality of leachate from the landfills to nearby surface water bodies, both up and downstream of the landfill location. Council also monitors several sampling bores near the landfills. The groundwater quality at the sampling sites has been good–satisfactory since 2000. Council's sampling sites achieved a compliance rate of 100 percent with Environment Waikato's Standards during 2009/10. In 2010/11 the Waihou Refuse Dump and Matamata Landfill had high levels of compliance with their resource consent conditions. The Morrinsville Landfill had partial non compliance, due to monitoring not being undertaken at the agreed intervals, and some monitoring results not being provided. However, there were no environmental concerns: there was no damage in need of urgent attention, and the quality and quantity of leachate pumped from the landfill had remained consistent. From 2012/13 to 2017/18 there was 100% compliance.

Hazardous Waste

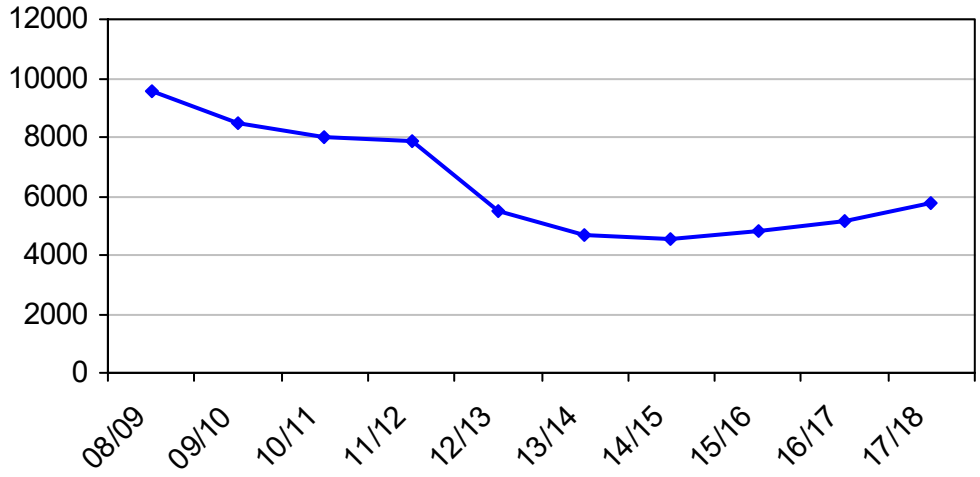
There were no reported incidents or spills involving hazardous waste in the district during the 2007/08 - 2009/10 period or in 2011/12. In both the 2010/11 and 2012/13 years there was one spillage of septage on to a roadway. There were no reported incidents in the three years until 2017/18

The Fire and Emergency New Zealand Act 2017, which resulted in the merger of the New Zealand Fire Service with rural fire authorities to form Fire and Emergency New Zealand (FENZ) on 1st July 2017 also added the authority for expanded functions, including hazardous substance incident response. FENZ reported eight incidents during 2017/18 including leaking gas cylinders at business and industrial sites, and hazardous chemical spills at a milk processing plant and from a truck crossing the Kaimai Range.

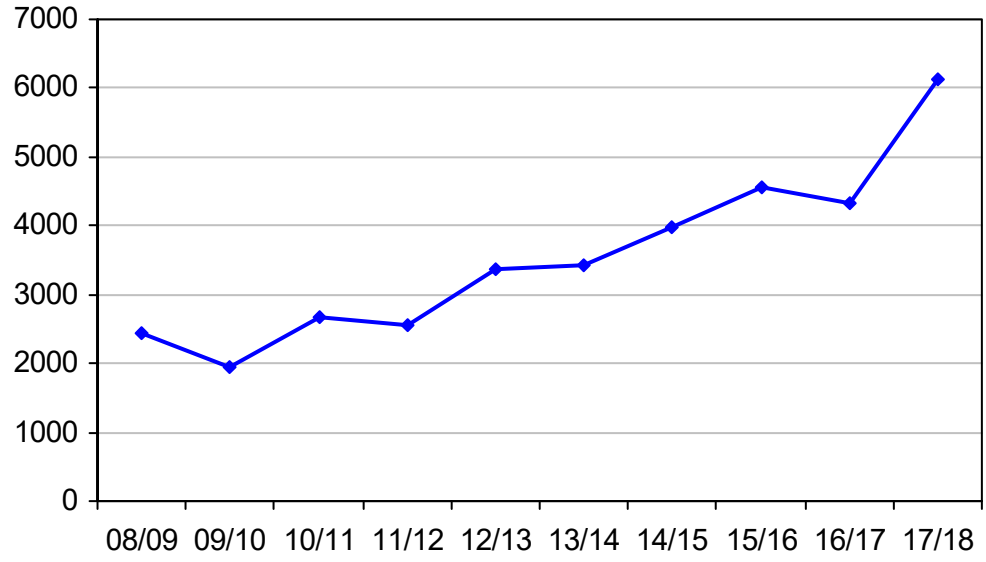
Quantity of Waste Generated and Recycled

The following graphs show how much waste is being disposed of at Council-operated transfer stations in our district and how much of this waste is being recycled/composted. This excludes waste disposed of in commercially operated landfills

Quantity of waste disposed to transfer stations at Waihou, Morrinsville, and Matamata and then sent to landfill (tonnes)



Quantity waste recycled / composted (tonnes)



Overall the amount of waste being disposed of at the waste transfer stations has steadily increased in the last four years. The reduction between 2011/12 and 2012/13 is due to the loss of the Council's largest private customer that used the Council's transfer stations to dispose of waste; however, this waste was still sent to landfill.

The percentage of our district's waste being recycled or composted has increased since 2009/10. However, the graph above detailing the quantity of waste recycled varies from year to year. This is due to variation in the quantity of green waste being composted.

Matamata-Piako Waste Stream	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Quantity of hazardous waste collected at transfer stations (tonnes)	0.2	1.2	0.71	1.5	0	0*	1.03	0*	0.87	0.57

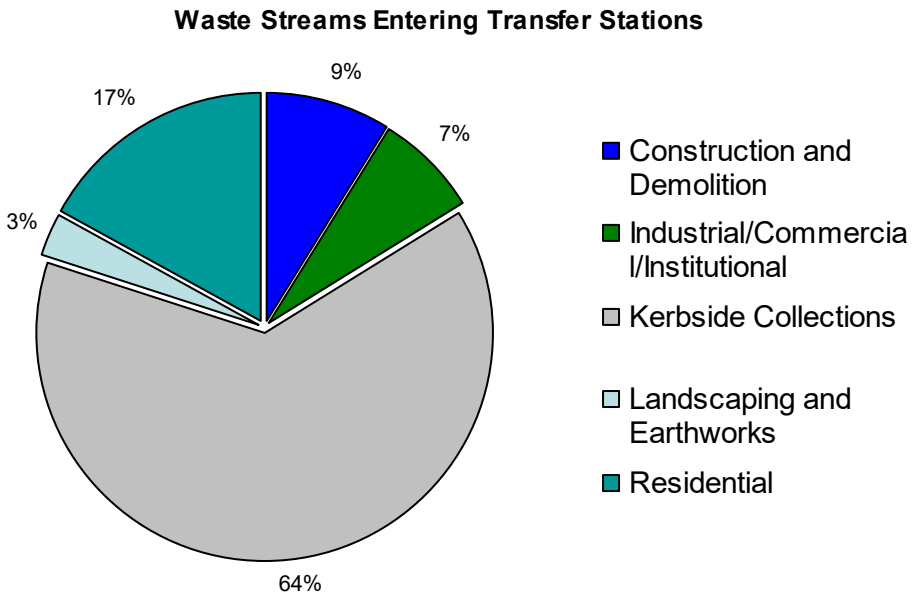
*There is some variation in the yearly totals as hazardous waste is not collected at regular intervals. As it is not cost-effective to collect small quantities of hazardous waste, it is stored until collection is economically viable.

Other waste is collected in addition to the waste stream collected at Council's transfer stations. Solid waste is also collected from screens at the district's wastewater treatment plants, and sent directly to the Tirohia Landfill. From 2010/11, this amount is included as an estimate in the "Total Waste to Landfill" figures below.

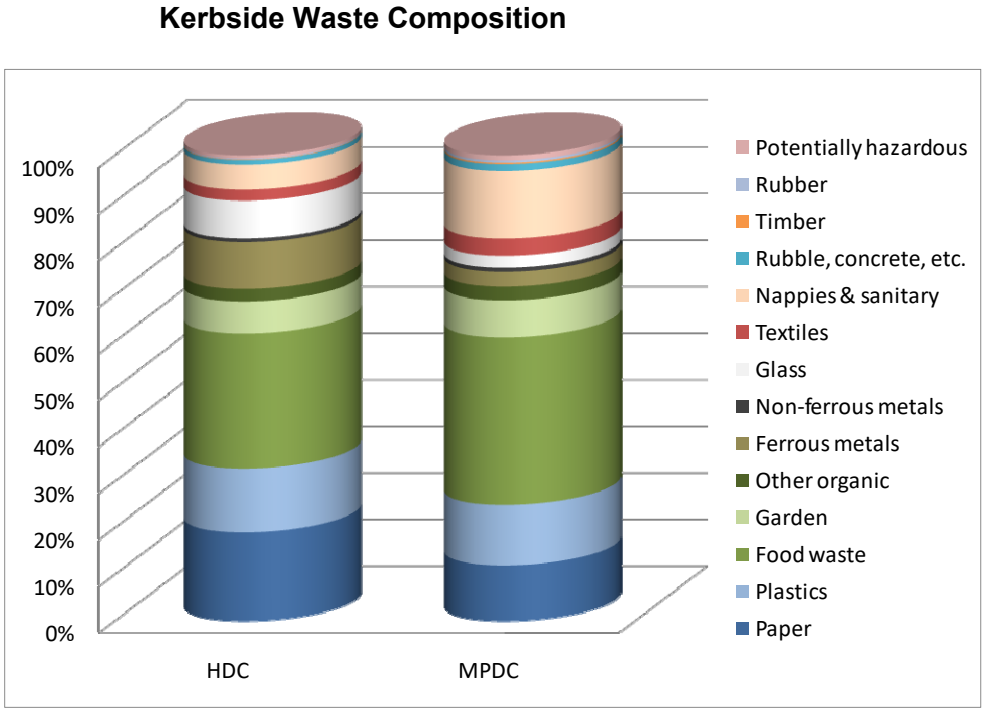
Total Waste Matamata-Piako (tonnes)	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Landfill at Tirohia (Waste water treatment plant)	20	23								
Total Waste to Landfill	9,530	8,456	8,000	7,833	5,471	4,680	4,566	4,801	5,144	5,743

What's in Our Waste

The following graph shows the sources of waste deposited at transfer stations in the district, from a July 2010 survey. The largest proportion of waste entering our transfer stations comes from kerbside collections, from commercial and residential premises.



Organic material, which includes primarily food waste and greenwaste, comprised the largest proportion of the overall waste stream to landfill.



The above chart is from the Eastern Waikato Waste Management and Minimisation Plan, developed in 2012, and jointly used by Matamata-Piako, Hauraki and Thames-Coromandel District Councils. Similar to earlier surveys, the highest proportion of waste that households put out for collection in is organic, garden or food waste which, instead of being sent to landfill, can be composted or processed to generate energy. Paper and plastic are two other main sources of general waste which could be recycled, rather than sent to landfill.

What Council Is Doing

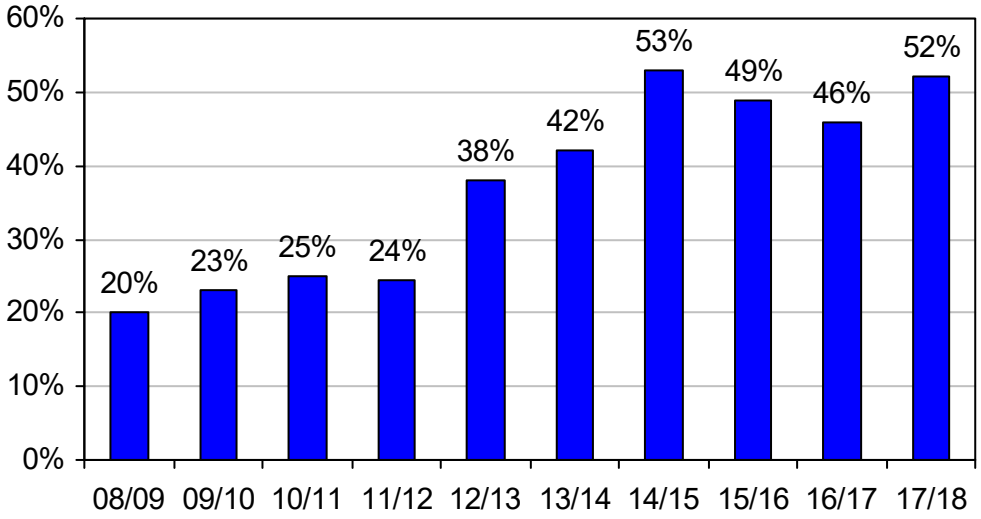
Council aims to lessen the negative impacts of landfills by preventing leachate entering receiving waters.

The Matamata landfill does not a have leachate collection system, however, Council treats any leachate produced from the now closed Morrinsville and Waihou landfills through the associated wastewater treatment plants. Leachate volumes and treatment cost is no longer recorded as it is not required under Council's resource consents.

Council spending on leachate & receiving waters	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Amount spent ($)*	30,000	25,000	30,000	40,000	*	*	*	*	*	*

Council also contributes to reducing waste by operating recycling centres at the transfer stations. The collection of recyclable material is also undertaken as part of its kerbside refuse collection.

Proportion of total waste recycled/composted from Council transfer stations



Participation rates for recycling ranged between 30% and 33% between 2000/01 and 2004/05. The 2006 Environmental Awareness, Attitudes and Actions Survey conducted in conjunction with Environment Waikato showed that in 2006:

- 50% of Matamata-Piako residents recycle glass
- 49% of Matamata-Piako residents recycle plastic
- 49% of Matamata-Piako residents recycle tins/cans and
- 49% of Matamata-Piako residents recycle paper

Participation rates for municipal recycling have increased steadily to 64% in 2011/12, 83% in 2012/13 and 85% in 2013/14.

In 2017, 66% of properties within Matamata-Piako had access to Council kerbside recycling according to the Eastern Waikato Waste Management and Minimisation Plan.

What You Can Do To Help

- Compost green waste at home for use in the garden or establish a worm composting house
- Recycle glass, paper and card, plastic, metals.
- Reduce packaging. Buy products with less packaging.
- Instead of throwing out goods or items that may be used by someone else list them on your community's Neighbourly website.
- Ensure you dispose of your waste in an appropriate manner. Don't dump in an uncontrolled environment.

Useful Links

Matamata-Piako State of the Environment Report 1999

The Waikato Regional Council's Waikato waste and resource efficiency strategy 2015-18

Zero Waste New Zealand Trust

Eastern Waikato Waste Management and Minimisation Plan

https://www.neighbourly.co.nz/

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Tangata Whenua

[Tangata Whenua Indicators]

Overview

The Matamata-Piako District Council aims to maintain and encourage kaitiaki responsibility (guardianship) of Maori by implementing a partnership approach to the sustainable management of the district's natural and physical resources.

The Resource Management Act (RMA) 1991 requires that in achieving the purpose of the Act all persons under it shall:

- Recognise and provide for the relationship of Maori and their culture and traditions with ancestral lands, water, sites, waahi tapu (spiritual and culturally important places for Maori), and other taonga (items, objects or things that represents the ancestral identity of a Maori kin group (whanau, hapu or iwi) with their particular land and resources) as a matter of national importance;
- Have particular regard to kaitiakitanga (the exercise of guardianship);
- Take into account the principles of the Treaty of Waitangi.

The Resource Legislation Amendment Act 2017 has amended specific sections of the RMA. Of particular interest to Maori may be the insertion of section 58O "Mana Whakahono a Rohe" which are Iwi Participation Agreements (IPA). Mana Whakahono a Rohe are written agreements between councils and iwi authorities to agree and record how tāngata whenua will participate in the preparation, change or review of a policy statement or plan. IPA are not limited to one iwi authority and one council, and there can be more than one party to each side of the agreement. An IPA can be initiated by either an iwi authority or a council.

Land use activities and subdivision development may adversely affect sites of cultural significance to iwi. Sites might be modified, damaged or destroyed by construction activity, roads or housing development. To avoid, mitigate or minimise any adverse effects there needs to be:

- An understanding with the local iwi or hapu to identify sites of cultural significance potentially affected by development;
- A partnership between iwi and Council;
- Increased involvement of iwi in the decision making process such as plan development and monitoring.

Hinerangi-Tawhaki Marae

Our Situation

Of the 175,500ha of land in the district, 3,501ha is held in rateable Maori Title.

What Council Is Doing

Council endeavours to create effective partnerships with local iwi. The District Plan provides for the creation of Iwi Housing and Marae Development Plans. Once established these mean that development in accordance with the plan is a permitted activity, and does not require resource consent. In 2013/14, The Waikato-Tainui Environmental Plan was lodged with Council, and the Raukawa Environmental Management Plan 2015 was lodged in 2014/15. When Council is reviewing or changing a planning document under the RMA, both these plans must be considered the same as any other planning document recognised by an iwi authority. Regard must also be given to them when Council considers resource consent applications.

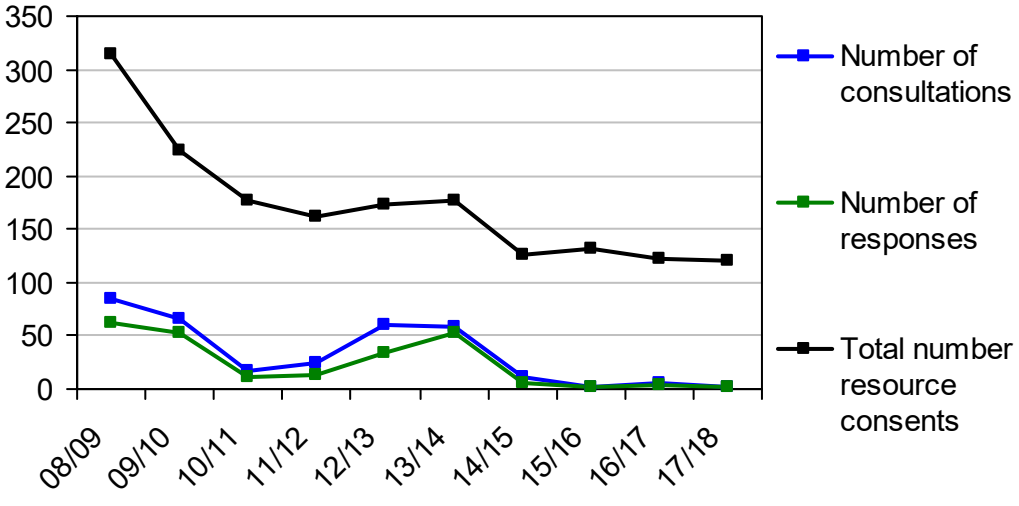
Consultation

Consultation with iwi is important in creating an effective partnership in the management of the district's natural and physical resources. Council consults iwi when it receives resource and subdivision consent applications that may be of iwi interest. The graph below shows the trends in the number of consultations and responses. The total number of resource consents in each year is also shown for reference. The number of consultations experienced a steady decrease in the three years from 2008/09, followed by a subsequent fluctuation in numbers and it has remained largely unchanged since 2014/15, which is consistent with a reduction in the total number of resource consents, as is the relative number of consultations compared to total number of resource consents between 2009/10 and 2013/14.

As part of the memoranda of understanding that Council has with a number of iwi, no consultation is made on some types of resource consents, such as breaches of development controls such as yard requirements in urban areas. Additionally, one iwi, Ngati Haua is currently sent a spreadsheet of all consents received by Council rather than just information on resource consents in their rohe. This would have had an impact on the overall number of consultations made by Council and responses received from iwi.

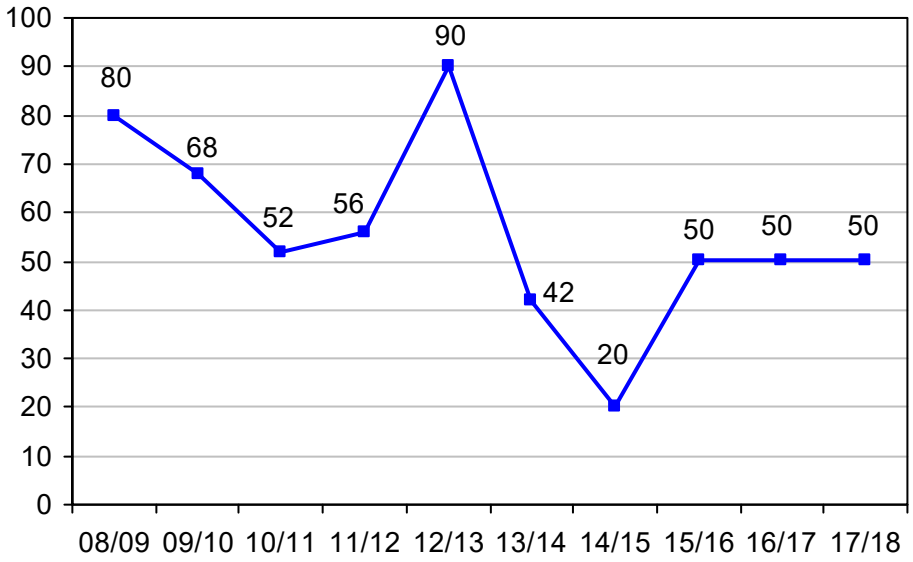
As of 2017/18, two Treaty of Waitangi Settlement Acts have been concluded in our district. Both the Raukawa and Ngati Haua Claims Settlement Acts of 2014 form an agreement between the Crown and the iwi to give effect to a Deed of Settlement for all the historical claims by an iwi against the Crown over land or other resources taken in breach of the Treaty. A treaty settlement between the Crown and the Hauraki Collective of 12 iwi is to be signed in August 2018.

Number of consultations and responses to consultation with iwi



The response rates by iwi to Council consultation have varied in the past ten years, in the range between 20% and 90%, as shown below. In nearly all of the responses received, iwi stated that they had no concerns with the proposals.

Percentage of responses from iwi consultation



Resource Consent Conditions

Developments arising from subdivisions and land-use activities can place significant pressures on iwi interests. Council responds to pressures on culturally significant sites by imposing conditions on resource consents when necessary to protect iwi interests such as pa and waahi tapu sites.

In 2015/16, three resource consents had conditions imposed. These included an undertaking to revisit the consent's conditions should a co-management settlement act be signed for the Waihou catchment within 12 months, to ensure consistency between the requirements of the act and the resource consent. Also, two consents required archaeological discoveries to be reported to Tangata Whenua and Council; that work must cease immediately and not recommence until after Tangata Whenua values and interests had been considered and written permission had been provided by Council.

In 2016/17, there were two conditions imposed on resource consents; these were in relation to erosion protection earthworks and earthworks to re-contour land and develop a walkway for a tourist accommodation venture by Lake Karapiro. In 2017/18 no conditions were imposed on resource consents for the purposes of the protection of culturally significant sites.

There are 78 waahi tapu sites listed in the District Plan and these include urupa (burial sites), pa and midden sites, and marae.

Tangata Whenua and Council decision-making

Council has a standing committee of Council called 'Te Manawhenua Forum Mo Matamata-Piako'. This Forum has two representatives from Council, and each of the iwi in the district. These include Ngati Haua, Ngati Paoa, Raukawa, Ngati Maru, Ngati Rahiri-Tumutumu, Ngati Whanaunga and Ngati Hinerangi. The Heads of Agreement also provides for representation by Ngati Tamatera.

The purpose of the Forum is to facilitate tangata whenua contribution to Council's decision-making. The members meet four times a year and consider any matter that has the potential to promote the social, economic, environmental and cultural well-being of Maori communities today and in the future.

For more information

For more information on the various iwi in our district visit the Te Puni Kokiri website.

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Transport

Transport Indicators

Overview

A good transport system is vital to the prosperity of the district. It provides the link between different areas, and gives people access to attend to their needs and activities. Transport enables businesses to access resources and markets, and provides people with social, cultural, recreational and employment opportunities. Transportation and traffic growth can result in economic, environmental, social and safety impacts that need to be managed through careful land use decisions.

While Matamata-Piako maintains an efficient transport system providing many benefits to the community, there are also several social and environmental impacts of the system.

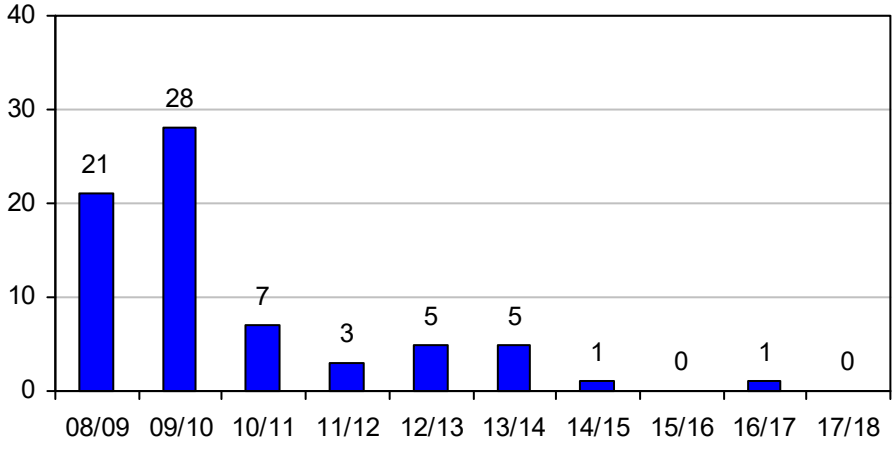
Our Situation

Our urban areas are relatively free of significant loading and vehicle access problems. However, car parking availability in Matamata has caused increasing dissatisfaction and traffic safety along state highways and arterial routes (major roads) is of concern as traffic speeds are often high due to the flat and open nature of the environment.

