

Council

Open Minutes



Minutes of a meeting of Matamata-Piako District Council held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 12 April 2017 at 9:15am.



Present

Mayor	Jan Barnes, JP	
Councillors	Donna Arnold	James Sainsbury
	Teena Cornes	Ash Tanner
	Paul Cronin	James Thomas, JP
	Neil Goodger	Adrienne Wilcock
	Peter Jager	

Also Present

Don McLeod	Chief Executive Officer	
Caroline Hubbard	Committee Secretary	
Michelle Staines- Hawthorne	Corporate Strategy Manager	Items 10.1,11.1
Niall Baker	Acting Senior Policy Planner	Items 10.1,11.1
Mark Naude	Community Facilities Planner	Item 11.2
Raewyn Ellison	Quality Coordinator	Item 11.4
Vicki Black	Property Services Manager	Item 11.5,13.1
Vicki Oosthoek	Policy Officer	Item 13.1
Sandy Barnes	Health & Safety/Quality Manager	Item 11.3.11.4
Eion Scott	Communications Manager	Items 10.1,11.1,11.5,13.1
Manaia Te Wiata	Group Manager Business Support	Items11.2, 11.3
Susanne Kampshof	Asset manager Strategy & Policy	Items11.2, 11.3
Jo Gifford	Information Team Leader	Item 11.4,
Grace Bonnar	Graphic Designer	Item 11.4

In Attendance

Claire Ashton	Out at 11.35am
Mike Bain	In at 9.23am, out at 11.20am

1 Meeting Opening

Mayor Jan Barnes welcomed everyone and declared the meeting open at 9.15am

2 Apologies

That the apologies from Cr B Hunter, Cr K Tappin be accepted and leave of absence from the meeting be granted and Cr P Jager for lateness (9.23am)

Moved by: Cr Teena M Cornes

Seconded by: Cr Paul Cronin

CARRIED

3 Leave of absence

No leave of absence was requested.

4 Notification of Urgent Additional Business

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

5 Declaration of interest

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

6 Confirmation of minutes

COUNCIL RESOLUTION

That the minutes of the meeting of the Ordinary Meeting of Matamata-Piako District Council held on Wednesday, 8 March 2017, be confirmed as a true and correct record of the meeting.

Moved by: Cr James P Sainsbury

Seconded by: Cr Adrienne J Wilcock

CARRIED

7 Matters Arising

8 Announcements

There were no announcements.

9 Notices of Motion

There were no notices of motion.

DECISION MAKING

10 Executive

10.1 Local Alcohol Policy - bringing into force

Executive Summary

At its meeting on 8 March 2017 Council resolved to advertise and have its Local Alcohol Policy (LAP) in place on the 22 March followed by 22 June for the maximum trading hours. The first advertisement was published on 15 March and the second advertisement was to be in the local newspapers on the 22 March 2017. Unfortunately due to an administrative error the second advert didn't meet the publishing deadline and this technical error means that the proposed date for the LAP to come into effect is not valid.

Council now needs to alter the dates for the policy to come into force. It is suggested the LAP comes into force on 26 April except for the maximum trading hours which would apply from 26 July 2017.

COUNCIL RESOLUTION

That:

1. The information be received.
2. Council revokes resolutions 2, 3 and 4 from item 10.1 'Local Alcohol Policy – bringing into force' made at the 8 March 2017 Council meeting.
3. Council resolves to bring into force the adopted Local Alcohol Policy:
 - a) On 26 April 2017 with the exceptions of clauses 3.6, 4.6, 5.5 and 6.3.
 - b) Clauses 3.6, 4.6, 5.5 and 6.3 (maximum trading hours) on 26 July 2017.

Moved by: Cr Teena M Cornes
Seconded by: Cr Paul Cronin

CARRIED

11 Business Support

11.1 Long Term Plan 2018-28 - Project Update Vision, Outcomes and Strategic Priorities

Executive Summary

Council is required to prepare and adopt a Long Term Plan under the Local Government Act 2002 (LGA) every three years. This report provides an overview of the Long Term Plan 2018-28 project to date, and seeks Council's confirmation of its new vision, outcomes and strategic priorities.

Table 2 – Vision, Outcomes and Strategic Priorities 2018-28

Matamata-Piako – The Place of Choice Lifestyle. Opportunities. Home.				
Enabling...				
Connected Infrastructure	Economic Opportunities	Healthy Communities	Environmental Sustainability	Vibrant Cultural Values
Infrastructure and services are fit for purpose and affordable, now and in the future.	We are a business friendly Council.	Our community is safe, healthy and connected.	We support environmentally friendly practices and technologies.	We promote and protect our arts, culture, historic, and natural resources.
Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.
We have positive partnerships with external providers of infrastructure to our communities.	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

Strategic Priorities – What's most important?