Traffic can generate adverse effects; particularly by creating noise. In some locations, roads with high vehicle counts affect the use, values and function of the neighbouring environment.

The District Plan requires a resource consent for any new entranceway, or where there is any increase in the character, scale or intensity of use of an existing entranceway, onto a significant road or arterial road. Since 2009/10 the trend has been for a steady decrease in the number of resource consents that include entranceways onto major roads.

Number of resource consents permitting an entranceway onto a state highway or arterial road



Parking

New developments can create traffic problems if there is not enough parking available. In the industrial and business zones, there have been 43 resource consents granted between 2008-09 and 2017-18 for activities that did not require additional on-site parking or loading. From 2011/12 to 2013/14 all the consents granted could provide parking from existing on or off-street car parks.

Plan Change 43 – Transport, which was made operative in 2015/16, introduced an exemption for businesses in the Shopping Frontage Areas of the three main towns with a Floor Area Ratio (FAR) of 1 or less. Businesses with a FAR of 1 whose total floor area does not exceed the area of the lot upon which it is built are exempt from having to supply parking if they instead supplied a verandah for pedestrian shelter as it promotes a pedestrian-friendly environment. The plan change also introduced as an alternative means of compliance: the ability for business owners to instead of providing parking to make a financial contribution for the purposes of car parking.

Resource consents in Industrial and Business zones given parking exemption	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of consents	2	2	7	5	9	1	0	4	5	8

Council's most recent annual customer survey of July 2018 showed that 25% of respondents are dissatisfied with the availability of car parks within Matamata. Further work will be done to consider future vehicle use patterns as well as and the possibility of future new car parks in the town.

Signs

Signs that are poorly located can distract driver attention and restrict visibility. The number of resource consents granted that permit signage on or visible from a state highway has remained consistently low since 2007/08. The consent in 2013/14 was for a sign to be erected for a recreational club located beside the state highway in urban Morrinsville. The three consents in 15/16 related to signage at the Tatua Dairy factory, and the erection of a 6.5m cow statue and a billboard in central Morrinsville. The consent in 2017/18 was for a petrol station sign adjoining State Highway 24, near Matamata.

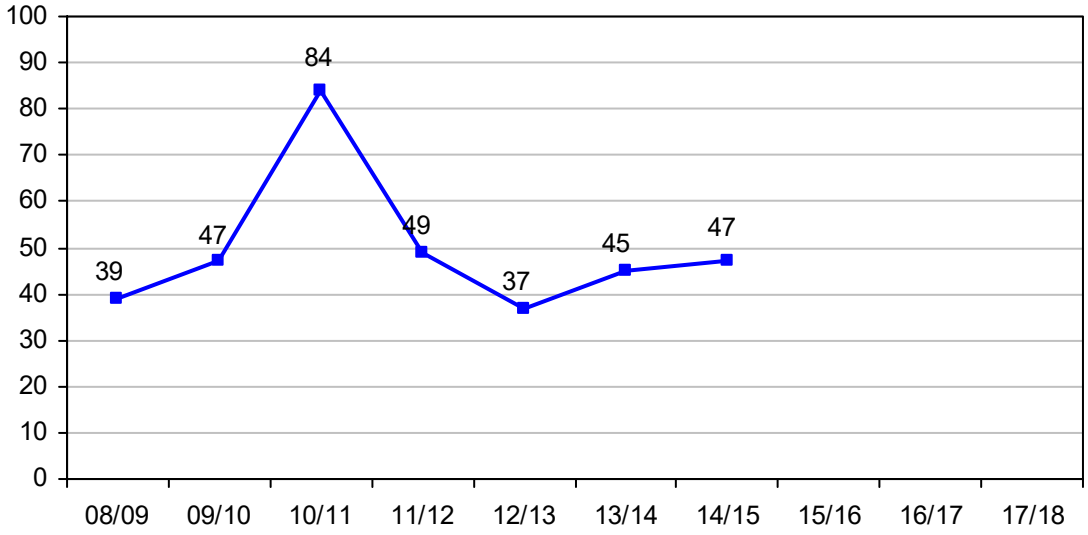
Number of resource consents granted which permit signage on or visible from a State Highway	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of consents	1	1	1	1	0	1	0	3	0	1

Traffic Accidents

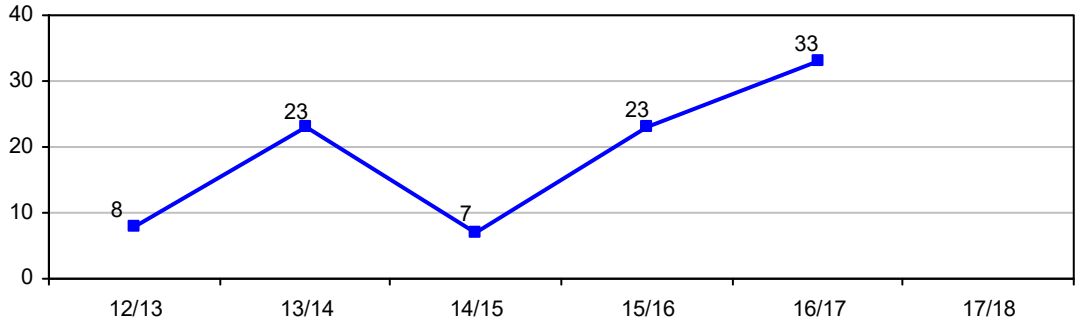
The number of reported crashes causing injury on Council roads has fluctuated over the past ten years, reaching a peak of 84 in 2010/11. The overall annual trend in the years since then is for a

relatively constant number of injury-causing accidents. The data from the last three years is not available due to a change in the way that accident data is now recorded. Formerly, it was the number of all injury-causing accidents in the district that was calculated. In recent years, however, it is only accidents that cause serious injury or death that have been calculated. The 2017/18 year data will not be available until mid-2019.

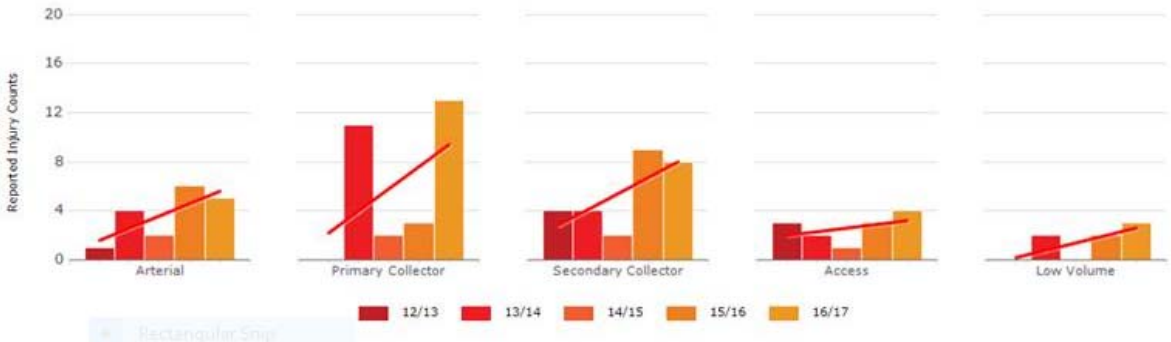
Number of reported injury-causing accidents in the district



Number of reported accidents causing serious injury or fatality in the district



The total number of reported serious injuries and fatalities each year on the network



The Roading Network

In 2008/09 there were 993.6km of roads in the Matamata-Piako District. This was made up of 994.5km of sealed road and 59.1km of unsealed road; approximately 860 km of the roads were within the rural area and 120km in the urban areas. The length of the roading network has increased very gradually since due to new roads being created through subdivision, mostly in urban areas.

Length of Roading Network (km)	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Sealed	934.5	935.7	938.9	938.9	938.9	938.9	938.9	938.9	938.9	948.9
Unsealed	59.1	59.1	59.1	59.1	59.1	59.1	59.1	59.1	59.1	59.1
Total	993.6	994.8	998.0	998.0	998.0	998.0	998.0	998.0	998.0	1008.0

Roading Network Complaints

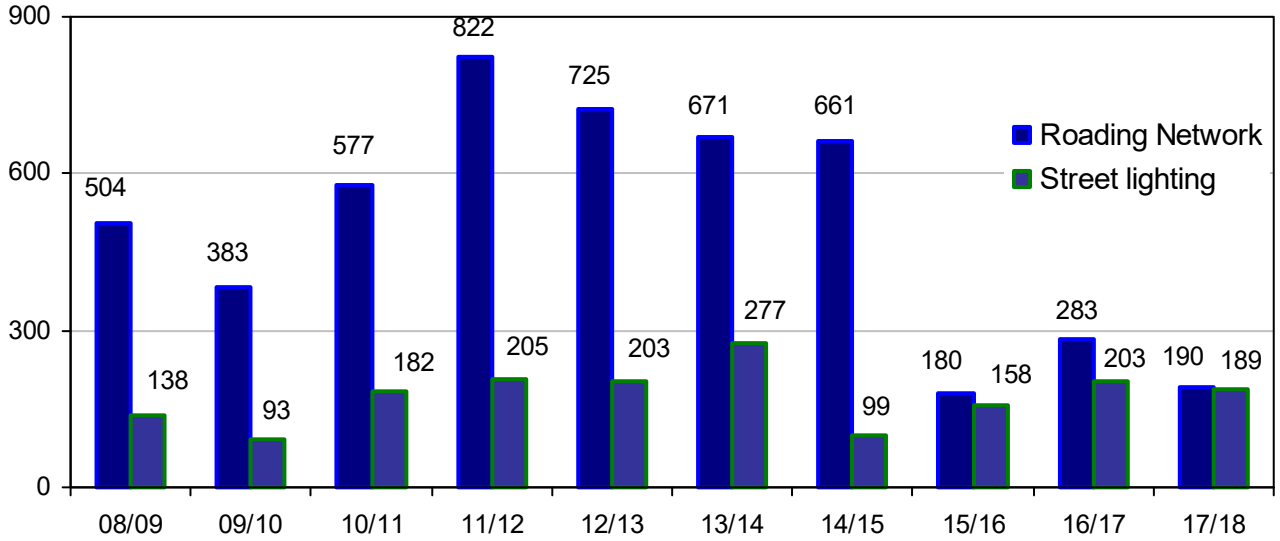
The number of calls received by Council regarding the roading network has decreased from the years between 2010/11 and 2014/15. However, since 2015/16, the number of calls has fluctuated, but has been much lower on average than in the years previous.

A notable percentage of all the roading calls received have been regarding damage to the road surface or potholes. Other complaints included abandoned vehicles, culvert maintenance, rubbish on roads, parking, and road signs. In 2014/15, a change in the way that data was captured for streetlight complaints meant that data was available only from late January until June 2015. Over this five month period, 99 complaints were received about streetlighting of which 93 of the calls related to maintenance. Calls regarding the roading network included requests for maintenance of footpaths, reports of damage to roads, and queries about the trial closure of a turning lane on Broadway in Matamata.

In 2015/16, 158 complaints were received about streetlighting, and in 2016/17, and 2017/18 203 and 189 complaints, respectively were recorded. The few complaints that were not about maintenance related to nuisance caused by glare, damage caused by vehicle accidents and the time the streetlights were turned on or off. In 2015/16, 180 complaints were received about the roading network, and a further 283 in 2016/17; the most common complaints were regarding damage to the road, hazardous or slippery material on the road surface. In 2017/18, the number of complaints dropped to 190.

Due to changes introduced by the Local Government Act, information has been categorised differently from previous years. This has resulted in both a change to the roading network information that has been sourced, and also to the final figures. 2016/17 is the first full year of the new information requirements.

Number of calls regarding the roading network



The New Zealand Transport Agency (NZTA) is responsible for the development and maintenance of the country's state highways. Council received no complaints between 2008/09 and 2017/18 from the NZTA.

What Council Is Doing

The number of vehicles on New Zealand roads has increased by 45% since 1990. This has been at the expense of public transport and other modes such as walking and cycling. The Matamata-Piako district is predominantly a rural district and in 2002 had only half a kilometre of dedicated cycle or walkways.

As of 2017/18 the total length of footpaths in the district is 200.7 kilometres, and there is 500 metres of cycleway. In addition, 11.8 kilometres of the Hauraki Rail Trail, which provides a cycleway between Thames, Te Aroha and Waihi, is in the Matamata-Piako District. In 2015/16, Council decided to extend the rail trail from Te Aroha to Matamata, and this extension is currently under construction.

There has been no Council spending on noise mitigation measures as a result of transport effects between 2008/09 and 2017/18.

Parking

New development can create parking and loading problems, and can create conflict with vehicle traffic if there are insufficient parking spaces. Council aims to encourage self sufficiency in the provision of parking spaces and to avoid problems created from insufficient parking. It does this by placing conditions on resource consents for the creation of new parking spaces, and by collecting parking contributions. In 2015/16, 129 new on-site parking spaces were created as a result of consented activities at nine sites throughout the district. 65 of these car parks were at the newly constructed Te Aroha Events Centre. In 2016/17, 136 parks were created, 51 of these at a newly consented place of assembly in Manawaru. A further 136 carparks were created at nine sites in 2017/18. 56 of the parks were located at a workshop in Matamata.

Work carried out during Plan Change 43, the review of the Transportation section of the District Plan, in 2012/13 included a review of the town centre parking in Morrinsville, Matamata and Te

Aroha. The report concluded that there is sufficient supply of on-street car parking within a short walking distance of the three town centres so as not to require on-site car parking within the "Shopping Frontage" areas of the town centres, over the next ten years. The matter of not requiring sites within the Shopping Frontage areas to supply on-site parking was included in a new "Transportation" section of the District Plan.

Other matters included in this section relate to higher thresholds for access to significant and arterial roads, and direction for Integrated Transport Assessments, which assess the wider effects of traffic predicted to result from a proposed activity.

The existing number of car parks in the District (both public and private) is not currently monitored. Only the number of car parks created as a result of development and recorded on resource consent decision reports is calculated; the number of car parks created by activities that comply with all the rules in the District Plan, and therefore do not require resource consent, is not included.

Number of parking spaces created as a result of development	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Number of spaces	6	35	200	111	153	87	34	129	136	136

Roading Development Contributions

Through the 2009–2012 LTCCP Council implemented a district-wide development contribution requirement for roading where development contributions would be paid on completion of a subdivision or development.

In 2009/10 the total of roading development contributions collected, $6,731, was low, as very few subdivisions or developments had been completed since the policy came into effect. This figure has increased since the introduction of the policy. In the three years 2015/16 through 2017/18 a total of $319,061, $142,011 and $439,554, respectively, were collected in roading contributions. There were no parking contributions collected over this period.

Useful Links

Regional Land Transport Strategy

Ministry of Transport

Ministry of Transport - Annual Fleet Statistics 2014

For More Information

Contact info@mpdc.govt.nz or

Customer Services
Matamata-Piako District Council
PO Box 266, Te Aroha 3342
Phone: 07 884 0060
Fax: 07 884 8865

Health and Safety Report - September 2018

Trim No.: 2072144

Executive Summary

The health and safety report for the month of September 2018 is attached.

The Health and Safety Manager will be in attendance to discuss the report with Council.

Recommendation

That:

1. The report be received

Attachments

A. September 2018 H&S Report

Signatories

Author(s)	Sandy Barnes **Health & Safety/Quality Manager**	

Approved by	Dennis Bellamy **Group Manager Community Development**	

Health & Safety Report – September 2018

Introduction

The annual Health & Safety Climate Survey has been completed with 161 staff responses. The results are generally very positive with some great wins in the following areas:

"I see safety as a normal part of our business"	83.02% said Always	77.46% in 2017
"I believe H&S is part of my role"	98.70% said Yes	Not asked
Ï have opportunities to contribute to H&S"	61.01% said Always	53.52% in 2017
Ï feel comfortable (or safe) providing information about H&S issues	60.38%	Not asked
"My manager/team leader listens to what I have to say about H&S"	74.19% said Always	68.79% in 2017
"My manager/team leader ensures that I follow the safety rules"	74.84% said Always	Not asked
"I have been trained in the safe work procedures relevant to my role"	57.24% said Always	49.29% in 2017

The health monitoring programme continues to take up a significant amount of time while we bed-in all the processes and explain the system to staff. Information relating to the monitoring conducted during the month is on page 5. The Health & Safety Administration Officer is currently being trained and will eventually take over the day-to-day administration of the system.

We registered and participated in Blue September. We provided information on Prostate Cancer and the importance of prostate checks for our male staff. Staff dressed in "blue" for a Friday and purchased blue cupcakes kindly made by one of the staff. We raised $300 for the Prostate Cancer Foundation.

Planning is well underway for the Contractor H&S Pre-qualification evening on Monday, 29 November 2018. A short survey has been sent to all Contractors we can identify as working for MPDC from the scheme. Some very constructive comments have been received.

The Contractor H&S Pre-qualification Governance Group, which the H&S Manager is a member of, met to discuss changes to the scheme. Some of the changes will need to be consulted on with the Councils who have joined the scheme but the more minor changes have already been made. One of the major changes relates to the insurances which were an ädd-on" when the scheme was developed. Expired insurances will no longer make a contractor expired under the scheme and it is proposed that individual Council's will have to identify other means of chasing these with Contractors – likely the job of procurement staff or project managers.

The H&S Manager has been working with a company in preparation for the "R U OK?" full staff meeting. This presentation and concept will lead into the development of our Mental Health Strategy which the HR & H&S Managers are working on.

H&S Reps are currently reviewing our previous survey questions for Bullying/Harassment and Stress. It is proposed to release these as two separate surveys before Christmas. They were removed from this year's H&S Climate survey.

A defibrillator has been purchased and installed at the Matamata Civic Centre.

Library teams have completed site safety maps for the three libraries for use for school visits.

Events of interest during the month included:

- Plywood placed over graves once they have been dug is painted white. Workers know why the plywood is there however the public may not always be aware the ground is open underneath the plywood. This can sometimes be in place for 24 hours. Consideration of how the public can be warned of the open ground underneath the plywood is underway.
- Two adult cows and four calves left on the edge of runway 04/22 and the Apex paddock at the Aerodrome. Animal Control Officer contacted the owner.
- Contractor compacting area around A/C water main in Matamata caused breakage to main. This disrupted water supply to the school.
- Driver of compactor truck climbed up the ladder and into the compactor. The engine of the truck was still running. Discussions are on-going with the contractor.
- Mower deck on a truck came down whilst travelling on the road and caused damage to some vehicles. No one was injured. Police attended.
- Staff have raised concerns about only one person being on-call after hours. They have indicated they feel very unsafe / vulnerable when they are attending a callout. Issue is being investigated.

**Terminology: the term 'event' used in the Health and Safety at Work Act (2015) includes safety events such as incidents (including near misses), injuries, illnesses and fatalities.*

Annual Key Objectives

Our key objectives for 2018 are:

- Improving contractor H&S management
- Improving safety collaboration
- Improving accessibility to H&S information
- Improving health and wellbeing (improve general health, stress and bullying reduction)

Information on how these objectives will be achieved, measured and our progress are included at the back of this report as Appendix A.

There were four questions in the H&S Climate Survey which related to our objectives. Two were achieved and two weren't. For specific details please refer to Appendix A.

Monitoring risk

Risk Management

Hazard/Risk tracking

# new risks identified	**4**	Swimzone Te Aroha: exposure to infectious substances; High lift Walker Mower; Allen St Pump Station: Fall/trip hazard; Headon Stadium: Basketball Hoops

# existing risks reviewed	**141**	**# existing risks overdue for review**	**13***
# risk control (CA's) completed	**39**	**# risk control (CA's) overdue 15+ days****	**81**

Incomplete reviews
The KVS H&S Coordinator is working through the outstanding Retic/Works and Parks team risks.

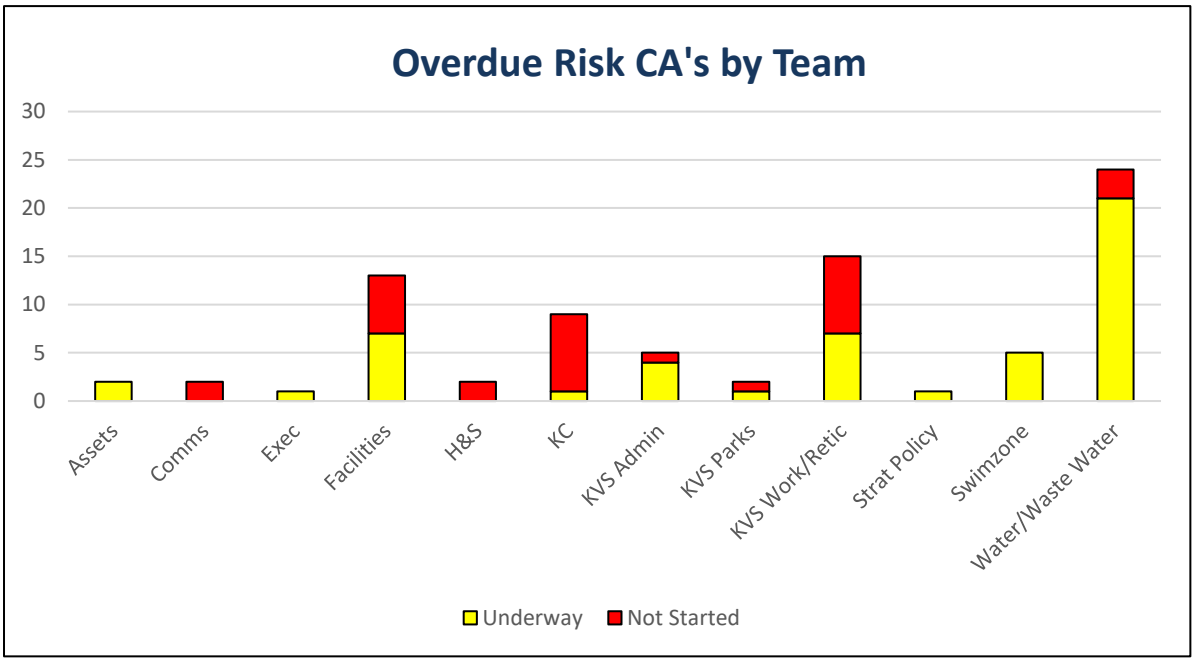
**** Explanation of risk control CA's**

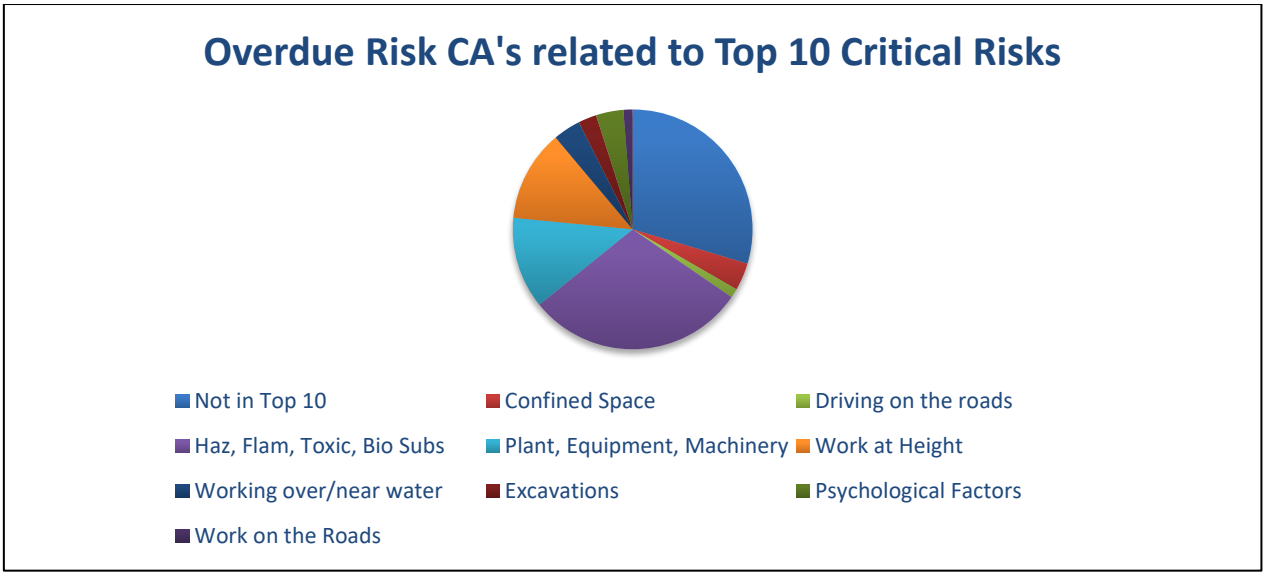
During a risk review corrective controls are identified. These are then loaded into Vault and allocated to the appropriate staff member to action. A timeframe is placed on the CA for completion. These controls are therefore 15+ days over the timeframe placed for completion. This figure does not differentiate between high and low risks.

The two graphs below explain

1. the number of corrective actions (CA's) overdue by team and whether they are "Underway" or "Not Started".

2. which of our "Top 10" risk categories the CA's fall into.





Note: Hazardous substances category includes silica dust, asbestos and waste water.

Council's organisation wide "Top 10 critical risks / significant hazards" categories

RISK / HAZARD	ACTION TAKEN
Hazardous, flammable, toxic, biological substances	• Free available chlorine levels exceeded at Swimzone Te Aroha. Incident well-managed. No ill effects. • Minor incident hosing area after chemical use: eye protection not worn • Three staff attended Growsafe training

	• Discussion on progress with the Asbestos Management Plan.
Driving on the roads	• Audit of over-speed records. 89 instances of 20 different vehicles exceeding the given speed limit by 25km/hr or more. Most of these instances occurred in areas where speed limits are lower, typically entering 50km and 70km zones after travelling at 100km/hr. Staff were reminded to watch their speed.
Psychological factors	• Three incidents of abusive/threatening behaviour
Confined space entry	
Working on the road	
Working at heights	• 8 staff attended training for work at height
Energy	
Excavations	
Working over / near water	• One pool rescue
Plant, equipment, machinery	• Vehicle damage after mower deck lowered when travelling on the road. Review of procedures. New mower being purchased has additional safety features.

Staff inductions

# staff inductions completed	**5**	**# staff inductions outstanding**	**0**
# refresher inductions completed	**0**	**# refresher inductions outstanding**	**0**

Procurement

# procurement assessments completed	**1**	Pre-use checklist for drone
# procurement assessments outstanding	**1**	Pre-use checklist for Ferric Chloride

Plant, equipment & machinery

# incidents / near misses where plant/equipment design is a contributing factor	**0**	

Review & Audits

Annual review of risk management is underway.

# internal audits conducted	**1**	Annual risk management review – this has been referred to the E-team for consideration and provision of recommendations.
# internal audits outstanding*	**16**	
# external audits conducted	**0**	

*** Schedule of audits to be conducted by H&S Reps**

General Maintenance at Transfer Stations	Substances	Bryan Turner	April
Epipen Use	Critical incidents	Charissa Tarry	Completed
Vacuum Cleaner : Safe method to remove filter and dust bag	Plant, equip, mach.	Kenneth Ranger	April
Stumpgrinder Safe Work Procedure	Plant, equip, mach.	Tony Watts	Completed
Pressure DE filter washdown	Substances	Trudy Haines	Completed
Lifting a pump from a well (with safety rails)	Working on/over water	Hayley Coetzer	Completed
Jacobson Mower Safe Work Procedure	Plant, equip, mach.	Stacey Blake	Completed
Tie Down & Lifting Chain Inspection	Plant, equip. Mach.	Kerry Tanner	May
Mowing Waharoa Aerodrome	Plant, equip, machinery	Gary Robinson	Completed
Safe work with Asbestos Cement Pipes (AC Pipes)	Substances	Daniel Wright	May
Hazardous Waste Sheds – Refuse Transfer Stations	Substances	Kenneth Ranger	June
Cleaning Septage Unit	Substances	Vicki Black	June
Safe work around an excavator & Excavator Loading & Unloading PL625	Excavations	Sandy Barnes	June
Self Contained Breathing Apparatus	Plant, equip, mach.	Charissa Tarry	Completed
Safe Work with a Harness	Working at Heights	Rochelle Rogers	June
Operating crane vehicle	Plant, equip, mach.	Sandy Barnes	July
Annual Ladder inspections	Plant, equip, mach.	Stacey Blake	Completed
Te Poi – 200L PACL drum deliveries	Substances	Vicki Black	August
Disposal of screenings MVWWTP	Substances	Rick Smith	Completed
Lightning Emergency Procedure	Energy	Kerry Tanner	August
Monitoring Sodium Hypo Liquid Bulk Delivery – SZMM & Sodium Hypo Safety Procedure	Substances	Ross Hall	Completed
KVS Escalation – Working Alone Serv.	Critical incidents	Rochelle Rogers	August
Hedge Trimming Safe Work Procedure	Plant, equip, mach.	Hayley Coetzer	September
Lifting manhole lids (Retic)	Working over/near water	Trudy Haines	September
Lock Out Process for Electrical, Air or Hydraulic Driven Machinery	Plant, equip, mach.	Gary Robinson	October
Safe Access to Silver Fern Farms Events Centre roof	Working at Heights	Daniel Wright	October
Fitting extensions to Fork Hoist	Plant, equip. Mach.	Ross Hall	November
Emergency Safety Shower & Eye Wash Test	Plant, equip, mach.	Rick Smith	November
Safe Work on Water – Using a Boat	Working on/near water	Bryan Turner	November
MMWWTP - Entering Influent Chamber for Routine Washdown	Confined Space	Tony Watts	December
Investigate and repair a Catchpit Tomo	Working over /near water		
Agrichemical Application	Substances		

Emergency Management

% Emergency Response Plans (ERP) completed		The ERP's for the minor water treatment plants are near completion. Waste Water plants will commence shortly.
% Emergency Response Plans (ERP) tested by due date	**50%**	Matamata Water Treatment Plant is overdue – awaiting reply from Matamata Fire Brigade.
% Trial evacuations completed	**100**	Morrinsville Office/Library – no 111 call made. Process has now

on time		been updated to ensure this occurs in future. New role added to process to ensure no-one enters building from rear doors.
% Trial evacuations/training programmes completed on time for Council halls		The Property team are currently working on the programme for these.
# equipment checks conducted	**0**	

Staff health / monitoring

Health monitoring conducted

Summary of testing provided	Number completed	Referred to another health professional
Annual/repeat health monitoring	16	2 Abnormal spirometry, 2 abnormal skin
Pre-employment testing	4	
Exit medical screening	0	
Wellness (voluntary)	8	
Workstation Assessments	0	
Health promotion/tool box talks	0	
Vaccinations	15	
Bloods	5	
Respirator fit tests conducted	0	

Health monitoring declined

- 1 staff : declined inoculations for six months (approved)
- 3 staff : declined inoculations & tetanus as believe this was done at GP – awaiting records from GP.
- 1 staff : declined inoculations as they do not believe in vaccinations. Has been referred to E-Team.

Drug testing

# pre-employment drug tests	**3**	
# post incident drug tests conducted	**1**	
# reasonable cause drug tests	**0**	
# random drug tests conducted	**0**	

Return to work (RTW) programmes

# work related RTW programmes	**0**	
# pending work related RTW programmes	**1**	
# pending non-work related RTW programmes	**2**	

Site safety audits (non-Contractor sites)

# audits conducted	**2**	Headon Stadium, Mowing team.

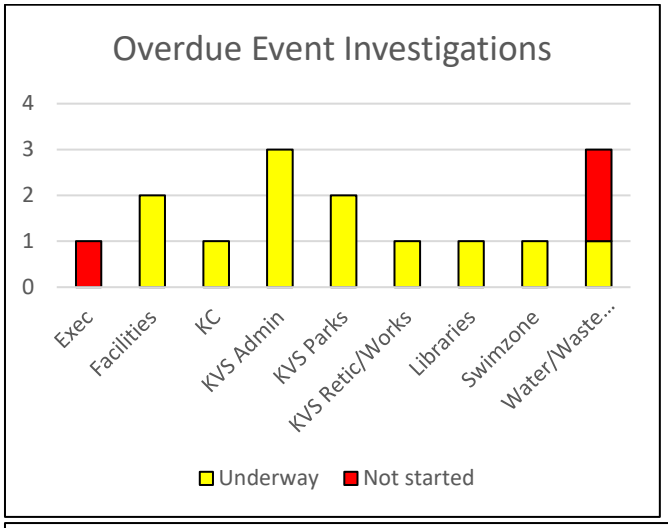
Events (Accident / Incidents)

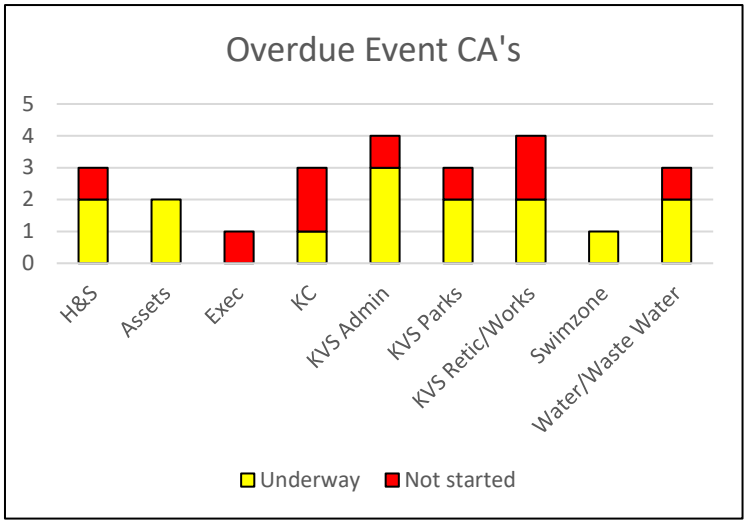
# incidents for period	**24**
# of LTI's	**0**

# incidents notifiable to WorkSafe	**0**
# ACC claims	**1**

Investigations not completed by due date*	**15**
Incident Corrective actions not completed by due date^	**24**

^ Accident/event corrective actions overdue by more than 15 days

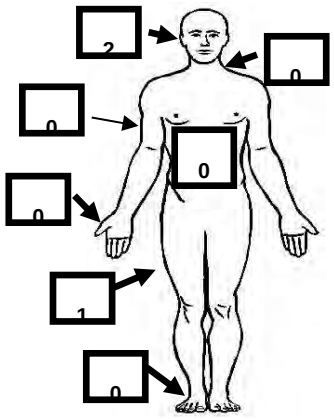




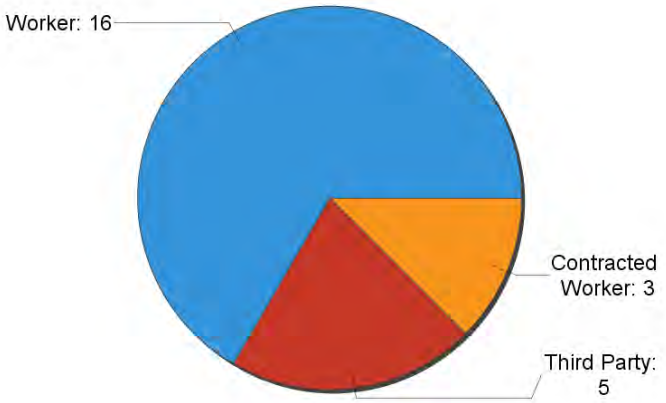
Location of incidents

Firth Tower	1	TA Spas	1	SZ MM	2	KVS Waihou Depot	1	MM Civic Centre	1
Aerodrome	1	MV Library	2	MV WWTP	1	Off Site	3	Reserves/Parks/Public toilets	4
Te Aroha Office	3	SZ TA	4						

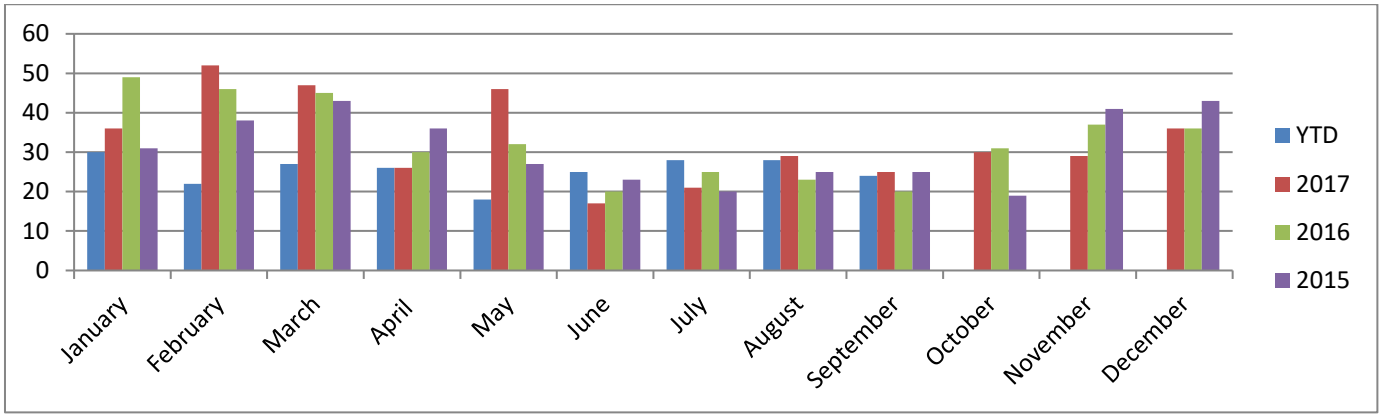
Staff injury by body location:



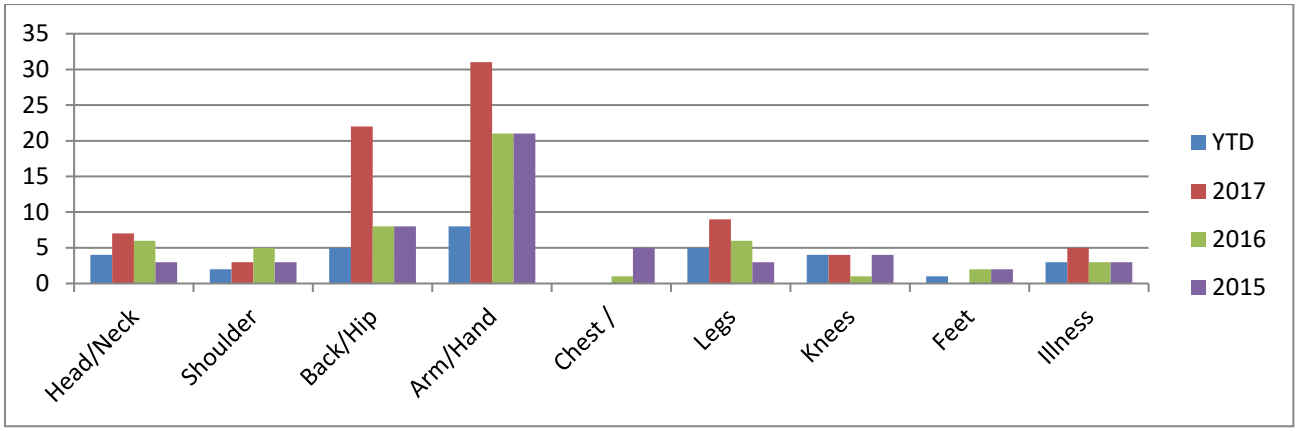
Incident by person



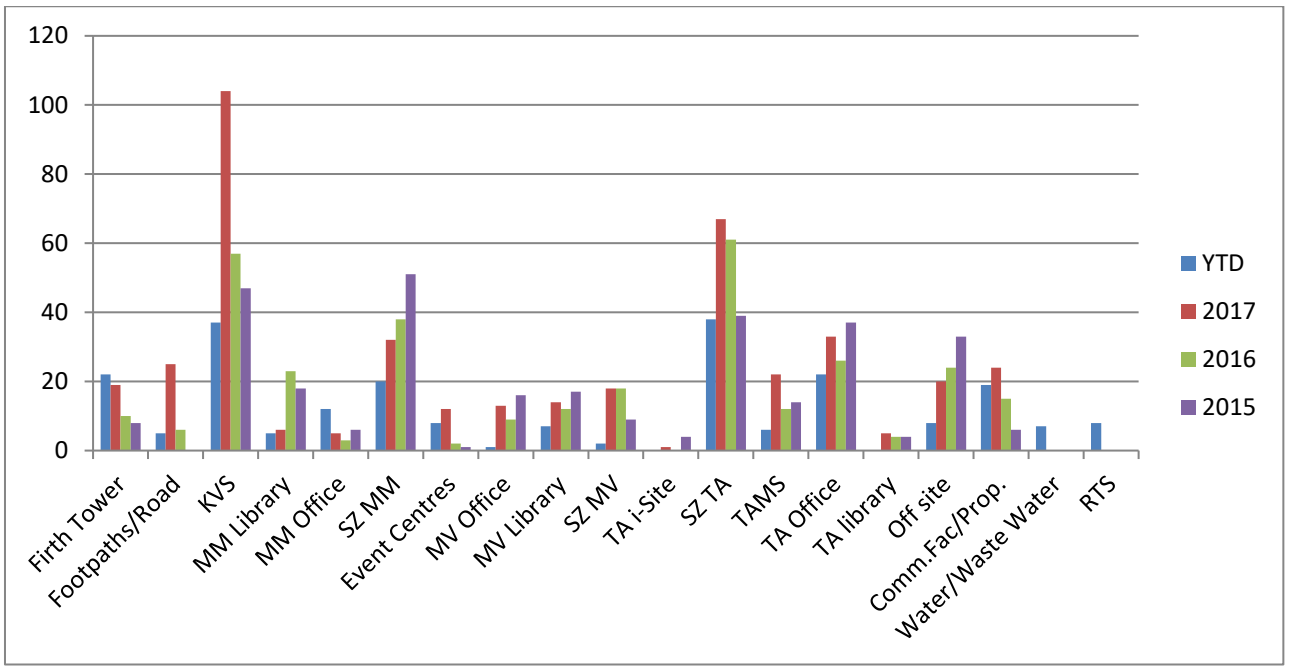
Total Incidents by month



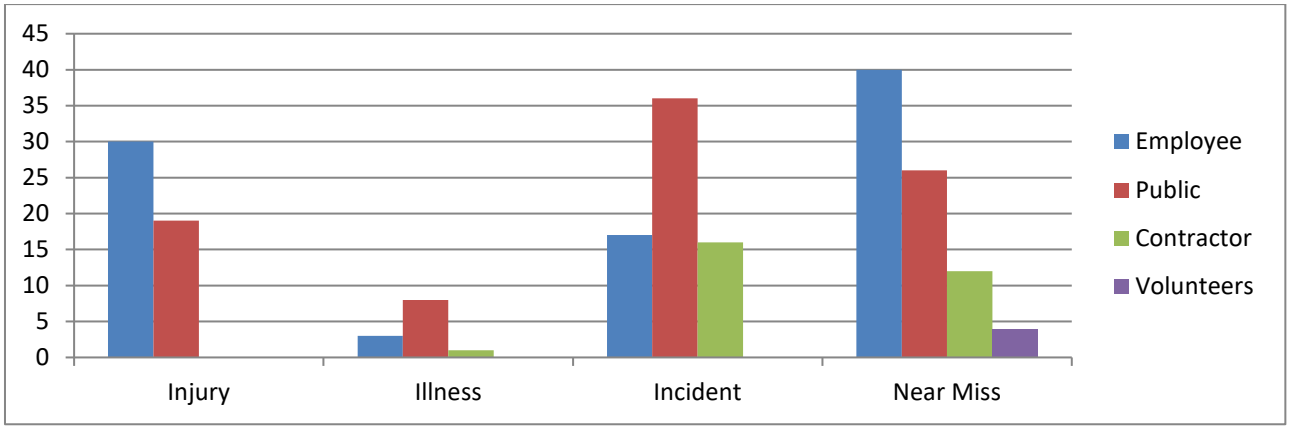
Staff incidents by body location



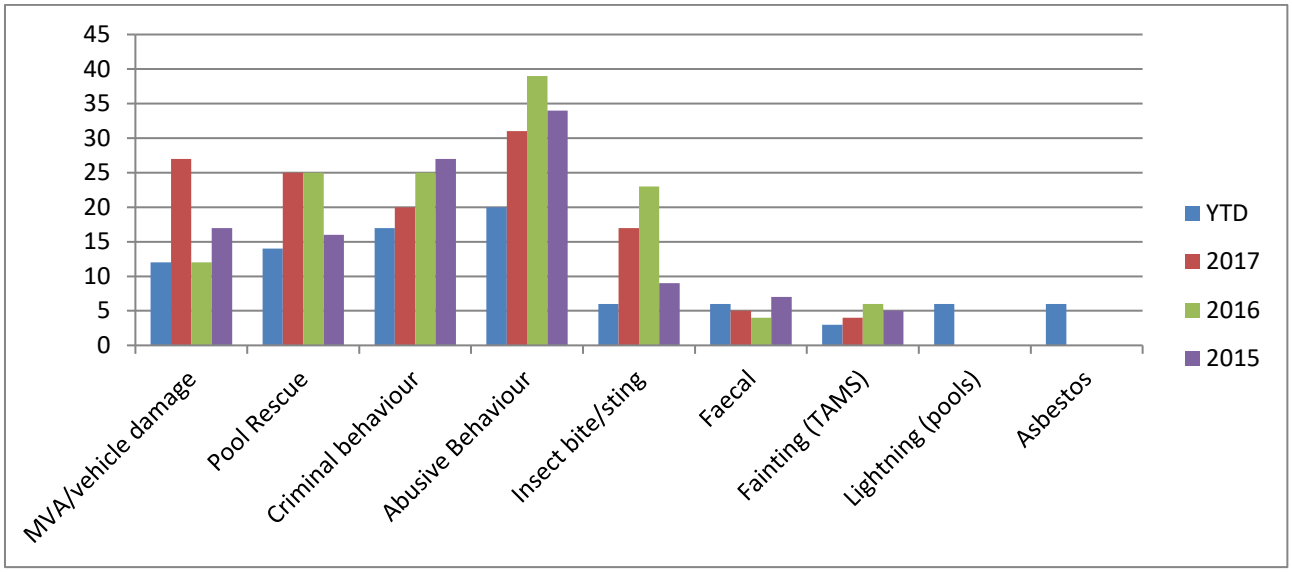
Breakdown of incidents by site



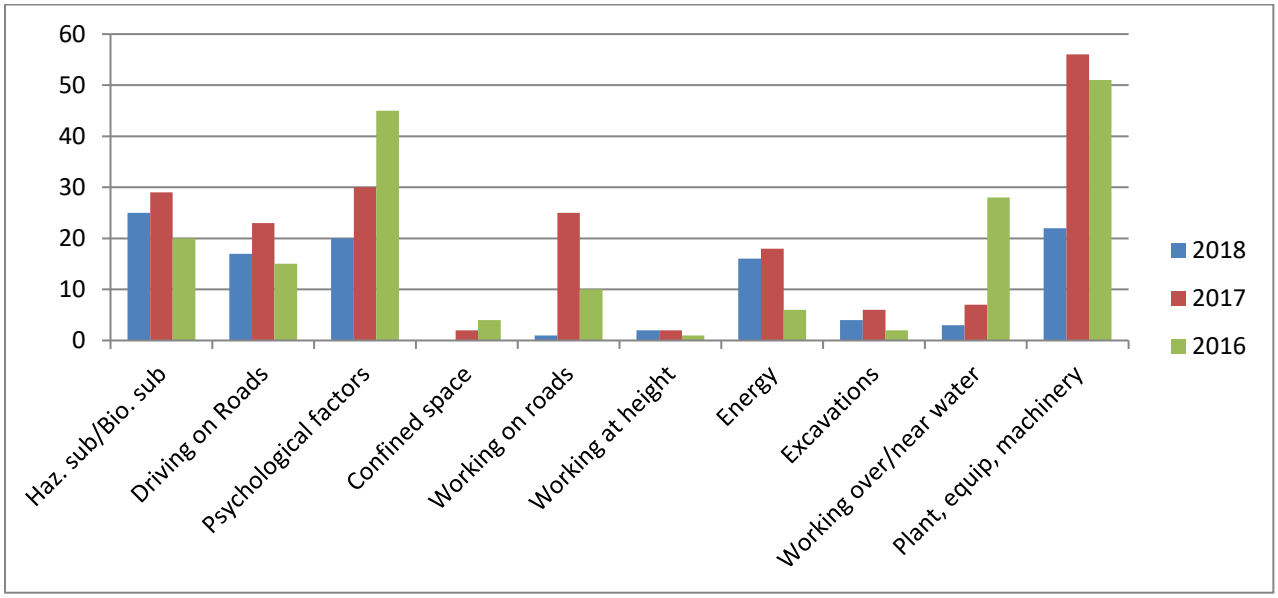
Breakdown of incidents by person type 2018 YTD



Frequently recurring issues



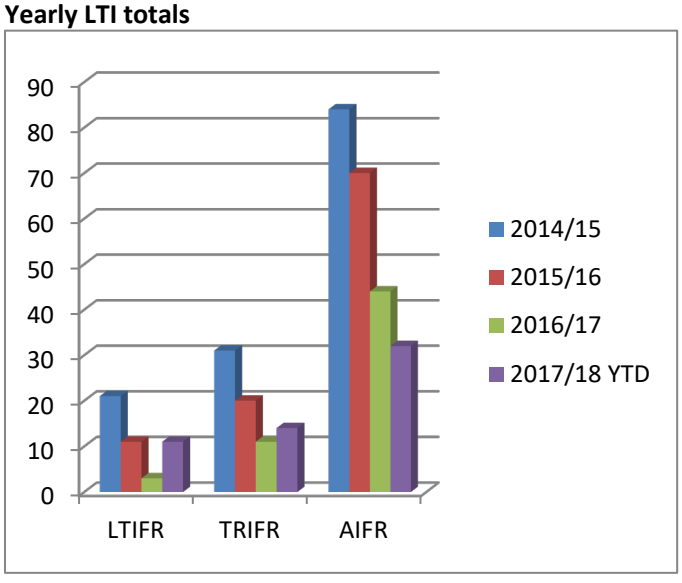
Incidents related to "Top 10 Hazards/Risks"



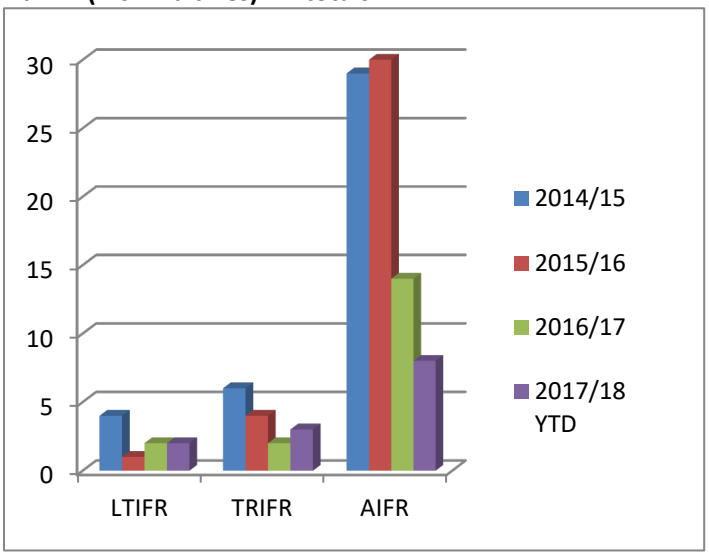
LTI statistics

LTIFR	Lost Time Injury Frequency Rate	Number of injuries that resulted in a day or more off, divided by number of hours worked over the same period x 200,000
TRIFR	Total Recordable Incident Frequency Rate	All injuries that required greater treatment than first aid (e.g. doctor, hospital, death). Calculated using same of injuries (as LTIFR) divided by the number of hours worked over the same period.
AIFR	All Injury Frequency Rate	This is the TRIFR with first aid treatment injuries added.