We have identified some strategic priorities for Council to focus on first; these will be reviewed each year:

- *Planning for and providing affordable infrastructure that is not a limiting factor in our district's growth.*
- *Developing and implementing an economic strategy that encourages and supports economic growth in our district.*
- *Reviewing the provision and suitability of sporting and recreational facilities in the district.*
- *Supporting environmentally friendly practices and technologies.*
- *Building relationships with Iwi and other groups within our community that represent our cultural diversity.*
- *Advocating for services on behalf of our communities.*

COUNCIL RESOLUTION

That:

1. The information be received.
2. Council confirms its new vision;
Matamata-Piako – The Place of Choice.
Lifestyle • Opportunities • Home
3. Council confirms its new outcome themes and outcomes as set out in Table 2 of this report, subject to considering feedback from Te Manawhenua Forum.
4. Staff commence preparation of the Draft Long Term Plan 2018-28, including the draft Financial Strategy and draft Infrastructure Strategy, based on Council's new vision and outcomes, with a focus on Council's strategic priorities as set out in Table 2 of this report.
5. Staff provide further papers on the use of SUIPs (Separately Used and Inhabited Portions), the UAGC (Uniform Annual General Charge), and the method of provision of rubbish bags for further consideration by Council.

Moved by: Cr Peter M Jager
Seconded by: Cr Teena M Cornes

CARRIED

11.2 Former Ngarua Hall

Executive Summary

The former Ngarua Hall building is located on Crown Land, gazetted as Recreation Reserve in terms of the Reserves Act 1977. Council has held an appointment to 'control and manage' the reserve since 1989. A licence-to-occupy the building expired in 2015. The building has been vacant since the discovery of mould and various maintenance issues late in 2015. The Ministry of Education has confirmed they have no interest in acquiring the property for educational purposes. Council is asked to consider its future interest in the site and whether or not it wishes to continue controlling and managing the reserve.

Comments

Remove building and return the land to DOC for their administration

Building was never vested in Council, no written agreement

Public notice in paper and letters to former chairperson, Mokoro Gillett and to DOC encouraging them to work with NZTA for removal of building and tennis courts.

COUNCIL RESOLUTION

That:

1. **The report be received;**
2. **Council resolves to relinquish its appointment to control and manage the Recreation Reserve containing the former Ngarua Hall.**

Moved by: **Cr James P Sainsbury**

Seconded by: **Cr James A F Thomas**

CARRIED

11.3 Request For Special Assessment For Stormwater at 23 Rockford Street, Matamata

Executive Summary

Development contributions are a charge imposed on a developer by a council to recover some of the capital costs incurred by a council when providing infrastructure services for the development. This report seeks a decision from Council whether it wishes to enter a special assessment process with the applicant (GA & RA Diprose) to waive or reduce the amount of Stormwater Development Contributions payable on the construction of a new workshop and office on a new industrial property in Matamata. The gross floor area of the commercial building is 994m².

Under the 2015-25 policy Council can make the decision as to whether a special assessment be undertaken for specific developments or whether the DC be upheld and the applicant can proceed with a reconsideration and/or objection process.

Council made the resolution on the 8 February 2017 to uphold the water and waste contribution for the building consents and it was requested that the Stormwater be brought back to Council for consideration with further information.

COUNCIL RESOLUTION

That:

1. Council received the report and;
2. Council determine to uphold the Stormwater Development Contributions for the proposal to add a new workshop and office at 23 Rockford Street in Matamata.

Moved by: Cr Neil C Goodger

Seconded by: Cr Paul Cronin

CARRIED

11.4 Celebrating 20 years of ISO 9001 Certification

Executive Summary

10.15 am This year on 16 January 2017 we have been ISO 9001 certified for 20 years. To celebrate we are informing the public and staff by including items in Council in Focus, in both the Piako Post and Matamata Chronicle, on the website, facebook and the staff bulletin. We are also cutting a cake at today's meeting.

Comment

Recognise over 20 years a lot of time spent for the good of the staff and the community.

COUNCIL RESOLUTION

That:

1. Council receives the information
2. Council congratulate staff over the years for their time and efforts and note current efforts of staff to maintain this accreditation.
3. Council note the vision of our Chief Executive some 20 years ago to maintain best practise.