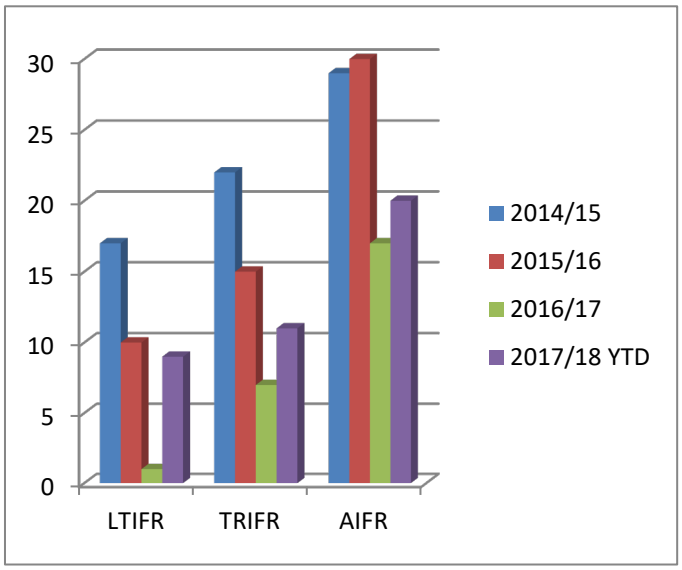
Yearly LTI totals



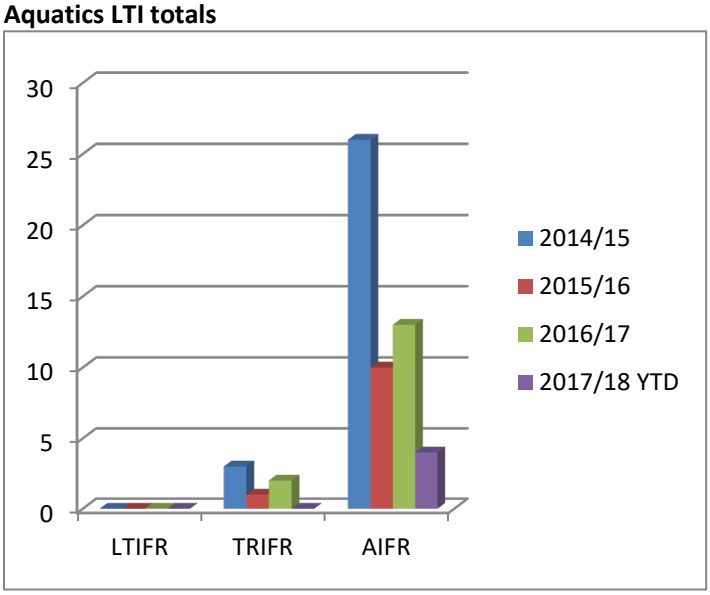
Admin (incl. Libraries) LTI totals



KVS LTI totals



Aquatics LTI totals



The cost of injuries to Council & ACC

Year	Total # of staff injuries	Total # resulting in costs to Council & amount	Total # resulting in costs to ACC & amount	# of on-going claims/injuries
2017/18 YTD	27	5 incidents $1,258.36	10 incidents $16,648.74	Five
2016/17	78	18 incidents $10,395.00	14 incidents $33,952.09	One
2015/16	72	16 incidents $6,670.00	13 incidents $54,006.72	None

Costs to Council may include:

- Medical referrals
- Salary "top-up" outside 80% paid by ACC
- Worker to cover role including salary, higher duty payments, advertising, recruitment
- Investigations – external investigator
- Modification or purchase of new plant, equipment, PPE

Monitoring relationships

Wellbeing initiatives

The Health & Safety Committee initiative of "It's Not OK" has been rolled out and posters put up. The campaign relates to the five behaviours the H&S Committee felt were unacceptable in a workplace. Copies of the posters are attached as Appendix B.

Volunteers

Nothing to report.

WorkSafe New Zealand

News release items are provided to members as they are received.

Internal worker engagement

Meeting attendance

# E-Team meetings where H&S was discussed	**4**	Key outcomes:	Recorded in minutes.
# H&S Committee meetings	**0**	Key outcomes:	Two new H&S Reps were welcomed – Faryn Dowd (Customer Services) and Karla Dyer (Aquatic Facilities)
# other H&S meetings conducted	**5**	Key outcomes:	
# HR / H&S Manager meetings	**3**	Key outcomes:	Recorded in Trello.
# KVS H&S meeting for team leaders & H&S Reps	**1**	Key outcomes:	Recorded in minutes
# REACH Rep meetings	**0**	Key outcomes:	Recorded in minutes.
# REACH Rep discussions with staff	**0**	Key outcomes:	

Refusal to undertake work

# incidences of "push-backs" (staff refusing to undertake unsafe work or stopping unsafe work)	**0**	Key outcomes:	

External engagement

Forum	# attended	Key actions
Waikato LASS (6 weekly)	**1**	SHE Governance Group meeting.
Waikato/BOP Local Government H&S Forum (quarterly)	**0**	

Waikato LG H&S Managers & WorkSafe NZ (6 weekly)	**0**	
Meetings with ACC	**0**	
NZISM meetings	**1**	
Worksafe Roadshow (Building/Construction industry)	**1**	

Waikato LASS H&S Working Party projects

Project	Status	Comments
Development of KPI's and PPI's	Underway	MPDC H&S Facilitator is on this working party.

Contractor Management

Reminder email sent to staff about contractor H&S planning forms, reviewing Site Specific Safety Plans, Contract Safety Plans and the relevant Promapp processes for Contractor management.

Updated health and safety clause for contracts has been drafted and feedback sought from contract managers. Contractor Health and Safety Standards booklet reviewed.

WorkSafe NZ have released a "Safety by Design" Best Practice Guide and this needs to be taken into account when design is being considered.

# unapproved contractors used	**3**	Specialist contractors – approval received from H&S team before work commenced.

Contractor auditing

# Contractor Site safety audits conducted	**2**	Fibre Networks, McKays Ltd.

Contractor inductions

# on-site contractor inductions completed and provided to H&S team	**0**		
# Council (2 yearly) Contractor inductions conducted by H&S team	**0**	# attendees	Next due in 2018

Celebrating success

Staff/contractors/volunteers celebrated for their actions to support good H&S	**0**	

Monitoring resourcing

Process management

# processes created in Promapp	**1**
# processes in Promapp overdue for review (primarily by the H&S team)	**22**
# corrective actions in Promapp Improvement Module not closed	**5**

# procedures in Promapp reviewed	**22**
# feedback in Promapp with no responses	**5**

Policy management

Nothing to report

Training

Training course	# identified	# completed	Key outcomes/commentary	Complete / Outstanding
First-aid Training	69	48	October and November training scheduled	Underway
Fire Warden & Extinguisher	30	23		Completed
Traffic Controller	14	11		Underway
Confined Space	8			
STMS – Level 1	9	4		Underway
Customer Conflict Awareness including Suspicious Package/Bomb Threat	41	16		Underway
Electrical Testing	6			
Chemical Handling	14			
Approved Handler (Chlorine only)	5			
Forklift Operators Certificate	1			Underway
Manual Handling	15	8		Underway
Height Safety Introduction	8	4		Underway
H&S Representative Training	11	15		Underway
SiteSafe – Construction	6			
Growsafe Basic Certificate	3	3		Completed
Working at Heights (Water/Wastewater Team)	10	8		Completed

WorkSafe CEO Video	All	13		Underway
LifeCare Consultants "Cardiovascular Disease Webinar"	All	39		Underway
LifeCare Consultants "Hearing Webinar"	All	36		Underway
LifeCare Consultants "Lung Function Webinar"	All	32		Underway
LifeCare Consultants "Sun Smart & Hydration Webinar"	All	43		Underway
LifeCare Consultants "Poor Health = Risk Webinar"	All	41		Underway
LifeCare Consultants "Fatigue Webinar"	All	6		Underway

Vault Management System

Nothing to report.

Health & Safety Team 18/19 project plan

Underway

- Priority 1
  - Staff Occupational Health Policy & subsequent health monitoring set-up –COMPLETED.
  - Asbestos management – Asbestos Management plan requires expert review.
  - Solid waste contract issues – ON-GOING
- Priority 2 : Contractor management – UNDERWAY.
- Priority 3 : Worker engagement & participation – COMPLETED.

2018 priorities (not started)

- Priority 1 : Risk framework, Vault maintenance
- Priority 2 : Overlapping PCBU duties, Lone worker

Health & Safety Team 19/20 work plan

This plan is currently under development and will include issues from the H&S survey.

Officer (elected member) due diligence

Policy & Planning

1. **Keep up-to-date with health & safety matters**
   - Alert 24 – Worker at Macrae's Mine seriously injured after falling 20 metres

- Fertiliser factory at Mt Maunganui in lock down after asbestos discovery
- Straddle carrier driver dies from injuries

2. Understand the nature of our business and its hazards and risks

- Monthly report to Council

Delivery

3. Ensure Council has appropriate resources and processes to eliminate or minimise risks to health and safety

- Audit information included in monthly report.
- Staff training information included in monthly report.

Monitor

4. Ensure there are appropriate reporting and investigation processes in place

- Accident/incident information included in monthly report.
- Accident investigation status included in monthly report.

5. Ensure we have and implement appropriate processes for complying with the Act – monitor & comply

- Audit information included in monthly report.

Review

6. Verify

Executive Team

Due Diligence Plan for September 2018 : Manaia Te Wiata

APPENDIX A – 2018 H&S Objectives

2018 Health & Safety Objectives

Objective	How achieved	Measured by	Status
Improving Contractor H&S management	<u>Auditing</u> • Contract managers conduct safety audits of their contractors and provide completed reports to the H&S team. • Third tier managers to monitor their teams to ensure audits are being conducted within required timeframes. <u>Inductions</u> • Develop an induction system for providing Contractor inductions appropriate to the worksite and level of risk.	5 large contracts and 5 smaller contractor jobs (works order) audited at the end of 2018 to check whether they: • Completed a H&S Risk Assessment at the start • Provided an appropriate induction for the contractor • Had an appropriate plan for auditing the contractor and complied with it • Completed a post contract review (where applicable) with a target of 50% compliance on each of those measures. • Contractor induction system prepared and ready for launch in 2018.	Audit scheduled to be completed in November 2018. Site specific induction form launched for high risk sites. Training provided for contract managers in planning for contractor H&S management.
Improving safety collaboration	• Increased H&S rep participation in risk register reviews and process audits. • Review of the worker participation (H&S Rep/Committee) system and structure in line with new HSWA.	• H&S reps to complete at least two process audits in an area outside their area of work per year. • H&S reps to complete at least one risk register review per year. • Worker participation system meets requirements of regulations. • H&S Committee meetings to be attended by at least 50% of H&S Reps.	Audit schedule provided to H&S reps – 30 scheduled, 10 complete, 14 overdue Schedule provided to H&S reps – 14 scheduled, 6 complete Process is complete. February – 8/10 March – 11/15 May – 11/16 August – 9/13

	• Develop system for providing sharing of learnings with staff on events, risks etc.	• Improved feedback in staff climate survey on the reporting back of issues raised: Q31 (I *believe the outcome of accident investigations is adequately communicated to those involved'*) improvement in never & occasionally combined to less than 10%. 2016 results were 13%, 2017 results were 12.95%	2016 results were 13% 2017 results were 12.95% 2018 results were 6.71% (ACHIEVED)
	• Encouraging a "no blame" culture to ensure staff feel comfortable reporting incidents, risks etc without fear of ridicule or repercussions.	• Management Group and Team Leaders to view the Dr Todd Conklin video about "failing safely". "Failing Safely" and "no blame" culture to be regularly discussed at Management Group meetings.	H&S survey question added this year: Ï feel comfortable (or safe) providing information about H&S issues" - 60.38%said yes.
		• Information provided to H&S Committee on what "failing safely" means and seeking their suggestions on how we can support this and encourage engagement	Scheduled for discussion at the November Management Group and H&S Committee meetings.
	• Promote near miss reporting.	• Health and safety section to be added to expected behaviours section of PDT forms.	PDT system is under review.
		• Improved feedback in staff climate survey on Q30 *('I report near misses'*) never/occasionally to go down to no more than 10%. 2017 results were 12.14%	2017 results were 12.14% 2018 results were 8.61% (ACHIEVED)
Improving accessibility to H&S information	• Promapp refresher training sessions conducted (relevant to sites).	• All staff to have access to Promapp and RM. (Requires consultation with Records/IT) and refresher Promapp sessions conducted throughout the year.	H&S survey question added this year and shows there are still a number of staff with no access. To be addressed with Records. Refresher Promapp sessions to be scheduled.
		• Improved feedback in staff climate survey on accessibility of H&S information: Q4 ('*H&S information is easy to find, communicated in a simple way*') 'occasionally' to go down to no more than 10%. 2016 results were 21.99%, 2017 results were 17.61% Q22 (*'Safety processes are appropriate, logical and easy to follow'*)	2016 results were 21.99% 2017 results were 17.61% 2018 results were 14.10% (NOT ACHIEVED) 2016 results were 10.71%

		'occasionally' to go down to no more than 7%. 2016 results were 10.71%, 2017 results were 11.35%	2017 results were 11.35% 2018 results were 14.10% (NOT ACHIEVED)
	• Information on risks specific to each team to be provided to team members.	• Teams to identify their high risk areas of work/tasks where this has not already been done (i.e. site hazard registers). (Requires consultation with teams and is expected to take some time to complete).	Not started and likely needing to be re-scheduled to 2019.
Improving health and wellbeing **(improve general health, stress and bullying reduction)**	• Develop guidelines for fatigue management and provide education to relevant staff.	• New guidance on fatigue published by October 2018 and training provided.	Not started and likely needing to be re-scheduled to 2019.
	• Review stress management policy to provide more user friendly staff guide.	• New guidance on stress management published by May 2017 and training provided.	Not started and likely needing to be re-scheduled to 2019. A separate stress survey will be put to staff before Christmas 2018.
		• Improved feedback in staff climate survey on Q37 ('*Do you feel the demands placed on you at work are generally more than you are able to cope with?*) always/often responses to go down to no more than 15%. 2016 results were 20%, 2017 results were 18.44%	2016 results were 20% 2017 results were 18.44% (to be part of separate survey)
		• Improved feedback in staff climate survey on Q38 *('Have you experienced negative work related stress in the last 12 months?*) always/often responses to go down to no more than 20%. 2016 results were 25%, 2017 results were 20.71%	2016 results were 25% 2017 results were 20.71% (to be part of separate survey)
	• Develop an "unacceptable workplace behaviours" poster and associated education to encourage a reduction of bullying.	• H&S Committee to drive this initiative by seeking feedback in the Bulletin and then preparing a draft document for E-Team approval.	Complete.
	• Promote health and wellbeing.	• Run two campaigns during the year on health and wellbeing topics such as healthy eating, exercise, sun smart (melanoma), work/life balance etc.	

APPENDIX B – "It's Not OK" campaign

Waste Minimisation Report

Trim No.: 2073733

Executive Summary

This report is to update Council on: the Waste Minimisation Compliance Review by the Ministry for the Environment (MfE), Council's expenditure of the Waste Levy funding, the review of the action plans in the Eastern Waikato Waste Management and Minimisation Plan (WMMP), and a waste minimisation proposal from Transition Matamata to be funded from waste levy funds.

Recommendation

That:

1. **The Waste Minimisation Report be received**
2. **The interest on unspent Waste levy funds be retained in a reserve account and spent on Waste Minimisation**
3. **The Waste minimisation proposal on 'Business Waste Audits' from Transition Matamata be approved**
4. **To continue to implement the actions plans from the Waste Management and Minimisation Plan as mentioned in this report.**

Content

Background

On 11 July, 2018, Ministry for Environment (MfE) carried out a Compliance Review of the expenditure of the waste levy funding that Council receives from Government. Council has now received a report from this review *(refer to Attachment A)*. Council has continued to spend the levy funding on appropriate waste minimisation projects which are listed in this report.

A proposal for waste minimisation initiative has been received from Transition Matamata for consideration *(refer to Attachment B)*.

Issues

Compliance Review

As reported in the Audit and Risk Committee on 9 October, 2018, the aim of a compliance review is to provide assurance that the waste levy allocated to territorial authorities is spent only on waste minimisation projects. The expectation of a compliance review is for waste minimisation activity to progress towards implementing the goals of the WMMP. Compliance reviews are undertaken to provide assurance to the Secretary for the Environment that territorial authorities are spending their waste levy in accordance with the Act and their WMMP to achieve or promote waste minimisation. The review identifies areas of concern that should be further audited or investigated.

In reviewing Council expenditure, the waste funds were spent on the following identified projects:

- Enviroschools Programme – is a three year programme supported by Waikato Regional Council which engages schools on the journey towards sustainability. The initial programme was completed on 30 June, 2018. A new one year programme is now underway with the intention to encourage more schools to participate.

- 'Paper for Trees' in School – is an on-going national school 'recycling paper' and 'planting native tree' programme
- 'Change is Coming' campaign – was introduced by Council's Comms Team to inform the public of the changes to user-pay rubbish bags. This project is completed.
- Black Sack Refuse Bags Contract – was set up with legal input to cover appropriate contractual issues for Council. This project is now completed.
- Waste Minimisation Workshop for early childhood - completed
- Resource Recovery Workshop - completed
- Waste minimisation articles for Council in Focus, Piako Post and Matamata Chronicle – completed as required by Comms Team
- Advertising in District Rural Schools homework books – this is an annual contribution to advertise recycling message on rural school books
- Waste minimisation report on Community Resource Recovery – was completed by Waste Watchers for Council and recommendations are being implemented
- Waste minimisation Annual Report Calendar/Summary – Comms Team undertake this annually identifying collection dates on calendars
- Kerbside signage – ongoing implementation of information signage as required
- Sustainable Living Education – Workshops held with appropriate staff and community to encourage waste minimisation and healthy living
- Compost bin and kitchen caddy – Trial is completed
- 'Love Food Hate Waste' articles – Comms Team has promoted these articles.

The above projects are in line with Council's 'Eastern Waikato Waste Management and Minimisation Plan'. The successful implementation of the user-pay refuse bags system including 'Change is Coming' campaign and a number of educational programmes have been the main focus in addressing the action plans in WMMP.
There were no issues of concern arising from the MfE report and that Council had spent Waste Levy funds appropriately. The only recommendation from the report is that the MfE has indicated: *"that interest on unspent funds should be retained in a reserve account and spent on waste minimisation."*

Waste Management and Minimisation Plan

The Waste Levy Funding has a carry forward of $154,888 and about $130,000 for 2018/19 to be spent on waste minimisation projects in accordance with Council's WMMP. In this plan there are a number of action plans to be addressed which includes:

- To extend recycling services to businesses (refer to Transition Matamata proposal)
- Options for smaller rubbish bags and for subsidised bags for target groups
- To investigate wheeled bins for rubbish for possible implementation in 2020/21
- To expand the number of drop off facilities and public place recycling bins
- To improve transfer stations operations including capital works e.g. more reuse and recycling options
- Working with community organisations to establish, where feasible, a reuse centre at or adjacent to selected transfer stations e.g. second-hand goods sales area
- To investigate and, if feasible, establish additional processing for waste streams e.g. biosolids, construction and demolition waste, e-waste, garden and kitchen waste
- To provide waste education services e.g. Enviroschools, Paper for Trees in School, Sustainable Living Education

- To advocate for enhanced Product Stewardship e.g. reduce waste wrapping at source.

A number of Councils and Ngati Haua have been contacted to seek possible initiatives that could be funded from Council's Waste Levy. To date, no additional ideas have been forth coming.

Transition Matamata Proposal

A waste minimisation proposal has been recommended to Council for consideration. The proposal is as follows:

Waste Audits and Business Waste Minimisation Programme (*Attachment B*) - To conduct waste audit and waste assessment for nine representative businesses in the district (three located in Matamata, three in Morrinsville and three in Te Aroha). To promote benefits of waste minimisation through presentations to business groups in each community, via media and through Council's communication channels. To train a business waste advisor to provide ongoing support for interested businesses and organisations.

An outcome from this proposal could address the action plan in WMMP regarding extending recycling services to businesses. From these waste audits, there could be an identified need to consider organic collection; not just in the CBDs, but district wide.

Transfer Stations, Resource Recovery Centre and E-Waste

In the Long Term Plan budget for 2018/19, there is $600,000 for capital development on the three refuse transfer stations with some of this funding coming from Waste Minimisation Levy funding. A further report will be presented to Council on the proposal upgrades to the stations which will include the option for Resource Recovery Centre (RRC) or second-hand goods area. The Matamata RTS site is considered the best location for an RCC and would be eligible for funding from Council waste levy funds or directly to MfE's national waste levy fund.

Also, in the RTS upgrade report will be the possibility of extending the service to include the recycling of e-waste such as TVs, phones, computers, printers and microwaves. New Zealand is one of the world's largest electronic waste (e-waste) generators per capita and is the only OECD country without national regulations, as reported by the United Nations.

Conclusion

In summarising the issues above, it is recommended that:

- the interest on unspent funds should be retained in a reserve account and spent on waste minimisation
- the waste minimisation proposal on 'Business Waste Audits' from Transition Matamata be approved
- to continue to implement the actions plans from WMMP as mentioned in this report.

Analysis

Legal and statutory requirements

Under section 32 of the Waste Minimisation Act, 2008, the waste levy funding is to be spent in accordance to Council's WMMP. Also, the MfE's 'Waste Levy Spending' gives good practical guidance to Territorial Authorities on how to use Waste Disposal Levy money.

Financial Impact

i. Cost

The income and expenditure of the Waste Levy is as follows:

Account	2015/16	2016/17	2017/18	Total
Waste Minimisation Subsidy	(124,318)	(94,490)	(129,501)	(348,308)
Waste Minimisation Activities	47,596	73915	71909	193,420
Surplus	(76,721)	(20,575)	(57,592)	(154,888)

Therefore, the Waste Levy Reserve Account is $154,888 effective from 1 July, 2018.

Attachments

A. Waste levy expenditure Summary report Matamata Piako District Council

B. Business Waste Minimisation Programme - proposal from Transition Matamata

Signatories

Author(s)	George Ridley **Solid Waste Project & Contract Advisor**	

Approved by	Fiona Vessey **Group Manager Service Delivery**	

Waste levy expenditure

Compliance Review Summary Report

Matamata-Piako District Council

Territorial authority:	Matamata-Piako District Council
Review contact:	George Ridley
Review physical site address:	35 Kenrick Street, Te Aroha
Review date:	11 July 2018
Reviewer:	Nigel Clarke and Stephanie Hill

Matamata Piako District Council compliance review summary report

As part of the Waste Minimisation Act compliance assurance programme, the Ministry for the Environment has undertaken an assessment of whether the Matamata –Piako District Council complies with requirements of section 32 of the Waste Minimisation Act 2008 (the Act). Nigel Clarke, Senior Analyst for the Ministry conducted the compliance review on 11 July 2018.

Background

Matamata Piako District Council has received $981,885.74 in waste levy payments since the introduction of levy payments to Territorial Authorities in January 2010. For the reporting period under review Matamata Piako City Council has received $256,477.41 to spend in accordance with section 32 of the Act and the Council WMMP.

Matamata Piako District Council provides annual high level reports of their levy expenditure to the Ministry.

Objectives

The objective of the compliance review was to assess whether Matamata Piako District Council is spending waste levy funds in accordance with the Act. In particular to assess whether:

- waste levy funding is spent appropriately and in accordance with their waste management and minimisation plan under section 32 of the Act
- waste levy money is being used as described in levy spend reporting to the Ministry
- the Council keeps records of levy income and expenditure and that records are being kept in accordance with good record keeping practices
- there are other areas of concern that should be investigated.

Territorial authority levy expenditure record keeping processes

1. Levy income

Matamata Piako District Council codes levy income appropriately in the General Ledger.

2. Levy expenditure

A summary of the overall Waste Minimisation accounts as they relate to the levy was provided to me by council staff. Project and contract costs were appropriately coded in the ledger. A sample of invoices for contract and project costs related to levy expenditure were reviewed in the council accounting package.

Levy is currently used for:

- Supporting kerbside recycling collections

- Education programmes

Expenditure can be accounted for through the Council finance system.

3. Authorisation of levy expenditure

Procedures in place to oversee and validate how levy money is spent by Council

Governance arrangements around levy expenditure are through the Corporate and Operations Committee. Reports are prepared for the Committee on progress against meeting WMMP requirements.

Levy expenditure is authorised appropriately. Day-to-day contract costs are managed by the Contracts Manager, Solid Waste.

Financial delegations for responsible Council managers are in place. The Council finance system has financial authority controls and I also noted these in the sample transactions examined. There is regular (month end) reporting on expenditure. Internal charge codes allow for levy related expenses to be identified.

An annual report on levy expenditure by Council sent to the Ministry is prepared and verified. Unspent levy is accrued in a separate ledger account. At the time of the review, it was not clear how interest on levy was managed.

4. Expenditure categories

Major categories of levy expenditure are within the scope of the WMMP. Categories include:

- Kerbside recycling collection and processing
- Education programmes

Testing of expenditure records does not suggest expenditure is outside Ministry guidelines or S.32.

Findings and recommendations

Finding 1: Application of interest earned from levy not spent

Interest earned on levy is not identifiable in the general ledger. A guideline on waste levy spending by territorial authorities was prepared by the Ministry in 2013. The guideline describes how unspent levy and interest should be treated. The guideline can be found at: http://www.mfe.govt.nz/publications/waste/waste-levy-spending-guidelines-territorial-authorities.

Recommendation
The Ministry for the Environment has indicated that interest on unspent funds should be retained in a reserve account and spent on waste minimisation.

Council staff interviewed have no control over the matters in Finding One. The issues will have to be clarified and resolved with the relevant managers in the Council Finance team.

Conclusion

In my opinion, based on the work described in this report and the evaluation criteria set out in the Objective section above, nothing has come to my attention that causes me to believe that Matamata Piako District Council in managing the expenditure of the levy has not maintained effective control procedures in relation to expenditure of the levy.

Acknowledgment

I wish to place on record my appreciation of the assistance and cooperation received from the management and staff of the Council.

Report Clearance

The contents of this report have been discussed with Stephanie Hill from the Ministry for the Environment.

General Distribution Disclaimer

This report is provided solely for the Ministry for the Environment's exclusive use and solely for the purpose of informing the Ministry for the Environment on the compliance and processes of the Council. The report is not to be used for any other purpose, recited or referred to in any document, copied or made available (in whole or in part) to any other person without prior written express consent from the Ministry for the Environment. I accept or assume no duty, responsibility or liability to any other party in connection with the report or this engagement, including without limitation, liability for negligence in relation to the factual findings expressed or implied in this report.

TRANSITION MATAMATA
BUILDING A SUSTAINABLE COMMUNITY
PO Box 519 ► Matamata ► 3440

Proposal to deliver a pilot business waste minimisation programme and develop a local capacity for ongoing delivery

Business and commercial waste represent a major component of the total waste to landfill in the district. This project aims to:

- bring attention to the issue and the need for changed business practices
- conduct a waste audit, assessment or appraisal in nine representative businesses in the district (three located in or near each of the three towns in the district)
- provide the businesses with a report and feedback on ways to (further) reduce waste, recover resources, and save money
- promote the benefits of business waste minimisation through presentations to business groups in each community, via the media, and through Council's communication channels
- endeavour to train a local individual as a business waste advisor to provide ongoing support to interested businesses and organisations.

Consultant (and lead) for the project will be Waste Watchers Ltd of Tauranga. Details of their involvement and estimated costs appear on the following pages.

An important part of the work is to develop a local capacity to provide business waste audits and advice following completion of this project. To this end, training of a local individual (or two) is integral to the services provided by Waste Watchers.

This pilot will serve representative businesses throughout the district. Subsequently, the trained business waste advisor could continue this broad service under the direction of Transition Matamata if this proves to be a suitable arrangement. In time, locals in Morrinsville and Te Aroha could be trained to then serve as business waste advisors in their own communities.

Funds required to carry out the work:

Waste Watchers consulting/advisory/training services Cost includes GST	$11,190
Transition Matamata: project management, administration, promotion, and costs for trainee business waste advisor	$ 3,085
Total funds sought	**$14,275**

Submitted 5 December 2017 by

Gord Stewart
For TRANSITION MATAMATA

Item 6.14

Attachment B

27 November 2017

WASTE WATCHERS LTD

PHONE: 07 578 7025
FAX: 07 578 7065
EMAIL: wastewatchers@xtra.co.nz
WEBSITE: www.wastewatchers.co.nz
PO BOX 2523,
TAURANGA, NEW ZEALAND

Gord Stewart
Transition Matamata
PO Box 519
Matamata 3440

Dear Gord

Re: Quotation for waste audits and business waste minimisation programme

Along with this letter, please find the following quotation relating to the project proposal.

There is an agreement to sign, should you wish to proceed. To keep costs down, I would endeavour to conduct the waste audit and waste assessment on the same day (with a more simple appraisal done on the day I do a presentation to businesses in that town). Three business in the Matamata area would be served, three in Morrinsville and three in Te Aroha. If we choose businesses outside the urban areas, such as Red Barn or Hobbiton Movie Set, these businesses will be included as part of this quote.

It may be possible to visit businesses prior to the networking events for those businesses that would like some advice and support. All businesses for this project will be chosen by TMM.

If you could get back to me at your earliest convenience, it would be appreciated, as I will need to book the necessary time to undertake the work. Many thanks for the opportunity to quote on this project. Please do not hesitate to contact me if you have any queries.

Yours faithfully

Marty Hoffart
Director
Waste Watchers Ltd

- WASTE AUDITS
- CLEANER PRODUCTION
- RESOURCE EFFICIENCY
- WASTE MINIMISATION

TERMS OF REFERENCE (ToR)

1. Objectives

1.1 To provide waste minimisation consulting services to TRANSITION MATAMATA (Client) and Matamata-Piako District Council aimed at minimising waste to landfill.

1.2 To provide 3 x waste audits and 3 x waste assessments including reports on six different businesses.

1.3 To provide waste minimisation advice to three additional businesses

1.4 To write two case studies for the MPDC webiste

3. WASTE WATCHERS ROLE AND RESPONSIBILITY

- Act in the capacity of lead consultant in this project
- Agree to conduct a waste audits, assessments, advice and training for the Client.
- Agree to compile report for the Client
- Agree to allow the Client to take the lead role in any media liaison or promotion of the project

4. DURATION OF PROJECT

The proposed project will run between Feb 1st and June 30th.

Time charges for services is at $75.00 per hour
Travel is charged at .74 per km for use of personal vehicle.
All other expenses will be agreed upon by the Client.

BETWEEN **WASTE WATCHERS LTD** - having its registered office at Suite A, 184 Cameron Rd, PO Box 2523, Tauranga, 3140. If the Client agrees to undertake the project, this proposal will be signed as a letter of agreement and returned to the registered office of Waste Watchers Ltd.

Signatures	
SIGNED FOR Waste Watchers Ltd ***Marty Hoffart*** **Company Director** **Date**:	AUTHORISED SIGNATORY _____ Signature
Confirmation Signature for the Client – TRANSITION MATAMATA	
I confirm and accept the terms of reference (ToR) **Name**: **Position**: **Date**:	AUTHORISED SIGNATORY _____ Signature
Fees and expenses are GST exclusive	

Please sign and return to Waste Watchers

Item 6.14

Attachment B

Fees and charges

Project establishment	**$350.00**
Matamata Waste audit and Waste Assessment	
Conduct waste audit #1 & waste assessment #1	$600.00
Waste audit report	$825.00
Waste assessment report	$600.00
Travel expenses (Matamata 100km)	$74.00
Business After5 meeting including travel plus site visit	$449.00
Communication & follow-up (Training)	$200.00
Subtotal (Phase 1 of project)	**$2748.00**
Morrinsville Waste audit and Waste Assessment	
Conduct waste audit #2 & waste assessment #2	$600.00
Waste audit report	$825.00
Waste assessment report	$600.00
Travel expenses (Morrinsville 160km)	$118.40
Business After5 meeting including travel plus site visit	$449.00
Communication & follow-up (Training)	$200.00
Subtotal (Phase 2 of project)	**$2792.40**
Te Aroha Waste audit and Waste Assessment	
Conduct waste audit #3 & waste assessment #3	$600.00
Waste audit report	$825.00
Waste assessment report	$600.00
Travel expenses (Te Aroha 160km)	$118.40
Business After5 meeting including travel plus site visit	$449.00
Communication & follow-up	$200.00
Subtotal (Phase 3 of project)	**$2792.40**
Case Studies for website	
Case studies (two) for council website	**$750.00**
Total	**$9732.80**

Prices are plus GST

- WASTE AUDITS
- CLEANER PRODUCTION
- RESOURCE EFFICIENCY
- WASTE MINIMISATION

Chief Executive Officers Report - September 2018

Trim No.: 2072145

Executive Summary

The Chief Executive Officers report for September 2018 is attached.

Recommendation

That:

1. The information be received.

Attachments

A. Final CEO report for month ending September 2018 (COC meeting on 24 October 2018)

B. Council Consents Received September 2018

Signatories

Author(s)	Don McLeod **Chief Executive Officer**	

Approved by	Don McLeod **Chief Executive Officer**	

Item 6.15

Attachment A

Chief Executive Report

September 2018

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1. Financial Report

The monthly financial report provides Council with a snapshot of the financial performance of the organisation.

Management identifies budget variances to provide advice to Council on any action that should be taken. For example, management may recommend that works be deferred if it considers that budgets may be exceeded.

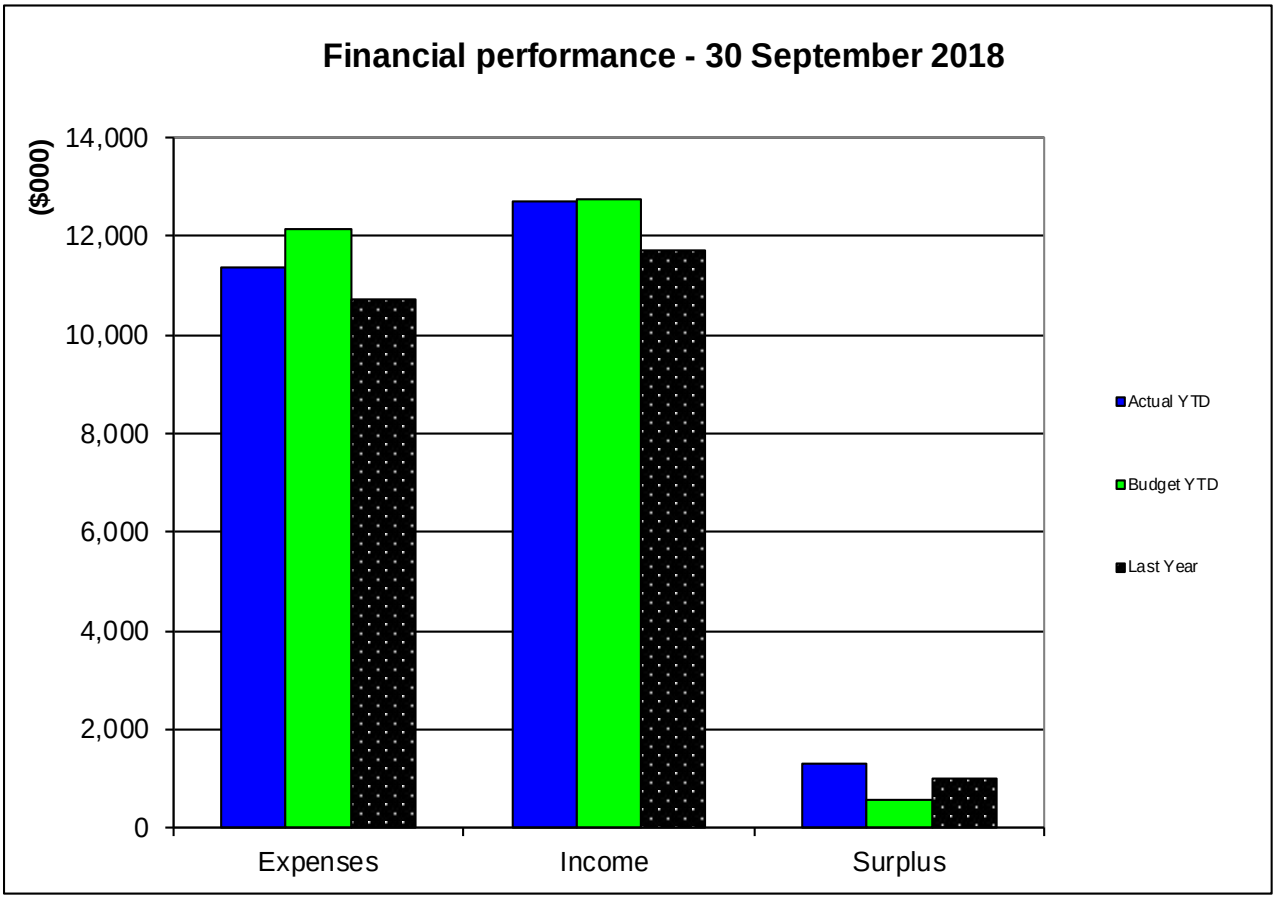
Management will make these recommendations after considering the overall financial situation. Budget variances in one activity may be able to be offset against another activity. Management may therefore consider that it is not necessary to take any action.

1. Financial Performance Summary

Council's financial result to 30 September is a surplus of $723,000 compared to a budgeted Surplus of $589,000.

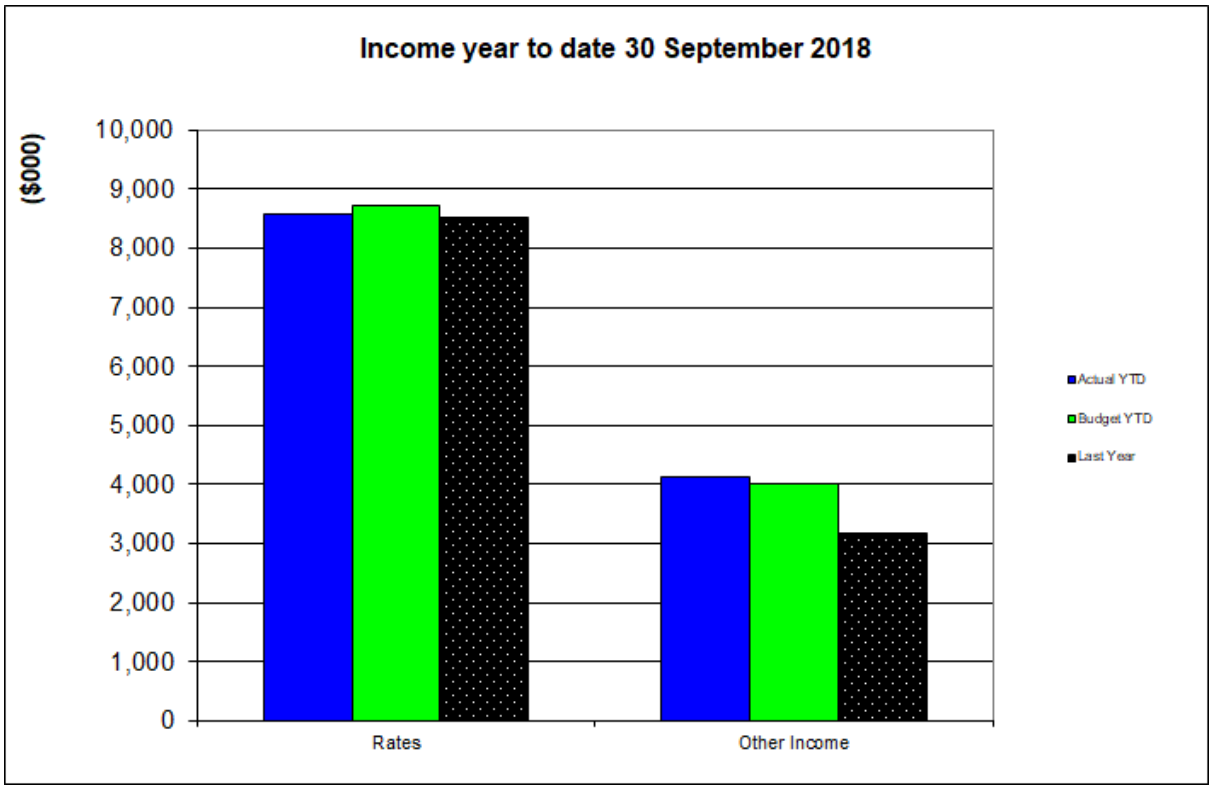
Total Income is $12.695 million, which is $51,000, lower than budget. Total expenses are $11.383 million, which is $0.774 million, lower than budget – refer to notes on Statement of Financial Performance.

Overall Financial Performance



Expenses and income are both below budget, resulting in the $723,000 surplus. The main variances are reported below

Income



Rates income is below budget by $158,000, metered water income lower by $164,000 This is likely a sesaonal influence and one major factory is not operating. Other income is higher than budget by $105,000.

There are a number of ups and downs in other income as follows:

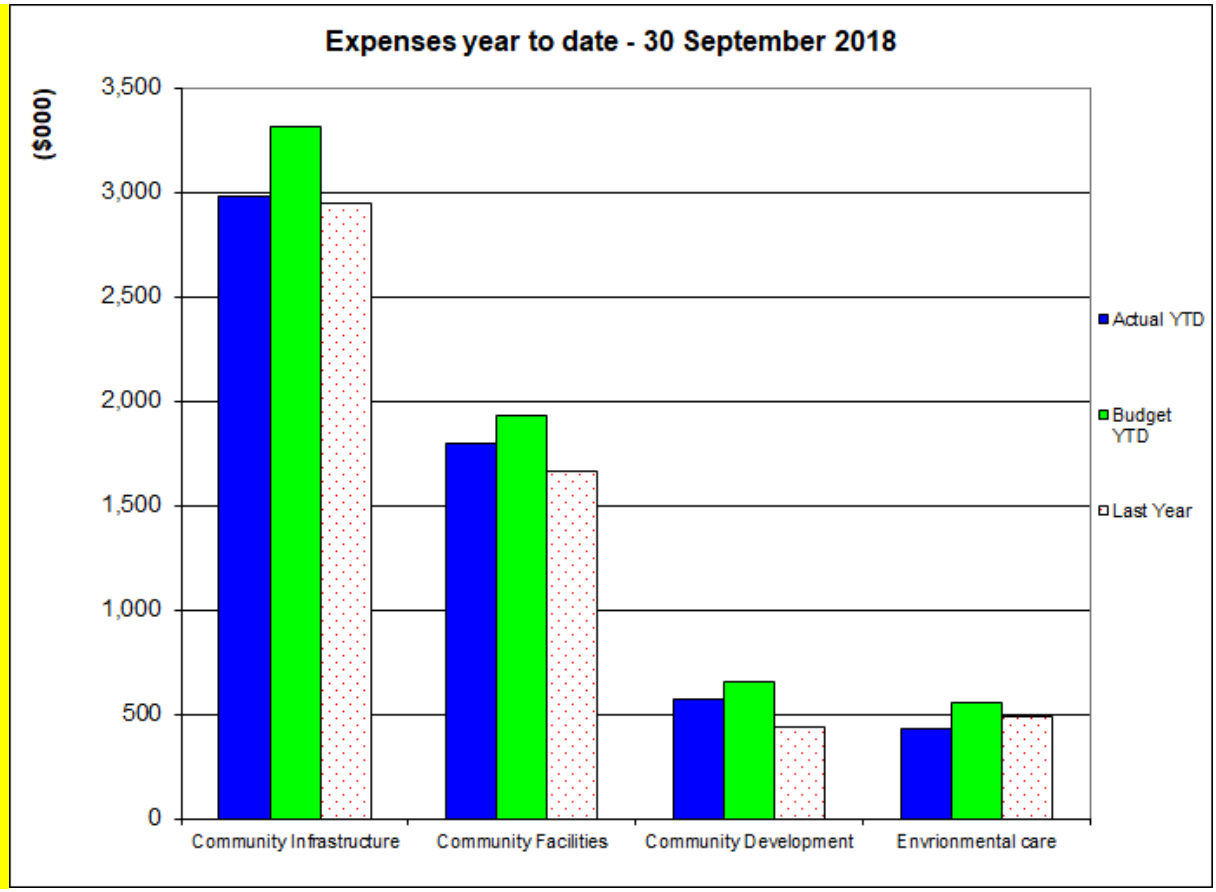
Income below the level of budgets include:

- NZTA subsidy is lower by $801,000. This is seasonal income dependent on expenditure and is comparable to the same period last year
- Vested Assets income is currently nil compared to a budget of $49,000. This income is recognised at the end of the year.
- Avenue Road North Storm water disposal project contribution budgeted $860,000 for the year not realized yet.

Income higher than the level budgeted includes:

- Development contribution revenue is higher by $1,022,000 due to Matamata and Morrinsville subdivisions and $45,000 received for naming right for T.A. Event Centre
- Animal Control income is higher by $190,000 as income received for registration at the start of the year
- Investment income is higher by $86,000 due to lower capital spent in previous year
- Aerodrome and property income is higher because some annual leases have been invoiced during this period.

Expenses



Overall, expenditure is $0.774 million lower than budget at this point. The significant reasons for this include:

- Savings in interest costs of $46,000.

Operating expenditure across all activities is $0.728 million below budget at this point; this includes payment to staff is under by $843,000 due to timing of salary and wages payment and some vacant positions. However, this variance is expected to reduce by the end of the year.

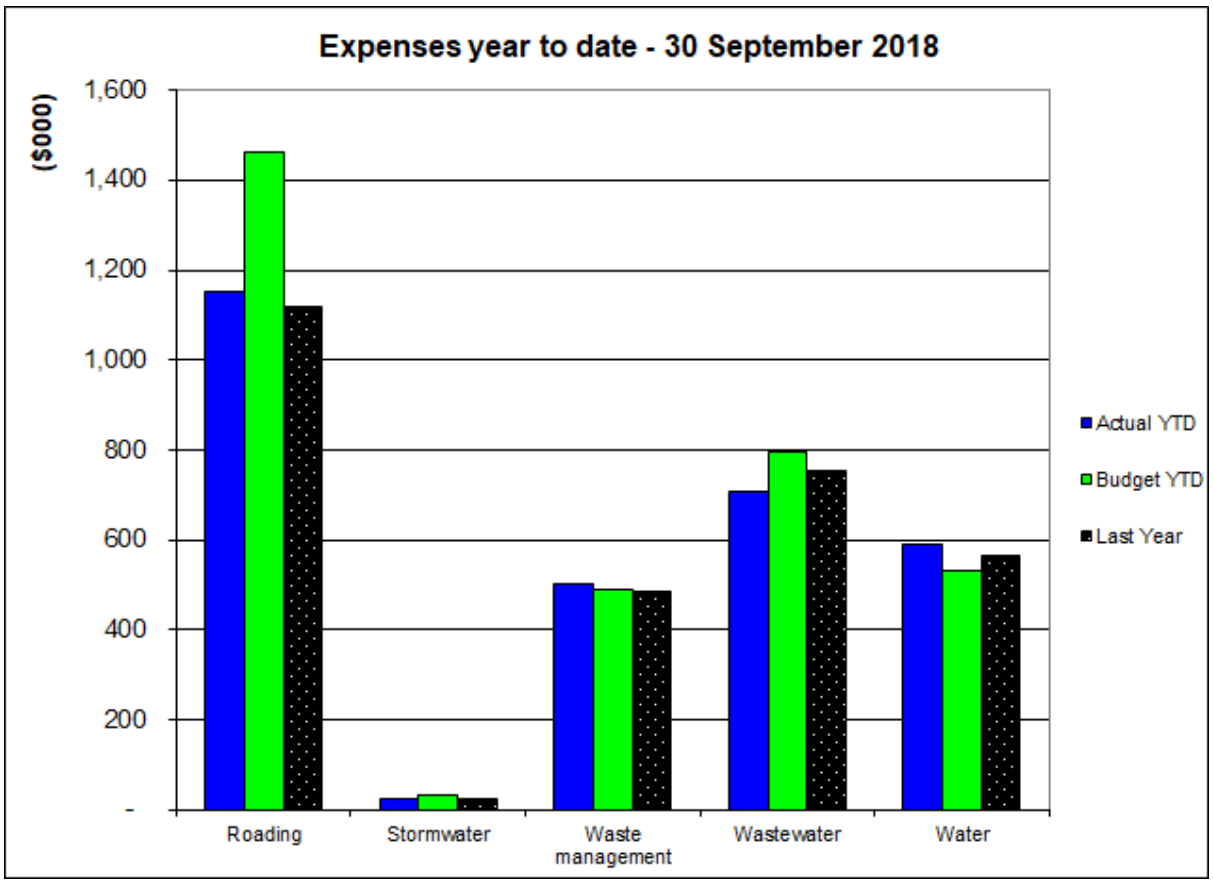
Community infrastructure - is covered in futher detail later in the report. Other comments are noted below:

Community Facilities – $132,000

- Aquatic expenditure is below budget by $113,000 Morrinsville Pools were not operating earlier this year and MM and TA costs are lower mainly due to lower employee costs
- Public amenity expenditure is lower being seasonal expenditure and improvement of level of service will come to charge during the year.

Environmental Care - all activities are experiencing low levels of activity and lower salary cost due to timing of payroll.

Community Infrastructure



- Roading is underspent on sealed pavement, Amenity lighting, Traffic services which is expected to be spent later in the year negated by higher spending on Hauraki Rail trail maintenance and Street cleaning.
- Wastewater expenditure is lower as $140,000 budgeted for yearly field irrigation maintenance and training and Bio-remediation will be spent later in year.