Moved by: Mayor Jan E Barnes

Seconded by: Cr Teena M Cornes

CARRIED

This item was considered after Item 13.4

The meeting adjourned for morning tea at 10.26 and reconvened at 10.50am.

11.5 Peakedale Estate Developer Agreement

Executive Summary

A developer Agreement is required for a 155 lot subdivision off Jellicoe Road in Matamata. It is currently part of the Precinct F Structure Plan identified in the District Plan.

Plan Change 47 is currently being considered by Council. The Proposed Development aligns with the zoning identified in Plan Change 47.

Appropriate Development Contributions need to be charged for the development as infrastructure upgrades will be required to service the development.

The report below outlines the options and risks Council needs to consider with regards to developing the developer agreement.

Council has received a subdivision proposal for Peakdale Estate. It is a subdivision proposal staged in 5 stages, with a total of 155 residential lots. The subdivision is located off Jellicoe Road in Matamata. See attached proposal map.

Stage A = 32 lots

Stage B = 35 lots

Stage C = 32 lots

Stage D = 46 lots

Stage E = 10 lots

30 of the lots are currently zoned residential. The remaining 125 lots are located in the Precinct F Structure Plan area which is an area zoned residential that can accommodate approximately 709 lots, located in the area between Hinuera and Station Roads. The scheme plan submitted included how the subdivision can link in with the adjoining land.

The Precinct F Structure Plan had identified significant infrastructure needs as outlined in the Current Plan Change 47 funding document.

Recommendation

That:

1. Council receives the information
2. The 2016/17 charges will apply for the land already zoned residential within Stages A & D (30 lots), the lesser of the indicative \$19.62k/lot charge (excluding Parks & Reserves contributions) and the relevant Development Contribution charge adopted in the future 2018/28 Development Contribution Policy will apply for the land to be rezoned under PC47 that is located in Stages A & D (48 lots) subject to;
3. If Stages B, C & E (77 lots) were to be advanced prior to 1 July 2018 they will be covered by a separate developer agreement.
4. Council give authority to the Chief Executive to sign the Developer

Agreement.

Chief Executive Don McLeod out of the room at 11.10am back at 11.15am

11.6 Treasury Policy Review

Executive Summary

The Audit and Risk Committee have reviewed the draft Liability Management and Investment Policies have recommended their adoption to Council.

COUNCIL RESOLUTION

That:

1. The draft Liability Management Policy and Investment Policy are adopted as recommended by the Audit and Risk Committee.

Moved by: Cr Ash B Tanner

Seconded by: Cr James A F Thomas

CARRIED

This item was taken out of order and considered after Item 11.3

12 Community Development

12.1 Community Grants 2016/17

Executive Summary

Council has a Community Grants Policy to administer the \$15,000 contestable grant that was previously administered by the Community Boards.

The second of two funding rounds held each year was open between 8 February and 17 March where Council invited applications to the fund. In total 32 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 final allocations for 2016/17.

Comments

Because of the number of applications and the amounts requested is there a need to be stricter with criteria, hold, remove or add to funding?

COUNCIL RESOLUTION

That:

1. The report is received.
2. The amount of \$181.09 for Te Aroha Ward Community Grant funding not allocated in 2016/17 be carried forward to their 2017/18 budget.

Moved by: Cr Ash B Tanner
Seconded by: Cr Donna C Arnold

CARRIED

This item was considered after Item 11.6

13 Service Delivery

13.1 Waitoa Hall

Executive Summary

Waitoa Hall

Waitoa Hall requires extensive structural repairs estimated at approximately sixty seven thousand dollars, the Hall Committee have requested that Council allow the hall to be decommissioned and declare the hall surplus to requirements.

The Waitoa Hall building was built in 1911 and is largely a timber structure. The Hall requires extensive structural repairs and is not considered earthquake prone although it is recommended for strengthening in the future. The hall's roof needs replacing at an estimate cost of Thirty five thousand dollars along with repairs to the exterior, repainting, scaffolding and re-piling bringing the total cost to around just over seventy thousand dollars in total. The replacement of the hall's roof would also require a building consent, earthquake engineering report and a property report. The cost of this is upwards of two thousand dollars and, although Council can arrange for this to be completed, would be at the Hall Committee's cost.

Council currently supports the Hall Committee by allocating targeted rates for the upkeep of the hall. The procedure for a committee requesting Council to assist financially on a large project would be for them to apply for a loan; however the community would have to agree to this option.