Rates

The 2018 General Revaluation of our District resulted in Total Capital Value of the District increased from $12.7 billion to $15.3 billion. General Revaluation Notices will be posted out to property owners from 10 October 2018. The Objection period will close off on Friday 16 November 2018.

The total rates levied for the 2018/2019 year were $38,391,344 (17/18 $37,388,536) .The balance of current rates owing at 30 September 2018 is $26,122,508 representing a collection rate of 31.96% (17/18 30.83%) The collection rate of arrears for the year is 30.59%. (17/18 34.51%)

RATES STATUS REPORT
As at 30 September 2018

	September 2018	
Rates for 2018/19		
Total annual rates levied	38,391	
Balance of total current rates owing	26,123	
Current year rates collected YTD	12,268	
Percentage of current rates collected YTD	31.96%	
Arrears from prior years		
Opening balance	813	
Less statute barred arrears written-off	(11)	
Less arrears collected this year	259	
Total owing from prior years	**553**	
Percentage of arrears collected YTD	30.59%	

	2019	**2018**
Penalty applied for 1st instalment	49	39
Penalty applied for 2nd instalment		44
Penalty applied for 3rd instalment		45
Penalty applied for 4th instalment		34
Rates collection		
Number of rateable properties	14,569	14,658
Number of assessments paid by direct debit		
Weekly	444	444
Fortnightly	475	475
Monthly	957	957
Quarterly	2,448	2,448
Annually	14	14
TOTAL	4,338	4,338

Staff have processed 144 Change of Ownerships during September 2018 (176 September 2017).

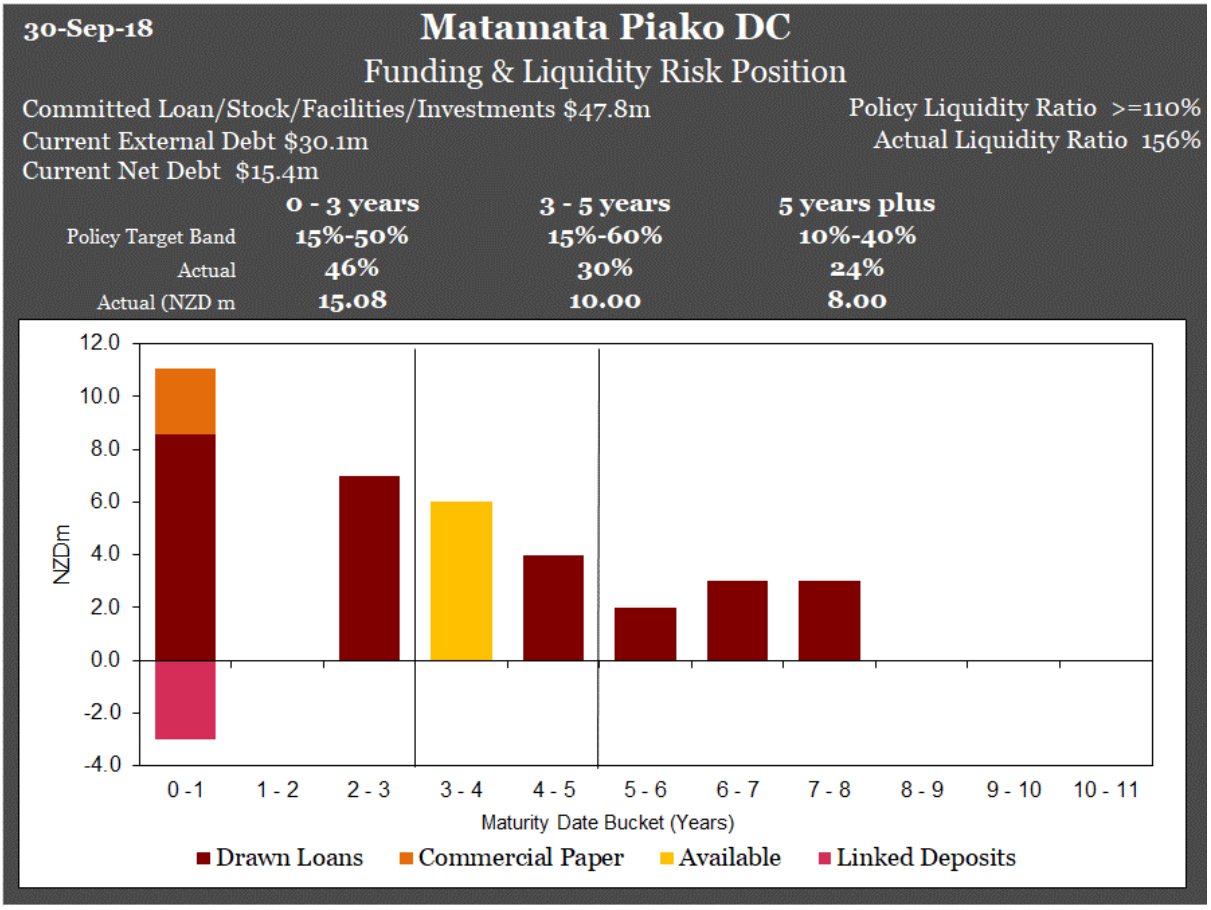
1. External Borrowing

Council Interest Rate Position as at 30 September 2018

Matamata Piako DC Interest Rate Position			
12 Month Forecast Core Debt:	**26.0**		**30-Sep-18**
Policy Limits	55% - 90%		
Overall Fixed:Floating Mix	**90%**		
Policy Compliance	N		
Liquidity Ratio:	110%		
Actual	**156%**		
Policy Compliance	Y		
Fixed Rate Maturity Profile:			
Years	**1 - 3 years**	**3 - 5 years**	**5 years plus**
Policy Limits	15% - 60%	15% - 60%	15% - 60%
Actual Position %	**21%**	**30%**	**49%**
Actual $m	**4.94**	**7.05**	**11.52**
Policy Compliance	Y	Y	Y
Funding Maturity Profile:			
Years	**0 - 3 years**	**3 - 5 years**	**5 years plus**
Policy Limits	15% - 50%	15% - 60%	10% - 40%
Actual Position %	**46%**	**30%**	**24%**
Actual $m	**15.08**	**10.00**	**8.00**
Policy Compliance	Y	Y	Y
Weighted Average Duration:			
Funding		**3.52 Years**	
Fixed Rate Portfolio (swaps and fixed rate loans)		**5.18 Years**	
Weighted average fixed rate on current borrower swaps*:			
Swap Portfolio	**4.28%**	* Note: non-active forward starts are not included.	
Counterparty Credit Risk (Interest Rate Risk Mgmt Instruments and investments)			
Policy Credit Limit (NZ$) per NZ Registered Bank (Interest rate risk management)		$	10,000,000
Policy Credit Limit (NZ$) per NZ Registered Bank (Investments)		$	20,000,000
Policy Credit Limit (NZ$) per NZ Registered Bank (Total maximum per counterparty)		$	30,000,000
	Credit Exposure (Swaps) ($m)	**Credit Exposure (Investments) ($m)**	**Compliance**
WPC	3.96	0.00	Y
ANZ	0.00	6.50	Y
ASB	0.00	5.10	Y
BNZ	0.68	9.40	Y
Kiwibank	0.00	0.00	Y
CBA	0.00	0.00	Y

Council will note that the Overall Fixed V Floating Mix ratio exceeds the parameters of our Liability Management Policy. The Policy provides a ninety (90) day period to correct any anomalies.

2. Funding Maturity as at 30 September 2018



3. Treasury Investments

TREASURY INVESTMENTS
As at 30 September 2018

Deal number	Investment type	Counter party	Maturity date	Term (days)	Interest rate	Amount invested
Long-term Investments						
944	Borrower Notes	LGFA	15-Mar-19	2209	2.43%	96,000
951	Borrower Notes	LGFA	17-May-21	2639	2.41%	56,000
956	Borrower Notes	LGFA	15-Apr-23	3253	2.42%	64,000
957	Borrower Notes	LGFA	15-Mar-19	1726	2.22%	40,000
958	Borrower Notes	LGFA	17-May-21	2520	2.40%	56,000
1024	Borrower Notes	LGFA	15-Apr-24	2527	2.31%	32,000
1025	Borrower Notes	LGFA	15-Apr-25	2892	2.35%	48,000
1048	Borrower Notes	LGFA	15-Apr-26	2892	2.46%	48,000
		Total Long-term Investments as at			30-Sep-18	440,000
Short-term and call investments						
1046	Term Deposit	BNZ	30-Oct-18	183	2.45%	1,000,000
1047	Term Deposit	BNZ	14-Mar-19	303	3.70%	3,000,000
1052	Term Deposit	ANZ	20-Dec-18	150	3.35%	3,000,000
1053	Term Deposit	BNZ	08-May-19	273	3.60%	5,400,000
1055	Term Deposit	ANZ	19-Oct-18	50	2.60%	3,500,000
1056	Term Deposit	ASB	22-Apr-19	235	3.44%	1,800,000
1057	Term Deposit	ASB	14-Mar-19	175	3.36%	2,500,000
1058	Term Deposit	ASB	14-Mar-19	175	3.36%	800,000
Call	23 account	BNZ			1.75%	452,757
		Total short-term and call Investments as at			30-Sep-18	21,452,757

Weighted Average Interest Rate

This month	3.10%
YTD	3.15%

Investment Policy Compliance

Complied

	STATEMENT OF FINANCIAL PERFORMANCE TO 30 September 2018					
YTD 2017		Actual YTD	Budget YTD	Variance	Fav(unfav)	*Note*
$ 000		$ 000	$ 000	$ 000	%	
	INCOME					
8,522	Rates	8,575	8,732	-157	-2%	*1*
651	Subsidies and grants	755	1,674	-918	-55%	*2*
1,788	Fees, charges	1,850	1,820	31	2%	*3*
190	Investments income	149	64	86	135%	*4*
558	Development and financial contribution	1,365	343	1,022	298%	*5*
-8	Other		115	-115		*6*
11,701	**TOTAL INCOME**	**12,695**	**12,746**	**-51**	0%	
	EXPENSES					
3,922	Payments to suppliers	4,410	4,295	-115	-3%	
2,959	Payments to staff	3,124	3,967	843	21%	*7*
340	Finance Costs	297	343	46	14%	*8*
3,488	Depreciation	3,552	3,552	0		
	Other Expenditure		0	0		
10,709	**TOTAL EXPENSES**	**11,383**	**12,157**	**774**		
992	**PROFIT\(LOSS) FROM OPERATIONS**	**1,312**	**589**	**723**		
1	Metered water income is lower by $157,000 due to lower industry consumption mainly					
2	Roading subsidy received to date is lower by $801,000 than budgeted as activity is traditionally low at the start of the year.					
	Avenue Road North Storm water disposal project contribution budgeted for the year $860,000 for the year, not received					
	yet.					
3	Fees and charges are higher due to Dog registration received earlier in year $190,000. Wholesale bag sales yet to be invoiced					
	$110,000. Waste water income is higher by $42,000. Library Income is lower by $17,000 which includes Library Manager					
	Service to be invoiced. T.A. event centre, T.A. Spa Pool is higher than budget due to more activity. Lease income from Waharoa					
	aerodrome invoiced earlier for the six month. MM sports centre income is lower, due to lower admission, Swim club/ Squads,					
	shop sale etc					
4	Interest received on investment (Term Deposits) is much higher than budgeted due to lower capital spending in previous year.					
5	Major Development contribution of Vatos development in Matamata subdivision. Development contribution also received from					
	Morrinsville Subdivision.					
6	Vested asset income will be accounted for at the end of the year.					
7	Payment to staff is lower due to Payroll timing (1 week for KVS and 2 week of MPDC Salary) and vacant positions					
8	Finance cost is lower due to lower opening debt than budgeted					

YTD 2017		Actual YTD	Budget YTD	Variance	Variance Fav(unfav)	Note
$ 000		$ 000	$ 000	$ 000	%	
	DIRECT REVENUE ANALYSIS					
10	**Community Development**	2	4	-1		
	Community Facilities and Property					
315	Housing and property management	310	289	21	7%	*9*
43	Libraries	18	35	-17	-48%	*1*
17	Parks and tracks	11	14	-3		
54	Public Amenities	64	57	6	11%	
348	Recreation & Culture	403	301	103	34%	*11*
776	**Total Community Facilities and Property**	**806**	**695**	**111**		
	Roading Water and Waste					
436	Roading	685	1,486	-801	-54%	*12*
0	Storm water	0	215	-215	-100%	*13*
149	Rubbish & recycling	192	376	-183	-49%	*14*
171	Wastewater	202	160	42	26%	*15*
518	Water	352	515	-164	-32%	*16*
1,274	**Total Roading Water and Waste**	**1,431**	**2,753**	**-1,321**		
	Consents and Licensing					
249	Animal Control	257	68	190	280%	*17*
240	Building consents and monitoring	292	239	53	22%	*18*
0	Civil defence	0	0	0		
154	Resource consent processing	89	92	-3	-4%	
643	**Total Consents and Licensing**	**639**	**399**	**239**		
2,703	**Total Activity Operating Revenue**	**2,878**	**3,850**	**-972**		
	Notes:					
9	Increased income due to higher EPH rents and lease income invoiced earlier for the quarter or Six month.					
10	Library income is lower mainly due to Library Manager Service still to be invoiced.					
11	T.A. Spa pool income is higher by $38,000 which is negated by lower income in MM sports Centre and MV pool is still closed.					
	Aerodrome lease income invoiced earlier in year for six months.					
	Firth tower income is higher					
12	Roading subsidy income is lower than budgeted as activity is traditionally low at the start of the year.					
13	Budgeted Avenue Road North Storm water disposal project contribution delayed.					
14	Wholesale bag sales $110,000 yet to be invoiced.					
15	Higher waste water income due to higher activity.					
16	Lower water income due to lower consumption by industries.					
17	Increase in income due to dog registration received in July for the year.					
18	Building Consent - Building consents income is higher due to high activity.					

Page 1

YTD 2017		Actual YTD	Budget YTD	Variance	Variance Fav(unfav)	Note
$ 000		$ 000	$ 000	$ 000	%	
	DIRECT COST ANALYSIS					
	Strategy and Engagement					
133	Community leadership	140	159	19	12%	*19*
310	Community Development	364	499	134	27%	*20*
442	**Total Strategy and Engagement**	**504**	**658**	**154**		
	Community Facilities and Property					
232	Housing and property management	341	265	-76	-29%	*21*
238	Libraries	251	247	-4	-2%	*22*
369	Parks and tracks	391	427	36	8%	
264	Public Amenities	211	279	67	24%	*23*
415	Pools and spas	432	544	113	21%	*24*
145	Recreation & Culture	170	166	-4	-2%	
1,664	**Total Community Facilities and Property**	**1,795**	**1,928**	**132**		
	Roading, Water and Waste					
1,118	Roading	1,154	1,461	307	21%	*25*
25	Storm Water	26	35	9	26%	
487	Rubbish & recycling	502	491	-12	-2%	
755	Wastewater	709	797	88	11%	*26*
564	Water	593	533	-60	-11%	*27*
2,948	**Total Roading Water and Waste**	**2,985**	**3,317**	**332**		
	Consents and Licensing					
40	Animal Control	47	62	15	24%	*28*
161	Building	165	220	55	25%	*28*
52	Community Protection	76	94	18	19%	
237	Resource consent processing	142	178	36	20%	*28*
489	**Total Consents and Licensing**	**431**	**554**	**123**		
5,543	**Total Operating Expenditure**	**5,716**	**6,456**	**741**		

19 Election cost will not be incurred this financial year.

20 For Economic development, regional policy and district plan Monitoring and Implementation expenditure minimal during this period. Audit fees includes last year reversal journal and invoice still to come. This saving is negated by the uplifting of community grants early in year.

21 Roof treatment of EPH has happened earlier in year and office maintenance incurred earlier in year.

22 Operating cost is higher as subscription for , Kotui ($39,700), Collection HQ, Blue cloud etc and Subscriptions are paid earlier in years negated by Salary cost due to timing.

23 Street Furniture budget has been increased by council for improvement in level of service. This budget will be spent during course of time.

24 MV pool are not operating yet resulting in an underspend for the period. Pools and recreation costs are lower mainly due to lower employee costs due to timing of payroll to date.

25 Roading is underspent on sealed pavement, Traffic services and other activity which is expected to be spent later in the year negated by higher spending on Hauraki Rail trail maintenance and Street cleaning

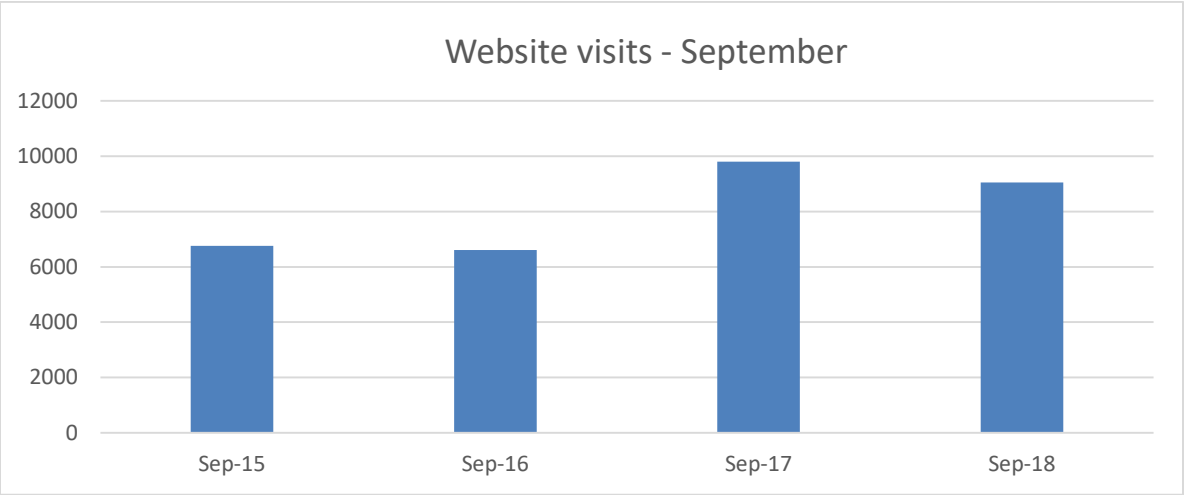
26 Waste water expenditure spent similar to last year. $90,000 budgeted for compliance module and $50,000 budgeted for 5 yearly field irrigation maintenance and LTO and Bio-remediation will be spent later in year.

27 Water treatment plant cost is higher due to one off cost like Scott road design and repair pipe work and installation of water meters. Investigation and report for July, Scott road pipework lay out and professional service associated with catchment are one off cost incurred earlier in year.

28 Animal control, Building control and Resource consent cost is lower mainly due to lower salary cost due to timing of payroll.

2. Corporate Overview

2.1 Communications



Website traffic was steady during September. Visitors were using the usual e-services (cemetery search, rates and property search, GIS, online building consents), with over 2000 visitors also visiting the Business Awards page on the site to either purchase tickets or vote for finalists.

Events

- Preparations continued for the Business Night Out. Tickets to this event sold out prior to the closing date for ticket sales.
- Council hosted the 'Rubbish Trippers', who ran a free community workshop at the Matamata-Piako Civic and Memorial Centre on living waste free
- Preparations continue for Waitangi Day in partnership with the Te Manawhenua Forum. Nest year's event will be a multicultural celebration, held at the Morrinsville Recreation Grounds on 6 February.

Economic Development

- The Prime Minister announced $1.7 million of funding for the district from the Provincial Growth Fund. The two approved projects include $900,000 towards a feasibility study and business investment case for a Te Aroha tourism precinct and $800,000 towards a feasibility study for a Waharoa industry hub.
- Background work continued on a third application to the Provincial Growth Fund for a project in Morrinsville.
- Full page advertisements were purchased and developed to promote each of our towns in the Hamilton Waikato tourism guide

Communications and Marketing

- The Communications team worked with the Assets Strategy and Water and Waste teams to communicate changes to the requirement for Backflow Prevention devices, including running a Facebook Live Q&A session.

Online and Digital Services

- The Communications team developed a communications plan for the national online voting trial and implemented actions from this plan, including establishing an enewsletter, sending email updates, creating website content, responding to media enquiries, and writing articles for various publications.

2.2 Human Resources

Staff turnover figures for year to date from 1 July 2018 to 31 August 2018 are:

Year to date at	Office	KVS	Water & Waste Water	Libraries	Facilities	Total
	%	%	%	%	%	%
July 2018	1.81	0	0	0	2.7	1.39
August 2018	1.79	2.38	0	0	2.63	.46
September 2018	4.48	2.41	0	0	10.96	2.75

Total permanent staff resigned up to 30 September = 10

2.3 Corporate and Legal Services

Policies and Bylaws

- Water and Land Transport Bylaw require some technical updates and will be consulted on alongside the 19/20 Annual Plan and Fees and Charges. These technical changes were workshopped with Council on 19/9/18.
- Fires in open spaces bylaw - a review of the bylaw will focus on the revocation of any powers that duplicate those held by the new authority, FENZ. Staff have contacted FENZ to start consultation on the revocation of the Fires Bylaw (as required by legislation) and are working through the changes required.
- Legal Highs Policy and Gambling Venue and TAB Board Venue is due for review, these will be consulted on alongside the 19/20 Annual Plan and Fees and Charges. These were workshopped with Council on 19/9/18.
- Grants policies - overall review of all policies to align with LTP in 2018 is needed (non-statutory), this project will begin late 2018.
- We will also look to consult on Earthquake Prone routes of stratgic importance as required by the recent amendments to the Building Act. This process was workshopped with Council on 19/9/18.

Annual Report

- A summary of the Annual Report was presented to Corporate and Operations Committee on 22 August. Audit NZ have completed the final audit of the full Annual Report and summary and are due to present an unmodified opinion to the Audit and Risk Committee on 9 October and Council on 10 October for adoption of the report and summary. The summary in the form of a calendar will be in local newspapers on 7 November.

Long Term Plan

- The Long Term Plan along with a number of other documents were approved by Council on 27 June, these all came into force 1 July 2018.

Treaty Settlements

Hauraki Treaty Settlements - Ngāti Rahiri Tumutumu and Co-governance

- The Hauraki Treaty Settlements are negotiations between Iwi and the Crown, Council are engaged on the process. The Crown and Iwi of Hauraki signed a Collective Redress Deed on 2 August 2018. An update will be provided to Council when available.

Ngāti Hinerangi Treaty Settlements

- The Ngāti Hinerangi Treaty Settlements are negotiations between Iwi and the Crown, Council are engaged on the process. Council have received updates throughout 2016 and 2017. A draft of the deed has been received and a formal update will be provided to Council when available.

LGNZ Excellence Programme – Action Plan

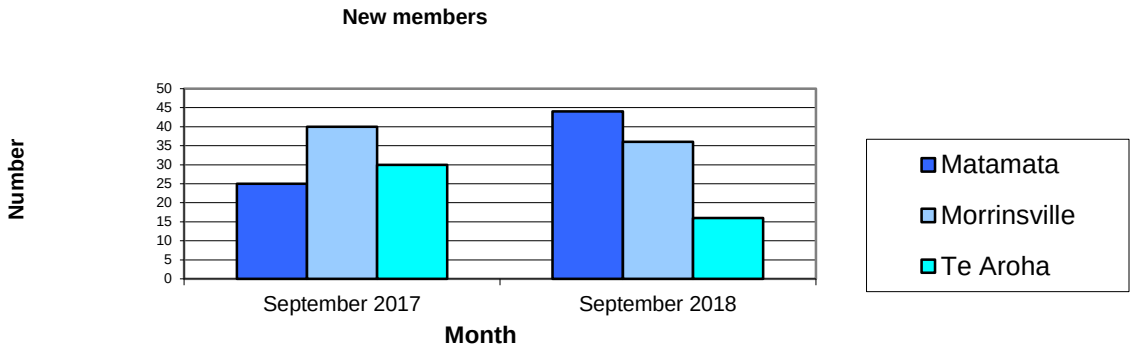
Areas for Improvement		Response
OVERVIEW – pages 4-5		
1	Information on the district's growth outlook currently is from moderate to high in the Council's view. To achieve buy-in for the Council's vision and to address the required pace and extent of change in the Long Term Plan for the district, councillors will need the most objective growth information available	***Completed -*** *This has been completed with Council adopting its growth projections in April 2017. A further review of growth will be completed for the 2021 LTP*
2	In the new Long Term Plan, Council performance needs to be driven by improved key performance indicators linked to the Chief Executive's performance agreement, which in turn links to management's key performance indicators.	***Completed -*** *This has been completed through the CE Performance Review Committee.*
3	Opportunities for improved service delivery may be realised through more substantive operational reviews under s.17A of the Local Government Act.	***Programmed -*** *S17A reviews were completed August 2017. A new project for the ongoing reviews will be implemented once the Long Term Plan has been completed*
4	The Council should further strengthen its financial and asset strategies, and link these more clearly to the Long Term Plan.	***Completed -*** *with the development of the Financial Strategy (FS) and the Infrastructure Strategy (IS) as part of the LTP project.*
5	Future Council infrastructure expenditure is highly dependent on NZ Transport Agency (NZTA) decisions for the Waikato region. Looking forward, the Council needs to strike a careful balance between investment in transport and the three waters and a significant fixed-income rating base.	***Completed -*** *addressed through the FS and IS*
6	Council and community would benefit from actively engaging with Māori/Iwi in economic development.	***Underway -*** *Council has a manawhenua forum. The Forum has asked to review its Heads of Agreement with Council, and this is completed. Individual iwi agreements are also proposed to cover the latest RMA amendments as well as Council's broader engagement with iwi. Much of Council's future engagement with iwi, especially around economic development, will be dependent on the final outcome of treaty settlements and potential new co-governance structures. Council will explore future opportunities for engagement as and when they present themselves.*

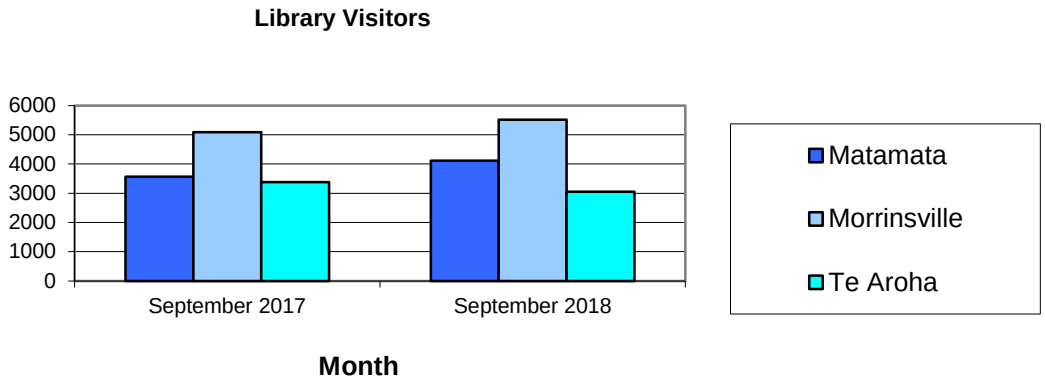
	Further engagement with Iwi has been undertaken through Council's Business Awards, the Matamata-Piako Civic Centre Project and Youth Awards. Council has also made an approach to Ngati Haua to develop an engagement agreement, and a review of the heads of agreement with Iwi is underway. *Treaty settlement negotiations have been engaged in in good faith, updates on these can be found above.*
7 The Council requires an overarching engagement and communications strategy.	***Underway -*** *This will be covered as part of the Communications and Events Activity Plan*
Governance, leadership and strategy – pages 6-8	
8 There is a need for the Council to fully understand growth outlook for its district, and to translate its aspiration into a simple and clear vision for the Long Term Plan.	*Refer 1 under Overview.*
9 Not all councillors have undertaken governance training. More needs to be done on developing the knowledge and skills required for governance.	***Underway -*** *A training needs assessment will be undertaken, and training plans for the 2016-19 triennium developed.*
10 The Annual Report would benefit from improved transparency, particularly of projects that were not completed.	***Completed –*** *Projects budgeted for in the current year and not completed have been included in the 2017/18 Annual Report to improve transparency.* *These projects will also be considered when planning the following year's work programme in terms of existing commitment and capacity.*
11 The Council should ensure that major project investment decisions are supported by appropriate business cases	***Underway -*** *Work is currently underway on reviewing the Project Management framework, which includes improving our Business Case framework*
12 The staff satisfaction survey needs to be conducted independently	***Underway -*** *A new external staff survey has recently been undertaken. The survey is called AskYourTeam and is a continuous business improvement tool and allows for local government benchmarking. Results will be analysed shortly once all hard copy survey results have been entered.*
13 The Council should progress implementation of its health and safety policies to embed a strong culture of health and safety throughout the Council	***Underway -*** *An external audit of Council's H&S policies and processes has recently been conducted, and the recommendations are currently being pursued and implemented as appropriate.*
Financial decision-making and transparency – pages 9-10	
14 The Council should separate its financial strategy ("why") from its financial plans ("how" and "what")	***Completed -*** *This will be addressed as part of the development of the new FS.*
15 There is a need for greater clarity in evaluating investment activities undertaken by the Council.	*Refer 11 above.*
16 Budget variances and the carrying forward of uncompleted capital-expenditure projects should be	*Refer 10 above.*

more clearly reported	
17 The Council would benefit from zero-based budgeting	***Underway*** *- Executive Management to consider.*
Service delivery and asset management – pages 11-12	
18 Asset renewal strategies should explain why each asset is important for the district, and what the options are for its future development	*This has been considered as part of the development of the IS and the individual AMPs.* *Business Cases are being prepared as part of the Capital Works programme development for the LTP.*
19 Council should make the cost and benefits of large proposed infrastructure investment (transport, stormwater, drinking water) clear to the district's residents and businesses.	***Underway –*** *This has been addressed through the LTP Consultation Document*

3. Community Development Overview

3.1 Libraries



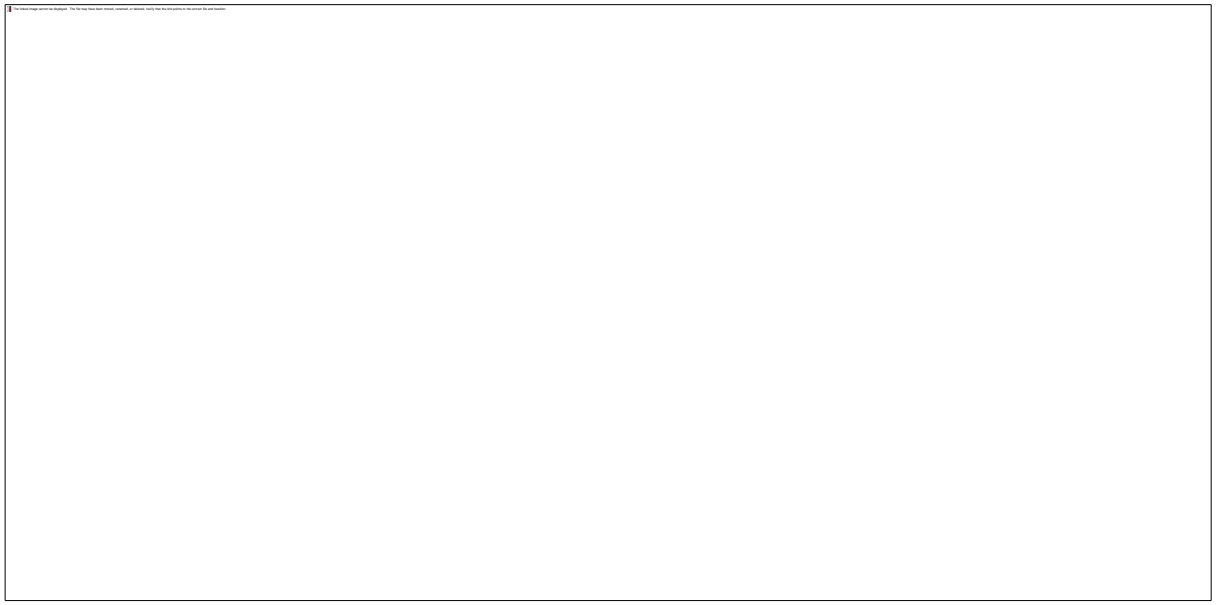


Libraries comments

- Te Wiki o te Reo Māori was celebrated well in the libraries with special Toddler Time events in both Morrinsville and Matamata in which local Kohanga Reo participated. Staff are making a concerted effort to include te reo greetings on an ongoing basis.
- Bee Aware month was celebrated in all libraries, and included three well-attended events led by Councillor Sainsbury.

- Morrinsville Library is in general experiencing high numbers on Saturdays, particularly on days that coincide with Market Day.
- Te Aroha Library hosted a special school visit from a Paeroa College geography class who were studying the Te Aroha floods.
- Library staff met with our book supply rep from James Bennett Ltd. This was a good opportunity to iron out any issues and learn about other services which could be provided in future.

3.2 Building



Building highlights:

- All building consents were processed within legislative 20 day timeframe
- 5 Swimming Pool Inspections
- Building Warrant of Fitness Inspections – 3
- House Fire on Buchanan Street – Has now been demolished – 10 October 2018.

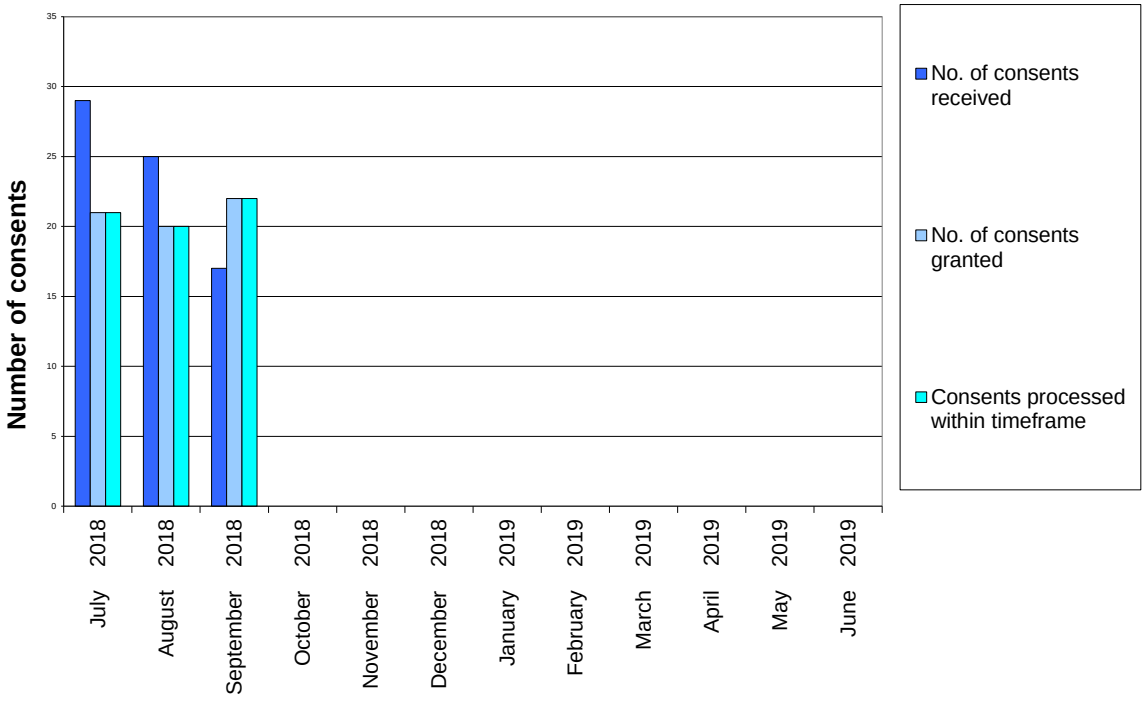
3.3 Civil Defence

- Lee Hazelwood, Waikato CDEAM Group Manager has resigned and his last day was Friday, 28 September. Interviews are currently being held for a replacement.
- Exercise to set up Emergency Operating Centre, train staff on Standard Operating Procedures' (SOP's) and test communication devices with emergency services conducted at council. Some good learnings which have been documented and will be discussed with the E-team.

3.4 Planning

Resource Consents

Resource Consents – September 2018



A report on resource consents received for September 2018 is included as Appendix B to this report.

In September, Council received 17 resource consents and granted 22 consents, all of which were processed within the statutory timeframe.

Limited or Publicly Notified Resource Consents:

There were two Limited or Publically Notified Resource Consents for September 2018

RC Reference	Applicant	Property	Limited/Public	Date Notified	Close of submissions	Pre-Hearing Date	Hearing Date
102.2018.11614	Matamata Poultry (Sutherland)	466 Maiseys Road, RD 1, Matamata	Limited	29/06/2018	27/07/2018	None	TBC
102.2018.11617	Van den Heuvel	351 Wairakau Road, RD 1, Te Aroha	Limited	05/07/2018	02/08/2018	None	Cancelled

District Plan Policy

- State of Environment Reporting – we are currently compiling the 2017/18 results which will be presented to Council next month.
- Plan Your Town (PC47) – the Environment Court has concluded that the Calcutta appeal is within scope as a result we are commencing mediation with all parties.
- Waharoa zoning and development (PC 49) – Resource Management Consultancy (Marius Rademeyer) has been engaged to assist us with this plan change.
- Hobbiton (PC 50) – the applicant is working with submitters to see if agreement can be reached, however it is unlikely that this will be achieved and therefore we are currently working towards a hearing date.
- Open Country Dairy (PC 51) - the applicant is working with submitters to see if agreement can be reached, however it is unlikely that this will be achieved and therefore we are currently working towards a hearing date.
- Tatua Dairy Company (PC 52) - the applicant is working with submitters to see if agreement can be reached, however it is unlikely that this will be achieved and therefore we are currently working towards a hearing date.

Health

- We have all year two premises registered under the new Food Act 2014 and we are on track to start auditing these premises in November

Noise

Noise Stats – September 2018

	Sep-14	Sep-15	Sep-16	Sep-17	Sep-18
Matamata	13	12	6	6	5
Morrinsville	10	10	3	17	9
Te Aroha	15	4	4	5	12
All wards	28	26	13	28	26

Alcohol

- We received an application by Goel Ventures Limited to establish and operate a new off licence at the property located on 60 Seddon Street, Waharoa. We received six objections from the public as well as from the Police and DHB. As a result, a hearing has been scheduled for 6 November 2018.

Item 6.15

Attachment A

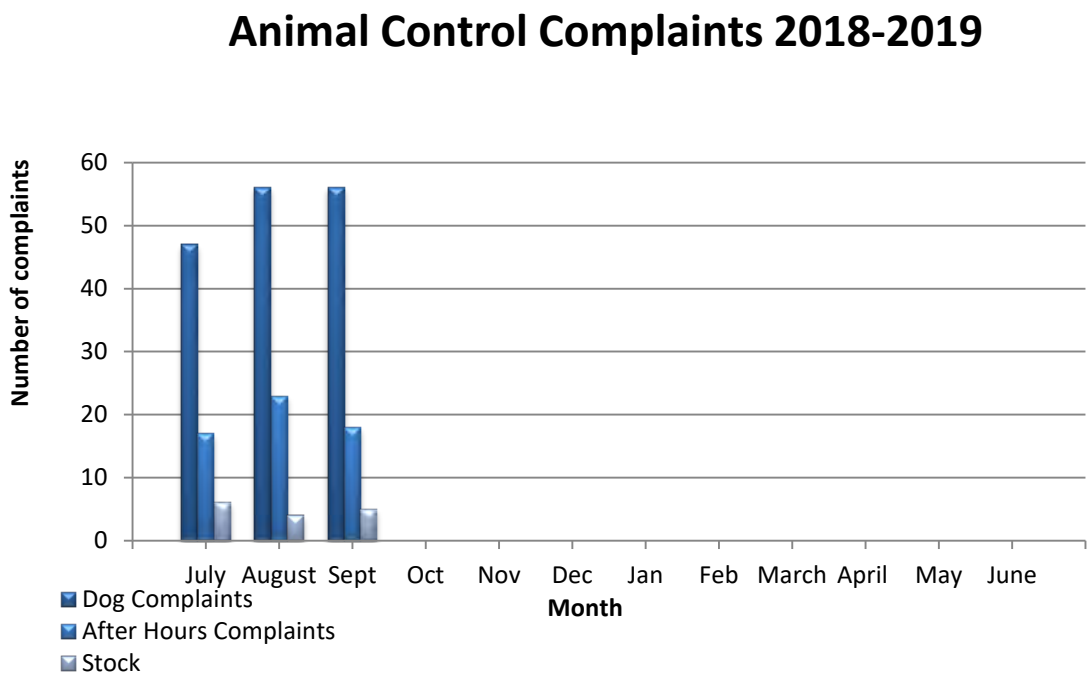
New/ Renewal Licences September 2018

Agency Application Number	Applicant Name	Type of Licence
162.2014.958.3	Walton Golf Club	Renewal Club Licence
162.2018.1392.1	Horse and Jockey Inn	New On Licence
162.2018.1393.1	Indus Valley Restaurant	New On Licence
162.2018.1395.1	Pilot Brewery Ltd	Temp On Licence
162.2011.636.4	Curry Delight	Renewal On Licence

Special Licences September 2018

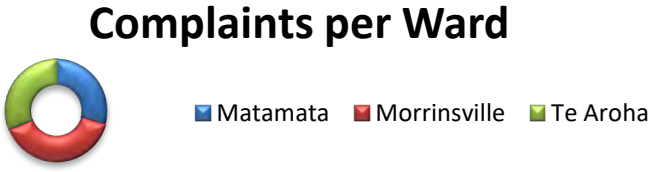
Agency Application Number	Applicant Name	Event
162.2018.1385	Te Aroha Angling Club	Fishing Tournament
162.2018.1386	Te Aroha Memorial RSA Inc	5 x Events
162.2018.1389	Tumeke Performing Arts Co.	Disney's The Little Mermaid
162.2018.1390	Inner Wheel Club of Matamata	District Friendship Dinner
162.2018.1391	Classique Caterers	Sport Waikato Awards
162.2018.1394	Matamata Club	Sims Wedding & Waikato BOP Referees Prizegiving
162.2018.1396	Matamata Memorial RSA	Multiple Events
162.2018.1397	Te Aroha Dramatic Society	'Middle Aged Spread' Show

3.5 Animal Control



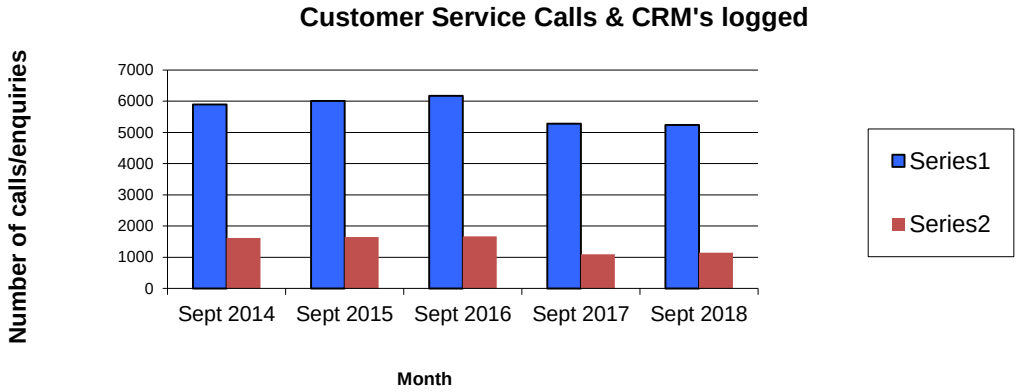
61 calls in total were received 18 Matamata, 24 Morrinsville, 19 Te Aroha

- 56 of these calls received were regarding dog complaints
- 5 of these calls were wandering stock calls
- 18 calls were received after hours
- 7 dogs and 2 Cows were impounded during the month

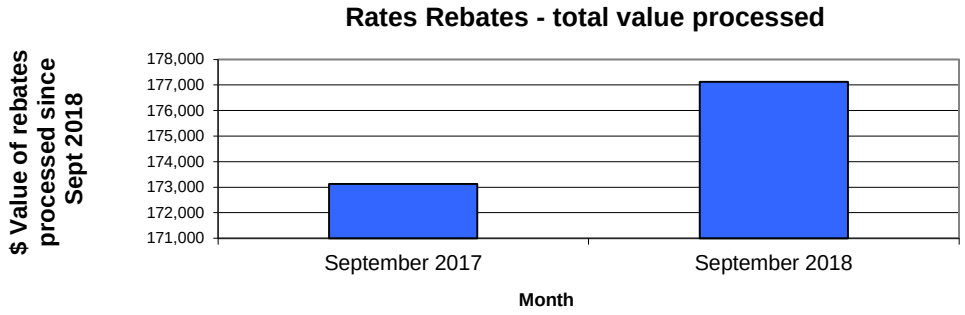


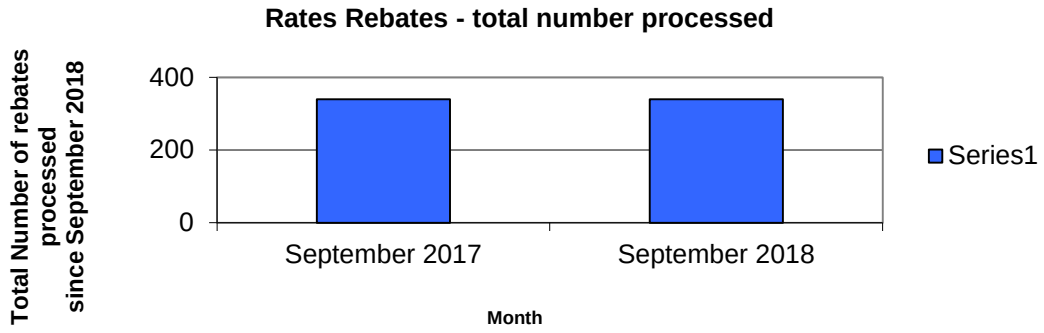
4. Service Delivery Overview

4.1 Customer Services

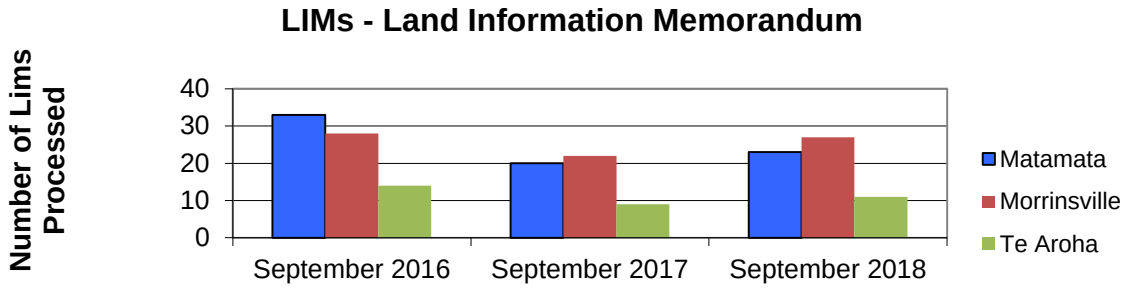


Rates Rebates





Bookings for rates rebates have been steady, **340** processed since appointments opened on 10 September 2018, with a total value of **$177,129.40**



LIM (Land Information Memorandum) – 61 applications were received in September, **21** of these were urgent requests.

4.2 Water and Waste Water

4.2.1 Water Team

Summary of Water Treatment Plant Compliance – September 2018

Plant	Protozoa	Bacteriological	Chemical	Resource Consents
Hinuera	Failed *	Compliant	Compliant	Compliant
Matamata Tills Road	Compliant	Compliant	Compliant	Failed*
Matamata Burwood Road	Failed *	Compliant	Compliant	Compliant
Matamata Tawari Street	Failed *	Compliant	Compliant	Compliant
Morrinsville Waterworks Rd	Compliant	Compliant	Compliant	Compliant
Morrinsville Scotts Road	Failed *	Compliant	Compliant	Failed*
Tahuna	Failed *	Compliant	Compliant	Compliant
Te Aroha	Compliant	Compliant	Compliant	Failed*
Te Aroha West	Failed *	Compliant	Compliant	Compliant
Te Poi	Failed *	Compliant	Compliant	Compliant

***See below explanation for failed results**

Protozoa

- A raw water event at the beginning of the month necessitated a plant recovery operation at the Morrinsville Waterworks Road Water Treatment Plant. The data suggests that no off-spec water was delivered to supply. Assuming that the District Health Board accepts the provided evidence, all the three large water treatment plants were compliant this month.
- The three smaller water treatment plants Hinuera, Tahuna and Te Poi failed this month and last month because of missing minutes. For some unknown reason, the values were not recorded in one-minute frequency. Contractors are working to see if the missing minutes can be retrieved.
- The other failed states for protozoa compliance relate to catchment assessment reports that are currently being completed. It is a technical non-compliance, rather than an actual event that has caused the plant to not achieve compliance. The Burwood Road and Tawari Street catchment assessment reports have been completed, and the Tahuna and Hinuera plants are due to be started, with a completion date at the end of November.

Resource Consents

- Backwash water discharges to Waiteariki stream are over the limit of 50 m3/d and 2 L/s almost every day. Current backwash settings result in roughly 21 m3 of backwash water per backwash, and each filter is backwashed once to twice per day (dependant on), producing a minimum of 63 m3/day of backwash waste making compliance with resource consents difficult. (The team have altered the backwash timing in an attempt to reduce the backwash volumes)
- The operational logs show an abstraction of 7 m3 for Scott Road on 25 September 2018, even though no abstraction of groundwater shall occur outside the periods of November to May. The reason for the abstraction of this minute volume was to test run a pump. This is going discussed with Regional Council.
- On 6 and 17 September 2018, the daily total abstraction value is showing as 10 times higher than the consented limit, i.e. 98,000 and 110,000 m3/d respectively, instead of 10,000 m3/d. The data originates from one daily totalised amount. The instantaneous flows are below the consent limit. This suggests that there is an error in the recording equipment. Staff are currently investigating why this is happening. It looks to be an algorithm issue within our monitoring system and we are looking to resolve this.

4.2.2 Wastewater Team

Waihou Waste Water Plant

- Currently compliant in all of the resource consent parameters Other than the Total Suspended Solids. This is legally compliant with a revised consent application in place.

Morrinsville Waste Water Plant

- Currently in compliance with all discharge limits.
- The plant is experiencing no major issues.

Te Aroha Waste Water Plant

- Currently in compliance with all the discharge limits.
- The plant is experiencing no major issues.

Matamata Waste Water Plant
- Currently in compliance with all discharge limits.
- Currently experiencing no major issues.

Tahuna Waste Water Plant
- Currently in compliance with all discharge limits.
- Currently experiencing no major issues.