The Committee called for a public meeting to be held on the 19th July 2016 to engage with the community and to discuss options for the Hall. Concerns were raised at the meeting regarding the changing dynamics of the community that services the Hall and its declining use.

A letter went out to ratepayers to ask if they were happy to fund a loan for repairs to the hall. If the loan was granted, ratepayers will see an increase to the targeted rate for the hall. The loan would have to be paid in full within a ten year period. The maximum for a loan of this type is thirty thousand dollars and a submission would need the majority of the responders agree to the funding of that loan, for it to be granted. (sixty five to seventy per cent)

This threshold was not reached. Of the submitters that responded only 35 per cent agreed to fund the loan. The committees concern was raising a loan for a building that is seldom used.

The Committee requests that Council allow the hall to be decommissioned and declare the Hall surplus to requirements.

Comments

Possible venues for Red Cross meetings – Waitoa School, Country Kids

COUNCIL RESOLUTION

That:

1. **Council receive this report**
2. **Council decommission the Waitoa hall as per the survey and the request of the Waitoa hall committee and declare surplus to requirements**
3. **The Red Cross be supported in their relocation.**

Moved by: Cr Adrienne J Wilcock

Seconded by: Cr James Sainsbury

CARRIED

13.2 Waikato Plan - Minutes & Council submission

Executive Summary

This report seeks to update Matamata-Piako District Council (MPDC) on the Waikato Plan Joint Committee briefing held on 28 September 2016 and Joint Committee meeting on 27 February 2017.

Mayor Barnes is MPDC's appointed representative on the Joint Committee. Councillor Wilcock is the alternate member.

The meeting minutes are attached to the report. The agenda and more information about the Waikato Plan are available on the Waikato Plan website <http://www.waikatoplan.co.nz/Leadership/Agendas-and-minutes/>.

In addition, this report seeks approval for a Council submission to the Waikato Plan. The submission has been previously discussed with Councillors and has been submitted to the Waikato Plan team.

Copies of the draft Waikato Plan and summary have been previously provided to Councillors. A copy of the plan summary is attached to this report.

COUNCIL RESOLUTION

That:

- 1. The information be received.**
- 2. The Council submission to the draft Waikato Plan be approved and Deputy Mayor James Thomas to sign the submission and speak to the Waikato Plan Joint Committee.**

Moved by: Cr Teena M Cornes
Seconded by: Cr Ash B Tanner

CARRIED

13.3 Meetings Attended by Elected Members

Executive Summary

Elected members represent Matamata Piako District on various committees.

Minutes from Waihou-Piako Catchment Committee, Hauraki Gulf Forum, Regional Transport Committee and Waikato Civil Defence Emergency Management Joint Committee meetings are attached.

COUNCIL RESOLUTION

That:

1. The information be received.

Moved by: Cr Neil C Goodger

Seconded by: Cr Peter M Jager

CARRIED

13.4 Documents Executed Under Seal

Executive Summary

Certain documents need to be executed under the Council Seal, these documents are typically warrants of appointment, agreements, consent forms and bonds. These documents are reported to Council every two months. The schedule of documents executed under Council Seal for October and November 2016 is attached.

COUNCIL RESOLUTION

That the report of the schedule of documents executed under Council Seal be received.

Moved by: Cr James A F Thomas

Seconded by: Cr Adrienne J Wilcock

CARRIED

This item was taken out of order and considered after item 12.1 and before Item 11.4.

13.5 Mayoral Diary For March 2017

The Mayoral Diary for the period 1 March to 31 March 2017 is attached.

COUNCIL RESOLUTION

That the report be received.

Moved by: Mayor Jan E Barnes

Seconded by: Cr Teena M Cornes

CARRIED

The meeting adjourned for lunch at 11.56am and reconvened at 12.55pm

INFORMATION ONLY

14 Urgent Additional Business

There was no urgent additional business.

15 **Procedural motion to exclude the public**

COUNCIL RESOLUTION

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 Chief Executive Officer Recruitment

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.	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>.</p>	<p>s48(1)(a)</p> <p>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.</p>

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

Moved by: Cr Neil C Goodger
Seconded by: Cr James P Sainsbury

CARRIED

1.00pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

1.13pm Moved out of Public Excluded

Moved by: Cr Donna Arnold

Seconded by: Cr Paul Cronin

CARRIED

1.15 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF COUNCIL HELD ON

DATE: 10 May 2017

CHAIRPERSON:.....

J E Barnes, JP