4.2.3 Water and Wastewater Projects

2018/19 Capital and Renewal Projects

Most of the capital and renewal projects have been placed on hold, pending a review of priorities and capacity to complete. The revised project profile is expected to be finalised and will be reported to E Team at the end of October 2018.

The following four projects are currently underway as they have been identified as critical or high-priority projects:

- **Te Aroha West Water Connection**: A report is being prepared for Council's 14 November meeting.
- **Te Aroha Water Treatment Plant Sludge Recovery**: The contract document is being prepared for tender, with an expected project completion at the end of March 2019.
- **Scott Road Compound Pipework**: The design has been finalised. A procurement plan is being prepared and the timing of this project is under consideration.
- **Matamata Burwood Road and Tawari Street UV**: The design and tender documents have been completed. The tender has been advertised and closes on the 20 October 2018.

4.3 Kaimai Consultants

4.3.1 Roading

Maintenance Contract – Fulton Hogan – Contract 1985
- The cyclic crews have been kept busy with cyclic maintenance including EMP (edge marker post) and CMP (culvert marker post) replacements, pothole repairs, rail repairs, culvert cleaning and detritus removal.
- The drainage crew have cleared a number of slips across the network after a period of heavy rain.
- The hotmix crew are well into their pre reseal repairs as the weather has permitted.
- The stabilising crew are also well into their pre reseal repair program with a number of stabilised patches being completed.
- Contract 1985 expires on 30 June 2019. After some discussions we have now engaged the Resolve Group to take over the process for the preparation and tendering of this new contract.

Other Contracts and Activities

Contract No. 2191 Supply and Installation of LED Streetlights 2017/2018 Stage 2

- This contract was awarded to Downer New Zealand Limited and entails the replacement of 329 existing lights (scheduled) with LED lights in Morrinsville, Matamata and Te Aroha. 246 LED's have been installed to date.

Contract No. 2194 Supply and Installation of LED Streetlights 2017/2018 Stage 3

- This contract was awarded to McKay Limited and entails the replacement of existing lights (scheduled) with LED lights in Morrinsville, Matamata and Te Aroha. 42 LED's have been installed to date.

Ron Ladd Place public carpark.

- Design and specifications for carpark currently out to closed tender. Tender closes 17 October 2018.

Totara St Waitoa – Culvert Replacement.

- Downer NZ Ltd were awarded a small job to replace the 225mm culverts with 450mm culverts across Totara St in Waitoa. This work was planned for the school holidays so it didn't cause any disruption to the Waitoa School. Work started on 8 October and is expected to be completed by 12 October.

- Reseals – Contract 2098 – Fulton Hogan. This is a 2+1+1 Contract. Currently working on 2018/19 reseal programme. Resealing due to begin late October.
- Road Marking – Contract 2177 - Roadmarkers New Zealand. Road marking will resume late October as weather permits.
- Signs – Contract 2119. Contractor – Directions (3+1+1 contract). Works ongoing
- Corridor Access Requests – Thirty One (31) CAR's were processed in September.
- High Productivity Motor Vehicle (HPMV) Permits – No (0) HPMV permits were processed in September.

- Overweight Permits – Thirty (30) overweight permit applications were processed in September

Works Programme 2018/19

- Package 1. Contract 3/23/2201 – Awarded to J Swap Contractors.
  - Okauia Springs Rd (RAMM 1100-2500). Work is now well under way
  - Studholme St South (RAMM 20-660). This has been put on hold pending a decision on how best to procure the replacement of the water main. The water team are busy doing a draft design for the water main and discussing the options for procurement.

Package 2. Contract 3/23/2202. Tender closed Thursday 27 September

- Piako Rd (RAMM 3000-4225),
- Matuku Rd (RAMM 700-1200)
- Matuku Rd (RAMM 4050-4640)
- Currently going through tender evaluation process.

Events and Road Closures

- *All Events within the Road Reserve are subject to formal approval by Council and NZTA (if held on a State Highway). Road Closures are subject to formal approval including advertising, insurance and traffic management approval.*

Events – Non-Road Closure

- Morrinsville College is having their annual fun run around the streets of Morrinsville on 28 October. Full traffic management including marshals etc will be in place for the duration of this event.

Events – Road Closure

- Road Closure applications have been made for Christmas Parades in Matamata, Morrinsville and Te Aroha.
  - Matamata – 1 December 10.30am – 12.30pm
  - Morrinsville – 8 December 12noon – 3.30pm
  - Te Aroha – 15 December 6.00am – 2.00pm

4.3.2 Community Operations and Projects

Matamata Hetana Street

- New pathing has been completed under the Hetana street Oaks
- Staff are looking at options regarding lighting, seating and picnic tables as well as treatment of grass by the skating rink.
- Kiwanis will donate $5,000 towards seating and Mc Donald's have made an offer for a picnic table.
- The design team includes Matamata I-Site and Metal art seat supplier. The seating has been ordered and is made from 100% recycled plastic

Example of seating as mentioned above

Tui Domain Walking Track Te Aroha

- Work has been completed on the maintenance and repair of the approaches and bridges on the Tui Domain Track. In October work will continue on the repairing of the damage done by

the slip this will enable the Tui Domain Track to be open along its complete length.

Keep Matamata Beautiful (KMMB)

- Hanging baskets - Labour Day weekend hanging baskets have been supplied by 4 Seasons Garden Centre.
- As reported in previous month and as presented to Council by KMMB a full size statute of a Horse with Jockey has been commissioned to be place on State Highway 24 in Broadway

- KMMB concept design only on the size of the statue submitted to NZTA for their approval on the site and location

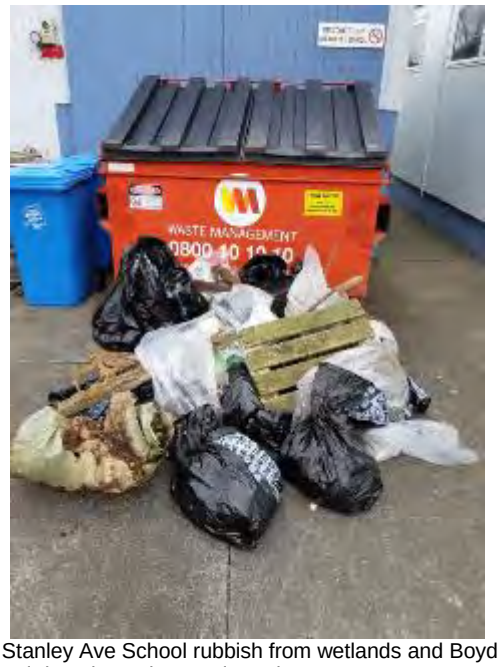
- Council supplied the paint and material to KMMB and they have replace all the rotting timber bolts etc and painted the seating in Tower road Matamata all six seats completed

Keep Morrinsville Beautiful

- Hanging baskets going up late October/ early November

Keep Te Aroha Beautiful (KTAB)

- Plants have been delivered for kahikatea planting for Herries Park
- Planting to take place when weather conditions allow 50 kahikatea to go in this to be done on 27 of October
- August St plantings - KTAB planting done on 22 September with helpers from the Scouts, Regional Council and community members. Reginal Council Supplied the plants, Bunnings Te Aroha supplied the round up and sprayer for the pre planting preparation



Stanley Ave School rubbish from wetlands and Boyd park Tui domain track Domain end

Saint Joseph's School rubbish pick up Rail bike trail and

Kiwanis Matamata

- We are working with Kiwanis on the restoration of the Old Waharoa Cemetery. Fencing has been cleaned and in places repaired. Headstones and graves have also been cleaned.

Morrinsville river walkway

- Bulk fund River view road section completed

4.4 Kaimai Valley Services

4.4.1 Parks and Reserves

Gardens

- Winter annuals have been removed and preparation for the summer annuals has started.
- Morrinsville Spray routine has been completed and a start has been made on Te Aroha.
- Removal and chemical control of the pampas grass in the Te Aroha domain has started and is approximately 60% completed.
- The new system in the CBD's and High profile gardens is working well; the planning of a similar concept for all other reserves and berms is approximately 80% completed.
- Replacement roses have been planted in the Te Aroha Domain rose garden and Piako Cemetery.

Mowing

- Boyd Park was used for Thames Valley representative rugby games and we received positive feedback on the condition of the grounds.
- The mowing teams are working additional hours to manage the spring growth and prepare for the summer sports season;
- Extra mowing is required at Pohlen Park, Morrinsville Recreation ground and Herries Park to maintain reduced grass height for cricket and athletics respectively;
- Mowing standards at the Morrinsville Cemetery are now aligned with Piako cemetery;

Trees

- A large tree was removed from the berm of Williams Street Morrinsville. The cost for removing the tree alone was $6,000;
- The stumps and suckers under the trees at the end of the Morrinsville Recreation Ground Polo Field have been removed and the area is now able to be mowed.

Cleaning and Rubbish Collection

- Chemwash has completed cleaning all the modular equipment in the playgrounds;
- Hygiene Intensive Treatments or HIT-men contractors will be carrying out biohazard control, decontamination, clean-up and restoration of toilets and urinals throughout the high use public toilets during October.
- The town approach into Morrinsville from Hamilton has been sprayed;
- There has been no reduction in the amount of rubbish being placed beside council rubbish bins.

4.4.2 Retic and Works

CRM's

- The total number of CRM's received and completed during August is as follows:

	Water	Sewer	Stormwater	Works
Total Received	94	12	3	47
Total Completed	83	9	3	44

Retic

- Received eight new applications for 20mm water connections;
- Contractors have made the following progress on the water main renewal works:

Location		% Complete	Comments
Matamata	Smith Street	100%	
	Elizabeth Street	100%	
	Hohaia Street	100%	
	Waharoa Road East	100%	
Te Aroha	Follis Street	100%	
	Carlton Street	100%	
	Lawrence Ave	100%	
	Barclay Ave	90%	
	Russell Ave	5%	
	Churchill Ave	0%	Still to start; contract end date 21 Jan 2019
	Wyatt Street	0%	

- The main trunk sewer towards the TA WWTP was jetted and cleaned exposing a major break in the line which was subsequently repaired.

Works

- Upgraded the access track to Matamata WWTP
- Footpath maintenance is on track and approximately 25% of the maintenance budget has been used.

- Onsite Developments have been appointed to undertake a survey of the footpaths in the district as part of the Increased Level of Service package and will start this in the third week of October 2018 (delay to expected start due to Onsite Developments work schedule).

Building Maintenance / Renewals

- Extensive investigative work carried out for Council / Smart Environmental in preparation for a new Water Tank to be installed at the Morrinsville Refuse Transfer Station.
- Remedial work on the water damage to the Te Aroha Domain Bowling Pavilion has been put on hold until the Asbestos Removal Contractors can carry out their work. The Asbestos removal is expected to commence on the 25th October.
- The Morrinsville War Memorial Bronze lettering was reinstalled on the wall of the Morrinsville Toy Library (facing Canada Street);
- A revised regular building maintenance program has been prepared and will be implemented in the near future.

4.4.3 Admin

Staff

- The new gardener for the Te Aroha domain has commenced.
- Interviews for a replacement public toilet cleaner in Matamata is underway and an appointment will be made ASAP.
- Initial discussions have been held with NZITO re: amenity horticulture training qualifications for three gardeners;
- A Parks Labourer has been off work with an illness for a few weeks and we have been using temporary staff to cover. This has had flow on effects on the cleaning and the rubbish collection in Te Aroha and Morrinsville.

Plant / Vehicles

- Argus (Council's GPS provider) have developed a measure to record the number and severity of speeding events of Council's fleet and report this as risk points per vehicle per month. For September, MPDC is reporting 35 risk points per vehicle per month (Argus Industry Average is at 169 risk points per vehicle per month).

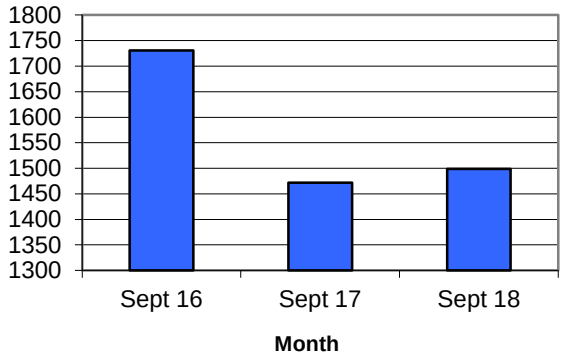
Other

- A list of improvement ideas for the Te Aroha Domain has been prepared to keep track of improvements and ensure that the higher levels of service is achieved.

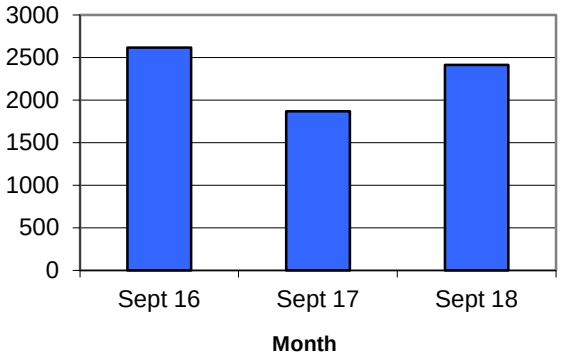
5. Business Support Overview

5.1 Community Facilities Operations

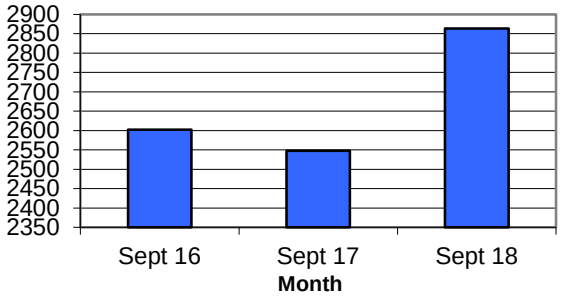
Te Aroha i-SITE
Number of visitors
Door counter



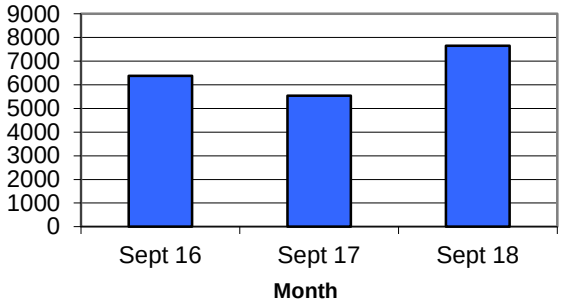
Swim Zone Te Aroha
Cash Register Reports
Number of visitors



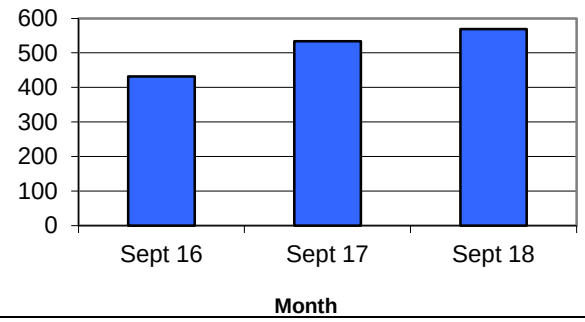
Te Aroha Mineral Spas
Cash Register Reports
Number of visitors



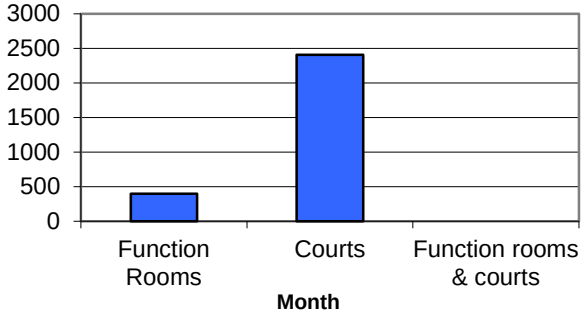
Swim Zone Matamata
Cash Register reports
Number of visitors



Firth Tower Visitor Numbers (manual count)



Silver Fern Farms Events Centre
Users & Spectators
September 2018



Swim Zone Matamata

- Matamata has been running an in house competition for the staff to see who can sell the most concession cards and memberships. Competition finishes Oct 14th. Competition is fierce amongst staff and has been heaps of fun!! Everything else is running very well and numbers are increasing as the weather is warming up.

Te Aroha Silver Fern Farms Event Centre

One off events for September:

- MPDC Citizenship ceremony
- 'Child Matters' workshop
- Silver Fern Farms rescue teams competition and dinner
- Waikato Institute for Leisure & Sport Studies leadership day
- Te Aroha Federated Farmers meeting
- Waikato VHF group meeting
- Te Aroha Events Centre Charitable Trust AGM

Te Aroha i-SITE

- Visitor mix – 74% domestic' 26% international
- 'Make a Day of it in Te Aroha' panels and new brochure holders installed.
- New two year 'Associate partnership' signed between Te Aroha i-SITE and Department of Conservation Tauranga. Associate partnership entails provision of DOC information and product sales, branding and display. Under the partnership DOC –
    - Acknowledges the ongoing work by i-SITE staff in educating visitors to the Kaimai Conservation Park and promoting opportunities for recreation plus making bookings for Great Walks and DOC huts & campsites.
    - Will provide interpretive display for the interior of the i-SITE showcasing Waiorongomai Valley and Karangahake Gorge.
    - Will provide a wall mounted Kaimai Mamaku Conservation Park map for display in the i-SITE.
    - Will provide exterior DOC branding
    - Will provide training and familiarisation opportunities for i-SITE staff
    - Will give 10% commission on all bookings made by the i-SITE for DOC facilities

Domain Pavilion

- Ongoing work to repair floor after leak in kitchen. Waiting for removal of asbestos backed linoleum. Regular users (Scouts) relocated to Domain House and pilates relocated to Silver Fern Farms Event Centre

Domain House

- Birthday afternoon tea (35 people) and a two day acting workshop (12 people) in September

5.2 Assets Strategy and Policy

Development contributions and LIMS

- Development Contributions processed - (32) Building Consents, (1) PIMs (4) Landuse Consents, (12) Subdivision Consents.
- (58) Lim Enquiries

Parks & Facilities

- On 10 September, staff met with Waikato Member of Parliament Tim van der Molen and Sarah Dowie MP, the Opposition Spokesperson for Conservation, to discuss conservation-related projects in the District.
- Staff provided information about Te Aroha Domain, recreation and tourism for the Provincial Growth Fund application.
- Scoping of potential improvement projects at Te Aroha Domain continued. Draft business cases were developed. Staff provided an update at the Domain Working Party meeting on 26 September.
- Drafting of business cases for potential Bulk Fund Projects continued.
- Concept designs for Headon Stadium upgrade project being developed by architects.
- Staff provided feedback to Sport Waikato about the Draft Regional Sports Facilities Plan document that has recently been reviewed and updated. The draft document is to be discussed at the Mayoral Forum.
- The period for submissions on the proposed naming of a reserve in Morrinsville has closed. Only one submission was received. A report will be brought to Council in October.
- Staff provided information for the State of the Environment Report.
- The period for submissions regarding the proposed revocation of Reserve status of the Ngarua Recreation Reserve (former Ngarua Hall) closes on 1 October. At the time of writing, no submissions have been received. A report will be brought to Council in November.
- Staff provided comments about dog exercise areas and dog control bylaw issues.

Utilities

- Some progress made on reviewing the Business Continuity Plans (and the 3 Solid Water one has been completed) but other maters have assumed more importance.
- Stormwater problems and issues continue to take up significant time. WRC have now accepted responsibility for new discharges and any piping of the watercourse through some of the commercial properties off Avenue Road North and Snell Street.
- A draft of changes required to the District Plan to adopts the regional document has been completed but some roading aspects may be resolved in the upcoming review of RITS rather than by inclusion in the DP.
- A policy on fencing (and other safety issues) for detention ponds has been drafted and circulated for feedback.

Roading

- Staff arranged a Roading Activity Management Plan (AMP) Training session for staff. This training session was for those that have impact or are impacted by the Roading AMP. There was good attendance.
- Staff attended a Regional Road Safety Forum. NZTA staff advised that Road Controlling Authorities have to be pro-active in speed management as a requirement under the Government Policy Statement.
- Roading Staff and Planning Staff met regarding the Kaimai Windfarm ensuring all of MPDC's concerns are fed back to the applicant via Hauraki District Council.

- Roading Staff hosted RATA associates and NZTA staff on a tour through our forward works site for 18/19
- Staff attended the RATA forum, items discussed: Introduction of a National Speed Register, HSIMS (Highway Structural Information Management System) database for structures that is in addition, and more specific than RAMM. Road Safety Alliance informing us of the benefits of guard rails.

Council Consents Received Report

Type(s): 100 - Resource Management , 101 - Subdivision , 102 - Landuse , 103 - Certificate of Compliance , 104 - Designations ,
Start Date: 01/09/2018
End Date: 30/09/2018

Printed: 04/10/2018

RC NUMBER	APPLICANT	DATE LODGED	CONTACT	ADDRESS	WARD	PROPOSAL	ACTIVITY STATUS	NOTIFICATION
101-2016-11181-2	Mr Mark Baillie	03/09/2018	GeoMetrix Limited	26 Clarke AVE Te Aroha	Te Aroha Urban	To vary a condition relating to a consent notice for yard setbacks	Discretionary Activity	Non Notified Application
101-2018-11624-1	Mr Robin Jones Mr Grant Eddy Mrs Valerie Eddy	03/09/2018	GeoMetrix Limited	Alexandra RD RD 1	Matamata Rural	Re-consenting of Rural Subdivision with one less lot	Non Complying Activity	Non Notified Application
101-2018-11653-1	Mr Carl Daley Mrs Clare Daley	11/09/2018	CKL Surveys Limited Hamilton	184 Studholme ST Morrinsville	Morrinsville Urban	Create three residential lots and ROW not meeting minimum width requirements	Restricted Discretionary Activity	Non Notified Application
102-2018-11682-1	Matamata-Piako District	03/09/2018	Matamata-Piako District Council	42 Cureton ST Morrinsville	Morrinsville Urban	To upgrade the existing changing rooms at Swim Zone Morrinsville	Discretionary Activity	Non Notified Application
103-2018-11684-1	Mr Kevin Anderson	04/09/2018	Mr Kevin Anderson	16 A Tower RD Matamata	Matamata Urban	To construct a dwelling that will enroach the height to boundary requirement	Permitted Boundary Activity	Not Applicable
102-2018-11685-1	Mr John Walsh	05/09/2018	Humes Pipeline Systems Hamilton	171 A Maungatapu RD RD 1	Morrinsville Rural	Install a new bridge	Discretionary Activity	Non Notified Application
101-2018-11686-1	Luxlink Farms Limited	05/09/2018	Rad Surveying Limited	81 No 7 RD RD 1	Morrinsville Rural	Boundary adjustment between Lot 3 (36.6760ha) and Lot 4 DP 512137(40.9360ha) to yield Proposed Lot 1 (27.8050ha) and Lot 2 (49.8080ha)	Non Complying Activity	Non Notified Application
101-2018-11687-1	Mr Callum Patton Mrs Rachel Patton	06/09/2018	Barr & Harris Surveyors Limited	173 Firth ST Matamata	Matamata Urban	Residential subdivision - 2 additional lots adjacent to SH	Controlled Activity	Non Notified Application
102-2018-11688-1	Ms Diane Cluitt	04/09/2018	Kinetic Environmental Consulting Limited	680 Old Te Aroha RD RD 1	Matamata Rural	Two shed expansion of existing free range meat chicken farm to increase the number of chickens produced to 145,000 per production cycle	Discretionary Activity	Non Notified Application
101-2018-11689-1	Mr Michael Hills Mrs Rosemarie Hills	12/09/2018	Barr & Harris Surveyors Limited	25 Western ST Matamata	Matamata Urban	Create two residential lots>450m2	Controlled Activity	Non Notified Application
102-2018-11691-1	Mr Brent Houghton	14/09/2018	Houghton Homes Limited	4 Sawgrass ST Morrinsville	Te Aroha Rural	Erect two dwellings on one title and provide access via anon-complying vehicle crossing	Restricted Discretionary Activity	Non Notified Application
101-2018-11692-1	Mr Richard Swann	19/09/2018	Align Surveyors	110 Steele RD RD 1	Te Aroha Rural	Create a non-complying rural lifestyle lot and rural balance lot and a new vehicle access not meeting separation distance requirements	Controlled Activity	Non Notified Application
102-2018-11694-1	Mr Trevor Semmens	25/09/2018	Semmens Building & Consultants Limited	143 Manhire RD RD 4	Morrinsville Rural	Relocate a second-hand building to site	Discretionary Activity	Non Notified Application
102-2018-11698-1	Pohlen Hospital Trust	27/09/2018	Resource Management Consultancy Limited	58 Rawhiti AVE Matamata	Matamata Urban	Extension of Poulen Hospital	Discretionary Activity	Non Notified Application
101-2018-11699-1	Thelma Barry Limited	26/09/2018	Barr & Harris Surveyors Limited	7767 A State Highway 27 RD 3	Matamata Rural	Rural Subdivision for 1 Lifestyle Lot with access off SH27	Restricted Discretionary Activity	Non Notified Application
102-2018-11700-1	Mr Darryl Van Den Heuvel	27/09/2018	Kinetic Environmental Consulting Limited	351 Wairakau RD RD 1	Te Aroha Rural	Construct a second dwelling for a farmworker	Controlled Activity	Non Notified Application
102-2018-11702-1	Mrs Julie Clothier	26/09/2018	Mrs Julie Clothier	9 Cranswick CR Matamata	Matamata Urban	Second entranceway not meeting separation between crossings	Discretionary Activity	Non Notified Application

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Office of Treaty Settlement - Easement Request

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). .	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.